

To: Executive Members

Emma Dearsley
Interim Democratic Services Manager
Democratic and Legal Services

Direct line: 01483 523224

Calls may be recorded for training or monitoring

E-mail: ema.dearsley@waverley.gov.uk

Date: 29th November 2013

Dear Councillor

Executive Agenda – 3rd December 2013

Please find attached the following items that were noted as “To Follow” in the Executive Agenda of 3rd December 2013:-

- Item 11 – Appendix F Call-in report back – Waverley Borough Local Plan – Minutes from the meeting of the Community Overview and Scrutiny Committee which took place on 26th November 2013; and
- Item 20 – Appendix O Performance Management Exception Report Quarter 2 2013/14 (July–September 2013) – Observations and recommendations arising from the Overview and Scrutiny Committees.

There are also observations from the Corporate Overview and Scrutiny Committee on

- Item 6 – Appendix A – Executive Forward Programme; and
- Item 12 – Appendix G - Budget Management Update, October 2013

Yours sincerely

Emma Dearsley
Interim Democratic Services Manager

MINUTES of the MEETING of the
COMMUNITY OVERVIEW AND
SCRUTINY COMMITTEE held
on 26th NOVEMBER 2013, 7PM.

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

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|------------------------|-----------------------|
| * Cllr Maurice Byham | Cllr Denis Leigh |
| * Cllr Carole Cockburn | * Cllr Wyatt Ramsdale |
| * Cllr Jim Edwards | Cllr Ian Sampson |
| * Cllr Jenny Else | * Cllr Roger Steel |
| * Cllr Mary Forszewski | Cllr Jane Thomson |
| Cllr Lynn Graffham | * Cllr Nick Williams |
| * Cllr Nick Holder | * Cllr Andrew Wilson |
| * Cllr Diane James | |

* Present

Councillors Donal O'Neill and Brian Ellis attended as substitutes.

Also in Attendance: Councillor Elliot Nichols

35. APOLOGIES FOR ABSENCE AND SUBSTITUTES (Agenda Item 1)

Apologies for absence were received from Councillors Ian Sampson, Lynn Graffham, Jane Thomson and Denis Leigh. The Leader and Portfolio Holder for the Core Strategy, Cllr Robert Knowles also gave his apologies. Councillors Brian Ellis and Donal O'Neill attended as substitutes. Councillor Jim Edwards was not in attendance at the start of the meeting so Cllr Nick Holder Chaired the meeting.

36. DISCLOSURE OF INTERESTS (Agenda Item 2)

There were no declarations of interest.

37. THE WAVERLEY LOCAL PLAN (Agenda Item 3, Appendix A)

At its meeting on 5th November 2013 the Executive considered a report on the Waverley Local Plan. The Executive agreed to:

1. *Endorse the scope of the new Local Plan and the new timetable (as amended to show the correct plan adoption date of Oct/Nov 2015); and*
2. *Note the emerging conclusions of the SHMA and the draft Traveller Accommodation Assessment.*

Following the Executive meeting, four members of the Community Overview & Scrutiny Committee – Councillors Jim Edwards, Wyatt Ramsdale, Nick Holder and Andrew Wilson – had asked that the Committee call in the decision.

Councillor Holder first outlined his reasons for requesting the call-in of the Executive's decision in relation to the Waverley Local Plan. Councillor Holder advised the Committee that he felt that two years for the completion of the Local Plan was unacceptable and without one in place there was concern that the Council would not be able to safeguard the Borough against development.

The Chairman then invited Matthew Evans, Head of Planning, and Graham Parrott, Planning Policy Manager, to summarise the background to the Executive's decision, as set out in the Executive report circulated as Appendix A to the agenda. He was asked to outline the broad programme for taking forward the development of the Local Plan and to explain why this would take two years to be adopted.

Following the introduction from officers the Chairman invited Councillors Wyatt Ramsdale and Andrew Wilson, who also called in the Executive decision, and Councillor Elliot Nichols who had registered to speak, for their comments. The Committee then considered the report and raised a number of observations before coming to a conclusion and these are all summarised below:

1. There was concern about the length of time proposed for the production of the Waverley Local Plan. Concern was expressed about safeguarding communities, particularly because there would be increasing pressure to build new homes after the General Elections, and this could not be achieved without a local plan in place. Consequently, it was felt that two years was too long to wait for a Local Plan to be in place and the Executive should look at how this can be shortened to 12-14 months;
2. The Committee noted that the Local Plan 2002 and NPPF were in place and would continue to be relevant considerations in decision making on planning applications. For example, the NPPF continued to give strong protection to green belt and the AONB. However Members expressed some concern about the protection these gave against an influx of development;
3. The Committee wanted to receive a more detailed timetable outlining exactly what was going to be carried out and when. It was suggested that a critical path analysis should be completed and that putting a more detailed programme in place might allow the identification of ways to shorten the programme;
4. The Committee asked that the Executive re-consider the dates proposed for consultation with settlements, both large and small, highlighting the importance of early consultation on proposals. Furthermore, many of the larger settlements were preparing a Neighbourhood Plan and neighbourhood planning should be part of the Core Strategy process so the Council should be seeking a wide-ranging input from the start;
5. The Committee asked for assurance that as part of the programme, all of the core strategy policies that the Planning Inspector had raised issues with would be revisited;
6. The Committee questioned the review of the green belt land, particularly when there was the availability of brownfield sites such as Dunsfold Park. Although concern was expressed from a Member about reopening the debate about housing on Dunsfold Park because of the impact on Cranleigh Town Centre, a majority of the Committee felt that this was a major brownfield site and policy CS10 should be reviewed;
7. The Committee was disappointed about consultation with Members and asked officers for more information in future. It was suggested that a Special Interest Group could be established to take forward work;
8. There was some concern expressed by Members about the collection of Community Infrastructure Levy (CIL) and that the Levy could not be implemented until an adopted Core Strategy was in place;

