

To: All Members of the EXECUTIVE

When calling please ask for:

Fiona Cameron, Democratic Services  
Manager

**Policy and Governance**

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Date: 23 November 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 Chris Storey

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 4 DECEMBER 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 Meetings held on 8 October and 31 October 2018 ( to be laid on the table for 30 minutes prior to 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 27 November 2018.

5. **QUESTIONS FROM MEMBERS**

The Chairman to respond to any questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of questions is 5pm on Tuesday 27 November 2018.

6. **REDEVELOPMENT OF LAND ADJACENT TO 85 AARONS HILL, GODALMING AND 13 RYLE ROAD, FARNHAM** (Pages 9 - 14)

[Portfolio Holder: Councillor Carole King]  
[Wards Affected: Farnham Firgrove; Godalming Central and Ockford]

The purpose of this report is to seek approval for a budget to be allocated for

the appointment of a professional team and build contractor in compliance with the Council's Contract Procedure Rules, to enable the redevelopment of land adjacent to 85 Aarons Hill, Godalming and adjacent to 13 Ryle Road in Farnham, to provide 6 new affordable homes.

### **Recommendation**

**That the Executive recommends to Council that it approves the allocation of funding from the New Affordable Housing Reserve, as set out in (Exempt) Annexe 1 for the development of land adjacent to 85 Aarons Hill, Godalming and 13 Ryle Road, Farnham.**

7. COMMUNITY CENTRE BUILDING AND LAND, CRANLEIGH - TRANSFER FROM HOUSING REVENUE ACCOUNT (HRA) TO GENERAL FUND (Pages 15 - 20)

[Portfolio Holder: Councillor Ged Hall, Councillor Carole King]  
[Wards Affected: Cranleigh West]

The purpose of this report is to seek approval from the Executive for the transfer of the Community Centre Building, Cranleigh, from the Housing Revenue Account (HRA) to the General Fund (GF). The Community Centre Building is no longer used for the "housing purposes", for which it was originally acquired under the Housing Act 1985.

### **Recommendation**

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

- 1) **Pursuant to section 122 of the Local Government Act 1972, the land outlined in blue on the Plan at Annexe 1 at Rowland Road, Cranleigh, Surrey be transferred from the Housing Revenue Account to the General Fund;**
- 2) **The Chief Executive be authorised to execute a memorandum confirming the appropriation; and,**
- 3) **To cover future liabilities, a one off transfer of £25,000 be made from the Housing Revenue Account to the General Fund at the time of the transfer.**

8. COMMUNITY INFRASTRUCTURE LEVY (CIL) GOVERNANCE ARRANGEMENTS (Pages 21 - 28)

[Portfolio Holder: Councillor Ged Hall, Councillor Kevin Deanus]  
[Wards Affected: All Wards]

The purpose of this report is to seek approval for the proposed governance arrangements for the allocation and spending of the Community Infrastructure Levy (CIL) in Waverley.

### **Recommendation**

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

1. **The governance arrangements for the allocation and spending of Strategic CIL receipts as set out in this report be approved.**
  2. **A CIL Advisory Board is established, as set out in paragraph 19.**
  3. **Strategic CIL receipts are held in a Strategic CIL Fund, to be allocated to infrastructure identified in the Infrastructure Delivery Plan, in accordance with the Regulation 123 List.**
  4. **Delegated authority is given to the CIL Advisory Board to agree the detailed criteria for the spending of Strategic CIL receipts and any proposals for allocating proportions of the Strategic CIL Fund for specific purposes.**
  5. **Delegated authority is given to the Executive to approve Strategic CIL Fund spending, after consideration of the recommendations from the CIL Advisory Board.**
9. PROPOSED PUBLIC SPACE PROTECTION ORDER - DOG FOULING - RESPONSE TO PUBLIC CONSULTATION (Pages 29 - 42)  
 [Portfolio Holder: Councillor Kevin Deanus, Councillor Jenny Else]  
 [Wards Affected: All Wards]

This report informs the Executive of the feedback to the public consultation on the proposed Public Space Protection Order (PSPO) in relation to dog fouling and recommends that the Council proceeds to make the Order as proposed.

