

## **PROGRAMME 2019-2023**

### **PURPOSE**

This document sets out for Members, Staff and the Community how the Town Council will work to achieve its objectives set out in the Neighbourhood Plan in the best interests of all who live and work in the town, and all who use the Town Council's services. It provides direction and focus for future Council strategies, projects and business plans and will help guide the Town Council in setting its budget. It will provide a basis on which to monitor the performance of the Council and will be regularly reviewed and updated as priorities and projects change.

### **SCOPE**

- This document sets out a high level programme of Council activities to meet the broad aims and objectives set out in the 2019 Godalming and Farncombe Neighbourhood Plan for the administrative period 2019-2023.
- It will underpin development of the Council's 2019-2023 business plan.
- Further work will set out in more detail the Council's annual work programme of activities for the period from June 2019 to March 2020 with programmes for subsequent years to be developed on a rolling basis.
- A Delivery Plan will be prepared to provide for each activity in the work programme in detail for the year ahead and more broadly for subsequent years:
  - detailed objectives, accountabilities and target dates;
  - high level metrics to track progress and achievement;
  - Key enablers and dependencies; and
  - Key risks.
- These delivery plans will guide the work of the Council each year and enable progress to be tracked pragmatically against our objectives.

### **RELATIONSHIP TO OTHER DOCUMENTS**

<p><b><u>Godalming &amp; Farncombe Neighbourhood Plan</u></b></p>	<p>The Neighbourhood Plan provides a broad context for the Town Council's Aims &amp; Objectives. As it has been extensively consulted upon, and democratically endorsed in the referendum of 9 July, it provides a solid framework and reference point for the development of the Programme document, which should be consistent with it.</p>
<p><b><u>GTC Business Plan to 2023</u></b></p> <ul style="list-style-type: none"> <li>• SMART objectives</li> <li>• timetable</li> <li>• accountability/responsibility</li> <li>• dependencies</li> <li>• resources</li> <li>• risks</li> </ul>	<p>In parallel with the development and agreement of the Aims &amp; Objectives Document, Members will work closely with Council Staff to develop a detailed multi-year business plan which will guide both Members and Council Staff's work and provide a basis for budgeting.</p>

<b><u>GTC Annual Budget</u></b>	The Aims & Objectives Document sets out what the Council intends to achieve over the next few years, therefore, providing important input into the development of annual budgets, largely via the GTC Business Plan to 2023.
<b><u>Council's Annual Delivery Plans</u></b>	While all documents mentioned in this section will be available to the public, it will be important to translate the aims and objectives into a set of easily understood commitments which will be presented to the public in an attractive, easy to understand and informative manner.
<b><u>Council Accountability</u></b>	The Aims & Objectives Document is an important factor in ensuring that the public understand what commitments the Council is making and how and when it intends to deliver them; to ensure that the Council can be properly and effectively accountable to those who work and live in the Town.

## CONTEXT

### **Neighbourhood Plan – Vision for Godalming and Farncombe:**

'In 2032, Godalming and Farncombe has successfully retained its distinctive historic feel whilst sustainable growth has enabled it to address the challenges that its people have faced.

The historic core of the town has been protected and the increased footfall in the town has helped to retain the vitality of its shops and services. High quality external finishes to new shopfronts and signage have helped to give the community back its High Street that is distinctly 'Godalming'.

The increased footfall has been helped by a recognition that the car has been choking a town unable to resolve its congestion by providing new roads. Instead, pavements, footways and cycle paths have been created and improved along key routes so now more people leave the car at home and instead come to shop, take their children to school or go to work on foot, by bicycle or by bus (including school buses).

Whilst traditional employment has fallen in Godalming and Farncombe, the highly skilled population has taken the opportunity created by the development of more modern workspaces. Small-scale, flexible workspaces and co-working hubs have been developed across the area which have encouraged a growing entrepreneurial spirit and the development of new companies which can share space and network. This has been complemented by the roll-out of faster broadband. Godalming and Farncombe have adapted in order to remain competitive.

This has all helped to encourage more young people with families to live in Godalming. This has been assisted by family housing being freed up by older people who have been able to move into newly built housing and facilities that are specifically designed to address their needs. Whilst this development has been modern in its thinking, it has been designed to be in keeping with the character of the area in which it sits; innovation in design is encouraged but in a way that still means new buildings sit comfortably within their surroundings.

