

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE - 5 JULY 2022

SUBMITTED TO THE COUNCIL MEETING – 19 JULY 2022

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

Present

Cllr Paul Follows (Chairman)
Cllr Peter Clark (Vice Chairman)
Cllr Andy MacLeod
Cllr Penny Marriott
Cllr Mark Merryweather

Cllr Kika Mirylees
Cllr Nick Palmer
Cllr Liz Townsend
Cllr Steve Williams

Apologies

Cllr Paul Rivers

EXE 10/22 MINUTES (Agenda item 2)

The Minutes of the Meeting held on 7 June 2022 were confirmed and signed as a correct record.

EXE 11/22 DECLARATIONS OF INTERESTS (Agenda item 3)

There were no declarations of interest raised under this heading.

EXE 12/22 QUESTIONS FROM MEMBERS OF THE PUBLIC (Agenda item 4)

There were no questions received from members of the public.

EXE 13/22 QUESTIONS FROM MEMBERS OF THE COUNCIL (Agenda item 5)

There were no questions received from Members of the Council.

EXE 14/22 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:

- Cllr Clark provided an update on the Farnham Infrastructure Programme and the forthcoming consultation on proposed changes to traffic management in the town centre.
- Cllr MacLeod provided an update on the Brightwells development and enforcement work in the Council.
- Cllr Marriott provided an update on the Corporate Equality Objectives and Action Plan and it was hoped to hold an informal Councillor working group.
- Cllr Merryweather promoted the discretionary element of the energy rebate scheme which was now open to applications.

- Cllr Mirylees updated on the works to the Museum of Farnham. The Procurement of Leisure Centre contract was on schedule. She welcomed the recent Film Waverley event.
- Cllr Palmer updated on the next bidding round of the Community Infrastructure Levy and welcomed all applications.
- Cllr Townsend updated on the examination of LPP2 which was due to start on 12 July. The Climate Change SPD consultation started on 28 June and details were on the Council's website. The Council's new pre-app service had launched. She also welcomed the Film Waverley event and a new Economic Development Strategy was being worked on.
- Cllr Williams advised that the decarbonisation of Memorial Hall continues; work on cycle shelters continued; and Woolmer Hill now had solar panels installed. He welcomed the work of the sustainability team.
- The Leader thanked staff for running the elections on 23rd and 30th June and thanked the team working on supporting the Ukrainian refugees.

EXE 15/22 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 June. The Executive had discussed all the recommendations at their informal meeting, and thanked the Vice-Chairmen of both Committees for attending and for their contributions.

The Leader addressed the recommendations as follows:

- R22-06-20-10.1: The recommendations were accepted as they were compatible with the aims and objectives of the allocations policy.
- R22-06-20-15.1 The recommendation was accepted.
- S22-06-21-8.1 The recommendation was rejected as the Executive felt a policy was needed to set a direction before further steps could be taken.
- S22-06-21-8.2 The recommendation was rejected as the Council had not had a biodiversity policy and action plan in place before. Therefore, the whole document was new.
- S22-06-21-8.3 The recommendation was partially accepted. An appendix with a broad outline of the indicative budget will be added. However, more detailed assessments of the resources required will depend on the baseline data collected.
- S22-06-21-8.4 The recommendation was rejected as this work would be done as part of establishing the baselines for particular areas, acknowledging the limitations of those baselines.
- S22-06-21-8.5 The recommendation was rejected as the plan related to land owned and managed by the Council and the Council's activities would have negligible impact on the biodiversity of MoD land.

- S22-06-21-8.6 The recommendation was accepted. The Executive wished to ensure that the document was accessible and an executive summary would be provided.
- S22-06-21-8.7 The recommendation was accepted. The relevant paragraphs would be broadened and highlighted.
- S22-06-21-8.8 The recommendation was rejected. Such a decision was for the future and it was not possible to assess the viability of this as a target until the baseline data for individual sites had been obtained.
- S22-06-21-8.9 The recommendation was accepted.
- S22-06-21-8.10 The recommendation was rejected as site specific information would be in the management plan. The associated column would be removed to avoid confusion.

