

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE - 5 APRIL 2022

SUBMITTED TO THE COUNCIL MEETING – 26 APRIL 2022

(To be read in conjunction with the Agenda for the Meeting)

**Present**

Cllr Paul Follows (Chairman)	Cllr Kika Mirylees
Cllr Peter Clark (Vice Chairman)	Cllr Nick Palmer
Cllr Andy MacLeod	Cllr Paul Rivers
Cllr Penny Marriott	Cllr Steve Williams

**Apologies**

Cllr Mark Merryweather and Cllr Liz Townsend

**Also Present**

Cllr Jerry Hyman

EXE 103/21 MINUTES (Agenda item 2)

The Minutes of the Meeting held on 8 March 2022 were confirmed and signed as a correct record.

EXE 104/21 DECLARATIONS OF INTERESTS (Agenda item 3)

The following declarations were made in respect of items on the agenda:

The Leader declared a registrable interest in item 15 as a member of Godalming Town Council.

Councillor Paul Rivers declared a registrable interest in item 15 as a member of Godalming Town Council.

Councillor Williams declared a registrable interest in item 15 as a member of Godalming Town Council.

Councillor MacLeod declared a registrable interest in item 15 as a member of Farnham Town Council.

Councillor Mirylees declared a registrable interest in item 15 as a member of Farnham Town Council.

EXE 105/21 QUESTIONS FROM MEMBERS OF THE PUBLIC (Agenda item 4)

There were none.

EXE 106/21 QUESTIONS FROM MEMBERS OF THE COUNCIL (Agenda item 5)

There were none.

EXE 107/21 LEADER'S AND PORTFOLIO HOLDERS' UPDATES (Agenda item 6)

The Leader and Portfolio Holders gave brief updates on current issues not reported elsewhere on the agenda:

- The Leader updated on the work being carried out to support the Ukrainian refugee crisis.
- Councillor Clark updated on the recent meeting of the Farnham Infrastructure Board and the accident involving a bridge in Wrecclesham.
- Councillor MacLeod provided an update on the Brightwells development and the work being carried out on Sainsbury's car park.
- Councillor Penny Marriott reserved her update for later in the agenda.
- Councillor Mirylees advised that a £45k grant had been received for the planting of trees in the borough and a useful meeting had been held with stakeholders on the future of Farnham Museum.
- Councillor Palmer reserved his update for later in the agenda.
- Councillor Rivers welcomed a useful meeting with residents of Meade Lane regarding issues with Vernon Court.
- Councillor Williams advised that residents were being kept updated with delays in refuse collection due to Covid.

EXE 108/21 RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEES (Agenda item 7)

The Leader introduced the recommendations of the Overview and Scrutiny meetings which had taken place in March. The Executive had discussed all the recommendations at their informal meeting, and thanked the Chairmen and Vice-Chairmen for a useful discussion.

The Leader addressed the recommendations as follows:

- R22-0322-8.1: The Executive agreed the recommendation.
- R22-0322-8.2: The Executive had requested that officer explore the details of potential KPIs for monitoring dropout rates.
- R22-0322-8.3: The Executive agreed that this target would be restored at the next realistic point.
- R22-0322-14: The Executive advised that the high-level financing strategy and details of the public consultation would be shared with Councillors imminently.  
A further all Councillor briefing would be arranged on the Where Work Happens project and associated issues and a sub-group was working on car parking information.
- S22-0321-7: The Executive responded to the comments as follows:
- Agency staff are only deployed for waste collection when it is a necessity and this has only been the case when staff absences related to Covid-19 have reached critical levels.

