

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: 26 October 2020

Membership of the Executive

Cllr John Ward (Chairman)
Cllr Paul Follows (Vice Chairman)
Cllr Peter Clark
Cllr Andy MacLeod
Cllr Michaela Martin

Cllr Mark Merryweather
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, 3 NOVEMBER 2020

TIME: 6.00 PM

PLACE: ZOOM MEETING - VIRTUAL MEETING

The Agenda for the Meeting is set out below.

The meeting can be viewed remotely in accordance with the provisions of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations, via the Council's YouTube page.

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 on committees@waverley.gov.uk by midday on Tuesday 3 November, to be sent details of how to join the Zoom meeting. 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. **MINUTES**

To confirm the Minutes of the Meeting held on 6 October 2020 as a correct record.

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

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 27 October 2020.

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 27 October 2020.

6. LEADER'S AND PORTFOLIO HOLDERS' UPDATES

The Leader and Portfolio Holders to report on current issues.

7. OCKFORD RIDGE, GODALMING - REQUEST TO BRING FORWARD BUDGET FOR SITE C AND SITE F (Pages 5 - 10)

[Portfolio Holder: Councillor Anne-Marie Rosoman]

[Wards Affected: Godalming Central and Ockford]

The Council is delivering a programme of new and refurbished affordable housing on its Ockford Ridge estate in Godalming. This scheme includes the redevelopment of 6 sites and refurbishment of the remaining stock, to provide modernised and new build affordable homes for local people.

The purpose of this report is to seek Executive approval to bring forward capital budget from estimated 2021/2022 budgets for Sites C and F by re-phasing of the use of reserves.

Recommendation

It is recommended that the Executive approve the following budgets to be brought forward for Sites C and F from the estimated budget for 2021/2022:

Scheme/site	Total budget
Site C	£336,000
Site F	£150,000

8. 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.

**For further information or assistance, please telephone
Fiona Cameron, Democratic Services Manager & Deputy Monitoring
Officer, on 01483 523226 or by email at
fiona.cameron@waverley.gov.uk**

WAVERLEY BOROUGH COUNCIL

EXECUTIVE

3 NOVEMBER 2020

Title:

Ockford Ridge, Godalming
Request to bring forward budget for Site C and Site F

Portfolio Holder: Cllr Anne-Marie Rosoman, Portfolio Holder for Housing and Community Safety

Head of Service: Andrew Smith, Head of Housing Delivery and Communities

Key decision: Yes

Access: Open

1. Purpose and summary

- 1.1 The Council is delivering a programme of new and refurbished affordable housing on its Ockford Ridge estate in Godalming. This scheme includes the redevelopment of 6 sites and refurbishment of the remaining stock, to provide modernised and new build affordable homes for local people.
- 1.2 To date, one site (Site D) has been completed, with another (Site A) 1 due to complete in the next two weeks delivering a total of 53 new homes. Two sites (Sites B and C) of 17 and 30 homes respectively are being progressed through the planning and procurement stages. Proposals for two further sites (Sites E and F) are currently being developed.
- 1.3. Site C has outline planning consent and an architect has been appointed to develop proposals for Site F.
- 1.5 Council approved the budget for Sites C and F for 2020/21 and budget estimates for 2021/22 and 2022/23 at its meeting on 18 February 2020.
- 1.6 The total current budget for 2020/21 and estimated budgets for 2021/22 & 2022/23 for each of the sites are set out below

Scheme/site	Total budget
Site C	£6,930,000
Site F	£5,396,000

- 1.7 Due to the successful allocation of new homes for tenants who were living on both Sites C and F, the properties within these sites are almost all void. This has enabled the pre-development and demolition works to progress ahead of expected programme.

1.8 The purpose of this report is to seek Executive approval to bring forward capital budget from estimated 2021/2022 budgets for both sites by re-phasing of the use of reserves.

2. **Recommendation**

2.1 It is recommended that the Executive approve the following budgets to be brought forward for Sites C and F from the estimated budget for 2021/2022:

Scheme/site	Total budget
Site C	£336,000
Site F	£150,000

3. **Reason for the recommendation**

3.1 To ensure sufficient budget to continue delivery of pre-development, demolition and survey work required to inform and secure full planning consent.

4. **Relationship to the Corporate Strategy and Service Plan**

4.1 This project's relationship with the Corporate Strategy includes:

- A financially sound Waverley, with infrastructure and services fit for the future
- Housing to buy and rent, for those at all income levels

4.2 This project's relationship with the Housing Delivery and Communities Service plan includes:

- Increased delivery of well-designed and well-built new homes
- Delivery of 20 new Council homes a year
- Delivery of Ockford Ridge Regeneration Scheme

5. **Implications of decision**

5.1 **Resource (Finance, procurement, staffing, IT)**

Finance – the request to bring forward budget is not a supplementary budget request which reduces reserves but a re-phasing of the use of reserves.

