

To: All Members and Substitute Members of  
the Overview and Scrutiny Committee -  
Resources  
(Other Members for Information)

When calling please ask for:  
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**Legal & Democratic Services**  
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Direct line: 01483 523224  
Date: 3 November 2023

**Membership of the Overview and Scrutiny Committee - Resources**

Cllr Peter Martin (Chair)	Cllr Jerome Davidson
Cllr Andrew Laughton (Vice Chair)	Cllr Andy MacLeod
Cllr Lauren Atkins	Cllr Peter Nicholson
Cllr Zoe Barker-Lomax	Cllr Terry Weldon
Cllr Janet Crowe	Cllr Michaela Wicks

**Substitutes**

Cllr Connor Relleen	Cllr Phoebe Sullivan
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**Members who are unable to attend this meeting must submit apologies by the end of Monday, 6 November 2023 to enable a substitute to be arranged.**

Dear Councillor

A meeting of the OVERVIEW AND SCRUTINY COMMITTEE - RESOURCES will be held as follows:

DATE: TUESDAY, 14 NOVEMBER 2023  
TIME: 7.00 PM  
PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,  
GODALMING

The Agenda for the Meeting is set out below.

The meeting can be viewed remotely via [Waverley Borough Council's YouTube channel](#) or by visiting [www.waverley.gov.uk/webcast](http://www.waverley.gov.uk/webcast).

Yours sincerely

**Susan Sale,**  
**Executive Head of Legal & Democratic Services & Monitoring Officer**

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This meeting will be webcast and can be viewed by visiting [www.waverley.gov.uk/webcast](http://www.waverley.gov.uk/webcast)

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## **Waverley Corporate Strategy 2020 - 2025**

### **Vision**

*Our vision is that Waverley will be environmentally, economically and financially sustainable with healthy, inclusive communities and housing available for all who need it.*

Our strategic priorities:

- ✓ Local, open, participative government
- ✓ Supporting a strong, resilient local economy
- ✓ Taking action on Climate Emergency and protecting the environment
- ✓ Good quality housing for all income levels and age groups
- ✓ Effective strategic planning and development management to meet the needs of our communities
- ✓ Improving the health and wellbeing of our residents and communities
- ✓ Financial sustainability

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### **Good scrutiny:**

- is an independent, Member-led function working towards the delivery of the Council's priorities and plays an integral part in shaping and improving the delivery of services in the Borough;
- provides a critical friend challenge to the Executive to help support, prompt reflection and influence how public services are delivered;
- is led by 'independent minded governors' who take ownership of the scrutiny process; and,

- amplifies the voices and concerns of the public and acts as a key mechanism connecting the public to the democratic process.

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## **NOTES FOR MEMBERS**

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

### **AGENDA**

1 **APOLOGIES FOR ABSENCE AND SUBSTITUTES**

To receive apologies for absence and note any substitutions.

Members who are unable to attend this meeting must submit apologies by the end of Monday 6<sup>th</sup> November 2023 to enable a substitute to be arranged, if applicable.

2 **MINUTES** (Pages 7 - 18)

To confirm the Minutes of the Meeting held on 19<sup>th</sup> September 2023 and published on the Council's website.

3 **DECLARATIONS OF INTERESTS**

To receive Members' declarations of interests in relation to any items included on the agenda for this meeting, in accordance with Waverley's Code of Local Government Conduct.

4 **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman to respond to any written questions received from members of the public in accordance with Procedure Rule 10.

The deadline for receipt of written questions is 5pm on Tuesday 7<sup>th</sup> November 2023.

5 **QUESTIONS FROM MEMBERS**

The Chairman to respond to any questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of written questions is 5pm on Tuesday 7<sup>th</sup> November 2023.

6 **COMMITTEE WORK PROGRAMME** (Pages 19 - 34)

The Resources Overview & Scrutiny Committee is responsible for managing its work programme.

A Scrutiny Tracker has been produced to assist the Committee in monitoring the recommendations that have been agreed at its meetings. The Tracker details the

latest position on the implementation of these recommendations and is attached as Part 1 of the work programme.

The Executive Forward Plan has also been attached for Members' reference.

7 Q2 CORPORATE PERFORMANCE REPORT 2023-24 (Pages 35 - 100)

The Corporate Performance Report provides an analysis of the Council's performance for the second quarter of 2023-24. The report, as set out at Annexe 1, is being presented to each of the Overview and Scrutiny Committees for comment and so that they may make any recommendations that they resolve to the Executive.

Jenny Sturgess and Heads of Service to highlight areas relating to this committees remit (pages to note are Pages 44-79 of the Agenda papers).