- The contract the Council has with Surrey County Council and Crest Nicholson means it is reimbursed for lost income for as long as it takes the new car park to be transferred.
  - This concern is shared by the Executive. However, they do wish to note the distinction from the housing delivery test, and an all Councillor briefing on this issue would be held at the end of April.
  - There is an initial proposal that a weekly list of significant pre-applications is circulated to councillors
  - A planning enforcement plan will be published shortly.
- S22-0321-8.1: The Executive agreed the recommendation.  
S22-0321-8.2: The Executive agreed the recommendation.  
S22-0321-8.3: The Executive advised that each Head of Service had been asked to report how customer service is monitored in their service so this can be considered and any gaps identified.
- S22-0321-9.1: The Executive advised that the recommendation would be applied to policy documents in general.
- S22-0321-9.2: The Executive agreed the recommendation.  
S22-0321-9.3: The Executive agreed the recommendation.  
S22-0321-9.4: The Executive agreed the recommendation.  
S22-0321-9.5: The Executive agreed the recommendation.  
S22-0321-9.6: The Executive agreed the recommendation.

### **PART I - RECOMMENDATIONS TO COUNCIL**

Unless specified under an individual item, there are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to the reports in Part I of these minutes.

#### **EXE 109/21 AFFORDABLE HOMES DELIVERY STRATEGY - AMENDMENTS FOLLOWING CONSULTATION** (Agenda item 8)

Councillor Palmer presented the report which set out the Affordable Homes Delivery Strategy for recommendation to Council for adoption. He thanked the officers for their work on the Strategy and highlighted the challenges in delivering affordable homes. Councillor Williams highlighted the issue of ensuring homes were energy efficient.

Councillor Hyman spoke on the report, querying the value of some of the responses to the consultation and that the previous Council decision to maximise rents contradicted the commitment in the Strategy relating to social rents. The rules on Right to Buy should be properly explained and the reasons why 30% of respondents disagreed with the proposals.

In response, the Leader advised that the Executive did not agree with Right to Buy rules, however it was not able to override Government legislation. He clarified that rents were being increased in order to deliver more housing to address demand in the borough. Councillors Palmer advised that the Council would continue to lobby the Government to change the rules around Right to Buy.

The Leader thanked the current and former Portfolio Holder and officers for their work.

## RESOLVED

**That the draft Affordable Homes Delivery Strategy 2022-2025 be approved and recommended to Full Council for adoption.**

Reason: To adopt a housing strategy which is fit for purpose and sets out our priorities for new affordable homes in the borough.

### EXE 110/21 HOUSING ASSET MANAGEMENT STRATEGY (Agenda item 9)

Councillor Paul Rivers presented the report which set out the final draft of the Housing Asset Management Strategy (HAMS) to be presented to Council for adoption. The Landlord Services Advisory Board had considered the Strategy and had supported the principle of making homes more energy efficient; and had recommended that an Executive Summary be included and this had been drafted.

Councillor Hyman spoke on the report, expressing concern over the cost of replacing gas boilers and that the costs were not passed on to tenants. He also sought clarification on the timing of the stock condition survey.

The Leader responded to Councillor Hyman's comments and clarified that there was a commitment to assessing the current position with housing stock and making improvements to reduce energy bills for tenants. He welcomed that the report would begin to explore the cost of decarbonisation and encourage the Government to address the gap in their own funding for decarbonisation policies.

The Head of Housing Operations advised that regular stock condition surveys had been carried out for a number of years, however this had been put on hold during the pandemic. Although they had now resumed, the programme was 2.5 years behind schedule.

The Strategic Director (s151 officer) advised that the HRA Strategic Review would be informed by this report and would be brought to Councillors in the Autumn for consideration.

The Leader thanked the Portfolio Holder, Landlord Services Advisory Board and officers for their work.

## RESOLVED

- i. That the comments from the Landlord Services Advisory Board be noted and that the Housing Asset Management Strategy 2022 to 2030 be approved and recommended to the Council for adoption; and**
- ii. That it be noted that the Landlords Services Advisory Board have undertaken to monitor the implementation and performance of the strategy.**

Reason: To provide Executive members the opportunity to support the adoption of the strategy.

