

To: All Members of the EXECUTIVE
(Agenda pages to other
Members for Information)

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Date: 26 June 2009

Membership of the Executive

Cllr Richard Gates (Chairman)
Cllr Mike Band (Vice-Chairman)
Cllr Mrs Carole King
Cllr Robert Knowles
Cllr Ms Denise Le Gal

Cllr Stefan Reynolds
Cllr John Sandy
Cllr Roger Steel
Cllr Adam Taylor-Smith
Cllr Keith Webster

Dear Councillor

A Meeting of the EXECUTIVE will be held as follows:-

DATE: TUESDAY, 7 JULY 2009

TIME: 6.45 P.M. *

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

Yours sincerely

MARY ORTON

Chief Executive

*This meeting will be webcast and can be viewed by visiting
<http://www.waverley.ukcouncil.net/>

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NOTE FOR MEMBERS

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

AGENDA

1. **INFORMAL QUESTION TIME**

The Chairman to receive any informal questions from members of the public (for a maximum of 15 minutes).

2. **MINUTES**

To confirm the Minutes of the Meeting held on 9 June 2009 (to be laid on the table half-an-hour before the meeting).

3. **APOLOGIES FOR ABSENCE**

To advise the Executive of any apologies for absence.

4. **DISCLOSURE OF INTERESTS**

To receive from members, declarations of personal and prejudicial interests in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

5. **QUESTIONS**

The Chairman to respond to the following question received from Mr J Hyman of Farnham, of which notice has been given in accordance with Procedure Rule 10:-

*[*NB. The following question expresses personal views of the questioner and Waverley does not endorse the statements of fact and opinion in any way and they do not reflect the views of Waverley Borough Council].*

“Despite an alarming drop in bird numbers at Bourley, the absence of any scientifically-based evidence that the SANGs and SPA experiments will work, and the JSP's lack of funding, the 18th June JSPB meeting decided to press ahead with the strategy to enable the building of 48,000 homes within 3 miles of the SPA (of which I note some 7,000 have already been consented without appropriate assessments).

The meeting stressed the importance of pursuing the required cross-boundary co-operation, which requires that any excess 'mitigation capacity' in WBC's Farnham Park miniplan (above any identified deliverable 5-year allocations) should be offered to neighbouring boroughs to mitigate (e.g.) the Aldershot Urban Extension. The meeting also confirmed that the regional strategy requires the full

participation of all 11 Local Authorities, effectively pre-determining WBC's current consultation and all the LAs' DPDs. No WBC Member was present.

Given that the 'avoidance strategy' consultation avoids providing any information to consultees regarding the primary issues of

- (i) the worrying fall in bird numbers,
- (ii) the legal position with respect to the Waddenzee Judgment,
- (iii) the need to offer Farnham Park's excess 'mitigation capacity' to enable development in other districts, and
- (iv) the fact that the consultation process is pre-determined by the regional strategy,

will the Portfolio Holder please abandon the* consultation forthwith, or otherwise explain how it can possibly be considered lawful, meaningful and robust ? Thank you.

NOTE:

* UK Habitats Regs 3(4) requires that Waverley has regard to the Habitats Directive in the conduct of all its functions. As the consultation pays no regard to the legal requirement to restrict development near the heaths (in accordance with Statutory Obligation Circular 06/2005 para 21), WBC's consultation fails to meet that legal requirement."

6. EXECUTIVE FORWARD PROGRAMME

To adopt the forward programme of key decisions for Waverley Borough Council, attached at Appendix A.

7. RECRUITMENT OF A STRATEGIC DIRECTOR

[Portfolio Holder: Cllr Richard Gates]
[Wards Affected: N/A]

The report at Appendix B considers the opportunities presented to Waverley as a result of having a vacancy for a Strategic Director. It seeks approval for the Head of Paid Service's recommended option that a new Strategic Director be appointed on a fixed-term contract basis, to assist the Head of Paid Service in streamlining and reshaping Waverley's service provision to meet the financial challenges facing the Council in the next few years.