8 GENERAL FUND MID-YEAR MTFP REVIEW 2023/24 (Pages 101 - 127)

**Committee to note the following and resolve to make any recommendations to the Executive:**

- The 2023/24 forecast outturn position for the General Fund;
- The emerging pressures and risks set out in the report;
- The position regarding the General Fund capital programme and individual capital projects.

9 HOUSING REVENUE ACCOUNT MID-YEAR REVIEW 2023/24 (Pages 129 - 150)

**Committee to note the following and resolve to make any recommendations to the Executive:**

- The 2023/24 forecast outturn position for the Housing Revenue Account;
- The emerging pressures and risks set out in the report;
- The position regarding the HRA capital programme and New Development Scheme.

10 HOUSING REVENUE ACCOUNT - NEW BUILD HOUSING DELIVERY - ELSTEAD & OCKFORD RIDGE (Pages 151 - 232)

The purpose of this report is to provide members with an overview of the proposed new build housing schemes which are in a position to bring forward to planning and procurement of a build contractor with a view to enter into contract to deliver the new sustainable homes. The report also seeks Member approval to the recommendations made for each project as set out in the business cases within Exempt Annexes 1(a) & (b) and associated appendices using the financial strategy approved by Full Council on 13 December 2022.

**Recommendation to Overview and Scrutiny Committee (Resources)**

It is recommended that the Overview and Scrutiny Committee;

- Considers the report and information within the annexes and appendices, as well as the recommendations to Executive as set out in the business cases in Exempt Annexe 1 (a) & (b) of this report and 2.2 and 2.3 in the cover report; and
- resolves whether to make any recommendations to the Executive.

11 HOUSING DELIVERY - 12 NEW HOMES AT WOODSIDE PARK, CATTESHALL LANE (Pages 233 - 244)

The purpose of this report is to seek formal approval to enter into a legal agreements with the developer for the acquisition of the land and delivery of 12 new homes in Catteshall Lane, Godalming.

Members already considered and approved the business cases for and delivery of these homes and full project budget at a meeting of Full Council on 13 December 2022. However, due to the time delay in securing the planning consent for the development the developer has sought an additional sum to reflect build cost inflation and market conditions since the Council expressed an interest in this opportunity. Due to this an additional budget is required to ensure that the contingency is in place when we enter into legal agreement for the land and build of the 12 new homes. The scheme remains financially viable.

**Recommendation to Overview and Scrutiny Committee (Resources)**

It is recommended that the Overview and Scrutiny Committee;

- Considers the report and information within the exempt annexes and the recommendations (2.2 (i-v) set out in the report; and
- Resolves whether to make any recommendations to the Executive.

12 NEW BUILD HOUSING DELIVERY - WITLEY (Pages 245 - 304)

The purpose of this report is to provide members with details of and seek Member approval to the acquisition of three new homes through S106 on a developer site at Wheeler Street, Witley.

**Recommendation to Overview and Scrutiny Committee (Resources)**

It is recommended that the Overview and Scrutiny Committee;

- Considers the report and information within the Annexes to the report, together with recommendations (2.1 i-iv) made in the report; and
- Resolves whether to make any recommendations to the Executive.

13 EXCLUSION OF PRESS AND PUBLIC

To consider, if necessary, 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 Committee agrees:

- (1) that the public be excluded from the meeting during consideration of the following matter 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, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in Paragraph 1 & 3 of the revised Part 1 of Schedule 12A to the Local Government Act 1972; and
- (2) that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

14 RESOURCING OF WAVERLEY BOROUGH COUNCIL IN-HOUSE LEGAL SERVICES FUNCTION (EXEMPT) (Pages 305 - 324)

Committee to receive and review the draft Exempt Executive Report on the Resourcing of Legal Services in advance of the Executive meeting on 28 November and to resolve whether to make any recommendations to the Executive.

15 PROPERTY INVESTMENT QUARTERLY REPORT & PERFORMANCE UPDATE (EXEMPT) (Pages 325 - 328)

Caroline Wallis (Asset Investment Manager) to introduce the item.  
Committee to scrutinise the performance of the Council's property portfolio.

16 CRANLEIGH LEISURE CENTRE - FINANCIAL ASPECTS REVIEW (EXEMPT) (Pages 329 - 351)

Candice Keet (Senior Accountant) to introduce the item.  
Committee to receive and review the financial analysis of the Cranleigh Leisure Centre New Build project, for which funding was approved by Full Council on 17<sup>th</sup> October 2023.

**Officer contacts:**

**Jake Chambers, Senior Democratic Services Officer (Scrutiny)**

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