The growing population has not been to the detriment of Godalming and Farncombe's environment or infrastructure. Existing community facilities have been protected and new facilities delivered alongside growth. Equally, new development has protected and enhanced the high quality natural environment which defines the setting of the town and has been designed to maximise sustainability. Godalming and Farncombe has grown, but not at the expense of the environment or the health and wellbeing of its people.'

*Ref: Godalming & Farncombe Neighbourhood Plan 2017-2032 Page 16*

## **Godalming & Farncombe Neighbourhood Plan Objectives**

### **Housing**

- To address the housing and social care needs of the population of Godalming and Farncombe.

### **Transport**

- To increase walking and cycling as alternatives to the private car.
- To improve public transport networks and availability.
- To address parking problems, particularly at Godalming and Farncombe stations.

### **Economy**

- To provide modern, flexible employment space for start-ups and growing micro-businesses.
- To ensure a flexible approach to Godalming town centre and Farncombe village centre which helps to preserve and enhance their vitality.

### **Community and Infrastructure**

- To safeguard existing community infrastructure and to ensure new development provides the community facilities that are lacking in the town.

### **Heritage and Design**

- To ensure that development respects the character of the area.
- To ensure that shopfronts in the town centre protect and enhance the heritage of the Town Centre Conservation Area.

### **Environment**

- To protect and enhance the sensitive natural environment in which Godalming and Farncombe sits.
- To ensure development enhances the potential for local flora and fauna to thrive.
- To ensure that development is sustainable, particularly in its use of water and energy.
- To ensure development minimises air pollution and removes the need for Air Quality Management Areas.

*Ref: Godalming & Farncombe Neighbourhood Plan 2017-2032 Page 17*

## **GODALMING TOWN COUNCIL PROGRAMME 2019-2023**

This document sets out the Town Council's Programme for the period 2019-2023. It is focused on delivering the Neighbourhood Plan objectives. However, the Council has to undertake activities that go beyond the scope of the Neighbourhood Plan. The Neighbourhood Plan sets out how the community vision (see above) will be realised through planning and controlling land use and development change over the plan period 2017 to 2032. These form one part of this programme document, other objectives have been added to reflect the full range of Council work.

	Completed
	No known problems hindering progress
	Minor concerns or known issues which may impede progress
	Major problems putting completion at significant risk
	Abandoned / failed
	No accountability yet assigned

GTC Objective	Status	Plan implementation Date	Notes
<b>Environment and Planning (encompassing NP Objectives for Environment, Housing and Transport)</b>			
<b>Activities</b>			
Establish GTC Environment & Planning Committee.		Jan 2020	Agreed by FC 26 Sept
Commit to becoming a carbon-neutral organisation by 2030, to cover scope 1, 2 and 3 emissions, including an earlier target of 2025 for all scope 1 and 2 emissions.		Jan 2025 / 2030	Commitment made by GTC 25 July 2019.
Conduct annual carbon audits to establish and subsequently monitor the Council's carbon footprint.		Annual	Next Audit due May 2022 for period 2020/21
Establish a budget for environmental grants to encourage and enable carbon-reduction and mitigation schemes to improve bio-diversity within Godalming.		25 July 2019	2019/20 funded from Emerging projects fund 2020 onwards as base budget item
Establish criteria for the award of environmental grants.		March 2020	Adopted by FC 23 April 2020
Establish the protocols for reporting environmental implications of recommendations in Officer reports alongside legal, financial and equality implications. Where appropriate these will include the impact of recommendations on CO <sup>2</sup> emissions as well as any other relevant environmental factors.		TBC	To be included as on E&P work programme
Seek ways to facilitate and encourage our community to reduce direct and indirect CO <sup>2</sup> emissions, to conserve and enhance biodiversity and to become resilient to changes caused by the changing climate.		Ongoing	Throughout 2020 GTC displayed public information boards at 107-109 High Street, versions of the information has been transferred to information

