

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE - 6 OCTOBER 2015

SUBMITTED TO THE COUNCIL MEETING – 20 OCTOBER 2015

(To be read in conjunction with the Agenda for the Meeting)

Present

Cllr Julia Potts (Vice-Chairman in the Chair)	Cllr Tom Martin
Cllr Brian Adams	Cllr Wyatt Ramsdale
Cllr Kevin Deanus	Cllr Stefan Reynolds
Cllr Carole King	Cllr Simon Thornton

Apologies

Cllr Robert Knowles

68. MINUTES (Agenda item 1)

The Minutes of the Meeting held on 1 September 2015 were confirmed and signed as a correct record.

69. APOLOGIES FOR ABSENCE (Agenda item 2)

Apologies for absence were received from Cllr Robert Knowles.

70. DECLARATIONS OF INTERESTS (Agenda item 3)

There were no declarations of interest raised under this heading.

PART I - RECOMMENDATIONS TO THE COUNCIL

Background Papers

Unless specified under an individual item, there are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to the reports in Part I of these minutes.

71. BUDGET MANAGEMENT AUGUST 2015 (Agenda item 6)

[This item contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of the revised Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information)]

71.1 Throughout 2015/16 all budgets are monitored on a monthly basis and performance against budget reported monthly. The Executive received a report reviewing the service delivery progress against the budget to the end of August and, subject to the addition of the word 'suitable' to paragraph 14

so that it read 'despite looking for *suitable* alternative use for the small building...'

RESOLVED that

1. the virement of £15,000 from Building Control income to cover agency costs be approved, as detailed in paragraph 8 of the report;
2. the virement of £6,500 from the General Fund capital contingency for the demolition of the South Street public conveniences in Farnham, as detailed in paragraph 14 be approved; and
3. the use of the Repairs and Renewals Fund to cover the cost of a replacement countryside vehicle be approved, as detailed in paragraph 15.

71.2 There has been an increase in the number of planning applications which has resulted in a necessary increase in planning appraisals costing £10,000 and incurred additional consultants' costs of £15,000. Planning income fee is forecast to be £75,000 higher than budget, however it is recommended that all of this additional income is vired to the staffing budget to meet additional temporary staff cost, at a nil impact to the General Fund.

71.3 Subsequent to the agenda being despatched, an urgent supplementary paper was circulated, a copy of which is attached as (Exempt) Annexe 1. The Executive supported the proposals set out in the paper and now

RECOMMENDS that

- 24. the virement request of £75,000 additional planning income to cover additional agency costs be approved; and**
- 25. the recommendations set out in (Exempt) Annexe 1 be approved.**

[Reason: to monitor and manage the Council's budgets to ensure financial control over service delivery].

72. STRATEGY FOR AGEING WELL IN WAVERLEY 2015-2020 (Agenda item 8)

72.1 During 2013 it was agreed to establish the future direction of the Council's responsibility, services and support to the voluntary sector through the development of an Older Persons Ageing Well Strategy for Waverley, attached as Annexe 2.

72.2 In 2013, the 2011 Census highlighted that Waverley's older (65+ years) population was recorded at 25,200 inhabitants, with this figure being projected to increase by 14.3% in 2020. The over 85 population is projected to increase by 28.6% by 2020. Waverley Borough Council therefore has an important challenge ahead: catering for an ever increasing group of older adults, whilst ensure that the quality of support offered towards their wellbeing is maintained.

72.3 Most people in Waverley enjoy a good quality of life and it is a fantastic place to work and live. The Council has a key role to play in recognising the opportunities and challenges ahead in catering for an ever-increasing older population. The development of its Ageing Well Strategy Action Plan enables the Council to continue to develop its existing services and new ones, so that older people are able to maximise their use of mainstream local services, remain independent and feel valued members of our communities.

72.4 The Council is proud of its history in meeting the needs of its older residents and the steps it has taken to focus the delivery of its services and activities to support their wellbeing needs as the demographics of the population has started to change. Key areas of the work that the Councils already delivers to support older residents, that is captured within the Action Plan, include:

- Funding of at least £590,000 through Service Level Agreements and grants to organisations that deliver services for older people such as day centres, community transport, information and advice.
- £2.2million project to develop the Farnham Memorial Hall, which will host services for older people.
- 244 self contained accommodation within our sheltered services for older people.
- Delivery of physical activity programmes for older people such as falls prevention, fit for life and walks for health.
- The Easymove Scheme which supports Council tenants, including older people, to move to accommodation better suited to their needs.
- Delivery of a Meals on Wheels service, with funding to the Royal Voluntary Service, which currently provides meals to 159 residents.
- A Care and Repair service to enable more people to remain in their own home or private rented accommodation.

