

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE OVERVIEW AND SCRUTINY - SERVICES - 24 NOVEMBER 2021

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

**Present**

Cllr Kevin Deanus (Chairman)	Cllr Jenny Else
Cllr Peter Marriott (Vice Chairman)	Cllr Mary Foryszewski
Cllr Carole Cockburn	Cllr Ruth Reed
Cllr Martin D'Arcy	Cllr Philip Townsend

Cllr Joan Heagin (Substitute)

**Apologies**

Cllr Christine Baker, Cllr Sally Dickson and Cllr Michaela Wicks

**Also Present**

Councillor Paul Follows and Councillor Liz Townsend

7 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (Agenda item 1)

Apologies had been received from Cllrs Christine Baker, Sally Dickson and Michaela Wicks.

Cllr Joan Heagin was present as a Substitute member.

8 MINUTES (Agenda item 2)

The Minutes of the Special meeting held on 3 November 2021 were approved as a correct record.

Cllr Jenny Else asked for a response on a number of outstanding actions from the last meeting of Community Wellbeing O&S Committee, held on 15 September:

- Kelvin Mills would provide information on grounds maintenance tasks carried out by Continental during 'No Mow May' (see Secretary's note below).
- Louise Norie confirmed that the Corporate Strategy did include action (8.8) to support the most vulnerable in our communities, particularly those experiencing social isolation, loneliness and poor mental health.
- Mark Mills advised that there was probably little benefit to having updates from the Health & Wellbeing Board as a standing agenda item, given the workload of the committee; substantive items could be brought to committee for scrutiny as they arose.
- An update on the Leisure Services contract was currently on the committee's work programme for January 2022.
- The police had confirmed that the problem in categorising rural crime correctly had been addressed and was being monitored by the Borough Commander.

*Secretary's note re Grounds Maintenance tasks carried out during 'No Mow May'*

*All of the teams who would usually have been grass cutting were moved onto other grounds maintenance tasks during the No Mow May period. These tasks included hand weeding hard surface areas in parks and housing sites, topping up the bark*

*pits in our play areas and cutting back grass that had started to grow over the edges of paths.*

*While weeding hard surfaces is within the contract, having staff available to hand weed helped towards our commitment to reducing the use of pesticides as part of our Pesticide Policy and Action Plan. Topping up the bark pits within our play areas is also part of the contract but it's a much quicker process to distribute the bark to sites across the borough when there are more people to help and it allowed the playground inspector to continue with other repairs.*

*We are always aware of grass encroaching over the edge of paths and reducing the width of path available for users but as this is not including in the contract sum and is treated as additional work for most areas we are rarely able to clear them all each year. However, it was one of the tasks that we decided to focus on during No Mow May and a review of Continental Landscapes' work programme tells me that the paths were edged at sites including Griggs Meadow in Dunsfold, The Glebe in Ewhurst, Queens Mead in Chiddingfold, Chestnut Avenue car park in Haslemere, and College Gardens and Riverside Court in Farnham. There will be no additional charge for this as the grass cutting teams were redeployed to that task.*

*As Continental continued to cut the grass in senior living sites, playgrounds and sports pitches while also undertaking all other non-grass related tasks during May, the only teams that were affected were the verge teams which accounts for just six members of staff. They were assigned other tasks, provided cover for colleagues who were on holiday or off during that period and supported some of the other teams with their regular work but we appreciate that the results of some of this work might not be obvious to residents who would have preferred the grass to be cut during May. It's something that we will add to the feedback received during this period and we will think about how we share information with our residents and promote our work in the future.*

9 DECLARATIONS OF INTERESTS (Agenda item 3)

There were no interests declared in relation to items on the agenda.

10 QUESTIONS BY MEMBERS OF THE PUBLIC (Agenda item 4)

There were no questions from members of the public.

11 QUESTIONS FROM MEMBERS (Agenda item 5)

There were no questions from Members.

12 COMMITTEE FORWARD WORK PROGRAMME (Agenda item 6) (Pages 7 - 10)

The Committee reviewed the updated Work Programme that had been tabled.

The Executive's response to the Committee's recommendations on the Dunsfold Park SPD had been circulated and would be appended to the minutes of the meeting.

The Committee expressed concern at the number of items on the work programme for the January meeting and agreed to have an informal off-line meeting in order to review the list in more detail and decide which items it would be beneficial to scrutinise.

