

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE - 10 JULY 2018

SUBMITTED TO THE COUNCIL MEETING – 17 JULY 2018

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

Present

Cllr Julia Potts (Chairman)	Cllr Jim Edwards
Cllr Ged Hall (Vice Chairman)	Cllr Jenny Else
Cllr Andrew Bolton	Cllr Carole King
Cllr Kevin Deanus	Cllr Chris Storey

Apologies

Cllr Tom Martin

EXE 13/18 MINUTES (Agenda item 1)

The Minutes of the Meeting held on 5 June 2018 were confirmed and signed as a correct record.

EXE 14/18 APOLOGIES FOR ABSENCE (Agenda item 2)

Apologies for absence were received from Cllr Tom Martin.

EXE 15/18 DECLARATIONS OF INTERESTS (Agenda item 3)

There were no declarations of interest raised under this heading.

EXE 16/18 QUESTIONS FROM MEMBERS OF THE PUBLIC (Agenda item 4)

There were no questions from the public.

EXE 17/18 QUESTIONS FROM MEMBERS (Agenda item 5)

The Executive received the following question in accordance with Procedure Rule 11:

(i) From Cllr David Beaman, Farnham Castle Ward:

"At the meeting of the JPC on Wednesday 27th June at which planning application WA/2018/0544 was discussed there was virtually unanimous support which I also personally share for a two rather than single lane access bridge between the A31 and the East Street development site since this will obviously reduce the potential for any increase in traffic using Farnham's already congested town centre roads which has consequential effects on air quality. Concern was, however, also expressed from a number of members that Borelli Walk would also be used on an albeit temporary basis during the construction of the access bridge. Whilst there was appreciation of this

concern when the question was asked whether any alternative had been considered the answer given was that there was no alternative. There are, however, a number of other possible alternatives that should have been considered including establishing a temporary entrance/exit to the development site from Dogflud Way into the now closed car park during the period of access bridge construction. Establishing the temporary entrance and exit from Dogflud Way would ensure that there would be no additional HGV movements having to use South Street as well as avoiding any need to cut back or remove any well established trees, remove any commemorative benches or lay down any temporary road surface on Borelli Walk.

Would it, therefore, be possible even at this late stage to investigate using Dogflud Way as an alternative to using Borelli Walk? "

The Leader thanked Cllr Beaman for his question and the opportunity to provide to some clarity in relation to this matter, and responded follows:

"Waverley has responded fully as local planning authority to the question at Planning Committee however is now addressing the point as a development partner.

As part of the bridge construction design all options of construction have been looked at, including not using Borelli Walk. The reality of the situation is that Dogflud Way is not a viable alternative to undertake the works on the south side of the river by the A31. This area is already being used to assemble the pre-fabricated bridge but does not allow access to the other side of the riverbank. Borelli Walk is the only viable access route to construct the elements of works necessary on the southern side of the river to install the temporary access bridge that is required.

As part of the planning conditions this area will be fully reinstated at the end of the project. The walkway along Borelli Walk will be re-opened once the bridge is constructed, and remain open for the duration of the construction of Brightwells. There will be a further temporary closure of the walkway at the end of the project, whilst the bridge is removed."

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.

EXE 18/18 CORPORATE STRATEGY 2018-23 (Agenda item 6)

- 18.1 The Leader introduced the new Waverley Corporate Strategy 2018-23. The Leader was very pleased to be able to bring forward the Corporate Strategy at this time, as it was important to have a clear statement of the strategic direction of the Council for the next 5 years.