Recommendation

The Executive

1. **recommends to the Council that the recruitment of a new Strategic Director (Service Improvement) be approved, on the broad terms set out in this report, and the Restructuring & HR Special Interest Group be authorised to make the appointment decision, in consultation with the Chief Executive;**

2. **agrees that a supplementary estimate of a maximum £20,000 be authorised to fund the recruitment and search process, and that Contract Procedure Rule A108 and subsequent relevant requirements be waived in accordance with the provisions of CPR W101, to allow the appointment of a professional search agency to be delegated to the Chief Executive, in consultation with the Portfolio Holder for Human Resources, by negotiation with relevant recruitment providers; and**
 3. **recommends to the Council that the Strategic Director (Environmental Services) be re-designated Strategic Director (Customer Services) and the constitution amended accordingly.**
8. NEW POWERS FOR OVERVIEW AND SCRUTINY COMMITTEES - INTRODUCTION OF A PROTOCOL FOR DEALING WITH A COUNCILLOR CALL FOR ACTION AND OTHER DEVELOPMENTS

[Portfolio Holder: All]
[Wards Affected: All]

At its last meeting the Committee received a report on recent changes in legislation that provide new powers for overview and scrutiny committees. This report, which was considered by each of the three Overview and Scrutiny Committees – puts forward proposals for the implementation of one of these new powers known as a ‘Councillor Call for Action’ (CCfA). The proposed protocol is based largely on a protocol developed by officers in another Surrey authority who have agreed to share their proposals with other Surrey districts and boroughs in order to reduce duplication of effort and to encourage a co-ordinated approach to the implementation of the new powers across the County. The report at Appendix C also updates Members on other developments that will impact on the work of the Council’s Overview and Scrutiny Committees.

Recommendation

The Executive is recommended to

1. **endorse the comments of the Overview and Scrutiny Committees about a pragmatic interpretation of the Guidance on issues which may affect more than one ward, but are not Borough wide issues, and to agree that both Chairman and Vice-Chairman should make decisions where appropriate; and**
2. **recommend the Council to amend the Overview and Scrutiny Procedure Rules in the Constitution, as set out in Annexes 1 and 2 to the report.**

9. PERFORMANCE MANAGEMENT REPORT QUARTER 4 (JANUARY - MARCH) 2008/09 AND ANNUAL PERFORMANCE REPORT 2008/09

[Portfolio Holder: Cllr Mike Band]

[Wards Affected: All]

Waverley's Performance Management Framework (PMF) contains a number of National Indicators (NI) and locally defined indicators that assist Members and officers in identifying current improvement priorities, and progress against the objectives set out in the Council's Corporate Plan.

The indicators in Waverley's PMF are reviewed quarterly by the Executive. The report at Appendix D details performance, at Annexe 1, for the fourth three-month period of 2008/09 and the full year results for 2008/09.

Annexe 2 to the report contains a list of indicators where targets have not yet been set or need reviewing and either proposes a target in light of the 2008/09 result or gives a timescale for a target to be set.

The three Overview and Scrutiny Committees, and their Performance Sub-Committees have considered this report, and their recommendations are included for consideration in paragraph 4 and their full observations at Annexe 3.

Recommendation

It is recommended that the Executive:

- 1. considers the performance figures for quarter 4 and the 2008/09 full year results as set out in Annexe 1;**
- 2. approves the proposed targets for 2009/10 onwards, as set out in Annexe 2 and accepts the recommendations of the Overview and Scrutiny Committees, as set out in the report; and**
- 3. notes that the targets were agreed prior to the outturn figures being calculated and asks officers to present updated targets in the Autumn following the review of the budget.**

10. BUDGET CONSULTATION

[Portfolio Holder: Cllr Mike Band]

[Wards Affected: N/A]

The purpose of the report at Appendix E is to set out the proposed scope and timetable for undertaking a budget consultation exercise during summer/autumn 2009. The Executive is requested to consider and agree the suggested approach and the schedule of services to consult on.