72.5 A range of data was reviewed from various sources to support the development of the Strategy such as the Joint Strategic Needs Assessment, 2011 Census, Surrey and the Council's own information to establish a population profile. The data was used to look at the profile of the borough and the wellbeing needs of the older population. The headline statistics are:

- Waverley has the largest older population in Surrey and an over 85 year old population that is set to grow by almost 30% by 2020.
- 20% of Waverley residents are aged 65 years and older.
- 3.2% of Waverley residents are aged 85 years and older.
- Dementia poses a significant challenge, with Waverley having the highest number of residents predicted to have dementia in Surrey.
- 51% of Waverley's economically inactive residents are retired.
- 14% of households are occupied by people over 65 living on their own.
- Waverley has the lowest connectivity index in Surrey meaning it is more difficult for people that are unable to drive to get out and about
- Waverley has pockets of isolation and several wards have a high rate of one person households, which can lead to increased loneliness and depression.

- 72.6 It was agreed that the Strategy would focus on ten key areas known as the Ageing Well Pledges. These ten pledges were published following a Surrey-wide consultation in 2011-13 resulting in the publication of an Ageing Well Commitment for Surrey. The pledges were identified as issues that will ensure that people can age well and they endorse the feedback we regularly receive from our older residents and the organisations that support them.
- 72.7 At its meeting on 17 June 2014, the Community O&S Committee endorsed the proposed approach to develop an Ageing Well Strategy and Action Plan for Waverley. This included a consultation exercise to gain a better understanding of the lives of Waverley's older population, their current use of services and any further support that Waverley could offer as part of the five year Strategy.
- 72.8 A series of initial consultation sessions based around the ten pledges were carried out with key individuals and groups. These consultations included:
- An electronic survey for families and carers of older adults;
 - A face to face survey with people attending day centres across the borough and residents living at some of the Council's sheltered housing schemes;
 - Two community consultation events held in Farnham and Cranleigh inviting individuals and voluntary sector organisations that deliver services for older adults;
 - Discussions with officers from various service areas including Housing, Leisure, Planning and Communities;
 - A Members focus group.
- 72.9 Following the results of initial consultations it became clear that three key themes were emerging under which the responses could be categorised. These were community, home and support. These themes were, therefore, identified as the three main priorities for the development of the Ageing Well Action Plan proposing the implementation of key activities the Council may undertake. These three priorities are separated within the Action Plan into:
- Priority 1 – Feeling part of a community
Priority 2 – Remaining Independent At Home
Priority 3 – Accessing Support and Information
- 72.10 Specific activities for delivery over the next five years were identified under each of the three priorities. These activities were identified using the variety of information gathered to develop the Strategy including: the consultation exercises, statistical data, through the Council's continuous dialogue with key partner organisations including the Clinical Commissioning Groups and their work relating to the older population through the Better Care Fund, the Waverley Adult Social Care team supporting older people and voluntary organisations delivering services to older people.
- 72.11 It was essential to respect the wishes of older people and to keep these in mind throughout the development of the Strategy. To this end, ensuring that enough comprehensive research and consultation was carried out was crucial. It was equally important to explore partnerships with external

agencies as a pooling of knowledge and resources will be mutually beneficial and will ensure that a wider number of issues concerning older adults may be addressed.

72.12 The draft Strategy and Action Plan that have been developed through this groundwork lay the foundations for providing a better quality of life for older people through the provision of local services that are designed to meet their current and future needs. It builds on the existing work of the Council and identifies new activities to support the wellbeing needs of residents as the demographics of the population change. The Action Plan enables older people to stay connected to their local communities and services so that they may remain independent for as long as possible. The Executive now

RECOMMENDS that

26. the Ageing Well Strategy and Action Plan for Waverley be approved and adopted.

[Reason: to adopt an Ageing Well Strategy for Waverley]

73. CONSULTATION OUTCOMES ON PROPOSALS FOR DEVELOPMENT OF SHELTERED SERVICES FOR OLDER PEOPLE (Agenda item 15)

[This item contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 1 of the revised Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to an individual]

73.1 Sheltered housing has been the preferred option for many older people within Waverley for the last 30-40 years, but if it is going to continue to meet the needs and aspirations of an ageing population, it must transform and modernise. Sheltered housing is a preventative service; which also has the capacity to function as a central hub that can look outward to benefit older people living in the wider community as well. A consultation has recently been conducted with tenants and their families, and sheltered housing staff regarding a potential staffing restructure in order to mitigate the external grant reductions from Surrey County Council.