13 CORPORATE PERFORMANCE REPORT Q2 (Agenda item 7)

The Committee reviewed the Corporate Performance Report for Quarter 2 of 2021/22. In response to questions to Heads of Service, the Committee noted:

- The number of Careline clients had declined due to a drop-off in the number of referrals to the service.
- Councillors could intervene on behalf of tenants of housing associations, even though the primary relationship was between the landlord and tenant. Councillors could exert leverage by directly contacting the appropriate senior officer at the housing association.
- The same operatives that collected residential waste and recycling also picked up fly-tips, so there was an impact from accelerating fly-tip removals.
- With reference to the work exploring the feasibility of PV arrays on the council's larger buildings, this was exploring both the cost/benefit and the physical feasibility of such installations.
- Due to the change in the responsive repairs contractor, the independent tenant satisfaction survey following completion of works had been temporarily suspended. The operative carrying out a repair still asked the tenant for feedback as they completed a job.
- A number of initiatives had been introduced to speed up the process of re-letting void properties, including virtual viewings. The contractor was actively recruiting staff to address the turnaround time before properties were ready to be re-let.
- The revised Planning Enforcement Plan was due to come to the Committee in January 2022, which would give an opportunity for councillors to have input into the council's approach to planning enforcement.
- The O&S Committees would have the opportunity to consider the Performance Indicators and targets at their meetings in January 2022.

**The Committee RESOLVED to note the Corporate Performance Report for Q2, and requested an informal briefing on Planning Enforcement ahead of the Planning Enforcement Plan being considered by the Committee.**

*[Secretary's note: subsequent to the meeting the Head of Commercial Services circulated an analysis of calls to the Careline service by reason for call for the period July – September 2021, which had been requested by the Committee.]*

14 CORPORATE STRATEGY 2020-25 - YEAR 1 PROGRESS REPORT (Agenda item 8)

The Committee reviewed a progress report on the Corporate Strategy 2020-2025, which was presented by the Leader of the Council.

**The Committee RESOLVED to note the progress made on Corporate Strategic Priorities, and agreed the following comments for consideration by the Executive:**

- **It was vitally important not to lose sight of the social value of the services provided for residents in the face of financial pressures on the council's budgets.**

- **Given the success of the UKOG Listening Panel, the council should look for other opportunities for innovative forms of engagement with residents, especially deliberative forums, rather than relying on traditional consultation methods.**
- **The council should look for opportunities to communicate with young people about what local government does, especially through the school curriculum.**
- **Care was needed in assessing the business case for investing in large-scale PV panels installations, bearing in mind national trends in energy production towards low(er) emission methods.**

15 CRANLEIGH LEISURE CENTRE NEW BUILD (Agenda item 9)

The Committee had received a detailed report on the proposed investment in a new-build leisure centre for Cranleigh, including an updated Feasibility Study by consultants, location options, the preferred scheme plan, investment appraisal and impact assessment.

The Committee agreed that given the age and condition of the existing leisure centre in Cranleigh, 'do nothing' was not an option and there was broad support for the principle of what was proposed. It was noted that this would deliver on a long-standing commitment by the council to replace the Cranleigh leisure centre. Councillors had a large number of detailed questions, and it was felt that as the decision to proceed was one for Full Council it would benefit all councillors to have an informal briefing on the proposals ahead of the Council meeting on 14 December so that they would be better informed when making the decision.

**The Committee RESOLVED to endorse the Executive's proposed recommendations to Council, but Members had a number of detailed questions and asked that 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 made a decision at Council.**

16 TREE AND WOODLAND POLICY (Agenda item 10)

The Committee considered the draft Tree and Woodland Policy and Action Plan, and noted that it would be submitted to the Executive for approval in early 2022.

In response to questions, the Committee noted that:

- Hedgerows and roadside trees were important to providing corridors between habitats;
- Trees lost due to disease or other damage could be compensated for through natural regeneration, or re-planting.
- Whilst the policy was not a planning policy, it did support a number of existing council policies, including the Local Plan, and the draft Biodiversity Policy and Action Plan.

**The Committee RESOLVED to offer broad support for the draft Policy, but there was a desire to see the chapter on Biodiversity strengthened considerably from an ecological perspective, with more emphasis on natural**

**regeneration, and more consideration as to how this policy could support and work alongside Waverley's planning policies on trees, woodland and biodiversity.**

17 FIRST HOMES APPROACH POLICY (Agenda item 11)

The Committee received a report setting out the proposed approach to implementing the Government's First Homes initiative, whilst limiting the negative impact on other tenures of affordable housing in the borough.

**The Committee RESOLVED to endorse the proposed approach to implementing the First Homes initiative, but noted that it was likely to have limited impact on the supply of affordable homes in Waverley.**

18 CLOSING REMARKS (Agenda item )

In closing the meeting the Chairman advised that in future he would be more strict about finishing the meeting at 9pm, as there were diminishing benefits to continuing longer in terms of providing a good level of scrutiny. Any items not covered within the time available would need to be deferred to another meeting.

