

To: All Members of the EXECUTIVE

When calling please ask for:

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**Policy and Governance**

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Date: 20 December 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, 7 JANUARY 2020

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 December 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 24 December 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 24 December 2019.

6. LEADER'S AND PORTFOLIO HOLDERS' UPDATES

To receive any reports from the Leader or Portfolio Holders.

7. BUDGET 2020/21 UPDATE

[Portfolio Holder: Councillor Mark Merryweather]

[Wards Affected: All Wards]

Report *to follow* due to late announcement of the local government finance settlement from the Government.

8. BUDGET MANAGEMENT - REQUEST FOR SUPPLEMENTARY ESTIMATE FOR FARNHAM NEIGHBOURHOOD PLAN REVIEW (Pages 7 - 10)

[Portfolio Holder: Councillor Mark Merryweather]

[Wards Affected: All Farnham Wards]

The purpose of this report is to seek approval for a supplementary estimate to cover the costs of the Farnham Neighbourhood Plan Review. The report sets out that the Council can only claim for £20,000 in funding from the Government for the Neighbourhood Plan Review and the costs are estimated to be £71,000. There is therefore a shortfall of £51,000.

**Recommendation**

It is recommended that the Executive approves a supplementary estimate for £51,000 to cover the costs of the Farnham Neighbourhood Plan Review.

9. PROPERTY MATTER - THE BURYS INVESTMENT OPPORTUNITY (Pages 11 - 16)

[Portfolio Holder: Councillor Mark Merryweather]

[Wards Affected: Godalming Central and Ockford]

To request the Executive to approve the appointment of specialist advisors to produce a further Options Appraisal assessing the investment opportunities of key Waverley and Surrey owned sites in Godalming, and to request the Executive that budget is allocated from the Property Investment budget.

**Recommendation**

It is recommended that the Executive approve the use of up to £40K for the completion of the Options Appraisal.

10. HOUSING RESPONSIVE REPAIRS AND VOIDS CONTRACT (Pages 17 - 24)

[Portfolio Holder: Councillor Anne-Marie Rosoman]

[Wards Affected: All Wards]

This report summarises the current position surrounding the Responsive Repairs and Voids contract following the early termination by MPS Housing

Limited on 9 December 2019. The proposal is to appoint an interim alternative contractor and commence procurement for a longer-term contract. The Executive is therefore asked to agree delegated authority to Head of Housing Operations to progress the actions necessary to carry out the procurement exercises.

### **Recommendation**

It is recommended that the Executive:

1. authorises the Council's Section 151 Officer to waive the Council's Contract Procurement Rules in accordance with paragraphs 9.3.1 and 9.3.3 of the CPRs in order for the Council to appoint an interim responsive repairs and voids contractor.
2. delegates authority to the Head of Housing Operations in consultation with the Portfolio Holder for Housing and the Strategic Director (s151 Officer) to:
  - a) appoint consultants to provide advice and undertake such work as is required to achieve an interim contract within agreed budgets and in accordance with the Council's Contract Procedure Rules;
  - b) select and appoint an interim contractor for 12 to 24 months within agreed budgets and in accordance with the Council's Contract Procedure Rules
  - c) appoint consultants to assist with procurement for the permanent contractor, within agreed budgets and in accordance with the Council's Contract Procedure Rules and;
  - d) draw down up to £200,000 from the HRA contingency reserve to achieve these recommendations.
3. notes that officers will report performance and procurement progress to the Housing Overview and Scrutiny Committee and the Executive.

11. POLICY ON CONSENT FOR THE USE OF COMMON LAND AND COUNCIL OWNED LAND AND PROPERTY (Pages 25 - 32)

[Portfolio Holder: Councillor Mark Merryweather]

[Wards Affected: All Wards]

The Council has responsibilities as guardian for common land and as land- and property-owner. The Council receives approaches for granting consent to use land within the Borough for a variety of purposes, and having a formal policy will ensure that proper consideration is given to all impacts that granting consent for use could cause.

### **Recommendation**

It is recommended that the Executive approves the Land Use Consent Policy.

12. TAX STRATEGY 2020 - 2022 (Pages 33 - 42)  
[Portfolio Holder: Councillor Mark Merryweather]  
[Wards Affected: All Wards]

The Government believes that relevant bodies should be criminally liable where they fail to prevent those who act for them, or on their behalf, from criminally facilitating tax evasion. In order to demonstrate that the Council acknowledges its responsibilities with regard to tax it undertakes to prepare an annual Tax Strategy. The revised Tax Strategy 2020-2022 is attached at Annexe 1.

**Recommendation**

It is recommended that the Executive approves the attached revised Tax Strategy 2020-22.

13. 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.

14. 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**