

To: All Members of the EXECUTIVE

When calling please ask for:

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Policy and Governance

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Calls may be recorded for training or monitoring

Date: 19 November 2021

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 Anne-Marie Rosoman
Cllr Liz Townsend
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 30 NOVEMBER 2021

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

Agendas are available to download from Waverley's website (www.waverley.gov.uk/committees), where you can also subscribe to updates to receive information via email regarding arrangements for particular committee meetings.

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Please note that due to current Covid restrictions, seating in the public gallery is extremely limited. The meeting can be viewed remotely via Waverley Borough Council's [YouTube channel](#) or by visiting www.waverley.gov.uk/webcast.

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.]

SUPPLEMENTARY AGENDA

7. **RECOMMENDATIONS OF THE OVERVIEW AND SCRUTINY COMMITTEES**
(Pages 3 - 6)

To consider any recommendations made by the Policy and Services Overview and Scrutiny Committees at their meetings on 23 and 24 November respectively (attached).

**For further information or assistance, please telephone
Louise Fleming, Democratic Services & Business Support Team
Manager, on 01483 523517 or by email at
louise.fleming@waverley.gov.uk**

2021-22 Master Tracker

Recommendations to the Executive from the Overview and Scrutiny Committees

November 2021 Committee Cycle

Last updated: 26/11/2021 09:25

1. Document Purpose

The intention of this document is to collate and track progress of all recommendations made by the Overview and Scrutiny Committees to the Executive throughout the year, and to log the Executive decisions on the submitted matters. The recommendations are split into separate tables for each of the Overview and Scrutiny (O&S) Committees and the [explanation of terms used](#) can be found in section 5. Additionally, a table with all remaining [Committees meeting dates](#) for this calendar year have been listed below, followed by information on key [officers supporting the process](#).

2. Policy Overview and Scrutiny – Recommendations to Executive

Policy O&S Chair: Cllr Steven Mulliner, **Policy O&S Vice Chair:** Joan Heagin

2.1 Pending recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
S21-1123-10	Budget and MTFP	That informal and formal member briefings on the budget and MTFP are held in December and January respectively	23 rd November 2021	February 2022	Awaiting Executive Consideration	Awaiting Executive Consideration	Peter Vickers

In addition, as a result of considering an item on CIL, Policy O&S resolved to convey to Surrey County Council and the Surrey Heartlands and Farnham and North East Hampshire Clinical Commissioning Groups, its concerns that they were not making adequate bids to produce the healthcare and transport infrastructure appropriate for areas with significant development. All three organisations would be invited to a future meeting to discuss barriers to making bids and how WBC could support them.

2.2 Previous recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item

3. Services Overview and Scrutiny – Recommendations to Executive

Services O&S Chair: Cllr Kevin Deanus, Services O&S Vice Chair: Peter Marriott

3.1 Pending recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
S21-1124-9.1	Cranleigh Leisure Centre New Build	The Committee supports the four recommendations outlined in para 2.1 – 2.4 of the covering report	November 24 th 2021	November 30 th 2021	Awaiting Executive Consideration	Pending	Kelvin Mills
S21-1124-9.2	Cranleigh Leisure Centre New Build	The portfolio holder and officers arrange one or more informal briefings for all councillors ahead of the Council meeting on 14 December, to allow time for the proposals to be considered in detail, and clarification provided where required, before councillors make a decision at Council.	November 24 th 2021	November 30 th 2021	Awaiting Executive Consideration	Awaiting Executive Consideration	Kelvin Mills
S21-1124-10	Tree and Woodland Policy	The Executive consider the following comments from individual committee members: a. would like to see the chapter on Biodiversity strengthened considerably from an ecological perspective, b. more emphasis on natural regeneration, c. and more consideration as to how this policy can support and work alongside Waverley's planning policies on trees, woodland and biodiversity.	November 24 th 2021	TBD	Awaiting Executive Consideration	Awaiting Executive Consideration	Arno Spaarkogel
S21-1124-11	First Homes Approach Policy	The Committee endorses the Policy but understands that it is likely to have limited impact on the supply of affordable homes in Waverley.	November 24 th 2021	November 30 th 2021	Awaiting Executive Consideration	Awaiting Executive Consideration	Andrew Smith

3.2 Previous recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
S21-1103-6	Dunsfold Park SPD	That the Executive proceed to consultation, subject to giving consideration to observations and suggestions from individual committee members.	November 3 rd 2021	November 9 th 2021	Agreed	Please see letter from the portfolio holder included in the minutes of 24 th November meeting of the Services O&S	Zac Elwood

4. Meeting Dates & Reporting Deadlines

Committee Cycle	O&S Committee Name	O&S Committee – Final Agenda Publication Date by 5pm	O&S Committee Meeting at 7pm	Executive Committee – Final Agenda Publication Date by 5pm	Executive Committee Meeting	O&S Recommendations to be dispatched as a supplementary item to the Executive Agenda by 5pm
November 2021	Policy O&S	12/11/2021	23/11/2021	19/11/2021	30/11/2021	26/11/2021
November 2021	Services O&S	12/11/2021	24/11/2021	19/11/2021	30/11/2021	26/11/2021
January 2022	Services O&S	14/01/2021	24/01/2022	28/01/2021	8/02/2022	N/A – sent with the final agenda by 28/01/2022
January 2022	Policy O&S	14/01/2021	25/01/2022	28/01/2021	8/02/2022	N/A – sent with the final agenda by 28/01/2022
March 2022	Services O&S	11/03/2022	21/03/2022	25/03/2022	5/04/2022	N/A – sent with the final agenda by 25/02/2022
March 2022	Policy O&S	11/03/2022	22/03/2022	25/03/2022	5/04/2022	N/A – sent with the final agenda by 25/02/2022

5. Explanation of terms used

- 5.1 Unique ref.** – Each recommendation added to this tracker will be assigned a unique reference number following specific sequence (for e.g. P21-1123-1 or S22-0124-5.2) where P stands for Policy O&S and S for Services O&S, 21-1123 and 22-0124 represent the year-month and date of the meeting at which the item was raised, -1 or -5.2 represent the agenda item reference from that O&S meeting, and if more than one recommendation was raised against a specific item this can be indicated by 0.1 or 0.2, etc. next to the original agenda item reference number such as -1 or -5.
- 5.2 Progress Status** – This column indicated individual progress status for each recommendation and will present 1 of 3 options: 1) Awaiting Executive Consideration, 2) Accepted / Approved by the Executive or 3) Rejected by the Executive
- 5.3 Reason for the Executive Decision and Next Steps** – this column will include details on why a specific recommendation was accepted or rejected by the Executive, and where appropriate, will indicate what are the next steps for the officers or councillors.

6. Contact Officers

Officer Name	Role	Email	Responsibilities in the process
Mark Mills	Policy Officer - Scrutiny	mark.mills@waverley.gov.uk tel. 01483 523 078	Owner of this document. Responsible for collation of the recommendations after each O&S cycle and following up with the Democratic Services Team on their progression, and feeding back the outcomes to the O&S Committees and relevant officers at the following committee cycle