73.2 The need to review and develop the service is driven by a number of factors:

- The reductions in Government funding
- The significant projected increase in the older population
- The increasing risk of social isolation as older people become frailer
- The number of older people choosing to live independently in their own homes
- The decreasing availability of residential care as a means of meeting the needs of frail older people
- The need to do more for older people living in the wider community
- The need to provide a more flexible, responsive and seamless service that better aligns with other services such as Waverley Careline

73.3 The Council's current sheltered housing service is traditional and well-established, having remained unchanged for a considerable period of time. Each scheme has operated in the past with a manager, a part-time assistant manager and a part time domestic. Of the eight sheltered schemes, two are referred to as 'Extra Care'.

- Extra care sheltered housing provides households with independent accommodation together with a care package which most generally includes help with washing, dressing, shopping, laundry etc. In addition, meals are provided on site. Care packages are delivered by Surrey County Council's Adult Social Care service.

73.4 Comparisons have been made with other services that have already been significantly remodelled, some of which have been stripped back to as little as just a concierge service. This type of service provides tenants with a point of contact only, and focuses predominantly on scheme-based maintenance issues. No direct housing-related support is provided. This option is not recommended as a way forward, and nor would it be favoured by current tenants. Sheltered Services will remain largely unchanged. Eight dedicated full-time scheme managers will be retained at each sheltered scheme, as will those who deliver domestic duties. Eight part-time assistant manager posts will be deleted, six of whom have not been filled on a permanent basis for some time pending the expected changes in Supporting People funding.

73.5 One full time Assistant Manager post would be created to be shared between the two extra care schemes due to the increased support provided to tenants (buildings also geographically sit next to each other). There is a risk of redundancy for one post from the current assistant management tier, however the Council has a good track record of successful redeployment under the Council's Redeployment Policy. As with the current service, the Council will not be providing personal or domestic care to tenants in sheltered housing, only housing-related support.

73.6 It is anticipated that the loss of the assistant manager posts will be mitigated in the following ways:

- streamlining processes – with an annual review of support plans
- empowering tenants to become more independent where appropriate; such as reporting their own repairs
- The hours of the domestic staff varies in some schemes. It is proposed to standardise the hours when the opportunity allows such as when vacancies/posts become free.

Detailed proposals:

(Structure chart in [Annexe 3](#))

Current structure	Proposed structure
x 8 Scheme Managers, pay band 8 (1 per scheme, 37hrs)	x 8 Scheme Managers, pay band 8 (1 per scheme, 37hrs each)
x 8 Assistant Managers, pay band 10 (1 per scheme, 20hrs)	x 1 full time Assistant Manager split between two extra care schemes (37hrs), pay band 10

x 8 Domestic (1 per scheme)	x 8 Domestic (1 per scheme)
	x 2 Community Based staff (Floating Support) (37hrs each: borough-wide), pay band 8

73.7 The pilot Floating Support service was launched in January 2015 to support vulnerable older people over the age of 60 living within the borough. The service focuses on supporting clients to develop the independent living skills necessary to sustain their accommodation and continue to live in the community. It has, in its first seven months, seen high demand with very positive outcomes. These are summarised below.

Use of Floating Support service: January - July 2015	
Total number of referrals (Year to date)	82
Number of referrals (July)	25
Total open cases 2015-16 (Year to date)	72
Number of current active cases (July)	48
Total Closed Cases (Year to date)	19
Closed Cases (July)	6

73.8 Floating Support staff are key to ensuring that older people in the wider community receive the support, advice and signposting they need in order to remain independent within their own homes. Continuing with the Floating Support service until March 2017 is now considered an essential step.

73.9 The proposals will enable the best aspects of the current service to continue; including dedicated support for each of the Council's sheltered units, alongside more flexible support for those living in the community. The proposal to continue with the Floating Support service will:

- Create the ongoing opportunity to offer more flexible, preventative support for older people in the wider community
- Ensuring a more innovative and flexible approach in providing support to a greater number of older people
- Ability to meet the support demands within the community instead of 'scheme only' support
- Meet the financial challenges of Government funding reductions
- Potential to free up much needed council stock by assisting older people who wish to downsize to smaller accommodation that better meets their needs
- Greater ability to focus on preventing social isolation and developing own social networks
- Supporting the need for tenants to remain in their own home in their own community when personal needs increase.