- 18.2 The Strategy was a vital document to reflect on and address the challenges and changes affecting local government over the next few years, including increasing public demand on services, economic uncertainty and severely curtailed funding to local public services.
- 18.3 The Strategy sets out three main priority themes for the Council: People, Place and Prosperity. The priorities and objectives had been arrived at through discussion, research and consultation, including workshops with councillors and staff. A draft was published for partner, stakeholder and public comment in June and suggestions have been considered and incorporated.
- 18.4 The Strategy had taken into consideration the needs of customers and partner organisations, and the findings of the Strategic Review, approved by the Council in February 2017.
- 18.5 As the draft stated, the Corporate Strategy would be reflected in the Council's service plans, budgets and individual performance agreements. Progress would be monitored by senior management, Overview and Scrutiny Committees and the Executive regularly, and particularly through the quarterly performance reports, which would be reformatted accordingly.
- 18.6 Cllr Bolton advised the Executive that the Strategy included a goal to increase the Council's recycling rate to 54%, but the very latest DEFRA data showed that we were approaching that already and so the goal could be more ambitious. Cllr Bolton proposed an amendment, seconded by Cllr Hall, that the 'Place' goal 3 be amended to read: Encourage our residents to improve the quality of recycling and the DEFRA recycling rate to 56% by 2023.

The amendment was agreed unanimously.

- 18.7 Cllr Else then suggested that, given the findings of the Overview and Scrutiny review into factors affecting health inequalities in Waverly, this challenge should be reflected within the Strategy. Cllr Else proposed an amendment, seconded by Cllr Bolton, that bullet point 4 on page 2, should read "Extreme and hidden disparities in economic, social **and health** experiences".

This amendment was also agreed unanimously, and the Executive RESOLVED to:

RECOMMEND to Council that the Corporate Strategy 2018-23 be approved and adopted, with the following amendments:

1) bullet point 4, page 2, to read, "Extreme and hidden disparities in economic, social and health experiences",

2) 'Place' goal 3: "Encourage our residents to improve the quality of recycling and the DEFRA recycling rate to 56% by 2023"

[Reason: to approve the Council's new Corporate Strategy 2018-23.]

EXE 19/18 STATEMENT OF LICENSING POLICY 2018 - 2023 (Agenda item 7)

- 19.1 Cllr Bolton commended the revised Statement of Licensing Policy 2018-2023 to the Executive for endorsement to Council.
- 19.2 The Licensing Act 2003 required Waverley to have a Statement of Licensing Policy, and to keep this under review, at least every five years. The current Policy was last reviewed in January 2013 and required updating to reflect changes in legislation and revised guidance.
- 19.3 The Chairman of the Licensing Committee had confirmed that the revised Statement of Licensing Policy contained only minor revisions, and the Council continued to work closely with its partners to achieve its aims, including Surrey Police, Surrey Fire & Rescue, Environmental Health and Surrey Trading Standards. The Policy continued to promote all four of the key licensing objectives of preventing crime and disorder, public safety, preventing public nuisance, and protecting children from harm.
- 19.4 The revised Statement of Licensing Policy had been subject to public consultation and consideration by the Licensing and Regulatory Committee, and was now recommended for adoption by the Council.

The Executive RESOLVED to

RECOMMEND to Council that the revised Statement of Licensing Policy for Waverley, 2018-2023 be adopted and implemented with effect from 1 August 2018.

[Reason: to ensure that the Council has in place an up to date Statement of Licensing Policy.]

EXE 20/18 LEISURE CENTRE INVESTMENT: FARNHAM, GODALMING AND CRANLEIGH (Agenda item 8)

- 20.1 Cllr Else introduced the report that set out the proposals and business case for a new round of investment in Waverley's leisure centres.
- 20.2 As part of the continued improvement of our leisure facilities a feasibility study had been completed in October 2017, by SLC consultancy, to identify viable options for future leisure investment across Waverley. The outcomes of the feasibility study clearly showed a need for further investment to meet the demands and expectations of Waverley's increasing population. The leisure centres were also vital to delivering Waverley's health and wellbeing objectives, and it was important to offer an attractive and affordable alternative to private gyms and leisure centres.
- 20.3 The current leisure centre management contract had been a huge success and as a result of previous investment to improve facilities a contract that had cost Waverley £800,000 a year now generated over £500,000 a year of income for the Council through the management fee and profit share.