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 16/22 TENANCY STRATEGY (Agenda item 8)

Councillor Palmer introduced the report which set out a revised Tenancy Strategy and highlighted proposed changes to the Tenancy Agreement and Tenancy Policy to remove flexible tenancies which had been supported by 97% of the respondents to the consultation. The Leader welcomed the proposals which would provide stability for Council tenants.

RESOLVED that the Executive Committee approves the Tenancy Strategy and recommends adoption to Full Council. Strategy to come into effect on Monday 5 September 2022 in line with the revised Tenancy Agreement and Tenancy Policy.

Reason: To adopt a Tenancy Strategy that sets out how social housing in the borough will be let, to meet housing needs, provide tenants with long term security in their home and create sustainable communities. The strategy had been updated following consultation and the decision to stop issuing flexible tenancies¹ to Council tenants.

EXE 17/22 GODALMING REGENERATION PROJECT (Agenda item 11)

Councillor Merryweather presented the report which set out proposals to progress to Phase 3 of the Burys Development Project. Phase 1 had identified concepts and established metrics against which they could be measured. 14 broad concepts had been identified and three had been shortlisted to progress to the Phase 2 studies

¹ Flexible tenancies are secure Local Authority tenancies for a fixed term

which had looked at viability and deliverability. The Phase 3 studies which would involve community engagement and further detailed analysis. He thanked officers for their work and welcomed the engagement of the Overview and Scrutiny Committee, the all Councillor briefing and Godalming Town Council.

The Leader also welcomed the engagement with Godalming Town Council and reminded the Executive that inaction was not an option.

RESOLVED that

- i. the name of the Burys Development Project be changed to the Central Godalming Regeneration Project;**
- ii. Council be recommended to approve a supplementary estimate of £164,000 to progress the project to the next phase (3), including preliminary public engagement, to be funded from the Property Investment reserve; and**
- iii. it be noted that phase 3 of the scheme will progress to a formal planning pre-application submission that, subject to the outcome of the engagement process, may include the following elements:**
 - A residential scheme and public car parking at Crown Court Car Park to bring much needed housing into the centre of Godalming**
 - A retrofit of The Burys for office working space to reflect new ways of working, and increased car parking provision at The Burys site to allow for loss of car parking at Crown Court Car Park**
 - A residential and/or car parking scheme at the Wharf Car Park on Woolsack Way**

Reason:

The project offers an opportunity for regeneration of three Council owned sites within the Central Godalming area. The project proposes to bring underutilised elements of the sites forward to generate much needed town centre housing, improve the access of the Council offices at Bridge Street and ensure the office space is utilised to the maximum in a period of hybrid working. These elements will in turn benefit the town centre and bring footfall to local businesses, therefore bringing forward an opportunity for all three sites to be part of a regeneration project and thus the new name for the project.

To respond to the Phase 2 findings that demonstrates that viable schemes are possible on the nominated 3 sites whilst understanding that more detail is required to move them forward.

The Council offices at the Burys in Godalming are unfit for purpose: they have been expensive to heat and maintain, due to the building's low energy efficiency, for many years and they are excess to the Council's post-Covid requirements. Absent this project, Waverley will have to spend a significant amount of scarce revenue funding to operate, repair and maintain the current building over the coming years. It is an extremely inefficient building in layout and energy use accounting for 10% of Waverley buildings carbon output, and work is required to rectify this to meet our

Climate Emergency objectives. The current layout does not allow for the decreased numbers of staff working in the building due to the implementation of hybrid working and the new Agile Working Policy.

Phase 3 will allow the Council to fully understand the potential for the delivery of much needed housing in Godalming and to engage with the local economy in Godalming.

By completing the pre-application stage, it will give the Council an understanding of whether the project deliverables can be met and to help to understand in detail any future planning risks, whilst bringing forward solutions to mitigate those risks.

EXE 18/22 COMMUNITY GOVERNANCE REVIEW OF TOWNS AND PARISHES IN THE WAVERLEY BOROUGH COUNCIL AREA FINAL RECOMMENDATIONS (Agenda item 12)

The Leader presented the report which set out the final recommendations of the Community Governance Review in respect of Waverley's Towns and Parishes, following consultation.

