

To: All Members of the EXECUTIVE

When calling please ask for:

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**Policy and Governance**

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Calls may be recorded for training or monitoring

Date: 27 September 2019

**Membership of the Executive**

Cllr John Ward (Chairman)  
Cllr Paul Follows (Vice Chairman)  
Cllr David Beaman  
Cllr Andy MacLeod  
Cllr Mark Merryweather

Cllr John Neale  
Cllr Nick Palmer  
Cllr Anne-Marie Rosoman  
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 8 OCTOBER 2019

TIME: 6.00 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.

**Prior to the commencement of the meeting, the Leader, Deputy Leader or an appropriate Portfolio Holder to respond to any informal questions from members of the public, for a maximum of 15 minutes.**

*[Questions will be taken in the order in which questioners register with the Democratic Services Officer prior to the start of question time. When read out, each question must be concluded within 2 minutes. In the event that it is not possible to give a verbal response, a written response will be provided following the meeting.]*

## **AGENDA**

1. **MINUTES**

To confirm the Minutes of the Meeting held on 3 September 2019.

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 1 October 2019.

5. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

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 1 October 2019.

6. LEADER'S AND PORTFOLIO HOLDERS' UPDATES

7. DUNSFOLD PARK GARDEN VILLAGE - WAVERLEY'S PROJECT GOVERNANCE ARRANGEMENTS (Pages 7 - 12)

[Portfolio Holder: Councillor John Ward]  
[Wards Affected: Alfold Cranleigh Rural and Ellens Green;  
Chiddingfold and Dunsfold]

To agree the Council's internal governance arrangements to support the implementation and delivery of Dunsfold Park Garden Village (DPGV).

**Recommendation**

It is recommended that Executive agrees the implementation of the governance structure as set out in this report, and agrees the Councillor membership of the Waverley Strategic DPGV Governance Board and DPGV Advisory Group.

8. SURREY HILLS AREA OF OUTSTANDING NATURAL BEAUTY (AONB) MANAGEMENT PLAN 2020-2025 (Pages 13 - 52)

[Portfolio Holder: Portfolio Holder for Policy & Customer Services]  
[Wards Affected: All except Farnham, Godalming and Cranleigh]

The adoption of an up to date AONB Management Plan is a statutory requirement for those local authorities that are covered by the AONB. The current Management Plan is from 2014 to 2019. This report recommends approval of the revised Surrey Hills AONB Management, 2020 – 2025, following a 'light touch' review. The Management Plan has been prepared by the Surrey Hills AONB Board on behalf of, and in collaboration with, the five Surrey Hills AONB districts and boroughs and Surrey County Council.

**Recommendation**

That the Surrey Hills AONB Management Plan 2020-2025 be adopted as the statutory AONB Management Plan for Waverley Borough Council.

9. STATEMENT OF COMMUNITY INVOLVEMENT - REVIEW OF PROPOSED AMENDMENTS (Pages 53 - 56)

[Portfolio Holder: Councillor Andy MacLeod]  
[Wards Affected: All Wards]

The Statement of Community Involvement (SCI) was adopted at Council on 16 July 2019. During the debate, some amendments to the document were tabled. It was agreed that officers would consider if the proposed amendments should be made to the newly adopted SCI. This report assesses the proposed amendments and makes recommendations as to whether the adopted SCI should be changed.

### **Recommendation**

That the Executive agrees that no further changes are required to the Statement of Community Involvement (SCI) for the reasons set out in the report.

10. PROPERTY MATTER - PROPERTY INVESTMENT ADVISORY BOARD  
(Pages 57 - 64)

[Portfolio Holder: Councillor Mark Merryweather]

[Wards Affected: All Wards]

This report proposes revised Terms of Reference of the Investment Advisory Board to clarify the objectives of the Board, and ensure that the membership supports the Council's ambitions.

### **Recommendation**

It is recommended that the Executive approves the revised membership and Terms of Reference of the Property Investment Advisory Board.

11. PROPERTY MATTER - ASSET TRANSFER TO TOWN AND PARISH COUNCILS (Pages 65 - 102)

[Portfolio Holder: Councillor Mark Merryweather]

[Wards Affected: All Wards]

This report seeks approval for a number of asset transfers from the Council to Town and Parish Councils to coincide with the start of the new Grounds Maintenance Contract on the 1 November 2019.

This enables Town and Parish Councils to have full control over local green spaces in their respective areas and removes Waverley Borough Council from the responsibility and cost for grounds maintenance of those key sites.

### **Recommendation**

It is recommended that:

1. The leasehold transfer of assets, as detailed in Annexe 1 be approved.
2. The tapered funding arrangement for the leasehold transfers be approved.
3. The freehold transfer of the Gostrey Meadow, Farnham to Farnham Town Council be approved.
4. Delegated authority is given to officers to finalise the heads of terms and complete the necessary legal document(s) with the Town and Parish Councils for the transfer of assets, with detailed terms and conditions to be agreed by the Strategic Director, in consultation with the relevant Portfolio Holder(s).

12. PROPERTY MATTER - HOLLOWAY HILL BOWLING CLUB, GODALMING - SURRENDER/GRANT OF A LEASE (Pages 103 - 110)

[Portfolio Holder: Councillor Mark Merryweather & Councillor David Beaman]

[Wards Affected: Godalming Holloway]

Holloway Hill Bowling Club has approached the Council for consent to surrender its existing lease of the Pavilion land and to take a new long lease of both the Pavilion land and the Bowling Green itself.

**Recommendation**

It is recommended that the Executive agrees to the surrender of the current lease to Holloway Hill Bowling Club and the simultaneous grant of a new lease on terms and conditions set out in Exempt Annexe 2, with other terms and conditions to be negotiated by the Estates and Valuation Manager.

13. PROPERTY MATTER - GODALMING AND FARNCOMBE BOWLING CLUB, GODALMING - SURRENDER/GRANT OF A LEASE (Pages 111 - 118)

[Portfolio Holder: Councillor Mark Merryweather & Councillor David Beaman]

[Wards Affected: Godalming Central and Ockford]

Godalming and Farncombe Bowling Club has approached the Council for consent to surrender its existing lease of the Pavilion land and to take a new long lease of both the Pavilion land and the Bowling Green itself.

**Recommendation**

It is recommended that the Executive agrees to the surrender of the current lease to Godalming and Farncombe Bowling Club and the simultaneous grant of a new lease on terms and conditions set out in Exempt Annexe 2, with other terms and conditions to be negotiated by the Estates and Valuation Manager.

14. 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.

15. 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 & Deputy Monitoring  
Officer, on 01483 523226 or by email at  
[fiona.cameron@waverley.gov.uk](mailto:fiona.cameron@waverley.gov.uk)**