

To: All Members of the EXECUTIVE

When calling please ask for:

Fiona Cameron, Interim Democratic Services  
Manager

**Policy and Governance**

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Calls may be recorded for training or monitoring

Date: 29 March 2018

**Membership of the Executive**

Cllr Julia Potts (Chairman)  
Cllr Ged Hall (Vice Chairman)  
Cllr Andrew Bolton  
Cllr Kevin Deanus  
Cllr Jim Edwards

Cllr Jenny Else  
Cllr Carole King  
Cllr Tom Martin  
Cllr Chris Storey

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 10 APRIL 2018

TIME: 6.45 PM

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

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR  
Head of Policy and Governance

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## **NOTES 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. **MINUTES**

To confirm the Minutes of the Meeting held on 6 February 2018 and of the Special Meeting held on 20 February 2018 (to be laid on the table for half-an-hour before the meeting).

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

3. **DECLARATIONS OF INTERESTS**

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

4. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman to respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Tuesday 3 April 2018.

5. **LOCAL PLAN PART 2: PREFERRED OPTIONS CONSULTATION** (Pages 9 - 256)

[Portfolio Holder: Councillor Christopher Storey]  
[Wards Affected: All Waverley Wards]

The report provides the context for the attached draft Preferred Options Consultation paper. It sets out the background and progress to date of Local Plan Part 2, describes the main issues pertinent to this stage of the Plan's development, and sets out the views of the Environment Overview and Scrutiny Committee which discussed and supported the content of the consultation document at its meeting on 19 March 2018.

Recommendation

**It is recommended that the Local Plan Part 2 Preferred Options document be approved for consultation.**

6. COMMUNITY INFRASTRUCTURE LEVY: APPROVAL TO SUBMIT DRAFT CHARGING SCHEDULE FOR EXAMINATION (Pages 257 - 278)

[Portfolio Holder: Councillor Christopher Storey]

[Wards Affected: All Waverley Wards]

The purpose of the report is to feedback to Members the outcome of the consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule, held in December 2017/January 2018, and to seek approval to submit the Draft Charging Schedule for Examination.

Recommendation

**It is recommended that:**

1. **the Executive recommends to the Council that the Draft Charging Schedule and the Schedule of Minor Modifications be approved for submission to the Planning Inspectorate for Examination; and**
2. **authority be delegated to the Head of Planning Services, in consultation with the Portfolio Holder for Planning, to**
  - **approve any subsequent minor changes to the Draft Charging Schedule and schedule of minor modifications, and**
  - **approve supporting documents to be submitted, including the Draft Regulation 123 list, policies on instalments, phasing and payment in kind, the Statement of Representations and the Viability Addendum Report.**

7. DEVELOPMENT MANAGEMENT IMPROVEMENT PLAN - PROGRESS UPDATE (Pages 279 - 288)

[Portfolio Holder: Councillor Christopher Storey]

[Wards Affected: All Waverley Wards]

The purpose of the report is to provide Members with an update on completion of the actions set out in the Improvement Plan since it was agreed by the Executive in November 2018. There are five broad objectives each associated with a number of related work streams. Progress has been made on all actions with many completed. Timescales are provided for likely completion of outstanding actions and explanatory comment provided.

Recommendation

**It is recommended that the good progress being made on the improvement plan be noted.**

8. PROPERTY INVESTMENT STRATEGY (Pages 289 - 316)  
[Portfolio Holder: Councillor Ged Hall]  
[Wards Affected: All Waverley Wards]

The report presents a revised Property Investment Strategy and proposes delegations to the Executive to progress general fund investment opportunities. The report also sets out a revised composition for the Investment Advisory Board to strengthen the governance in the decision making for property investments.

Recommendation

**That the Executive recommends to the Council that**

1. **the General Fund Property Investment Strategy be approved, as set out in Annexe 1 with a commitment to review it again after 6 months;**
2. **subject to a positive recommendation from the Investment Advisory Board and agreement from the Chief Executive and Strategic Director, authority be delegated to the Executive:**
  - a. **to bid, negotiate and complete on property acquisitions and investments with a total individual cost of up to £10m, within a total aggregate sum of £30m over the period 2018/2019 to 2020/21, subject to the decision fully satisfying all criteria and process requirements set out in this Strategy;**
  - b. **to appoint advisors and undertake appropriate due diligence for each property acquisition and investment proposal as necessary; and**
  - c. **to complete the legal matters and signing of contracts to execute the transactions referred to above;**
3. **the proposed composition of the Investment Advisory Board be approved and revised Terms of Reference take effect immediately.**

9. TREASURY MANAGEMENT FRAMEWORK (Pages 317 - 340)  
[Portfolio Holder: Councillor Ged Hall]  
[Wards Affected: All Waverley Wards]

The report sets out the proposed Treasury Management Framework for 2018/19, comprising:

- revised Treasury Management Policy;
- 2018/19 Treasury Management Strategy;
- 2018/19 Treasury Management Investment Strategy; and
- Prudential Indicators for 2018/19 to 2020/21.