RESOLVED

That the Executive recommends to Full Council that:

- (a) the final recommendations as set out in annexe 1 are approved; and**
- (b) consent is sought from the Local Government Boundary Commission for England (LGBCE) to:**
 - i. amend the boundaries in their final recommendations for new Borough wards to ensure the boundaries are coterminous; and**
 - ii. change the Town Council size and warding arrangements for Farnham, Godalming and Haslemere.**

Reason: The final recommendations have been formulated with consideration to key data for each parish and parish ward. This includes electorate projections and housing development data, submissions received at both stages of consultation, the parish/town council size, whether there is agreement between affected parishes and positive and/or negative effects on the electorate.

EXE 19/22 FINANCIAL OUTTURN 2021/22, MEDIUM TERM FINANCIAL PLAN (MTFP) & HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN MONITORING 2022/23 (Agenda item 13)

Councillor Merryweather presented the report which set out the 2021/22 outturn position, the emerging pressures on the current financial year's budget and proposals for managing those pressures, including a further review of the Medium Term Financial Plan later in the year. A strategic review of the HRA Business Plan was already underway.

The Leader welcomed the work of the officers on their competent management of the Council's finances.

RESOLVED that

- i. the 2021/22 outturn position for the HRA and General Fund including the agreed budget carry forward amounts be noted**
- ii. the emerging pressures and risks set out in the report be noted and, in the light of these, officers be asked to undertake a mid-year review of the MTFP including any reprioritisation of capital schemes, and report to Council in October via overview and scrutiny committee.**
- iii. It be recommended to Council to approve the schedule of reserves in Annexe 6 including the purpose, allowable use and the proposed movements in 2021/22 and to agree a delegation to the S151 officer to agree draw down from the reserves if the use is in line with the approved purpose.**
- iv. It be recommended to Council to make the change to the treasury management strategy threshold for the maximum investment for an individual counterparty as set out in paragraph 8.2.**
- v. the capital receipt flexibility strategy as detailed in paragraph 9.3 to utilise the extended flexibilities around funding be approved.**

Reason: Reporting the financial outturn builds on the quarterly monitoring during the year and shows the extent to which the Council has kept within its income and expenditure budgets, demonstrating transparency and good governance. This report follows up on actions identified in the budget report agreed by Council in February. It should be noted that the HRA business plan strategic review is underway and will be reported to the Executive, via scrutiny committee, in the autumn.

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 20/22 GODALMING GREENWAY GATEWAY ROUTE SELECTION (Agenda item 9)

Councillor Williams presented the report which set out two proposed new routes for the Godalming Greenway Gateway which took account of comments received during the consultation. The Leader welcomed the responses received and the proposals.

RESOLVED that

- a. the new Sports Pavilion alignment route of the Godalming Greenway Gateway as the preferred route through Phillips Memorial Park be approved and the project proceed to Phase 2.**
- b. the “cycle street” option for The Burys section of the Greenway Gateway for SCC to include in the main Godalming Greenway contraction phase be approved.**

Reason: Approval of a designated route for the Godalming Greenway Gateway will enable the project to proceed to procurement of detailed design, costing and construction of the first section through Phillips Memorial Park.

EXE 21/22 WOOLMER HILL 3G PROJECT UPDATE (Agenda item 10)

Councillor Mirylees presented the report which provided an update on progress made with securing funding for a new 3G artificial pitch at Woolmer Hill Sports ground and proposed entering into a legal agreement and seeking external legal support to progress the project.

RESOLVED that

- **The Executive approve the entering into of a restriction against title and deed of dedication as requested by the Football Foundation to secure the grant allocation of £672,947 to build the 3G pitch.**
- **The Executive approve the budget of £10,000 for external legal support to complete the necessary checks and documentation stipulated by the Football Foundation and progress the project.**

Reason: To allow the 3G artificial pitch to be built at Woolmer Hill sports ground, adding a significant and much needed sports resource to the Haslemere area.

The meeting commenced at 6.00 pm and concluded at 6.53 pm

Chairman