73.10 The Executive at its meeting on 7 July 2015 agreed that formal and comprehensive consultations with both staff and tenants to propose and discuss the potential changes should take place. The consultation period ran from 21 July 2015 until 10 August 2015.

73.11 Each sheltered scheme tenant was written to, advising them of proposed changes and an opportunity to meet and discuss the proposals. The letter also provided the tenants the opportunity to bring along any family, friends or advocates. Each tenant meeting was chaired by Hugh Wagstaff, Head of Housing Operations and supported by Cllr Carole King, Portfolio Holder for Housing, and Christian Evans, Sheltered & Careline Services Manager.

73.12 The majority of tenants attended each meeting and felt happy and comfortable in discussing the proposed changes and the reasons behind them. It was clearly explained in each meeting that they could feedback during the meeting or anytime after by speaking with staff, by telephone, email or letter. The table below outlines the dates of the tenant consultations and their responses:

Date of consultation	Sheltered Scheme	Issues raised regarding proposed changes	Other issues discussed
24/07/2015	Riverside Court	- No issues or concerns raised.	- Repairs - Entry & safeguarding schemes - Use of scooters - External redecoration
24/07/2015	Falkner Court	- Detailed explanation of why we accept external funding	- Water tanks - dates for new kitchens & bathrooms - Car parking
27/07/2015	Shepherds Court	- Covering annual leave	- Developing a Winter plan - Car parking - Repair issues
28/07/2015	Bowring House	- No issues or concerns raised	- Support plans - Repair issues - Recent refurbishment of new lounge
30/07/2015	Blunden Court	- Covering annual leave - Service used to be 24hr	- Service charges & rent – how this is used. - Social Services – better ways of working together - Repair issues - Guest Flat
30/07/2015	Moat Lodge	- Covering annual leave	- Repair issues - Scooter storage
31/07/2015	Rolston House	- Covering annual leave	- Domestic cover quite low - Refurbishment of the communal toilets
31/07/2015	Dower House	- No issues or concerns raised	- Gardening contract - New communal lighting

73.13 The main issue raised regarding the proposed changes was the cover arrangements when scheme managers are on annual leave. Arrangements were put into place several months ago to mitigate the absence of scheme staff by creating a 'buddy' system with schemes close to each other. When a

scheme manager is on annual leave, the scheme is covered each day by another manager for half a day, effectively splitting their time between two schemes during this time.

73.14 This cover system has been in place since April 2015 and has proved a successful arrangement with both staff and tenants. This arrangement will continue without any changes to the service. All other issues raised were discussed with tenants in detail and followed up to provide appropriate answers.

73.15 The staff consultation period ran from 21 July 2015 until 10 August 2015.

Date of consultation	With Whom	Discussions and Issues raised regarding proposed changes	Further information
21/07/2015	All Scheme Managers and Assistant Managers	No issues or concerns raised	
21/07/2015	Assistant Managers	<p>- Details of how this will affect them individually by deleting the roles and creating one full time assistant manager for extra care schemes. We explained to the postholders of posts HI19 and HI39 that:</p> <ul style="list-style-type: none"> • their posts could be deleted from the establishment with effect from 21 October 2015 • A new full-time assistant manager post would be created and they would both have the opportunity to apply for that post. <p>The Council's redeployment process would be the preferred option if at all possible for the post holder who was either not successful or not interested in applying for the new post.</p>	<p>- One Assistant Manager stated that she did not want to be considered for the full time post and would like to explore redeployment within the Council.</p> <p>- The other Assistant Manager is interested in applying for the full time position.</p>
10/08/2015	All Scheme Managers and Assistant Managers	<p>- Confirmed 'buddy' system for scheme cover (A/L, sickness etc)</p> <p>- No other issues or concerns raised.</p>	
10/08/2015	Assistant Managers	- No further issues or concerns raised.	<p>- One Assistant Manager again stated that she did not want to be considered for the full time post and would like to explore redeployment within the Council.</p> <p>- The other Assistant Manager also remains interested in applying for</p>