The Joint Meeting with Town and Parish Councils will be meeting on 6 July 2009 and any comments arising from this meeting will be tabled at the Executive.

Recommendation

It is recommended that the Executive:

- 1. agrees to undertake a budget consultation exercise for general services ahead of the 2010/2011 budget-setting process; and**
- 2. requests the Finance Portfolio Holder, in conjunction with other Members of the Executive as appropriate and the Deputy Chief Executive, to agree on the mix of consultation methods to be employed to work up the detailed questions and methodology and to commence the process in accordance with the above timetable.**

11. TREASURY MANAGEMENT– INVESTMENT TRANSACTIONS AND PERFORMANCE MEASUREMENT 2008/2009

[Portfolio Holder: Cllr Mike Band]

[Wards Affected: N/A]

The purpose of the report at Appendix F is to summarise Waverley's investment performance for the year 2008-2009 in accordance with Waverley's Treasury Management Policy and the Code of Practice on Treasury Management in Local Authorities.

Recommendation

It is recommended that the Treasury Management Performance for 2008-2009 be noted.

12. REVIEW OF REGULATION OF INVESTIGATORY POWERS ACT 2000 - HOME OFFICE CONSULTATION

[Portfolio Holder for Community Safety: Cllr Mrs Carole King]

[Wards Affected: All]

The report at Appendix G, which was considered by the Community Overview and Scrutiny Committee at its meeting on 15 June 2009, is to inform the Executive of the detail of the Home Office's consultation paper in respect of the Regulation of Investigatory Powers Act 2000 ("RIPA"), and to update on the Council's use of the covert investigatory techniques.

Recommendation

It is recommended that the Executive

- 1. notes the observations of the Community Overview and Scrutiny Committee on the Government's Regulation of Investigatory Powers Act 2000 consultation, and the Council's use of the RIPA provisions and endorses the Council's response as set out at paragraphs 18 to 22 of the report; and**
- 2. requests that all use of RIPA in future be reported to the Executive at its subsequent meeting.**

13. STRATEGIC PROCUREMENT RESOURCE

[Portfolio Holder for Finance: Cllr M H W Band]
[Wards Affected: N/A]

The purpose of the report at Appendix H is to request the Executive to approve the creation of a central strategic procurement resource on a cost-neutral basis. The report identifies a range of options for acquiring this resource and the Executive is asked to approve a delegation of authority to develop and implement the most appropriate solution.

Recommendation

It is recommended that the Executive:

- 1. approve the principle of providing an additional corporate resource to develop and undertake Waverley's procurement activities in the future;**
- 2. approve the temporary appointment for 12 months with an option to extend, of a Procurement Officer;**
- 3. approve a budget of up to £50,000 split between the 2009/10 and 2010/11 financial years to be fully offset by procurement savings and efficiencies, with any shortfall in the first year being met from the vacancy factor;**
- 4. requests the Deputy Chief Executive, in conjunction with the Finance Portfolio Holder, to evaluate, select and implement the most appropriate option for Waverley in the longer-term, subject to this being on a cost-neutral basis; and**
- 5. requests officers to report back on progress after six months of the Procurement Officer being in post.**

14. ABSENCE MANAGEMENT SYSTEM

[Portfolio Holder: Cllr Richard Gates]
[Wards Affected: N/A]

The purpose of the report at Appendix I is to consider a proposal to purchase a sickness absence management system.

Recommendation

It is recommended that the Executive agrees

- 1. a supplementary estimate of £16,500 for the year 2009/10 with a view, in future years, to officers working to absorb the costs when the budget is being reviewed, commencing in Autumn 2009; and**
- 2. that the Deputy Chief Executive, in consultation with the Finance Portfolio Holder, be authorised to evaluate and appoint a service provider.**

15. THURSLEY VILLAGE DESIGN STATEMENT

[Portfolio Holder: Cllr Ms Denise Le Gal]
[Wards Affected: Elstead and Thursley]

The purpose of the report at Appendix J is to recommend that the Thursley Village Design Statement (VDS) be adopted by the Council as a material consideration when determining planning applications (in the Parish of Thursley). The document has been prepared by Thursley Parish Council.