#### **Recommendation**

**It is recommended that the Executive notes the findings of the public consultation and recommends to Council that the making of the Public Space Protection Order No.1 (Dog Fouling) be approved.**

10. THE ANIMAL WELFARE (LICENSING OF ACTIVITIES INVOLVING ANIMALS) (ENGLAND) REGULATIONS 2018 (Pages 43 - 50)  
 [Portfolio Holder: Councillor Andrew Bolton]  
 [Wards Affected: All Wards]

This report informs the Executive about The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 and recommends a proposed fee structure for adoption by the Council.

#### **Recommendation**

**That the Executive notes the new requirements relating to The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, and recommends to Council that the proposed fee structure be adopted.**

11. HR STRATEGY 2018-2023 (Pages 51 - 70)

[Portfolio Holder: Councillor Julia Potts]  
[Wards Affected: Not applicable]

This report sets out the Council's draft HR Strategy for 2018 – 2023, which outlines our plans within HR, Learning & Development, Recruitment and Payroll to recruit, develop and retain staff, and to support them to work in ways to deliver council services in an effective 21<sup>st</sup> century council. The Executive is asked to approve the proposed Strategy.

**Recommendation**

**That the Executive approves the proposed HR strategy 2018-2023.**

12. REVIEW OF POLLING PLACES (Pages 71 - 76)

[Portfolio Holder: Councillor Julia Potts]  
[Wards Affected: Cranleigh West; Farnham Castle; Farnham Shortheath and Boundstone; Godalming Farncombe and Catteshall]

In response to representations received regarding the continued use of particular polling places, a review has been undertaken of these polling places with a view to either confirming their continued suitability or establishing if any suitable alternative options can be put in place. This report recognises that the Farnham Memorial Hall has re-opened and can be used as a designated polling station once more.

Ward councillors have been consulted and have not objected.

**Recommendation**

**It is recommended that the Executive agrees:**

1. **to the use of Leverton Hall, St. Peter's Church, Beale Lane, Farnham as a polling place instead of St. Peter's Primary School;**
2. **to the use of Godalming Unitarian Chapel, Meadow, Godalming as a polling place instead of the Red Cross Centre, Wey Court, Godalming;**
3. **that in the event no part of the United Reformed Church site is available for polling use Farnham Town Council offices, South Street, Farnham be designated as a temporary alternative venue;**
4. **to the use of Snoxhall Fields Youth Centre, Knowle Lane, Cranleigh as a polling place instead of Cranleigh Band Room, Village Way, Cranleigh**
5. **that use of Potters Gate School as a temporary polling venue for the Farnham Castle ward cease and that use of Farnham Memorial Hall as the previously designated polling station re-commence.**

13. PROPERTY MATTER - BROADWATER PARK GOLF CLUB (Pages 77 - 80)  
[Portfolio Holder: Councillor Ged Hall]  
[Wards Affected: Godalming Farncombe and Catteshall]

To seek approval to grant a new lease to the current tenant following expiry of their existing lease for a period of time exceeding officers' delegated authority.

**Recommendation**

**It is recommended that the Executive authorises officers to proceed with due legal process to grant a new lease to the Golf Club on the terms proposed in Exempt Annexe 1.**

14. PROPERTY MATTER - EASEMENT OF ACCESS TO RUMBEAMS, HORSHAM ROAD, EWHURST (Pages 81 - 86)  
[Portfolio Holder: Councillor Ged Hall]  
[Wards Affected: Ewhurst]

Authorisation is sought to grant an easement over land to provide an access to the property Rumbeams, on terms and conditions set out in (Exempt) Annexe 2.

**Recommendation**

**It is recommended that an easement of access to Rumbeams be granted on terms and conditions set out in (Exempt) Annexe 2, and subject to the owners obtaining Commons consent; other terms and conditions to be agreed with the Estates and Valuation Manager.**

15. 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.

16. PLANNING MATTER - REQUEST FOR SUPPLEMENTARY ESTIMATE  
(Pages 87 - 94)

[Portfolio Holders: Cllrs Kevin Deanus, Ged Hall]  
[Wards affected: Alfold, Cranleigh Rural and Ellens Green]

To consider the request for a Supplementary Estimate set out in the attached EXEMPT report.

**Recommendation**

**That the request for a Supplementary Estimate be approved.**

17. PROPERTY MATTER - LEASE EXTENSION (Pages 95 - 96)

[Portfolio Holder: Councillor Ged Hall]  
[Wards Affected: Farnham Firgrove]

To consider the Property Matter set out in the attached EXEMPT report.

**Recommendation**

**To approve the recommendation set out in the EXEMPT report.**

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