

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: 23 November 2020

**Membership of the Executive**

Cllr John Ward (Chairman)  
Cllr Paul Follows (Vice Chairman)  
Cllr Peter Clark  
Cllr Andy MacLeod  
Cllr Michaela Martin

Cllr Mark Merryweather  
Cllr Nick Palmer  
Cllr Anne-Marie Rosoman  
Cllr Liz Townsend  
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 1 DECEMBER 2020

TIME: 6.00 PM

PLACE: ZOOM MEETING - VIRTUAL MEETING

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 on [committees@waverley.gov.uk](mailto:committees@waverley.gov.uk) by midday on Tuesday 1 December, to be sent details of how to join the Zoom meeting. 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 November 2020, and the Special Meeting held on 20 November 2020.

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 November 2020.

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 November 2020.

6. LEADER'S AND PORTFOLIO HOLDERS' UPDATES

7. UPDATE TO GENERAL FUND MEDIUM TERM FINANCIAL PLAN 2021/22-2024/25 (Pages 7 - 24)

[Portfolio Holder: Councillor Mark Merryweather]  
[Wards Affected: All Wards]

Following on from the Contingency Revised Budget agreed at Full Council in August, a commitment was made to undertake an update to the Medium Term Financial Plan (MTFP) including a review of the longer-term effect of the pandemic on the Council's future financial resilience, taking account of the wider economic conditions. It was agreed that this should be reported to Council no later than its December meeting.

**Recommendation**

It is recommended that the Executive, after considering comments from the Value for Money Overview & Scrutiny Committee, make the following recommendations to Council, to:

1. Approve the updated forecast and assumptions in the latest Medium Term Financial Plan and request that a full review of the Plan is brought to Council in February 2021 alongside the draft 2021/21 Budget report; and
2. Agree that capital receipts are applied to fund business transformation and efficiency projects as allowed under the statutory provisions.

8. REVISED CORPORATE STRATEGY 2020 - 2025 (Pages 25 - 36)

[Portfolio Holder: Councillor John Ward, Councillor Paul Follows]  
[Wards Affected: All Wards]

A review of the Corporate Strategy has been undertaken over the last six months and this report presents the outcome of the consultation process and the resulting Corporate Strategy for adoption.

**Recommendation**

It is recommended that the Executive recommend the Corporate Strategy, set out at Annexe 1, to Council for adoption at its 15 December Full Council meeting.

9. CARBON NEUTRALITY ACTION PLAN 2020-2030 (Pages 37 - 98)

[Portfolio Holder: Councillor Steve Williams]  
[Wards Affected: All Wards]

In September 2019, the Council joined a growing number of Councils that made a commitment to taking urgent action to address Climate Change and

aim to become Carbon Neutral by 2030. We committed to becoming a carbon neutral council and doing everything in our power to ensure that Waverley is a zero carbon borough by 2030. Officers are working towards significantly reducing Waverley's impact on climate change and will strive to get as close as possible to carbon neutrality.

This report presents Waverley's Strategic Carbon Neutrality Action Plan 2020-2030 (Annexe 1) and the Climate Change and Sustainability Strategy (Annexe 2) bringing together input from all Council services and the wider public through a consultation that took place between September and October 2020. The action plan sets out the objectives and measures that will be taken in order to achieve the Council's carbon neutrality commitment. The Strategy is the overarching strategic document with links to all areas of work that have an impact on environmental sustainability.

### **Recommendation**

It is recommended that the Executive:

- a. Approve final Strategic Carbon Neutrality Action Plan 2020-2030 attached in Annexe 1, including the high-level targets within it, and acknowledges that it will be an evolving document.
- b. Approve the final Climate Change and Sustainability Strategy in Annexe 2
- c. Endorse the governance structure proposed, including the membership of the Climate Emergency Board.
- d. Note the responses within the consultation summary which is attached in Annexe 3.

10. **BOUNDARY COMMISSION ELECTORAL REVIEW 2020-2022** (Pages 99 - 136)

[Portfolio Holder: Councillor John Ward, Councillor Paul Follows]  
[Wards Affected: All]

The Local Government Boundary Commission for England (LGBCE) has notified the Council that it will conduct an electoral review of the Borough during 2020-2022. The review process has now commenced. It would be preferable for the Council to put forward a single agreed submission and so this report seeks approval to appoint an Informal Working Party to prepare a recommendation to the Executive on the preferred size of the Council which is the first stage of the Commission's review. The submission must be made by the end of February 2021 and therefore will need to be debated by Full Council no later than its February 2021 meeting.

### **Recommendation**

It is recommended that the Executive:

- i. Approve the setting up of an Informal Working Group of councillors,

comprising two representatives from the three larger political Groups and one each from the two smaller political Groups, nominated by Group Leaders, together with one Independent Councillor.

- ii. Ask the Informal Working Group to bring forward recommendations (on the LGBCE 'Size Submission' document relating to the size of the Council from 2023) for consideration at the Executive's February 2021 meeting at the latest so that the Executive can, in turn, make recommendations for the Full Council to debate at its February 2021 meeting.

11. 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 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 there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in Paragraph 5 of the revised Part 1 of Schedule 12A to the Local Government Act 1972.

Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

12. PROPERTY MATTER (Pages 137 - 148)  
[Portfolio Holder: Councillor Mark Merryweather]

**Recommendation**

That the Executive agree the recommendation set out in the Exempt report.

**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**