			board below the Pepperpot. GTC has set up and is supporting the Godalming Climate Forum and is holding Godalming's first sustainability fair on 14 August 2021
<p>Take active steps where possible to encourage:</p> <ul style="list-style-type: none"> <li>a) increased use of sustainable transport;</li> <li>b) reductions in energy use in homes, shops, businesses and elsewhere and a public education campaign in order to facilitate this;</li> <li>c) organisations undertaking construction and building works to adopt sustainable building practices and to provide sustainable developments that minimise carbon emissions;</li> <li>d) development and use of renewable energy sources;</li> <li>e) production, sale and consumption of locally sourced and sustainably produced food;</li> <li>f) adoption of wildlife friendly land and water management practices;</li> <li>g) any other sustainable methods and steps for achieving the Neighbourhood Plan objectives.</li> </ul>		TBC	<p>GTC actively supporting the Godalming Cycle Forum to encourage active travel, and is also a lead member of the Community Rail partnership to promote rail travel with active travel options for onward journeys.</p> <p>GTC provided a grant to undertake the feasibility study which supported a successful CIL application for the Godalming Crossway section of the Guildford/Godalming Greenway.</p> <p>GTC is working with WBC &amp; Surrey to develop the Greenway and also engaging with WBC, the Cycle forum and others to provide active travel infrastructure.</p> <p>GTC has transferred to 100% UK certified renewable electricity suppliers and is promoting sustainable living through its involvement with the Godalming Climate Forum and the Godalming Green Gala</p>
Develop, adopt, maintain and review annually a Carbon Reduction Plan.		Annual	Next Audit due May 2020 for period 2018/19

Improve public participation in planning.		Ongoing	Formation of E&P committee. GTC promotes via its social media platforms public consultations including developer consultations, thus increasing the reach of those consultations.
Where practicable, work with WBC to develop, maintain and run social housing.	G Boyle TBC		
Support Waverley Borough Council in improving the provision of affordable housing.	G Boyle TBC		
Oppose development of fossil fuel mineral extraction.	S Williams		
Discourage single use plastics and promote deposit schemes for plastic bottles.		Ongoing	GTC resolved to support the Godalming Plastic Free Campaign
Protect natural habitats and biodiversity.		Ongoing	Management of green spaces, limited use of pesticides and herbicides. Working with WBC/Thackham and Surrey Wildlife on Community Orchard and gardening projects
Where practicable provide support for rewilding projects.		Ongoing	JBC rewilding at Eashing Cemetery, rewilding of grass verges i.e Wharf Nursery/Flambards Way
Promote strategies for reducing and reusing materials as much as recycling.	TBC		
Provide an information hub to promote understanding of individuals' and communities' impacts on climate change.		Ongoing	Planned information point at 'new' GTC offices

Work with community groups and statutory bodies to improve cycling environment, safety, infrastructure and facilities.		Ongoing	GTC work with Godalming Cycling Campaign, SCC and other partners regarding cycling environment
To provide, maintain and operate public drinking water fountains/bottle refill points.			1 <sup>st</sup> water foundation approved by Council 5 Sept, installation delayed by COVID and challenges in mains connections location to be reviewed.
Work with local organisations to promote the transfer from incandescent lighting to LED lighting systems and where appropriate provide LED lamps for vulnerable members of the community.		Ongoing	Discussions with CAW and other Community Groups for volunteer base to promote
Where appropriate, utilise Council maintenance staff in support of the Council's environmental objectives.		Ongoing	GTC Staff to be utilised where appropriate and within resource
<b>Community Safety</b>			
Liaise with police and community groups and identify the resources required to promote schemes aimed at reducing anti-social behaviour and crime.		Ongoing	ASB meeting held at Farncombe, GTC working with Police and other agencies to identify issues and investigate preventative measures
Promote traffic slowing schemes such as Twenty's Plenty and safer walking routes to school.	R Ashworth J Purvis A Adam		GTC agreed to support Twenty Plenty campaign and lobby for introduction in Godalming
Seek to create a more pedestrian friendly environment through increased pedestrianisation and residential parking schemes.	R Ashworth B Crooks		Utilizing experiences gained during the 2020/2021 lockdowns, GTC agreed to bring forward proposals for permanent traffic control measures in the town centre.



