

To: All Councillors

When calling please ask for:
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Calls may be recorded for training or monitoring
Date: 2 August 2023

Dear Councillor

A Meeting of the EXECUTIVE was held on Tuesday, 1 August 2023. The Decisions taken at the meeting are set out below.

The deadline for call-in of any of these decisions for scrutiny (within five working days) will be **NOON ON WEDNESDAY, 9 AUGUST 2023**. Members must notify Susan Sale, Executive Head of Legal and Democratic Services (Monitoring Officer) by e-mail, telephone or letter if they wish to refer a decision to the appropriate Overview and Scrutiny Committee. The Constitution requires that **five non-Executive Members may call-in** a decision of the Executive for scrutiny.

Members should contact their Chairman or Vice-Chairman before calling any items in.

Yours sincerely

Susan Sale
Executive Head of Legal and Democratic Services (Monitoring Officer)

NOTE FOR MEMBERS

The item numbers below correspond to the item numbers on the Executive Agenda.

AGENDA

7. NEW BUILD HOUSING DELIVERY - CHIDDINGFOLD

The Executive RESOLVED to:

- i. enter into a contract with the preferred contractor Feltham Construction Limited for the delivery of the works.**
- ii. give delegated authority to the Executive Head of Legal and Democratic Services to approve the final form of any legal agreements and to Strategic Director (Place) to enter into the JCT Contract.**
- iii. give delegated authority to the Strategic Director (Place) to approve pre contract agreements with the preferred contractor to enable the development of the project and authorise spend in accordance with the budget.**
- iv. give delegated authority to the Strategic Director (Place) to enter into any related contractual documentation (including collateral warranties or agreements) relating to the project.**
- v. give delegated authority to the Strategic Director (Place) to enter into any ancillary agreements related to the project provided that these are within the project budget.**
- vi. approve the sale of five shared ownership homes to be delivered on the Chiddingfold sites with the Executive Head of Housing Services in consultation with Co-Portfolio Holders for Housing (Delivery, and Operations) authorised to approve the final terms of such sales having regard to market value; and the Executive Head of Legal and Democratic Services authorised to approve the final form of the sale agreements and any ancillary related legal agreements.**
- vii. give delegated authority to the Executive Head of Housing Services in consultation with the Co-Portfolio Holders for Housing (Delivery, and Operations) to approve the future sale of percentage shares.**

The Executive further RESOLVED to recommend to Council that an allocation of an additional £402,332 budget from reserves is approved.

Reasons for the decisions:

- 1. The Executive and Full Council have previously approved the Business Cases for each of the five sites and the recommended authority is required to enter into the contract with a build contractor and approve additional budget to facilitate delivery of the new homes on these sites through one JCT Design and Build Contract.**

Through delivery of the project there may be a requirement to enter into project related contractual documents or ancillary agreements.

2. The Waverley Corporate Strategy 2020-2025 sets out the Vision and Strategic Priorities for the Council. One of the strategic priorities is to 'provide good quality housing for all income levels.'
3. Build More, Build Better, Build for Life Affordable Homes Delivery Strategy 2022 – 2025 sets out the Council's commitment to build homes to buy or rent for households from all income levels. The strategy has been supported by evidence studies including the Waverley Housing Affordability Study 2021.
4. Delivery of 26 homes at Chiddingfold including five shared ownership homes meets these priorities and commitment

[Overview and Scrutiny Committee – Resources]

8. NEW BUILD HOUSING DELIVERY, EWHURST

The Executive RESOLVED that:

- i. **the buyback of one leasehold maisonette on best terms, legally required and reasonably obtainable and the use of the buyback reserve for this, together with any related professional costs and Stamp Duty Land Tax be approved**
- ii. **the demolition of existing properties in advance of submission of a full planning application, to mitigate the risk associated with properties with significant movement due to subsidence be approved.**
- iii. **delegated authority be given to the Executive Head of Housing in consultation with Executive Head of Finance (S151 Officer) to approve the final terms of the purchase.**
- iv. **delegated authority be given to the Executive Head of Legal and Democratic Services to approve the final form of any legal agreements relating to purchase.**
- v. **a £100k budget be allocated from reserves to commission consultant services and demolition contractor to demolish the existing properties and associated works. This budget allocation to be included within the financial viability appraisal that will accompany the business case for the new build scheme when it is bought forward later in the year.**
- vi. **delegated authority be given to the Strategic Director (Place) to enter into any related contractual documentation relating to this demolition stage of this project.**
- vii. **delegated authority be given to the Strategic Director (Place) to**

enter into any ancillary agreements related to the project provided that these are within the allocated budget.

Reason for the decision:

1. The homes on this site are not habitable and need to be demolished as they have been deemed dangerous structures under the Building Act 1984. Subject to the buyback of one leasehold maisonette, all the existing properties can be demolished, mitigating the risk of further movement and potential collapse.
2. The Waverley Corporate Strategy 2020-2025 sets out the Vision and Strategic Priorities for the Council. One of the strategic priorities is to 'provide good quality housing for all income levels.'
3. Build More, Build Better, Build for Life Affordable Homes Delivery Strategy 2022 – 2025 sets out the Council's commitment to build homes to buy or rent for households from all income levels. The strategy has been supported by evidence studies including the Waverley Housing Affordability Study 2021.
4. Demolition of the existing homes will leave a clear site to facilitate the delivery of new affordable and sustainable homes at Downhurst Road, Ewhurst.

