



Surrey Heath Borough Council
Surrey Heath House
Knoll Road
Camberley
Surrey GU15 3HD
Telephone: (01276) 707100
Facsimile: (01276) 707177
DX: 32722 Camberley
Web Site: www.surreyheath.gov.uk

Division: Corporate
Please ask for: Rachel Whillis
Direct Tel: 01276 707319
E-Mail: democratic.services@surreyheath.gov.uk

Friday, 23 March 2018

To: The Members of the **EXECUTIVE**
(Councillors: Moira Gibson (Chairman), Richard Brooks, Mrs Vivienne Chapman,
Colin Dougan, Craig Fennell, Josephine Hawkins, Alan McClafferty and
Charlotte Morley)

Dear Councillor,

A meeting of the **EXECUTIVE** will be held at Surrey Heath House on Tuesday, 3 April 2018
at 6.00 pm. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Karen Whelan

Chief Executive

AGENDA

Pages

Part 1 (Public)

1. Apologies for Absence

2. Minutes

3 - 8

To confirm and sign the minutes of the meeting held on 6 March 2018
(copy attached).

3. Declarations of Interest

Members are invited to declare any interests they may have with
respect to matters which are to be considered at this meeting.
Members who consider they may have an interest are invited to
consult the Monitoring Officer or the Democratic Services Officer prior
to the meeting.

4. Questions by Members

The Leader and Portfolio Holders to receive and respond to questions

from Members on any matter which relates to an Executive function in accordance with Part 4 of the Constitution, Section B Executive Procedure Rules, Paragraph 16.

5. Christmas Events in Camberley

Report to follow

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 6. Response to the Government's consultation on proposed changes to the National Planning Policy Framework and National Planning Practice Guidance | 9 - 18 |
| 7. Response to consultation by Esso on the location of a new pipeline | 19 - 26 |
| 8. Urgent Action | 27 - 34 |
| 9. Exclusion of Press and Public | 35 - 36 |

**Part 2
(Exempt)**

- | | |
|------------------------------------------|----------------|
| 10. Executive Working Group notes | 37 - 58 |
| 11. Review of Exempt Items | 59 - 60 |

To review those items or parts thereof which can be released as information available to the public.

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 6
March 2018**

- Cllr Moira Gibson (Chairman)

- | | |
|-----------------------------|--------------------------|
| + Cllr Richard Brooks | + Cllr Josephine Hawkins |
| + Cllr Mrs Vivienne Chapman | + Cllr Alan McClafferty |
| + Cllr Colin Dougan | + Cllr Charlotte Morley |
| + Cllr Craig Fennell | |

+ Present

- Apologies for absence presented

In Attendance: Cllr Rodney Bates, Cllr Bill Chapman, Cllr Katia Malcaus Cooper and Cllr Chris Pitt

101/E Minutes

The open and exempt minutes of the meeting held on 6 February were confirmed and signed by the Chairman.

102/E Annual Plan 2018/19

The Annual Plan included an overview of the vision and priorities from the Five-Year Strategy and stated the outputs and success measures which would be delivered in 2018/19 for each of the key priorities. These priorities were presented under the headings of Place, Prosperity, People and Performance.

RESOLVED to approve wording of the 2018/19 Annual Plan as set out in Annex A to the agenda report.

103/E Surrey Heath Heritage Service

The Executive was reminded that Surrey Heath Heritage Service's purpose was to preserve, manage and document the local heritage and natural history of the Borough of Surrey Heath, which was delivered via a combination of exhibitions in the Museum located at Surrey Heath House and a programme of outreach work and activities.

As a result of the decline in the number of visitors to the Museum, options for a sustainable and viable service going forward had been explored. Despite the decline in visitors to the Museum, the number of people attending the hosted events, walks and talks continued to be popular with increasing participation.

The results of a comprehensive consultation, which had targeted users and non-users, were received.

The Executive was advised that it was proposed to deliver the service in a new and more modern way. A range of options for future arrangements for the

Heritage Service and specifically for the Museum have been explored with a number of stakeholders.

Options included

- events, workshops, walks and talks to be run throughout the year;
- an annual exhibition in a Camberley Town Centre location;
- static displays in the Council's Contact Centre;
- a new website to promote activities and make the catalogue accessible for enthusiasts and researchers;
- facilities for researchers to view items and research aspects of the collection; and
- continuing the outreach work with schools and other community groups.