			the full time position.
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- 73.16 Sheltered Services has loosely been working in the parameters of the proposed staffing restructure for the past year in most schemes. Feedback from staff has been that the structure has worked and has not caused any issues with service delivery or tenant satisfaction.
- 73.17 On the whole, Scheme Managers felt that the proposals would continue to provide a very supportive and first class service to Waverley's tenants living in sheltered housing. The two affected Assistant Managers also raised no specific issues regarding the proposed changes as stated in the table above.
- 73.18 Overall, the proposed changes discussed during the consultation with both staff and tenants have been received well with no objections being brought forward. Further information on staffing and costings can be found in (Exempt) Annexe 4.
- 73.19 With regard to the financial implications, the sheltered housing service is a stand alone service. i.e. it is not subsidised by the rents that are paid by tenants' in general family housing, and sheltered housing tenants pay the true cost of the service they receive. In so doing, the service currently operates to a sustainable business model.
- 73.20 Successful negotiations with Surrey County Council have avoided reductions in external funding taking place in previous years. The reduction in funding of £62,856 is being tapered across the three years 2014-2017. This reduction will be absorbed by the net changes in the number of Assistant Manager posts that are proposed. External funding from Supporting People will continue to be based on the number of persons/tenants within sheltered housing. For the 2014-17 period, this amounts to £11.00 per person/flat per week.
- 73.21 Waverley has been piloting the Floating Support service this year and it has already shown to be both popular and effective, mirroring experience in those Councils who have already introduced this service. Waverley's Floating Support Service has provided a positive platform to successfully negotiate additional funding of £35,000 per annum from Surrey County Council from April 2015. This is to assist in the development and maintenance of the Floating Support Service. The following table illustrates the impact of grant reductions on the Supporting People funded staffing costs within the current service.

Year	Total Cost of Service	SP Funding – including additional 35k for floating support (Staffing and Supporting Systems)	Council Contribution (Staffing for Estate Management & Other Sheltered Costs)
2014 -15	£536,356	£203,954	£332,402
2015-16	£583,600	£207,526*	£376,074
2016-17	£566,661	£176,098*	£390,563

*External funding reductions amounting to £62,856 are made incrementally over a three-year period with the additional external funding for floating support being available from 2015/16.

Post Title	No. of Posts	Budgeted Year 2015/16	Post Title	Proposed No. Of Posts	Budget year 2016/17
Scheme Managers	X 8	282,778	Scheme Managers	X 8	282,778
Assistant Managers	X 8 (Part time)	125,829	New Assistant Manager	X 1 (full time)	36,297
Domestic Staff	X 8	80,000	Domestic Staff	X 8	80,000
Floating Support Pilot	X 2 (end of year - 2 months)		Floating Support	X 2	72,593
Indirect Overheads		94,993	Indirect Overheads		94,993
Total		583,600	Total		566,661

73.22 In 2015/16 Floating Support has been funded from vacancies held within sheltered housing as agreed by Members.

73.23 Other providers have already successfully remodelled their services along the lines proposed. Therefore there is the potential risk to the Council's reputation as a provider of high quality accommodation and services for older people if the service is not seen to modernise. The proposed changes to the service not only mitigate this risk, but they also permit the development of a service that will offer no tangible reduction in either the level or quality of service currently enjoyed by sheltered housing tenants.

73.24 The report was considered by the Corporate Overview and Scrutiny Committee at its meeting on 22 September 2015. The Committee was reassured by the amount of consultation that had been undertaken and the feedback received, and recognised that the proposed staffing levels were not significantly different to the way in which the service had been operating at present due to potentially 'at risk' posts having been held vacant.

73.25 The Committee noted that it was always disappointing to have redundancies but endorsed the recommendations and noted that every effort was made to redeploy members of staff whenever possible. The Executive now

RECOMMENDS that

- 27. the proposed staffing changes outlined in the report be approved;**
- 28. approval be given to the deletion of the current 8 part-time Assistant Manager posts from the establishment with effect from 21 October 2015;**
- 29. approval be given to the creation of a new full-time Assistant Manager post and posts HI19 and HI39 both be given the opportunity to apply for that post with effect from 21 October 2015;**
- 30. the potential redundancy cost, shown at (Exempt) Annexe 4 be agreed, noting that the Council's redeployment process shall be applied fully which may prevent these costs; and**
- 31. the Floating Support service continues until March 2017 as an essential step to allow time to explore alternative options should external funding reduce further.**

[Reason: to present the outcome of the consultation around proposals for the need to remodel the sheltered housing service]

74. STRATEGIC ASSET MANAGEMENT PLAN FOR GENERAL FUND PROPERTY
(Agenda item 16)

[This item contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of the revised Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information)]

74.1 The draft Strategic Asset Plan for General Fund Property, attached as (Exempt) Annexe 5, is designed to provide a strategic and structured approach to the management of the Council's General Fund property assets. It should be noted that the plan does not cover the property strategy for the Housing Revenue Account which is managed separately.