- 20.4 It was proposed to extend both the Farnham and Godalming leisure centres. The investment at Farnham would incorporate a children's soft play "clip and climb" facility that would offer a distinctive offer in the area, as well as a larger café area.
- 20.5 In Godalming, the expansion would support an increase in the gym, a second dance studio and improved changing facilities. It would also address the need for additional parking for users of the leisure centre and relieve on-street parking in the area.
- 20.6 The best way to invest in Cranleigh's leisure facilities centre was still being considered, with the options being to refurbish the existing leisure centre or build on a new site. The anticipated increase in population in Cranleigh and at Dunsfold Park was a key factor to be addressed as part of the planning for this investment.
- 20.7 The Leader agreed that the investment proposals were great news for residents. The Council had promised that the Brightwells capital receipt would be used to benefit residents, and she was delighted to see that the Council would be building on the success of the previous investment in the leisure centres. There was still a lot of work to be done to determine the best approach for investment in Cranleigh but the Executive was absolutely committed to delivering outstanding facilities for the residents. There had been a huge amount of work put in to reach the current stage and the Leader thanked all those who had contributed so far to the project.

The Executive RESOLVED to

RECOMMEND to Council that:

- 1. A capital budget of £3.22m be agreed and officers progress with more detailed specification and procurement of the Farnham and Godalming leisure centre schemes, subject to negotiations with Places for People on future management fee payments (PfP);**
- 2. The Farnham and Godalming schemes be funded as per the table included in the financial implications section and the final funding arrangement be delegated to the Strategic Director (S151 Officer) in consultation with the Deputy Leader;**
- 3. Officers be given the delegated authority to negotiate the management fee terms for the remainder of the contract with PfP, on the basis that the extended facilities are delivered;**
- 4. Authority be delegated to the Strategic Director in consultation with the Deputy Leader to enter into appropriate lease and/or contractual arrangements to enable the car park lease extension at Godalming Leisure Centre; and**
- 5. The Council commits to a multi-million pound investment in leisure facilities in Cranleigh and agree that officers begin a detailed consultation, with the support of external consultants, to identify a**

potential location for the Cranleigh Leisure Centre and report back to Executive.

[Reason: to ensure that Waverley's leisure centres provide facilities that meet residents' expectations and anticipate increased demand as a result of planned housing development.]

EXE 21/18 EXCLUSION OF PRESS AND PUBLIC (Agenda item)

At 7.46pm the Executive RESOLVED 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 items 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 the items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in paragraph 3 or the appropriate paragraph(s) of the revised Part 1 of Schedule 12A to the Act as follows:

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (paragraph 3)

EXE 22/18 PROPERTY MATTER - RTB PROPERTY BUY-BACKS (Agenda item 16)

22.1 Cllr King briefly introduced the report that proposed the Council buy-back two properties that had previously been sold under Right to Buy. The purchases would increase the Council's stock of housing for affordable rent and improve the efficiency of estate management.

The Executive RESOLVED to RECOMMEND to COUNCIL that the recommendations set out in the Exempt report be agreed.

[Reason: to increase the stock of the Council's housing for affordable rent and to improve the efficiency of estate management.]

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.

EXE 23/18 OVERVIEW & SCRUTINY REVIEW ON FACTORS AFFECTING HEALTH INEQUALITIES IN WAVERLEY (Agenda item 9)

23.1 On behalf of the Community Wellbeing Overview and Scrutiny Committee, Cllr MacLeod presented the final report of the Committee's review of factors affecting health inequalities in Waverley.

23.2 Cllr MacLeod thanked the Scrutiny Officers, Officers in the Communities service, and Public Health colleagues from Surrey County Council for their support of the review. There had been initial concerns from Members that the

review was too wide-ranging, and the fact that scope had been achieved demonstrated the huge value of having dedicated Scrutiny Officers.