Recommendation

It is recommended to the Council that the Thursley Village Design Statement be adopted as a material consideration to be used when determining planning applications in the Parish of Thursley.

16. CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005 - ENFORCEMENT OF POWERS

[Portfolio Holder: Cllr John Sandy]
[Wards Affected: All]

The purpose of the report at Appendix K is to set out the powers now available to the Council, under the Clean Neighbourhoods and Environment Act 2005 ('CNEA'), to address a wide range of activity and behaviour that is detrimental to the environment and/or is anti-social. The report sets out the implications for Waverley of exercising those powers.

The Environment and Leisure Overview and Scrutiny Committee considered this report at its meeting on 16 June 2009 and supported the recommendations as set out at the end of the report. The report is also being presented to the Meeting with Town and Parish Councils on 6 July 2009.

Recommendation

It is recommended that:

- 1. the Council's Scheme of Delegation be amended so that the relevant Heads of Service be delegated to authorise their nominated officers to enforce the relevant provisions of the Clean Neighbourhoods and Environment Act 2005 in accordance with the schedule at Annexe 2;**
- 2. the option to employ a dedicated enforcement team be kept under review and reconsidered should the incidence of environmental crime and/or anti-social behaviour escalate to a level that might justify that investment;**
- 3. the Council adopts the default level of Fixed Penalty Charges set out in Annexe 2 and the discounts for early payment as set out in Annexe 3; and**

4. **officers investigate the opportunities for joint working, on the enforcement of the provisions of the Clean Neighbourhoods and Environment Act 2005, with neighbouring District Authorities.**

17. ANNUAL PROGRESS REPORT OF TRAVEL ACTION PLAN, ENERGY USE PLAN AND CARBON REDUCTION MANAGEMENT ACTION PLAN

[Portfolio Holder: Cllr John Sandy]

[Wards Affected: All]

In July 2008 a progress report was submitted to the Executive recommending the adoption of a Corporate Energy Use Plan and a Corporate Travel Plan. In the past year officers have been working on a number of actions that will help Waverley reduce energy, mileage and money. The Carbon Reduction Management action plan is also due for an annual review and is included in this report.

The purpose of the report at Appendix L is to communicate to ELOS the annual progress update of the:

- Transport Action Plan
- Energy Use Plan
- Carbon Reduction Management action plan

The Environment and Leisure Overview and Scrutiny Committee considered this report at its meeting on 16 June 2009 and supported the recommendations as set out below.

Recommendation

It is recommended that:

1. **the energy use plan continues to be in use and eventually be incorporated into the LACM action plan by March 2010;**
2. **the transport plan continues to be used until the majority of actions are investigated or completed and will continue to be reviewed annually; and**
3. **The final progress report on the CRMAP be communicated in January 2010 with a view to discontinue the use of this action plan, once the majority of actions are completed or underway.**

18. FLOOD RISK MANAGEMENT INDEPTH REVIEW

[Portfolio Holder for Environment: Cllr John Sandy]

[Wards Affected: All]

The report at Appendix M draws together the information gathered for the Committee's review of Waverley's preparedness to respond to major flooding emergencies. It includes the emerging national developments in flood risk management, in particular the Pitt Review, the Government's new strategy document entitled 'Future Water' and the Draft Flood and Water Management Bill published in April 2009.

The Environment and Leisure Overview and Scrutiny Committee considered this report at its meeting on 16 June 2009 and its comments are included at the end of the report.

