

# APPENDIX C

## WAVERLEY BOROUGH COUNCIL

### EXECUTIVE – 9TH JULY 2010

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**Title:**

**DEVOLUTION OF PROPERTY TO FARNHAM TOWN COUNCIL**

**[Portfolio Holder: Cllr Mike Band]  
[Wards Affected: All Farnham Wards]**

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**Note pursuant to Section 100B(5) of the Local Government Act 1972**

An annexe to this report 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 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).

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**Summary and purpose:**

The Executive is asked to approve proposals for devolving property to Farnham Town Council.

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**How this report relates to the Council's Corporate Priorities:**

Waverley's adoption of the policy of subsidiarity requires that consideration be given to devolving property to parish and town councils where it is required for the services undertaken by these councils.

**Equality and Diversity Implications:**

There are no equality and diversity implications arising from this report.

**Climate Change Implications:**

There are no direct climate change implications arising specifically from this report.

**Resource/Value for Money implications:**

The financial implications relating to the property transfer are set out in the main body of the report and in the Exempt Annexe.

**Legal Implications:**

The Council's legal services team will be involved in drawing up the necessary legal documents involved in transferring property.

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## **Background**

1. Waverley's adoption of the policy of subsidiarity requires that consideration be given to devolving property to parish and town councils where it is required for the services undertaken by these councils. Farnham Town Council has indicated its desire to acquire the Council Offices building in South Street Farnham from Waverley and this report seeks approval to the transfer of the freehold to the Town Council.
2. The Executive at their meeting in June 2009 agreed that the Property Portfolio Holder and the Portfolio Holder for Communities and Partnerships be authorised to set the detailed policy parameters for negotiation with Farnham Town Council.

## **Transfer of Farnham Council Offices to Farnham Town Council**

3. The Town Council currently holds a 150 lease (with 138 years remaining) for approximately 25% of the building and the proposal is for the freehold of the property to be transferred to the Town Council. The building currently accommodates Waverley's Locality Office but since the closure of the Cash Desk the space requirement for this function has been greatly reduced. In addition Waverley rarely uses the Farnham Council Offices Council Chamber for meetings particularly as planning meetings are now held at the Godalming Central Offices.
4. Meetings have been held with representatives of Farnham Town Council and positive progress has been made on transfer of the Farnham Council Offices building to the Town Council. It is proposed that the transfer of the property would be on a nil cost basis as agreed in principle by the Executive at its meeting on 2<sup>nd</sup> February 2010 and based on the business case set out in the (Exempt) Annexe to this report.
5. Under the proposal recommended the Town Council would accept responsibility for all capital and revenue maintenance that might be due on the building i.e. the building would be transferred as is, with no liability on Waverley. The Town Council would provide for a period of 5 years, rent and cost free shared accommodation for Waverley's locality office to operate from a shared reception desk – the provision would allow for two members of Waverley staff. An exclusive interview room for Waverley purposes would also be provided rent and cost free for 5 years.
6. On the basis that the business case set out in the (Exempt) Annexe is acceptable, the Executive are being asked to agree a nil cost transfer of the freehold of the Council Offices, South Street, Farnham to Farnham Town Council.

## **Recommendation**

It is recommended that approval be given to the transfer of the Farnham Council Offices at nil value to Farnham Town Council on the terms set out in the (Exempt) Annexe.

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## Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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