- 23.3 The report was broad in its scope, and he urged Members to read it as a whole. The work had been prompted by learning of the significant disparity in the life expectancy of residents between the most and least deprived communities in Waverley. There was no single cause for this, but rather it was an outcome of the interaction of a number of factors. What was striking, though, was learning that clinical care from the NHS only accounted for 20% of the factors which determine public health, whereas the responsibilities of county and borough councils could influence up to 70% of these factors.
- 23.4 The most important recommendation within the report, therefore, was for Waverley to take public health outcomes into account in all council policies and decisions, even though the Council has no statutory responsibility for public health.
- 23.5 Cllr MacLeod commended the report to the Executive, to agree the recommendations and actions within Waverley's direct powers and to work with partners to disseminate and promote the wider recommendations.
- 23.6 Cllr Ellis echoed Cllr MacLeod's comments about the importance of the review and the recommendations arising from it. She thanked him for his chairmanship of the Working Group, and officers for their support. Members had learned a great deal and would benefit from the understanding they had gained through considering the evidence presented during the review. The findings of the review would inform the work of the Council, but Waverley would need to work with partners to improve the health and wellbeing of residents and reduce the burden on the NHS.
- 23.7 Cllr Else thanked the Community Wellbeing Overview and Scrutiny Committee for their excellent and very detailed report. This report was the most in-depth review of health inequalities in Surrey that had ever been undertaken and as the Council looked to strengthen our partnership links it is a good time to look at how we can work together with our partners to improve the health and wellbeing of our residents.
- 23.8 The services which the Council provided were important determinants of health and particularly mental health; housing, older people services, leisure and arts services, community safety and many others. It would be important to work with health colleagues and other partners to focus services on those most in need.
- 23.9 The recommendations in the report were split into four parts. Recommendations 1 to 7 on page 9 of the report were for Waverley's Executive to consider. There were also a number of tasks recommended for Waverley service managers to undertake and these are contained in an action plan on pages 12-16.
- 23.10 The remaining recommendations (8 to 25) were directed at the Clinical Commissioning Groups and Surrey County Council. If these were agreed

Cllr Else proposed to write to the appropriate people to request a meeting to see how the findings of this report could be taken forward.

- 23.11 Whilst Cllr Edwards was disappointed that none of the recommendations addressed the opportunity of the Council to impact on the socio-economic factors affecting health inequalities through working with businesses and delivering its economic development strategy, the Executive agreed that this was an excellent report.
- 23.12 The Leader emphasised the importance of disseminating the outcomes within the Council and bringing the work to the attention of partners in the County Council and health through the involvement of the Portfolio Holder and officers.
- 23.13 The Executive thanked the Community Wellbeing Overview and Scrutiny Committee for their excellent report, and RESOLVED to approve the recommendations contained within it.

[Reason: to address the factors affecting health inequalities that impact on the quality of life of Waverley residents.]

EXE 24/18 OVERVIEW & SCRUTINY REVIEW OF HOUSING DESIGN STANDARDS FOR NEW COUNCIL HOMES (Agenda item 10)

- 24.1 On behalf of the Housing Overview and Scrutiny Committee, Cllr Townsend presented the Committee's final report on the review of Waverley's Housing Design Standards for new Council homes.
- 24.2 The Council published its original design standards in 2014. In response to Members' discussion following a site visit to the Ockford Ridge development a very thorough review of the design standards had been undertaken that explored standards for room layout and sizes, garden size, storage space, and flexible use of roof space as well as energy standards.
- 24.3 The Member Working Group had consulted with tenants of the Council's recently completed developments and undertaken site visits in order to 'sense-check' developing proposals. The contribution of Adrian Waller from the Tenants' Panel was very valuable in ensuring focus remained on practical outcomes.
- 24.4 Subject to the agreement of the Executive, the recommendations of the Scrutiny Review would be incorporated into the revised Housing Design Standards which was a technical document that would inform the design specification for Phase C of Ockford Ridge. There was one element of the work to be finalised in relation to a target for CO₂ emissions and this would be addressed in the final technical document.
- 24.5 Cllr Townsend thanked Housing Officers, and the Scrutiny Officer for their support of the review, and commended the report of the Overview and Scrutiny Committee to the Executive.