Recommendation

That the Executive notes the comments from ELOS and supports the following conclusions:

- 1. A Strategic Flood Risk Assessment (Level 1) be completed, in consultation with the Environment Agency, by April 2010. The cost of the SFRA will be covered by the existing planning service budget.'**
 - 2. Town and Parish Councils be encouraged to take more of an interest in managing flood risk, using Bramley Parish Council as an example of good practice. This can be achieved using existing staff resources.**
 - 3. Supporting and co-operating with the Environment Agency and the new 'lead local flood authority' (i.e. Surrey County Council). These are new relationships and the cost to Waverley of 'supporting and co-operating' is unknown.**
 - 4. There needs to be further Mapping, surveying and maintaining of WBC owned, watercourses and assets. Much of this can be done using existing staff resources.**
 - 5. The Council should look into promoting existing arrangements for advising residents by all available means in times of flooding.**
19. PROPOSED INVESTMENT PROGRAMME FOR PLAYGROUNDS AND RECREATIONAL FACILITIES FOR YOUNG PEOPLE 2009-2011
[Portfolio Holders: Cllr Roger Steel and Cllr Mrs Carole King]
[Wards Affected: All]

The report at Appendix N presents the proposed methodology for allocating capital funding to playgrounds and youth facilities in parks and open spaces over the coming two years and to seek approval of the resultant provisional priority list.

The Environment and Leisure Overview and Scrutiny Committee considered this report at its meeting on 16 June 2009 and it supported the recommendations as set out in the report.

Recommendation

It is recommended that the Executive:

- 1. endorses the proposed approach for prioritisation of capital spend on playgrounds and recreational facilities for young people over the next two years;**

2. **approves the proposed list of projects for the next two years; and**
3. **agrees to the amendment of the 2009/10 Capital Programme to include the additional S106 funding of £4,400 for Beacon Hill Recreation Ground.**

20. INTRODUCTORY TENANCIES

[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

In line with a recommendation arising from the Audit Commission's inspection of the Housing Service, this report considers the advantages and disadvantages of Introductory Tenancies in housing management. The report at Appendix O, which was considered by the Community Overview and Scrutiny Committee at its meeting on 15 June 2009, invites members to consider whether the Council should implement Introductory Tenancies for new tenants in Waverley's housing stock.

Recommendation

It is recommended that the Executive:

1. **notes the comments of the Landlord Services Partnership SIG;**
2. **considers the observations of the Community Overview and Scrutiny Committee which concluded that Introductory Tenancies should not be introduced by the Council; and**
3. **agrees that Introductory Tenancies should not be adopted by the Council and that a review be conducted in 2010, or earlier if, in the opinion of the Housing Portfolio-Holder, circumstances had changed sufficiently to warrant consideration again.**

21. REVISING WAVERLEY'S TENANCY AGREEMENT

[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

The purpose of the report at Appendix P, which was considered by the Community Overview and Scrutiny Committee at its meeting on 15 June 2009, is to advise the Members about the need to undertake revisions to the current Tenancy Agreement and proposed changes to the Tenancy Agreement.

Recommendation

It is recommended that the Executive approve the new draft Tenancy Agreement and issue it for formal consultation with tenants.

22. DEVELOPING THE HOME IMPROVEMENT AGENCY

[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

The report at Appendix Q proposes the merger of the Waverley and Guildford Borough Councils' Home Improvement Agencies and the transfer of operations from Waverley to Guildford. Waverley's interests will be protected through an appropriate legal agreement and joint board to oversee the work of the new Home Improvement Agency.

Recommendation

It is recommended that:

- 1. the proposal to merge the Waverley and Guildford Home Improvement Agencies be approved;**
- 2. the activities of the new HIA be managed by Guildford Borough Council;**
- 3. the two members of Waverley HIA staff should transfer to Guildford Borough Council's employ under the Transfer of Undertakings Protection of Employment regulations; and**
- 4. officers be authorised to enter into an appropriate legal agreement with Guildford Borough Council in respect of the new HIA.**

23. IMPROVING THE HRA CONTRACT WITH EPS PROJECTS LIMITED - RESPONSIVE, VOID AND EXTERNAL REPAIRS

[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

The report at Appendix R advises of the suggested improvements and changes to the Responsive, Void and External Repairs contract and seeks agreement to these changes.