<b>Youth Provision</b>			
Promote engagement with voluntary and statutory providers of youth services to determine how the Council can support increased provision and access to youth provision, support and services within Godalming.		Ongoing	Youth Provision Working Group established, working with local stakeholders to identify practice and sustainable areas which GTC can assist. GTC undertaking public consultation surrounding the provision of youth services in the town, and has agreed to support WBC youth intervention "Friday Night Project"
Develop and support youth engagement in the democratic process.	A Duce		Actions to be determined by outcomes of Youth Provision Working Group
Develop and support youth engagement programmes and activities aimed at raising awareness of environmental issues.	A Duce S Williams		Actions to be determined by outcomes of Youth Provision Working Group
<b>Support Local Business</b>			
Work with local business organisations, Waverley Borough Council, the Godalming and District Chamber of Commerce and other organisations to promote Godalming as a retail and business centre.		Established and ongoing	GTC work with the Chamber of Commerce and WBC economic development team to promote Godalming and Farncombe.

Work with local stakeholders to organise, manage and promote community events including town festivals, national celebrations and commemorations, markets, Staycation and other activities that enhance and support the vitality and vibrancy of the town, its retail centres, businesses and community.		Established and ongoing	GTC supports a full programme of Community events both annual and individual national celebratory events. Farmers Markets, Friday Pop-Up, Saturday Pop-Up, Remembrance Day Parade, Godalming Christmas Festival & Lights Switch On, Santa Grotto, Farncombe Christmas Lights, Town Day, Spring Festival, Godalming Community Run, St John's Spring Fair, The Town Show, The Spring Festival, The Food Festival, Staycation and for 2021 the Godalming green Galal
Use and support ethical, local, Fair Trade and Tax Mark compliant suppliers.	S Wardell		
Support the protection of local sustainable office and work spaces via an Article 4 Direction Order(s) for key sites in the town.			Article 4 Direction Order Made April 2020
Work with local business organisations and other stakeholders; promote sustainable and regenerative business models.	S Wardell		
<b>Equality, Diversity, Inclusion, Health and Wellbeing</b>			
The Council is fully committed to the elimination of unlawful and unfair discrimination and will endeavour to support all groups within our community.		Ongoing	GTC adopts and implements policies to ensure equality of access to its services and facilities and that all people within our community are treated equally.

Work with stakeholder groups to support the establishment of the Godalming Parkrun.			Godalming Park Run commences Summer 2021
Support groups, organisations and projects aimed at reducing loneliness and isolation within our community including specific support for those living with or supporting others with mental health issues.		Ongoing	GTC supports the work of the CAW and Farncombe Day Centre through the provision SLA's, provides Grant Aid in Kind for the Godalming Good Neighbours Scheme and supports mental health organisations through provision of its community spaces.
Work with local organisations to support and promote events and activities that inform and engage residents in creating a sense of community, safe spaces, openness and accessibility for all residents and visitors.		Ongoing	GTC supports the work of local charities such as the Cellar Café, The Godalming Dementia Action Alliance and Day Centres
<b>Community Engagement</b>			
Relocation of Godalming Town Council administrative offices to more suitable premises that will enable full access to Council services by all members of our community.			GTC relocated on 1 April 2021
Support monthly Council Consultation & Listening Events.			In person events cancelled throughout 2020 and 2021 to date
Use "listening exercises" to support consultation for key issues.			Listening events no ongoing, social media and direct comms utilised to understand key issues.

Engagement with residents via traditional and social media.		Ongoing	As per GTC Press, Communications and Community Engagement Policies
---	--	---------	--

Actively disseminate information on Councillor attendance, voting record etc.		Ongoing	Members attendance recorded and published on GTC Website GTC Standing Orders state voting is by show of hands unless a recorded vote is requested by a Member. Outcomes of votes and recorded votes are detailed in the official minutes of the Council
Establish a large Town Hall Meeting once a year.		Ongoing	GTC required by the LGA 1972 to hold an annual meeting of the parish. The LGA states restrictions on the timing of the meeting but not of its format.
Engage residents in developing priorities for how to spend Community Infrastructure Levy funds.	Chair, E&P Committee		
<b>Council Staffing</b>			
Recruit Direct Work Force to reduce and eventually replace use of contractors.		01 Oct 2019	GTC direct maintenance work force recruited, areas identified for specialist contractors, i.e gas safety inspections and electrical installations.
Provide appropriate staffing resource to meet the aims and objectives of the Council.		Ongoing	GTC currently resourced to requirement, requirement to be monitored and reviewed as necessary.
Provide appropriate training to support implementation of the Council's aims, objectives and delivery programme.		Ongoing	Training commitment set out in Council's Training Statement of Intent.