

To: All Members of the Council

Fiona Cameron, Interim Democratic Services
Manager

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Calls may be recorded for training or monitoring

Date: 10 February 2023

Dear Councillor

COUNCIL MEETING - TUESDAY, 21 FEBRUARY 2023

A MEETING of the WAVERLEY BOROUGH COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS, GODALMING on **TUESDAY, 21 FEBRUARY 2023** at **6.05 pm**, or at the conclusion of the preceding Extraordinary Council meeting (whichever is later) and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

Stephen Rix,
Executive Head of Legal & Democratic Services (Interim) & Monitoring Officer

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AGENDA

1. APOLOGIES FOR ABSENCE

The Mayor to report apologies for absence.

2. MINUTES (Pages 7 - 34)

To confirm the Minutes of the Council meeting held on 13 December 2022 and the Extraordinary Council meeting held on 10 January 2023 (herewith).

3. DECLARATIONS OF INTEREST

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. MAYOR'S ANNOUNCEMENTS

5. LEADER'S ANNOUNCEMENTS

6. GENERAL FUND BUDGET 2023/24 AND MTFP 23/24 - 25/26 (Pages 35 - 106)

This report sets out the draft General Fund Budget for 2023/24 and Medium-Term Financial Plan (MTFP) ending 2026/27. The MTFP sets out the key work streams for the Council to focus on over this period which, collectively, aim to address the significant shortfall in annual budget projected.

Recommendation

The Executive makes the following recommendations to Council, to:

- i) agree a 2.99% increase in Waverley's Band D Council Tax Charge for 2023/24 with resultant increases to the other council tax bands;**
- ii) agree to continue the Council's existing Council Tax Support Scheme at the current levels;**
- iii) agree to a general inflationary increase to Fees and Charges for 2023/24 except for car parking charges and some exceptions as proposed in Annexe 4;**
- iv) note the appropriation of garages from the HRA to General fund and approve an increase of 4% to the weekly charge for all garages from 1 April 2023;**
- v) approve the General Fund Budget for 2023/24 as summarised in Annexe 2, incorporating the baseline net service cost variations included at Annexe 1 and Annexe 3;**
- vi) approve the General Fund Capital Programme as detailed in**

Annexe 5; and,

vii) approve the reserve movements as set out in Annexe 6.

7. HRA BUSINESS PLAN - REVENUE BUDGET AND CAPITAL PROGRAMME 2023/24 (Pages 107 - 134)

This report sets out the proposed Housing Revenue Account (HRA) Business Plan, Revenue Budget and Capital Programme for 2023/24.

Recommendation

The Executive recommends to the Council, that:

- 1. the rent level for Council dwellings be increased by up to 4% from the 22/23 level with effect from 1 April 2023 within the permitted guidelines contained within the Government's rent setting policy;**
- 2. the service charges in senior living accommodation be increased by 4% per week from 1 April 2023 to £20.90;**
- 3. the recharge for energy costs in HRA properties be increased by 4% per week from 1 April 2023;**
- 4. the revised HRA Business Plan for 2023/24 to 2052/53 as set out in Annexe 1 be approved;**
- 5. the approval change for the fees and charges as set out in Annexe 4 is noted**
- 6. the Housing Revenue Account Capital Programmes as shown in Annexe 5 & Annexe 6 be approved; and,**
- 7. the financing of the capital programmes be approved in line with the resources shown in Annexe 7.**
- 8. to deliver the works identified in the maintenance budgets it is recommended that authority is delegated to the Executive Head of Housing, in consultation with the s151 Officer and Co-Portfolio Holder for Housing, to procure and enter into contracts valued over £100,000 shown in Annexe 8.**

8. COUNCIL TAX SETTING 2023/2024 (Pages 135 - 146)

The purpose of the attached report is to enable the Council to make the necessary resolutions in relation to the setting of Council Tax for 2023/2024.