Current Budget Site C

The current approved Site C budget and budget estimates for 2021/2022 & 2022/2023 are set out below:

Financial year	Current Approved budget / estimates (£)	Rephased approved budget / estimates (£)
2020/2021(B)	118,000	454,000
2021/2022 (E)	3,010,000	2,674,000
2022/2023 (E)	3,802,000	3,802,000
TOTAL	6,930,000	6,930,000

Officers have identified surveys, fees, utility disconnection and diversion and

demolition works costs (confirmed and estimated) to be paid between now and March 31 2021 and request that £336k (including 10% contingency) from the estimated budget 2021/22 £3.01m is brought forward to cover these costs. The budget for 2021/2022 and future budget estimates will be reforecast as part of the budget setting process.

Current Budget – Site F

The current approved Site F budget and budget estimates for 2021/2022 and further two years are set out below:

Financial year	Current Approved budget / estimate (£)	Rephased approved / estimate budget (£)
2020/2021 (B)	40,000	190,000
2021/2022 (E)	814,000	664,000
2022/2023 (E)	2,965,000	2,965,000
2023/2024 (E)	1,577,000	1,577,000
TOTAL	5,396,000	5,396,000

Officers have identified surveys, fees, utility disconnection and diversion and works costs (confirmed and estimated) to be paid between now and March 31 2021 and request that £150k budget (including a 10% contingency) from the £814k budget is brought forward to cover these costs. The budget for 2021/22 and future budget estimates will be reforecast as part of the budget setting process.

5.2 Risk management

The existing Ockford Ridge Regeneration Project risk register will be reviewed as part of the ongoing project management and governance of the project(s). COVID-19 is a key risk to our programme of delivery, particularly as we are now entering the winter months and the potential for a further lockdown on a national or local level. We know from experience on Site A Ockford Ridge that a contractor can operate safely and successfully on site following Public Health England, Government and the Construction Leadership Council guidelines. However, there are other works for example utility disconnections where an already lengthy lead in time can be extended due to changes in how these businesses prioritise work.

5.3 Legal

The Council's Legal Services team has already been fully involved with the process linked to the delivery of both the new build and refurbishment projects at Ockford Ridge. Internal and external specialist legal advice has been sought regarding property matters, procurement and contract documentation and this will continue as and when required.

5.4 Equality, diversity and inclusion

There are no direct equality, diversity or inclusion implications in this report.

Equality impact assessments are carried out when necessary across the council to ensure service delivery meets the requirements of the Public Sector Equality Duty under the Equality Act 2010.

5.5 Climate emergency declaration

New Build contribution to the Council's environmental and sustainability objectives.

Design / Construction

Work with architects and landscape consultants to develop climate positive design, developing carbon off-set opportunities in the materials used in hard landscaping and plants in soft landscaping.

Use of contractor shortlisting / tender process to support WBC ambition of being carbon neutral by 2030.

The most economically advantageous tender criteria were used to enable Waverley Borough Council to take account of the qualitative, technical and sustainability aspects of the tender as well as price when evaluating and reaching a contract award decision. This included an assessment of responses in relation to minimizing carbon impact on delivery of schemes (including Sites C and F) with specific references to addressing their environmental impact, pre-construction activity, build and post construction phases and management of their supply chain.

Contractors are required to demonstrate areas of innovation the firm has developed and how it might introduce and develop with the council, having regard to our current Employers Requirements.

The Council have already delivered a scheme with timber frame construction and this is the proposed method of delivery of the Site B Ockford Ridge. Waverley Borough Council Housing Design Standards and Specification to be reviewed by Housing Overview and Scrutiny Committee (Task and Finish Group) in January 2020 to include opportunities and methods of delivery of carbon neutral / Passivhaus homes.

Regeneration of Ockford Ridge has and will deliver energy efficient and sustainable homes for existing and future tenants.

6. Consultation and engagement

- 6.1 Officers presented the budget monitoring report to the Housing Delivery Board on 22 July 2020 and presented a Housing Delivery Update to Housing Overview and Scrutiny Committee in September.

7. Other options considered

- 7.1 The Council has committed to delivery of the regeneration of Ockford Ridge. Other options have been considered including requesting additional budget as part of the budget setting process which is underway however this would not enable officers to

continue to maintain the programme of delivery of the pre-development / construction works for these two projects.

8. Governance journey

- 8.1 A project governance board Ockford Ridge Programme Board made up of key officers from Housing, Finance and Legal services, Strategic Directors and Head of Housing Delivery and Communities provide strategic oversight and direction. This governance board reports to the Housing Delivery Board.

Background Papers

There are no background papers, as defined by Section 100D(5) of the Local Government Act 1972).

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