Recommendation

It is recommended that:

- 1. the Housing Service moves towards an alternative payment mechanism and proposed changes with EPS Projects for the remaining contract period, as detailed within this report; and**
- 2. the Chief Executive and the Deputy Chief Executive, in consultation with the Portfolio Holder, be given authority to agree the revised terms and conditions with EPS Projects Ltd.**

24. PROPOSALS FOR THE FUTURE ROLE AND OPERATION OF WAVERLEY'S LOCAL OFFICES

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: All]

The Corporate Overview and Scrutiny Committee, at its meeting on 22 June 2009, considered proposals on the future role for local office provision following the closure of the cash counters at the Council's locality offices in November 2009. Its comments are set out at the end of the report at Appendix S.

Recommendation

It is recommended that the Executive considers the following recommendations of the Customer Service SIG, taking into account the observations of the Corporate Overview and Scrutiny Committee set out in paragraph 40 of the report, to decide whether

- 1. Waverley should continue to provide a local office service in each of its main centres of population Farnham, Haslemere and Cranleigh (Godalming being served by the Central Offices);**
- 2. Saturday opening should be provided at all three local offices and at Godalming;**
- 3. The staffing of the offices should be as set out in above in paragraphs 21, 22 and 23 which is within the post November 2009 staffing establishment of 5.2 fte staff at an additional cost of £7,950 in a full year;**
- 4. the co-location of Waverley services with partner organisations is the preferred way forward for providing access to a wider range of services for customers and economies in the running and operating costs of buildings but in the short to medium term:
 - a. the Farnham local office is to remain in the Council Offices building at South Street, Farnham;**
 - b. the Cranleigh local office should remain in the Cranleigh Leisure Centre which is due to be refurbished in the current year;**
 - c. in Haslemere the preferred location for the local office would be to remain in the existing building at Weyhill but to bring a partner organisation in to operate from the building;****
- 5. a programme of alteration and improvement works to be carried out to the Haslemere and Farnham offices in 2010/11 to remove the secure cash desks and improve customer facilities; and**
- 6. a review be undertaken in May 2010 of outputs such as enquiry numbers and customer satisfaction levels arising from the revised service model.**

25. INFORMATION AND COMMUNICATIONS TECHNOLOGY - VISION AND DIRECTION OF TRAVEL 2009-2012

[Portfolio Holder: Cllr Taylor-Smith]

[Wards Affected: All]

The purpose of the report at Appendix T is to consider the Council's Information and Communications Technology (ICT) Vision and Direction of Travel 2009 – 2012 which is aligned with, and supports, the Council's priorities. The Corporate Overview and Scrutiny Committee considered this report at its meeting on 22 June 2009 and its comments are noted at the end of the report.

Recommendation

The Executive is asked to recommend to the Council that the ICT Vision and Direction of Travel 2009 – 2012 be adopted.

26. CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - TERMS OF REFERENCE

At the meeting of the Corporate Overview and Scrutiny Committee on 22 June 2009, the Committee reviewed its Terms of Reference and in order to maintain topicality, agreed to recommend the following amendments to the Executive:

- (i) Replacing *Comprehensive Performance Assessment* with *Comprehensive Area Assessment* - to update terms of reference to correspond with current terminology; and
- (ii) Replacing *Local Strategic Partnership and partnership working* with separate items for (a) *Local Strategic Partnership* and (b) *Joint and partnership working* – to distinguish between different models of joint and partnership working that may, or may not, be linked to the Local Strategic Partnership.

Recommendation

It is recommended to the Council that the Terms of Reference for the Corporate Overview and Scrutiny Committee be updated to reflect the changes above, and the constitution amended accordingly.

27. REVIEW OF THE PROVISION OF EMAIL TO COUNCILLORS

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: N/A]

The report at Appendix U summarises the issues surrounding the current provision of email to Councillors and recommends an alternative provision.

