

To: All Members of the EXECUTIVE

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 26 August 2022

Membership of the Executive

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 Paul Rivers
Cllr Liz Townsend
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 6 SEPTEMBER 2022

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. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **MINUTES**

To confirm the Minutes of the Meeting held on 5 July and the Special Meeting held on 18 July 2022.

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 30 August 2022.

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 30 August 2022.

6. LEADER'S AND PORTFOLIO HOLDERS' UPDATES

7. AFFORDABLE HOMES SUPPLEMENTARY PLANNING DOCUMENT UPDATE - TO APPROVE DOCUMENT FOR PUBLIC CONSULTATION
(Pages 7 - 84)

[Portfolio Holder: Councillor Nick Palmer, Councillor Liz Townsend BEM]

Officers are seeking Executive approval for the draft Affordable Housing Supplementary Planning Document Update to be published for public consultation between September and October 2022.

Recommendation

It is recommended that the Executive approves the draft Affordable Housing Supplementary Planning Document Update to be published for public consultation between midday 19.09.22 - midday 31.10.22.

8. REPORT OF THE OVERVIEW AND SCRUTINY WORKING GROUP ON HOUSING ALLOCATIONS (Pages 85 - 102)

[Portfolio Holder: Councillor Paul Rivers, Councillor Nick Palmer]

To inform the Executive of the findings of the Overview and Scrutiny working group on Housing Allocations (henceforth 'the Working Group').

To ask the Executive to consider and endorse the Working Group's recommendations.

Recommendation

That the Executive instruct the Head of Housing Delivery and Communities to implement the following recommendations:

1. The Council should keep the income threshold at £60,000 per annum and the savings threshold at £30,000. However, this should be reviewed by the Resources Overview and Scrutiny committee or another appropriate O&S committee within 12-18 months.
2. Establish a process to signpost applicants who are unable to join the housing register due to the income or savings threshold to Affordable Home Ownership Schemes notably shared ownership.
3. Maintain the existing position that children will only be accommodated in one home even if a 50/50 residence arrangement exists. An exception will be made if there is a court order in place requiring this or if Surrey County Council Children's Services (or an equivalent organisation elsewhere) provide compelling evidence that a second home is required.
4. Only housing related debts such as rent arrears and deposit scheme

debts to Waverley Borough Council, housing associations and to private landlords should be taken into account when considering eligibility for either inclusion on the housing register or the allocation of a property. Other debts owed to the Council such as council tax or housing benefit overpayments would be disregarded for these purposes. Housing related debts to private sector landlords is currently under review.

5. Establish a process by which the Housing Options team signpost applicants unable to join the housing needs register due to debts to local debt advice charities.

9. UPDATE ON THE MUSEUM OF FARNHAM MEND APPLICATION (Pages 103 - 108)

[Portfolio Holder: Councillor Kika Mirylees]

To provide an update on the Museum of Farnham's application for the Museum Estate and Development Fund (MEND) round 2. The report briefly sets out the status of the project and the key challenges to be met to ensure the Council is in the best position to submit a compelling bid by 30 September 2022 deadline. The application must include evidence that the level of partnership funding indicated in the Expression of Interest is secured or can be achieved prior to the project starting in April 2023.

Recommendation

It is recommended that the Executive agrees to the Council committing £100,000 of capital funding as a partnership contribution to an overall match fund commitment of £200,000.

However, if circumstances are as such that:

- I. The Council is awarded the full grant of £638,000 requested of MEND
- II. The legal and financial terms and conditions of grant are agreeable to the Council
- III. Every effort to obtain partnership funding from external sources has been explored

The Executive supports a recommendation in principle to the Council to make up the match funding shortfall based on a value for money appraisal and the identification of an available budget to enable the project to proceed to the construction phase.

10. BRIGHTWELLS YARD, FARNHAM - UPDATE (Pages 109 - 126)

[Portfolio Holder: Councillor Andy MacLeod]

To approve a Deed of Easement, between Waverley Borough Council, Crest Nicholson and BTR Farnham Limited.

Approve updates to the Head Lease Plan to reflect 'as built' position, in relation

to the Brightwells Yard, Farnham scheme.

Recommendation

It is recommended that the Executive:

- approves the grant of the proposed Deed of Easement between the Council, Crest and BTR Farnham Ltd, as set out in Annexe 1 and that the Strategic Director is delegated to be able to agree easements on similar terms for those individual properties that request it and Thames Valley Metropolitan Housing.
- approves the updates to the Head Lease Plan as set out in Annexe 2.

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(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.

12. 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
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Manager, on 01483 523517 or by email at
louise.fleming@waverley.gov.uk**