74.2 The Corporate Overview and Scrutiny Committee considered this report at its meeting on 22 September 2015 and fully endorsed the recommendation. In particular, the Committee was very positive about the Recommended Acquisition Targets set out at paragraph 4.7 of the Strategy. In addition, the Committee asked for additional information to be incorporated into the tables in (Exempt) Appendix A (rent review dates) and also (Exempt) Appendix B (gross/net rental value). These changes will be made when the final strategy is produced. The Executive

RECOMMENDS that

- 32. the Strategic Asset Plan for General Fund Property be endorsed and adopted.**

[Reason: to recommend adoption of the Strategic Asset Plan for General Fund Property].

PART II - MATTERS OF REPORT

The background papers relating to the following items are as set out in the reports included in the original agenda papers.

75. EXECUTIVE FORWARD PROGRAMME (Agenda item 5)

RESOLVED that the forward programme of decisions for Waverley Borough Council be agreed.

76. CAR PARK REVIEW 2015 (Agenda item 7)

RESOLVED that

1. officers be authorised to commence the formal consultation process on the proposal to provide an additional 30 minutes free parking each day in all of Waverley's car parks by reducing the charging hours to 8am to 6.30pm in line with the requirements of the Road Traffic Regulation Act 1984;
2. officers be asked to report back to the Executive in December on the results of that consultation; and
3. the contents of the review be noted and a report be considered by the Executive in December on the proposed recommendations arising out of the review.

[Reason: to seek approval to commence consultation on proposed changes to car parking periods]

77. FUNDING SCHEMES FOR VOLUNTARY SECTOR ORGANISATIONS 2016/17 (Agenda item 9)

RESOLVED that

1. the opening of the 2016/17 funding rounds to the voluntary sector be approved; and
2. the overall funding process as detailed within the report be agreed.

[Reason: to seek approval to continue to support funding to the voluntary sector]

78. SERVICE LEVEL AGREEMENTS - NOMINATED PILOT PROJECT, THIRD AND FINAL YEAR REVIEW 2014/15 (Agenda item 10)

RESOLVED that the outcomes and success of the third and final year of the Service Level Agreement (SLA) pilot process and the work delivered by the three funded organisations be noted.

[Reason: to review the third and final year of the pilot for each of the three organisations]

79. AIR QUALITY: UPDATING AND SCREENING ASSESSMENT 2014-15 (Agenda item 11)

RESOLVED that the Updating and Screening Assessment for 2014-be noted and the Local Air Quality Management regime undertaken by the Council be supported.

[Reason: to receive the statutory document required every three years]

80. PERFORMANCE MANAGEMENT - Q1 2015/16 (APRIL - JUNE 2015) (Agenda item 12)

RESOLVED that

1. the Overview and Scrutiny Committees be thanked for their observations regarding the quarter 1 performance, as detailed in the report; and
2. the performance figures for quarter 1 be noted, as set out in Annexe 1, and the much improved format and presentation of the performance management information be recognised.

[Reason: to provide an analysis of the Council's performance in the first quarter of 2015/16].

81. CREATION OF OVERVIEW AND SCRUTINY SUB-COMMITTEE (Agenda item 13)

RESOLVED that

1. a Joint Overview and Scrutiny Sub-Committee be established (to act as a Task and Finish Group) to conduct a review of the Terms of Reference and arrangements for the Overview and Scrutiny Function at Waverley; and
2. the membership of the Sub-Committee be as follows: Cllrs Jim Edwards, Jenny Else, Pat Frost, Peter Isherwood, Denis Leigh and Liz Wheatley.

[Reason: to seek approval for the establishment of an O and S Sub-Committee]

82. UPDATE ON WAVERLEY'S HOUSING ALLOCATION SCHEME (Agenda item 14)

RESOLVED that the successful implementation of the revised housing allocations scheme be noted.

[Reason: to provide members with an update on the implementation of the allocation scheme].

83. EXECUTIVE DIRECTOR'S ACTIONS (Agenda item 17)

The Executive noted the following action taken by the Executive Director after consultation with the Chairman and Vice-Chairman since its last meeting:

- i. to authorise the payment of £19,500 for the urgent works to the Museum of Farnham required to the brickwork to the front façade, to be funded from the Emergency Scheme Provision for 2015/16.

The meeting commenced at 6.45 pm and concluded at 7.25 pm

Chairman