**EXE 111/21**CORPORATE EQUALITY OBJECTIVES 2022-25 (Agenda item 13)

Councillor Penny Marriott presented the report which set out propose a new set of corporate equality objectives for recommendation to Council and an associated action plan. She thanked the Resources Overview and Scrutiny Committee for their comments, which had been received after the agenda publication and therefore these had been incorporated into a revised Annexe 1, circulated separately.

The Executive welcomed the objectives and the constructive debate on the issues, thanking the Portfolio Holder officers for their work.

**RESOLVED**

**That the Executive makes the following recommendations to Council:**

- i that the Corporate Equality Objectives 2022- 25 as set out at the supplementary Annexe 1 be approved; and**
- ii that it be noted that the Corporate Equality Group have undertaken to monitor the implementation of the associated Action Plan.**

Reason: To provide Executive members the opportunity to consider the Equality Objectives and Action Plan and make recommendations to Council.

**EXE 112/21**COMMUNITY GOVERNANCE REVIEW OF TOWNS AND PARISHES IN THE WAVERLEY BOROUGH COUNCIL AREA (Agenda item 15)

The Leader presented the report which set out proposals for the selection criteria to be used to evaluate responses to the initial phase of the consultation on the Community Governance Review, and to incorporate them in the draft recommendations for consideration during the second stage of the consultation between 3 May and 10 June.

Councillor Hyman spoke on the report, seeking clarification on whether the proposals would enable the Council to align its boundaries before the elections in 2023.

In response, the Leader clarified the requests which had been made by Farnham and Godalming Town Councils and the Head of Policy and Governance confirmed that the Community Governance Review was a Council-led process and therefore within the Council's control, unlike the warding pattern review which had been carried out by the Local Government Boundary Commission for England. The aim of the proposals was to consult on the proposed changes, to enable Council systems to be updated in time for the elections in 2023.

**RESOLVED**

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

- i. the method to evaluate the submissions made in the initial consultation period as set out in paragraph 4.4 be approved; and**

- ii. **the submissions that are agreed to have merit are incorporated in the draft recommendations for consideration in the second stage of consultation between 3 May and 10 June.**

Reason: To ensure that recommendations, which are to be developed from the responses to the initial phase of the CGR, are reflective of the identities and interests of the community in that area.

EXE 113/21 PRE-ELECTION PERIOD PUBLICITY POLICY (Agenda item 16)

The Leader presented the report which set out a proposed policy for publicity in a statutory pre-election period.

**RESOLVED**

**That the Executive recommends to Full Council that it approves the Pre-Election Period Publicity Policy, as set out in Annexe 1 to this report, with immediate effect.**

Reason: To protect the interests of the Council, and to provide guidance to Councillors and Officers on publicity and the use of Council resources during the Pre-Election Period.

**PART II - MATTERS OF REPORT**

The background papers relating to the following items are as specified in the reports included in the original agenda papers.

EXE 114/21 FARNHAM & GODALMING LEISURE CENTRE - REFURBISHMENTS AND THE EDGE LEISURE CENTRE - CONTRACT POSITION (Agenda item 10)

Councillor Mirylees presented the report which set out opportunities for three of the leisure centres within the Council's portfolio, to inform the specification for the new Leisure Management Contract commencing in July 2023.

The Leader welcomed the report and requested that there be a proper consultation with residents and the Town Council if there were to be changed to car parking proposed.

**RESOLVED**

**That Executive notes the findings of this report and agrees that:**

- i. Officers review the business case for the Farnham Leisure Centre refurbishment and, if viable, include the project within the new Leisure Management Contract specification.**
- ii. Officers review the business case for the Godalming Leisure Centre refurbishment and, if viable, include the project within the new Leisure Management Contract specification, and;**
- iii. Officers remove the Edge Leisure Centre from the new Leisure Management Contract, and work with Surrey County Council to terminate the lease and transfer the operation of the facilities.**

Reason: The current leisure management contract, for our five leisure centres, expires on 30 June 2023 and the Council needs a new contractual arrangement to be in place for the 1 July 2023.

