

To: All Members of the Council

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Policy and Governance

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Calls may be recorded for training or monitoring

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Dear Councillor

COUNCIL MEETING - TUESDAY, 10 DECEMBER 2019

A MEETING of the WAVERLEY BOROUGH COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS, GODALMING on **TUESDAY, 10 DECEMBER 2019** at **7.00 pm** and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR

Head of Policy and Governance

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AGENDA

1. MINUTES (Pages 7 - 20)

To confirm the Minutes of the Council meeting held on 22 October 2019 (herewith).

2. APOLOGIES FOR ABSENCE

The Mayor to report apologies for absence.

3. DECLARATIONS OF INTEREST

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. MAYOR'S ANNOUNCEMENTS

To receive any communications or announcements from the Mayor.

5. LEADER'S ANNOUNCEMENTS

To receive any communications or announcements from the Leader.

6. QUESTIONS FROM MEMBERS OF THE PUBLIC

To respond to questions from members of the public, received in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Tuesday 3 December 2019.

7. QUESTIONS FROM MEMBERS OF THE COUNCIL

To respond to any questions received from Members of the Council in accordance with Procedure Rule 11.2.

The deadline for receipt of questions is 5pm on Tuesday 3 December 2019.

8. MOTIONS ON NOTICE

In accordance with Council Procedure Rule 12, Councillor Jerry Hyman proposes the following motion:

“That the Council instructs Officers to

- (i) reinstate the moratorium on the granting of consents to new housing within the visitor catchment zones of the Thames Basin and Wealden Heath SPAs (which was implemented temporarily from May last year), with immediate effect, and to
- (ii) suspend the Waverley Avoidance Strategy,

(and to advise relevant developers and other interested parties as appropriate), until such time as the requisite evidence and appropriate assessments have been produced in accordance with all relevant legislation;

and in order to enable limited development to be lawfully consented through the 'exceptions tests' of 'Habitats' Art.6(4) and Reg,64,

that the Council further instructs Officers to write to Natural England requesting that they provide the information necessary for Waverley to conduct complete appropriate assessments of the Local Plan, Avoidance Strategy and relevant planning applications, to specifically include all currently available and relevant information evidence in respect of

- (iii) the robustness of the current (2009) TBHSPA Delivery Framework strategy and SANG Standards,
- (iv) population data and dynamics (historic to date, and trends) for the 3 relevant bird species, for the Thames Basin and Wealden Heath SPAs,
- (v) the current Conservation Status, and the necessary specific Favourable Status Conservation Objectives for the habitats and species of those SPAs,
- (vi) the measured effectiveness of On-site, Local and Strategic SANGs in displacing visitor pressure and disturbance from the SPAs to SANGs,
- (vii) the extent to which SANG provision and promotion encourages dog ownership in the area over time, and
- (viii) the measured effectiveness of the SAMM Strategy,

and if any of that requested information is not currently available, that Officers request that Natural England advises when that information is likely to become available.”

The Leader has confirmed that the motion will be dealt with at the Council meeting.

9. MINUTES OF THE EXECUTIVE (Pages 21 - 24)

To receive the Minutes of the Executive meetings held on 5 November 2019 and 26 November 2019 [attached – coloured grey] and to consider the recommendations set out within.

There are two Part I matters recommended to Council for decision within the Minutes of the meeting held on 5 November. Details of these are set out below.

Members of the Council wishing to speak on any Part II matters of report must give notice to the Democratic Services Team by midday on Tuesday 10 December 2019.

9.1 **EXE 35/19 Communications and Engagement Strategy 2019-2023
(Pages 25 - 44)**

The Communications and Engagement Strategy 2019 – 2023 will replace the expiring Communications and Public Relations Strategy, and seeks to improve and modernise the Communications and Engagement service at the Council. It will require a significant shift in terms of operations, expectations, prioritisation and culture. It will provide better value for money for the Council, help improve relations with stakeholders by ensuring their views are heard, and be vital in supporting the delivery and success of important council initiatives and priorities.

The Communications and Engagement Strategy 2019 – 2023 is attached at Annexe 1.

Recommendation

That the Communications and Engagement Strategy 2019 – 2023 is approved.

9.2 **EXE 36/19 Public Space Protection Order (PSPO) - Dog Control
(Pages 45 - 58)**

Issues relating to irresponsible dog ownership have featured highly in feedback from the public, and the Council has made a PSPO in relation to dog-fouling. Following extensive consultation, it is now recommended that a second PSPO is made in relation to dog controls, including dogs on lead by direction, dogs on lead, and dog exclusion zones. The proposed PSPO has been revised following consultation to strike a balance between the rights of dog-owners and the rights of other people to enjoy open spaces.

Details of the consultation process undertaken and the draft PSPO (Dog Control) are set out in the attached report, and the draft PSPO is attached at Annexe 1.

Recommendation

That the proposed Public Space Protection Order in respect of dog controls be made.

10. MINUTES OF THE AUDIT COMMITTEE (Pages 59 - 66)

To receive the Minutes of the Audit Committee meeting held on 26 November 2019 [attached – coloured *lilac*] and to consider the recommendations set out within.

There is one Part I matter recommended to Council, set out below.

Members of the Council wishing to speak on any Part II matters of report must give notice to the Democratic Services Team by midday on Tuesday 10 December 2019.

10.1 **AUD 33/19 Financial Regulations Update (Pages 67 - 100)**

The Council's Financial Regulations have been reviewed, and three changes are proposed that lead to improvements in process and efficiency. The proposed updates are shown as tracked changes in the attached tracked change version of the Financial Regulations.

The changes relate to:

- FR 4.3, approval of budget carry forwards by the S151 Officer;
- FR 7.2, approval of fees and charges by the S151 Officer in consultation with the relevant Portfolio Holders; and,
- the Glossary, with the addition of a definition of Key Financial Systems.

Recommendation

The Audit Committee recommends that revised Financial Regulations are approved, along with the consequential change to the Scheme of Delegation to delete the equivalent delegation to the S151 Officer (reference E3) which becomes redundant.

11. COMPULSORY POLLING DISTRICT AND POLLING PLACE REVIEW (Pages 101 - 114)

To agree the outcome of the compulsory review of polling places and polling districts in Waverley borough, including a few changes to polling stations as set out in the appendices, with effect from May 2020. This review does not affect the December 2019 Parliamentary Election.

Appendix C, showing the locations of the polling stations, is provided as an agenda supplement.

Recommendation

The Council is recommended to note the conclusion of the compulsory review of polling district and polling places, and to approve the list of future polling places as set out in Appendix B.

12. PROPORTIONALITY ON COMMITTEES AND ALLOCATION OF SEATS (Pages 115 - 122)

The Council is required to review the allocation of seats on the principal committees as soon as practicable after any change in the political composition of the Council to ensure that seats are allocated in the same proportion as that in which the council as a whole is divided.

This report summarises the change to the political composition of the Council following the resignation of Cllr Townsend from the Conservative Group and the death of Cllr Lee (Independent), and consequent impact on the allocation of committee seats.

Recommendation

The Council is recommended to note:

1. the proportional allocation of seats on the Principal Committees, Area Planning Committees and SCC Local Committee in accordance with the political proportionality of the Council; and,
2. the Group Leaders' nominations to the Principal Committees, as detailed in Annexe 1.

13. EXCLUSION OF PRESS AND PUBLIC

If necessary, to consider the following motion, to be moved by the Mayor:

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 any matter on this agenda 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 item(s), 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 of the Local Government Act 1972 (to be identified at the meeting).