9. The Committee had discussed the the Strategic Housing Market Assessment (SHMA) at a joint meeting with Corporate Overview and Scrutiny on 21st October but Members repeated its concerns about the Housing Market Assessment (HMA) only covering Waverley, Woking and Guildford and not considering the impact of developments in other areas such as Horsham;
10. Following the Joint meeting, some Members had raised a number of questions and there was disappointment that responses to these had yet to be received; and
11. A Member raised concern about the delay in the Local Plan and the impact of this on Cranleigh Parish Council being able to establish a Neighbourhood Plan.

Officers raised a number of comments in response to concerns expressed by the Committee. They assured Members that all policies that formed part of the Core Strategy would be reappraised against the NPPF as part of the programme, though noting that it was the housing policies which had been the focus of the Inspector's concern. They also advised Members that the Local Plan 2002 and NPPF would give the Council protection from development which was unsustainable. However where there was a conflict between Local Plan policies and the NPPF then the NPPF would carry weight. Although noting the concerns of Members about the length of the programme, officers advised that a majority of the timetable was restricted by process and while the Plan was programmed to be published as a draft in November 2014 the following stages were beyond the Council's control as they reflected statutory processes. Extra resources would not make a difference to the speed in which they could complete the work. Officers also advised the Committee that questions raised following the Joint meeting had been considered by the SHMA consultants and a response would be sent to all councillors by the end of the week.

Having considered the report and raised the observations noted above, the Committee moved onto the action it could now take, noting that their recommendation would be considered by the Executive on 3rd December 2013.

The Community Overview and Scrutiny Committee accordingly:

RESOLVED not to endorse the Executive's decision and recommend that the Executive should ask Officers to review the timetable with specialist project management assistance (consultants and software) to specifically look at shortening its length, using techniques like critical path analysis, and incorporate the need for the activities of considering brownfield sites, including Dunsfold, and all the points raised by the Inspector about the previous plan.

The meeting concluded at 8.40pm.

Chairman

Observations & recommendations from Corporate O&S – 18th November 2013

- **ITEM 20 – APPENDIX 0 - Performance Management Exception Report Quarter 2 2013/14 (July–September 2013)**

The Committee received the performance figures for the second quarter of 2013/14 and a note of the observations raised by the Community Overview and Scrutiny Performance Sub-Committee from its meeting on 31 October 2013. Members were asked to consider the performance figures and forward any observations on to the Executive.

The Committee considered the observations raised by the Sub-Committee and was pleased to be informed by officers that remedial work was underway in Building Control and performance was already improving.

The Committee noted the continuing under-performance of The Edge leisure centre and suggested that following the completion of the refurbishment of The Herons, the long term future of The Edge be reassessed.

The Committee RESOLVED to

1. Note the Quarter Two performance figures; and
2. Forward to the Executive the observations and recommendations of the Performance Sub-Committee, as follows:
 - LLe3d – Members resolved to recommend that the Community Overview and Scrutiny Committee consider a review of the long term future of The Edge leisure centre.
 - LEnv5 – Members asked for further investigation into fly-tips that contained asbestos-containing materials in order to determine whether this was the factor which had resulted in the drop in performance.

Observations & recommendations from Corporate O&S - 25 November 2013

- **ITEM 6 – APPENDIX A – Executive Forward Programme**

- i. The Corporate O&S Committee RESOLVED to remind the Executive that the Solar PV Panels Project report needed to be added to their Forward Programme, ahead of the report coming to the Executive in January 2014.
- ii. The Committee RESOLVED to propose to the Executive that consideration be given to establishing a Waverley Area Fund under the umbrella of the Community Foundation for Surrey, as a way of attracting philanthropic donations that directly support local communities and organisations.

- **ITEM 12 – APPENDIX G - Budget Management Update, October 2013**

The Committee RESOLVED to note the indicative budget position for 2014/15, the potential budget shortfall in the medium-term, and the areas of discretionary spending within the Committee's remit. The Committee agreed that it was important to ensure that the Democratic Representation budget represented good value for money, and that a high priority should be put on progressing towards paperless committee meetings in order to reduce expenditure on printing committee papers.

- **ITEM 20 – APPENDIX 0 - Performance Management Exception Report Quarter 2 2013/14 (July–September 2013)**

The Committee RESOLVED to

- i. note the Q2 performance figures, including the observations of the Housing Improvement Sub-Committee; and
- ii. forward to the Executive the recommendation that managers be reminded of the importance of paying invoices to small businesses promptly (as measured by indicator LI5b), and that particular care was needed to ensure that arrangements were in place to deal with invoices received during any absence from the office.