EXE 115/21 CLIMATE CHANGE AND SUSTAINABILITY SUPPLEMENTARY PLANNING DOCUMENT (SPD) CONSULTATION (Agenda item 11)

Councillor Williams presented the report which set out the draft Climate Change and Sustainability Supplementary Planning Document (SPD) and sought authorisation to allow the SPD to be subject to public consultation. He thanked the Portfolio Holder, officers and consultant for their work on the draft SPD, which was as robust as it could be, without it directly contradicting national planning policy framework.

Councillor Hyman spoke on the report, expressing concern over the legal challenge of the appeal decision in relation to Loxwood Road in Alfold, which was not covered by the SPD.

The Leader and Councillor Williams responded to the points raised and the Planning Policy Manager advised that there would be an opportunity to address the points raised as part of the consultation process.

**RESOLVED**

- i. That the comments from the Services Overview & Scrutiny Committee be noted and that the SPD be subject to a minimum four-week public consultation under Regulation 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (“the Regulations”); and**
- ii. That authority be delegated to the Head of Planning and Economic Development after consultation with the PFHs for Planning and Economic Development and Environment and Sustainability to make minor editorial changes prior to consultation as a result of any changes made by the Executive.**

Reason: To comply with Regulation 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (“the Regulations”), the SPD must be subject to a public consultation.

EXE 116/21 COMMUNITY INFRASTRUCTURE LEVY (CIL) BIDDING CYCLE 2021/22 (Agenda item 12)

Councillor Palmer presented the report, which set out the proposed allocation of Strategic CIL funding to the projects recommended for funding by the CIL Advisory Board in relation to the Strategic CIL Bidding Cycle 2021/22. In response to questions from the Executive, Councillor Palmer advised that bidding cycles were annual, however there was flexibility to consider bids in year to ensure that important bids did not miss out. Unsuccessful applicants were encouraged to reapply and officers were liaising with the County Council on the reasons why their bids were unsuccessful. Councillor Palmer encouraged future applicants to carefully consider the guidance and criteria provided when submitting bids.

## **RESOLVED**

**That the recommendations of the CIL Advisory Board be agreed and the allocation of Strategic CIL funding to the projects as set out in this report be approved. This is subject to the completion of the final relevant checks and the signing of funding agreements, the details of which are delegated to the Strategic Director in consultation with the Portfolio Holder for Housing (Delivery).**

Reason: In order to ensure robust and effective expenditure, in line with the CIL Regulations 2010 (as amended), and in accordance with the Council's approved CIL governance arrangements which include detailed eligibility and assessment criteria.

### **EXE 117/21 ANNUAL REVIEW OF CORPORATE PERFORMANCE INDICATORS SET FOR 2022/23 (JANUARY – FEBRUARY 2022) (Agenda item 14)**

The Leader presented the report which set out the proposed changes to the current corporate performance indicators set for the financial year 2022-2023.

## **RESOLVED**

- i. That the recommendations received from the O&S Committees as set out at paragraphs 4.2 and 4.3 be noted and accepted; and**
- ii. That the implementation of the proposals, as set out in Annexe 1, from 1 April 2022 be approved.**

Reason: The organisation conducts an annual review of the corporate performance indicators to evaluate their continued appropriateness in the light of any new legislation or changes to organisational needs and priorities.

### **EXE 118/21 EXCLUSION OF PRESS AND PUBLIC (Agenda item 17)**

At 7.40pm, on the recommendation of the Leader, it was

## **RESOLVED**

**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 in the revised Part 1 of Schedule 12A to the Local Government Act 1972, namely:**

**3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).**

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



EXE 119/21 TREE PRESERVATION ORDER COMPENSATION CLAIM - 6 WELLWYNDSD  
ROAD, CRANLEIGH (Agenda item 18)

**RESOLVED**

**That the recommendations as set out in the exempt report be agreed.**

Reason: The reasons are set out in the exempt report.

**The meeting commenced at 6.00 pm and concluded at 7.50 pm**

**Chairman**