Recommendation

**The Executive recommends to the Council that the proposed Treasury**

**Management Framework for 2018/19 be approved.**

10. SERVICE PLANS 2018/19 (Pages 341 - 394)  
[Wards Affected: All Waverley Wards]

The report presents the Service Plan objectives and actions for the financial year 2018-2019. Service Plans are produced in order to deliver the Council's corporate objectives and form an important element of the Council's overall performance management framework by linking Corporate Strategy objectives through service plan actions into individual performance targets.

Recommendation

**It is recommended that the Executive:**

1. **considers the observations from the Overview and Scrutiny Committees and agrees what action should be taken in relation to the specific recommendations as follows, that:**
    - a. **in future years, where Service Plans refer to a specific budget implication, this be cross-referenced to the appropriate line of the budget report;**
    - b. **proposals be included in the Communities Service Plan to identify issues of loneliness and isolation experienced by Waverley residents; and**
    - c. **the strategic review of off-street car parking provision looks at the potential to maximise the use of Waverley's car parks through, for example, building on levels above the car parks to provide homes for rent; and whether chevron parking in some car parks would improve layout;**
  2. **approves the Service Plan objectives for 2018/19, if necessary taking account of the observations and recommendations of the Overview and Scrutiny Committees; and**
  3. **recommends that all Heads of Service review their Service Plans for 2018/19 once the new Corporate Strategy is agreed.**
11. HOUSING STRATEGY - STRATEGIC HOUSING AND DELIVERY (Pages 395 - 468)

[Portfolio Holder: Councillor Carole King]  
[Wards Affected: All Waverley Wards]

This report presents a revised Housing Strategy for Strategic Housing and Delivery. This Housing Strategy will be a key Council document, setting out a clear direction of travel for our Strategic Housing Services over the next 5 years.

Recommendation

**The Executive is asked to recommend to Council that the Housing Strategy 2018-23 – Housing Strategy and Delivery be adopted.**

12. HOMELESSNESS STRATEGY 2018-2023 (Pages 469 - 510)  
[Portfolio Holder: Councillor Carole King]  
[Wards Affected: All Waverley Wards]

The Council is legally required to produce a Homelessness Strategy at least every five years. Waverley's current strategy runs from July 2013 - July 2018. This report presents Waverley's Strategy for 2018 – 2023.

Recommendation

**The Executive is asked to recognise the Council's continued success in preventing homelessness, and recommend the Homelessness Strategy 2018 – 2023 to Council for adoption.**

13. PERFORMANCE MANAGEMENT REPORT Q3 2017/2018 (OCT - DEC 2017)  
(Pages 511 - 536)

[Portfolio Holder: Councillor Julia Potts]  
[Wards Affected: All Waverley Wards]

The report provides an analysis of the Council's performance in the third quarter of 2017/18 in service areas of Finance, Strategic HR, Complaints, Community Services, Planning, Environmental Health and Housing. Annexe 1 to the report details performance against key indicators, with year on year trend analysis.

Recommendation

**It is recommended that the Executive considers the performance figures for Quarter 3 and agrees any observations or recommendations about performance and progress towards targets.**

14. PROPERTY ISSUE - GODALMING CRICKET CLUB (Pages 537 - 540)  
[Portfolio Holder: Councillor Ged Hall]

Authority is sought to enter into a 30 year lease with Godalming Cricket Club of the two cricket squares, cricket nets and garage at Holloway Hill Recreation Ground on the terms set out in the (Exempt) Annexe.

Recommendation

**It is recommended that a lease of two cricket squares, the cricket nets and a garage be granted to Godalming Cricket Club, for a period of 30 years, on terms and conditions as set out in the (Exempt) Annexe and with other terms and conditions to be agreed by the Estates and Valuation Manager.**

15. OUTSTANDING DEBT WRITE-OFFS FOR DECISION (Pages 541 - 544)  
[Portfolio Holder: Councillor Ged Hall]

The purpose of the report is to obtain approval for irrecoverable bad debts of more than a £7,500 individual value to be written off in accordance with the

Council's Financial Regulations.

Recommendation

**It is recommended that, under Financial Regulation D203, the Executive approve the debts put forward for write-off, as listed in (Exempt) Annexe 1 to this report.**

16. 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(s) 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 these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

17. 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  
Fiona Cameron, Interim Democratic Services Manager, on 01483  
523226 or by email at [fiona.cameron@waverley.gov.uk](mailto:fiona.cameron@waverley.gov.uk)**