Recommendation

It is therefore recommended that the Executive:

1. **approves the proposal to implement citrix and email client for Councillors; and**
2. **approves the proposal to stop automatically forwarding email that is delivered to waverley.gov.uk addresses to comply with Gov Connect Code of Connection.**

28. COUNCIL CHAMBER REPLACEMENT CONFERENCE (MICROPHONE) SYSTEM

[Portfolio Holders: Cllr Mike Band
Cllr Adam Taylor-Smith]
[Wards Affected: All]

The report at Appendix V asks the Executive to consider urgently bringing forward plans to replace the Council Chamber conference (microphone) system to the 2009/10 Capital Programme as the existing system is proving increasingly unreliable and the audio link to webcasting can be of poor quality.

Recommendation

It is recommended to the Council that:

1. **the proposal to bring forward the scheme to replace the Council chamber conference system at an estimated cost of between £28,000 and £32,000 be approved;**
2. **either a supplementary estimate of up to £32,000, or specific slippage or savings in the current year's capital programme be approved; and**
3. **authority to approve the selection of the system be delegated to the Portfolio Holder for Finance and the Deputy Chief Executive.**

29. PROPOSED AFFORDABLE HOUSING DEVELOPMENT – STATION ROAD, GODALMING

To consider the report at Appendix W -To Follow.

30. SURRENDER AND RENEWAL OF LEASE, WRECCLESHAM TENNIS CLUB

[Portfolio Holders: Cllr Mike Band and Roger Steel]
[Wards Affected: Farnham]

Authority is sought for the surrender and renewal of the lease of the tennis courts and pavilion at Wrecclesham Recreation Ground as shown outlined on the plan annexed on terms and conditions as set out in the (Exempt) Annexe to Appendix X.

Recommendation

It is recommended that Wrecclesham Tennis Club Limited surrender its existing lease of the tennis courts and site of pavilion at Wrecclesham Recreation Ground and be granted a new lease of 25 years on terms set out in the (Exempt) Annexe, other terms and conditions to be agreed with the Estates and Valuation Manager.

31. LEASES FOR SITES OF BANDSTANDS - PHILLIPS MEMORIAL GROUND, GODALMING AND GOSTREY MEADOW, FARNHAM

[Portfolio Holder: Cllr Mike Band]

[Wards Affected: Godalming Central and Ockford, Farnham Castle]

The report at Appendix Y seeks authority to enter into leases with Godalming Town Council and Farnham Town Council for the sites of the Bandstands as shown outlined on the plans at Annexe 1 to the report.

Recommendation

It is recommended that Godalming and Farnham Town Councils be granted leases of the sites of the Bandstands on terms and conditions largely based on those set out in Annexe 2 to the report, other terms and conditions to be negotiated with the Estates and Valuation Manager.

32. THE CHANTRY'S COMMUNITY CENTRE, THE CHANTRY'S, FARNHAM

[Portfolio Holder: Cllr Michael Band]

[Wards Affected: Farnham Castle]

The report at Appendix Z seeks authorisation for the surrender of the lease of the Chantry's Community Centre, The Chantry's, Farnham.

Recommendation

It is recommended that Waverley accept a surrender of the lease of the Chantry's Community Centre from the Chantry's Community Association with immediate effect, other terms and conditions to be negotiated by the Head of Housing Services in consultation with the Estates & Valuation Manager.

33. ACTION TAKEN SINCE LAST MEETING

To note the following action taken by the Chief Executive after consultation with the Chairman and Vice-Chairman since the last meeting. The Register of Decisions will be laid on the table half an hour before the meeting:-

Payment of Compensation

To authorise officers to settle a claim for compensation made under Section 203 of the Town and Country Planning Act and relating to the Council's refusal to grant to consent to fell a mature Oak tree at 3 Copse Edge in Cranleigh.

34. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part I of Schedule 12A to the Act (to be identified at the meeting).

35. DIRECT PERFORMANCE OF REQUIREMENTS OF AN ENFORCEMENT NOTICE

To consider the report at (Exempt) Appendix AA.

36. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone Robin Pellow,
Head of Democratic and Legal Services, on 01483 523222.**