

2021-22 Master Tracker Recommendations to the Executive from the Overview and Scrutiny Committees

January 2022 Committee Cycle

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1. Document Purpose

The intention of this document is to collate and track progress of all recommendations made by the Overview and Scrutiny Committees to the Executive throughout the year, and to log the Executive decisions on the submitted matters. The recommendations are split into separate tables for each of the Overview and Scrutiny (O&S) Committees and the [explanation of terms used](#) can be found in section 5. Additionally, a table with all remaining [Committees meeting dates](#) for this calendar year have been listed below, followed by information on key [officers supporting the process](#).

2. Policy Overview and Scrutiny – Recommendations to Executive

Policy O&S Chair: Cllr Steven Mulliner, **Policy O&S Vice Chair:** Joan Heagin

2.1 Pending recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
P22-0125-7.1	General Fund Budget 2022/23 and Medium-Term Financial Plan 2022/23–2025/26	Endorse #1-7 to the Executive in para 3.1.	25 th January 2022	8 th February 2022	Awaiting Exec	Pending	Peter Vickers
P22-0125-7.2	General Fund Budget 2022/23 and Medium-Term Financial Plan 2022/23–2025/26	That the Executive explore investments in the Council's car parks to increase the income they generate.	25 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Peter Vickers
P22-0125-7.3	General Fund Budget 2022/23 and Medium-Term Financial	Perform an additional check that the planning fees and green waste charges set out in the committee papers are correct	25 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Peter Vickers

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
	Plan 2022/23–2025/26						
P22-0125-9.1	Capital Strategy 2022/2027	With regards to the recommendation in para 3.1.1, approve of the 5-year Capital Strategy for 2022/2027, incorporating the Treasury Management Strategy, Prudential Indicators and Asset Investment Strategy by Full Council.	25 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Peter Vickers
P22-0125-9.2	Capital Strategy 2022/2027	That the proposed delegation in para 3.1.2 be subject to annual reapproval by Full Council.	25 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Peter Vickers
P22-0125-10	Service Plans 2022-25	That the following clause is appended to the text of action with the Reference Number SP22/25 BT5.6: <i>“whilst also respecting the reasonable wishes of those members who prefer to discharge their responsibilities using paper copies of agendas provided by Waverley Borough Council”</i> .	25 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	David Allum

In addition, as a result of considering an item on CIL, Policy O&S resolved to convey to Surrey County Council and the Surrey Heartlands and Farnham and North East Hampshire Clinical Commissioning Groups, its concerns that they were not making adequate bids to produce the healthcare and transport infrastructure appropriate for areas with significant development. All three organisations would be invited to a future meeting to discuss barriers to making bids and how WBC could support them.

2.2 Previous recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
P21-1123-10	Budget and MTFP	That informal and formal member briefings on the budget and MTFP are held in December and January respectively	23 rd November 2021	8 th February 2022	Agreed	Briefings held. Informed O&S discussions at Jan meeting.	Peter Vickers

3. Services Overview and Scrutiny – Recommendations to Executive

Services O&S Chair: Cllr Kevin Deanus, Services O&S Vice Chair: Peter Marriott

3.1 Pending recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
S22-0124-7	Service Plans 2022-25	That Service Plans would be stronger if: a. they include hyperlinks to any policies or action plans referenced within the plan b. where possible they include specific targets which will usually be quantitative c. they state a rationale for the inclusion of an action d. they included a positive vision of what successfully delivering an action would look like. This might take the form of a column on the "impact of completing the action" to counterbalance the equivalent column on actions not being completed.	24 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Robin Taylor / Louise Norie / Nora Copping
S22-0124 – 8.1	Carbon Neutrality Action Plan	The Carbon Neutrality Action Plan be accompanied by a costed business plan including assessments of the realism of delivery	24 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Richard Homewood / Fotini Vickers
S22-0124 – 8.2	Carbon Neutrality Action Plan	The Indicative Action Plan be reinforced with additional S.M.A.R.T. targets.	24 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Richard Homewood / Fotini Vickers
S22-0124 – 8.3	Carbon Neutrality Action Plan	Given that the Action Plan is a "living" document and green technologies are rapidly improving, the Carbon Neutrality Action Plan should include a continuous assessment of how the costs and benefits of different technologies are changing. Solar power was given as a particular example.	24 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Richard Homewood / Fotini Vickers
S22-0124 – 8.4	Carbon Neutrality Action Plan	The Council should provide more public communications on actions to combat climate change which use a positive and proactive tone.	24 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Richard Homewood / Fotini Vickers
S22-0124 – 8.5	Carbon Neutrality Action Plan	If they do not already, then the Asset Management Strategy and other policies related to retrofitting residential properties should make explicit provision for ensuring the process is as smooth as possible for tenants and leaseholders.	24 th January 2022	8 th February 2022	Awaiting Exec consideration	Pending	Richard Homewood / Fotini Vickers