[Overview and Scrutiny Committee – Resources]

9. HOUSING DELIVERY - LOCAL AUTHORITY HOUSING FUND

The Executive RESOLVED to:

- i. **approve the principles of the Council using the Local Authority Housing Funding Scheme, and forward financing the acquisition or allocation of property under this scheme.**
- ii. **approve the principle of purchasing properties on the terms set out in the report and Exempt Annexe 1 and to delegate authority to the Executive Head of Housing in consultation with the Co-Portfolio Holders of Housing (Delivery and Operations) to approve the purchase of properties to deliver this project.**
- iii. **approve the principle of allocation of the 11 homes as set out in 'Allocations' (Section 10) of this report, with the additional wording for the Allocation scheme to be approved by Executive Head of Housing and Housing Portfolio Holder (Operations) in line with Waverley's Allocations Scheme for housing applicants.**
- iv. **delegate to the Executive Head of Housing the authority to tender and enter into any contract to repair or bring up to standard any property purchased under this project in accordance with the principles set out in the Exempt Annexe 1**

- v. **grant delegated authority to the Executive Head of Legal and Democratic Services to approve the final form of wording of any legal agreement related to the project.**
- vi. **approve the reallocation of 4 two bed shared ownership homes at Ockford Ridge, Site C to allocation as homes for affordable rent for use within this scheme.**

Reason for the decision:

1. The Waverley Corporate Strategy 2020-2025 sets out the Vision and Strategic Priorities for the Council. One of the strategic priorities is to 'provide good quality housing for all income levels.'
2. Build More, Build Better, Build for Life Affordable Homes Delivery Strategy 2022 – 2025 sets out the Council's commitment to build homes to buy or rent for households from all income levels. The strategy has been supported by evidence studies including the Waverley Housing Affordability Study 2021.
3. The Council has been allocated a total of £2,039,531 LAHF funding to provide a maximum of 40% of the cost of each property on the 'Main Element' and up to a maximum of 50% of the costs of the 'Bridging Element' (four bed property.) The use of funding supports the delivery of additional homes for those in housing need whilst reducing the financial impact on the Housing Revenue Account and level of borrowing required.

[Overview and Scrutiny Committee – Resources]

10. 69 HIGH STREET, GODALMING

The Executive RESOLVED to:

1. **approve the phasing of the project.**
2. **approve the Outline Business Case and project timeline for the Phase 1 of the revised project (Exempt Annexe 1).**
3. **recommend to Full Council the approval of a budget of £230,000 (Exempt Annexe 2), to be met from the Asset Investment Reserve, to progress Phase 1 of the revised project. This will be to deliver the commercial element of the project to RIBA Stage 4 (the detailed design phase) and to enable the submission of a planning application for the commercial unit.**
4. **delegate authority to the Strategic Director of Place, in consultation with the Lead Portfolio Holder, to submit a new planning application for the commercial unit, including**

demolition to facilitate delivery and preparation for the prospective housing.

- 5. recommend to Full Council the approval of an overall capital budget of £1.96 million (including the £230,000 referred to above), as per the breakdown in Exempt Appendix 4, to cover the anticipated cost of the capital works to the commercial unit, with delegation to Executive to approve the final budget once tender returns for the construction contract have been received.**
- 6. delegate authority to the Executive Head of Assets and Property to enter into a long-term (15 years) commercial lease for 69 High Street.**
- 7. delegate authority to the Strategic Director of Place to:**
 - i. Approve the commencement of tender process for construction contracts, including those of the professional team.**
 - ii. Approve the appointment of contractors following appropriate procurement subject to the appointment being within the identified budget.**
 - iii. Approve the entering into any related contractual documentation (including collateral warranties and novation agreements) related to the development of the project.**
 - iv. Approve the entering into any agreement (including paying any necessary sums provided they are within the project budget) with any utility or related provider to ensure the connection, moving or management of any services to facilitate the project.**

Reasons for the decision:

1. 69 High Street, Godalming was purchased as a General Fund mixed use redevelopment project to support the Council's aspirations contained within the Corporate Strategy.
2. It aligns with the Government guidelines around 'Investment for Service Purposes' being expenditure on assets that form part of the Council's public service which also support the corporate priorities.
3. Since the property was bought, macro-economic factors including build cost inflation and increased borrowing costs have adversely impacted the financial landscape. The redevelopment options have been revised accordingly, and are in line with the Council's Asset Investment Strategy. Further consideration has been given as to how the Council might best look to progress the delivery of the scheme to achieve the strategic objectives. The recommendations in this report will enable the scheme to progress towards delivery of

the project.

[Overview and Scrutiny Committee – Resources]

**For further information or assistance, please telephone Fiona Cameron,
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