- 24.6 Adrian Waller, Chair of Waverley's Tenants' Panel, added that he was pleased to have been able to contribute the tenants' voice to the Working Group's discussions, especially in relation to future-proofing homes against changes in tenants' needs; and having gardens that were of a practical size to maintain and enjoy. He had greatly enjoyed working closely with Members and Officers on the Review, and contributing to the design of Waverley's future housing stock.
- 24.7 Cllr King thanked the Housing Overview and Scrutiny Committee, and Officers, for a very thorough piece of work. Waverley already built homes to a high standard, but the periodic review of the design standards ensured that the features within our homes reflected current needs and aspirations. She looked forward to seeing the impact of the work in the designs for the next stage of development on Ockford Ridge.
- 24.8 The Executive thanked the Housing Overview and Scrutiny Committee for their excellent report, and RESOLVED to approve the recommendations contained within it.

[Reason: to up date Waverley's Housing Design Standards which will inform the design specification for Waverley's developments of affordable housing.]

EXE 25/18 PERFORMANCE MANAGEMENT REPORT Q4 2017/18 (JANUARY - MARCH 2018) AND SERVICE PLANS OUT-TURN REPORT 2017/18 (Agenda item 11)

- 25.1 The Executive reviewed the performance figures for Quarter 4 2017/18 and end of year outturn, and the 2017/18 Service Plans out-turn. The Leader was pleased to report that overall performance against key performance indicators had been very good right across the Council's services, and Service Plan objectives had been largely achieved.
- 25.2 The Executive thanked the Overview and Scrutiny Committees for their detailed monitoring of performance throughout the year. Taking account of the observations and recommendations from the Overview and Scrutiny Committees, the Executive RESOLVED to:
1. Approve the changes to the current indicator set for leisure centres and wellbeing.
 2. Approve the discontinuation of the current indicator set for museums.
 3. Approve the proposed target change of the 'residual household waste per household (kg)' [NI191] from 85kg to 90kg, and
 4. Approve the inclusion of the new housing indicators.

[Reason: To review performance against key indicators and objectives.]

EXE 26/18 EXCLUSION OF PRESS AND PUBLIC (Agenda item 12)

At 7.46pm the Executive RESOLVED 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 items 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 the items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in paragraph 3 or the appropriate paragraph(s) of the revised Part 1 of Schedule 12A to the Act as follows:

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (paragraph 3)

EXE 27/18 PROCUREMENT OF WASTE, RECYCLING AND STREET CLEANING CONTRACT (Agenda item 13)

27.1 Cllr Bolton updated the Executive on the progress of the procurement of a new Waste, Recycling and Street Cleaning contract.

The Executive RESOLVED to approve the recommendation set out in the Exempt report.

[Reason: to agree the next stage of the procurement of Council services.]

EXE 28/18 HOUSING REPAIRS AND MAINTENANCE CONTRACTS PROCUREMENT - UPDATE JULY 2018 (Agenda item 14)

28.1 Cllr King updated the Executive on the procurement of contracts to provide a range of Housing repairs and maintenance services. Whilst preferred bidders had been identified for most of the contracts, the original approach in relation to procuring two of the contracts had not reached a satisfactory outcome and officers were now seeking a fresh delegated authority to conclude the contract procurement.

The Executive RESOLVED to agree the recommendations set out in the Exempt report.

[Reason: to agree the next stage of the procurement of Council services.]

EXE 29/18 PROPERTY MATTER - LEASE EXTENSION (Agenda item 15)

29.1 The Executive noted that this was a legal process that would offer long-term security of tenure to a resident.

The Executive RESOLVED to agree the recommendation set out in the Exempt report.

[Reason: to agree a request for a lease extension.]

The meeting commenced at 6.45 pm and concluded at 8.10 pm

Chairman