Waverley, as a billing authority for the purposes of Council Tax, is required to set its Council Tax before 11 March in the financial year preceding that for which the Council Tax is set. This report summarises all of the appropriate budgetary decisions that will have been taken to enable the level of Council Tax for 2023/2024 to be determined and specifies all of the individual levels of Council Tax for approval by the Council.

Recommendation

It is recommended that Council agrees the Council Tax resolutions as set out in the attached report, sections 2.1 (a) to (h), 2.2, and 2.3.

9. CAPITAL STRATEGY 2023/24 - INCORPORATING TREASURY MANAGEMENT AND ASSET MANAGEMENT INVESTMENT STRATEGY
(Pages 147 - 206)

Whilst it is a statutory requirement for local authorities to produce an annual Capital Strategy it is also a best practice approach to longer-term strategic planning and investment to ensure the Council's long-term priorities can be delivered as well as the day-to-day provision of services.

The Capital Strategy (Item 1) brings together the Council's detailed policies, procedures and plans relating to capital expenditure, capital financing and treasury management activity. It incorporates the Treasury Management Framework, Prudential Indicators and Asset Investment Strategy. It also gives an overview of how associated risk is managed and the implications for future financial sustainability.

Recommendation

The Executive makes the following recommendations to Council:

- 1. That the five-year Capital Strategy for 2023/2028, incorporating the Treasury Management Strategy, Prudential Indicators and Asset Investment Strategy, is approved.**
- 2. That Full Council delegate authority to the Executive for the financial year 2023/2024, subject to a positive recommendation from the Asset Investment Advisory Board and agreement from the Chief Executive and Strategic Director:**
 - a. to bid, negotiate and complete on property acquisitions and investments in land and buildings with a total individual cost of up to £10m, subject to the decision fully satisfying all criteria and process requirements set out in this Strategy; and**
 - b. to determine a funding strategy for the acquisition or investment in line with the Treasury Management Strategy; and**
 - c. to appoint advisors and undertake appropriate due diligence for each property acquisition and investment proposal as necessary; and**
 - d. to complete the legal matters and signing of contracts to execute the transactions referred to above.**

10. REVIEW OF LOCAL PLAN PART 1 (LPP1) (Pages 207 - 282)

Local Plan Part 1 (LPP1) was adopted in February 2018. There is a statutory requirement to review LPP1 within five years from its adoption (i.e., by the end of February 2023) to decide if an update to the Plan is required.

This report presents the findings of the review of LPP1 and concludes that the plan requires updating. The recommendations seek endorsement of this conclusion so that work can proceed on identifying the scope of an updated plan and the timetable for its preparation, including the approach to engaging local communities. These matters are not for determination now and will be the subject of a further report to allow the Council to consider in detail how it

wishes to update its strategic policies.

Recommendation

The Executive recommends to Full Council that:

Having undertaken a review of LPP1 in accordance with [regulation 10A of The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(as amended\)](#), the Council resolves that LPP1 requires updating to a greater or lesser extent. However, the Local Plan as a whole continues to provide an up-to-date statutory development plan for Waverley, which must remain the starting point for decisions on planning applications while an update is brought forward.

11. PAY POLICY STATEMENT 2023/24 (Pages 283 - 294)

The Localism Act 2011 (Section 39) requires all public authorities to publish an Annual Pay Policy Statement. The Council is required to adopt the Annual Pay Policy Statement each year and the Council is not legally permitted to depart from the policies set out in that statement when it considers actual decisions in relation to individuals' remuneration, including redundancy and/or severance.

The Annual Pay Policy Statement for the 2023/24 financial year is attached at Annexe 1. It has been updated in line with the requirements of the Localism Act 2011 and harmonised in terms of wording with the Guildford Pay Policy. The table below highlights the key changes.

Recommendation

The Executive recommends to Council that the Pay Policy Statement for the 2023/24 financial year, attached at Annexe 1, be approved.

12. EXCLUSION OF PRESS AND PUBLIC

If necessary, to consider the following motion, to be moved by the Mayor:

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 any matter on this agenda 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 the item(s), there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part I of Schedule 12A of the Local Government Act 1972 (to be identified at the meeting).