3.2 Previous recommendations

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
S21-1213-5.1	LPP2	Consider developing an equestrian policy to protect the unique quality of Waverley's rural settlements.	December 13 th 2021	December 14 th 2021	Agreed to revisit at an appropriate stage	Such a policy would, as the Chair of Services O&S suggested, most appropriately added when the plan is reviewed.	Head of Planning and Economic Development
S21-1213-5.2	LPP2	<p>Have due regard to the questions a-k when debating the recommendations in section 2 of the report:</p> <p>a) Whether an appropriate assessment is required in order to comply with habitats regulations?</p> <p>b) Whether the likelihood that future development at Royal School will exceed the footprint of existing buildings and hard surfaces at the site would threaten the setting of the neighbouring countryside?</p> <p>c) Whether the Red Court site being nearer the settlement boundary and being more walkable from Haslemere makes it a more appropriate site than the Royal School? Do these factors impinge on Waverley's commitment to sustainability?</p> <p>d) Whether the Executive and the Full Council can have confidence that the Royal School (including its playing fields) will be able to relocate to the Farnham Road and make the site available within the plan period?</p> <p>e) Whether the cost of providing sewage infrastructure at the Royal School raises viability concerns which might impact on its deliverability?</p> <p>f) Whether the Council has a duty to co-operate with East Hampshire District and Grayshott Parish Councils regarding the Royal School site?</p> <p>g) Whether either, both or neither the Royal School and Red Court sites should be treated as brownfield and/or previously developed sites?</p> <p>h) Whether the requirement identified by Acorn Consultants to provide a SANG to mitigate the impact of development at the Royal School adversely impacts the deliverability of that site?</p> <p>i) Whether screening is an adequate response to the potential loss of green space on the Royal School site?</p>	December 13 th 2021	December 14 th 2021	Noted	Please note the attached document setting out in greater detail the Executive responses to questions a-k.	Head of Planning and Economic Development

Unique Ref.	Name of the Agenda Item	Recommendation	O&S Meeting Date (when the item was raised)	To be considered at the Executive Meeting on	Progress Status	Reason for the Executive Decision and Next Steps	Key Officer responsible for the item
		j) Whether allocating the Royal School sets an unwelcome precedent about building in AONB? k) Whether a given course of action will delay adoption of LPP2 as a whole and, therefore, reduce the Council's control over development within the Borough?					
S21-1124-10	Tree and Woodland Policy	The Executive consider the following comments from individual committee members: a. would like to see the chapter on Biodiversity strengthened considerably from an ecological perspective, b. more emphasis on natural regeneration, and more consideration as to how this policy can support and work alongside Waverley's planning policies on trees, woodland and biodiversity.	November 24 th 2021	TBD	Awaiting Executive Consideration	Awaiting Executive Consideration	Arno Spaarkogel

4. Meeting Dates & Reporting Deadlines

Committee Cycle	O&S Committee Name	O&S Committee – Final Agenda Publication Date by 5pm	O&S Committee Meeting at 7pm	Executive Committee – Final Agenda Publication Date by 5pm	Executive Committee Meeting	O&S Recommendations to be dispatched as a supplementary item to the Executive Agenda by 5pm
November 2021	Policy O&S	12/11/2021	23/11/2021	19/11/2021	30/11/2021	26/11/2021
November 2021	Services O&S	12/11/2021	24/11/2021	19/11/2021	30/11/2021	26/11/2021
January 2022	Services O&S	14/01/2021	24/01/2022	28/01/2021	8/02/2022	N/A – sent with the final agenda by 28/01/2022
January 2022	Policy O&S	14/01/2021	25/01/2022	28/01/2021	8/02/2022	N/A – sent with the final agenda by 28/01/2022
March 2022	Services O&S	11/03/2022	21/03/2022	25/03/2022	5/04/2022	N/A – sent with the final agenda by 25/02/2022
March 2022	Policy O&S	11/03/2022	22/03/2022	25/03/2022	5/04/2022	N/A – sent with the final agenda by 25/02/2022

5. Explanation of terms used

- 5.1 Unique ref.** – Each recommendation added to this tracker will be assigned a unique reference number following specific sequence (for e.g. P21-1123-1 or S22-0124-5.2) where P stands for Policy O&S and S for Services O&S, 21-1123 and 22-0124 represent the year-month and date of the meeting at which the item was raised, -1 or -5.2 represent the agenda item reference from that O&S meeting, and if more than one recommendation was raised against a specific item this can be indicated by 0.1 or 0.2, etc. next to the original agenda item reference number such as -1 or -5.
- 5.2 Progress Status** – This column indicated individual progress status for each recommendation and will present 1 of 3 options: 1) Awaiting Executive Consideration, 2) Accepted / Approved by the Executive or 3) Rejected by the Executive
- 5.3 Reason for the Executive Decision and Next Steps** – this column will include details on why a specific recommendation was accepted or rejected by the Executive, and where appropriate, will indicate what are the next steps for the officers or councillors.

6. Contact Officers

Officer Name	Role	Email	Responsibilities in the process
Mark Mills	Policy Officer - Scrutiny	mark.mills@waverley.gov.uk tel. 01483 523 078	Owner of this document. Responsible for collation of the recommendations after each O&S cycle and following up with the Democratic Services Team on their progression, and feeding back the outcomes to the O&S Committees and relevant officers at the following committee cycle