**The meeting commenced at 7.00 pm and concluded at 9.45 pm**

**Chairman**

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Councillor Kevin Deanus – Chairman  
 Councillor Peter Marriott – Vice Chairman  
 Services Overview and Scrutiny  
 Committee members

**Sarah Wells**  
**Planning Projects Team Leader**  
 E-mail: sarah.wells@waverley.gov.uk  
 Direct line: 01483 523488  
 Calls may be recorded for training or monitoring  
 Date: 19 November 2021

Dear Chairman, Vice-Chairman and Services Overview and Scrutiny Committee members

## Dunstable Park Garden Village SPD

We are very grateful to the Services Overview and Scrutiny Committee for considering the draft Dunstable Park Garden Village SPD at the special meeting held on Wednesday 3 November.

Following the publication of the notes of the meeting, I thought it would be helpful to provide an update on where we are on each point. You will note that we are proposing to make a few changes to the draft SPD document in advance of the public consultation (commencing on 22 November for four-weeks). Other points made by the Services O&S Committee will be picked up and addressed during, and following, the consultation period.

O&S comment	Pre-consultation response
The inclusion of a glossary of terms and abbreviations would be helpful for readers of the document.	Glossary for the website before consultation, added to the document post consultation.
Clearer identification of the village centre car park, car free zones, and pedestrian-priority zones.	To be considered comprehensively post DSE panel and consultation
There should be design coherence across the development, reflective of the local area.	To be addressed post-consultation.
Caution against reducing private amenity space (gardens) because of availability of shared green open space; private amenity space is important.	To be addressed post-consultation.
Countryside stewardship requirements to be clarified re active management of woodland, protection of ancient woodland, landscape management. Responsibility for these should be	To be considered post-consultation - also worth reflecting on at DSE panel.

transferred to the Community Trust.	
Landscaping should include mature trees as part of planting schemes.	To be addressed post-consultation.
Design should be sensitive to and accepting of wildlife.	To be addressed post-consultation. Note the Environment Act 2021 received Royal Assent on 10 November and now the law requires a minimum of 10% Biodiversity Net Gain (BNG) in new developments. This will be included as an SPD requirement.
Clarify that in addition to shared EV charging facilities, individual dwellings will have their own charging facilities as part of planning permission conditions.	Officers will check with SCC Highways to ensure this is consistent with policy and update as necessary post consultation.
Concern about the lack of recognition of the location of Dunsfold Park in relation to Alfold parish and village. The document should recognise the potential for both spill over benefits and harms.	First vision strand and 4.3.4 to be updated to reference the villages and where appropriate Dunsfold and Alfold specifically (pre-consultation)
Concern at potential traffic impacts off-site not recognised in the SPD, and highway safety at the Compasses Bridge route to the Alfold Crossways and the village as a whole. Which contradicts the importance for the new road being built onto the A281.	See comment above (ref 4.3.4).
The previously mooted inclusion of a museum would provide a valuable amenity for the village. This has potentially been included as a condition requiring a memorial to the history of Dunsfold Aerodrome.	Caption to be added to Fig. 22 (pre-consultation)
Listed buildings to be preserved and integrated into the new development.	To be addressed post-consultation.
Maximum building height should be lowered – 3 storeys would be more appropriate rather than 4.	This cannot be limited as it was agreed as part of the outline applications and reflects the approved parameter plans.
All parking provided should be provide for access by people with disabilities. There should be a recognition that disability can be unpredictable and unforeseeable.	Update post-consultation, but health and well-being strand will be updated pre- consultation.
In light of other developments that have recently been approved, which	To be addressed post-consultation.

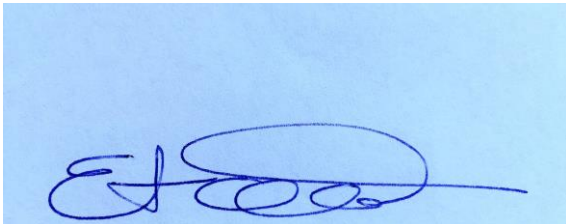


are still experiencing flooding, SUDS and flood mitigation need to be addressed.	
The need for good quality and affordable public transport provision should be emphasised within the vision.	Discuss with SCC Highways and pick up post-consultation.
Need to ensure compliance with Habitats Regulations	The HRA already completed is considered entirely satisfactory for the purposes of commencing public consultation on the draft SPD, but it will be revisited and updated (if necessary) prior to formal adoption.

Once the consultation has closed (23:59 on Monday 20 December 2021), all comments received will be collated and considered; the SPD updated where necessary (and as set out in the table above); and it will then pass through the Committee process for formal adoption.

If you have any questions about this, please do not hesitate to contact Sarah Wells, Graham Parrott or myself and we will be happy to help.

Yours sincerely



Liz Townsend  
Portfolio Holder for Economic Development, Parks and Leisure