In addition with the development of the Camberley Town Centre there may be an opportunity to reconsider the aspiration for a physical external presence for the service in the future.

The Service would continue to pursue a professional Arts Council Accreditation. In order to do so the Service must adopt a future mission statement to allow for the accreditation. After consultation with local history societies, other heritage services and stakeholders it was proposed that the mission statement would be

'Surrey Heath Heritage Services exists to preserve, manage and document the heritage of this Borough. We will promote our unique heritage via public exhibitions, events outreach and research access.'

The Executive paid tribute to and thanked the large number of dedicated volunteers who supported the Service and expressed the hope that they would continue to be involved with the Service as it moved forward.

RESOLVED to

- (i) **adopt the proposed changes to the current Heritage Service as set out in the agenda report; and**
- (ii) **agree to confirm the mission statement to allow the collection and service to seek formal accreditation.**

104/E Community Fund Grants

The Executive considered 7 applications for grants from the Council's Community Fund Grant Scheme. Members considered each application, the recommendation and the rationale.

RESOLVED that

- (i) **the following grants be awarded from the Council's Community Fund Grant Scheme:**

Applicant	Project	Grant Award
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Sparklers CIO	To provide 10 holiday playgroups for children, young people and families with special needs	£1,481.25
Camberley Society	To launch CAMFEST 2018	To match the amount raised by Camberley Society £1 for £1 up to a total of £1,000.
St Mary's Nursery Watchetts	To provide a new play area	£10,000
Surrey Youth Focus	To deliver Youth Social Action 'Youth Soup' project.	£500

- (ii) (a) to support the award of a grant to the Hope Hub for the purchase of equipment for this new service which provides a day time support for those who are homeless; and
- (b) subject to the Executive Head of Regulatory being satisfied that the project and the accommodation can be delivered, to authorise her to make a grant of £9,175, after consultation with the Leader and the Corporate Portfolio Holder;
- (iii) to decline the following applications for the reasons set out in the agenda report:

Applicant	Project
Camberley Cricket Club	To replace old and unsafe outside benches and chairs
The Community Matters Partnership	To clear out the balancing pond at Paddock Hill Frimley Green, to reduce the risk of localised flooding

105/E Response to the London Heathrow Airport Expansion Public Consultation

The Executive considered the Council's response to London Heathrow Airport Expansion Public Consultation. The consultation presented Heathrow's options and proposals to expand the airport on the ground and build a third runway. It also considered the design of future airspace, in response to Heathrow's expansion.

RESOLVED to agree the response set out in the letter in Annex 1 of the report as the Council's formal response to London Heathrow Airport's consultation on airport expansion and airspace change.

106/E Response to the Department of Transport's Proposals for the Creation of a

Major Road Network consultation

The Executive considered the report setting out the Council's formal response to the Department of Transport's consultation on the proposals for the creation of a Major Road Network. The proposals had implications for road networks within the Borough and created a new funding mechanism which could benefit economically important local authority roads.

Resolved that the response set out in the letter in Annex 1 of the report be agreed as the Council's formal response to the Department of Transport's consultation on the Proposals for the Creation of a Major Road Network.

107/E Response to the Bracknell Forest Council Local Plan Consultation

The Executive considered the Council's formal comment to the consultation on Bracknell Forest's draft local plan. The document set out the approach to be taken to development in Bracknell Forest up to 2034, including new sites that would be allocated to meet that Borough's housing needs and the future approach to development in Bracknell town centre.

Resolved that the letter contained in Annex 1 of the report be authorised as the Council's formal representation to Bracknell Forest's Draft Local Plan consultation.

108/E Response to Hart District Council's Draft Local Plan Strategy and Sites 2016-2032 - proposed submission version document

The Executive considered the Council's response to the consultation on Hart District Council's Draft Local Plan Strategy and Sites 2016-2032. It set out the approach to be taken to development in Hart District up to 2032.

Resolved that the letter contained in Annex 1 be authorised as the Council's formal representation to the Hart District Council Draft Local Plan Strategy and sites 2016-2032- proposed submission version document.

109/E Appointment of Data Protection Officer pursuant to the GDPR

The General Data Protection Regulation, the new data protection framework which would apply in the UK from 25 May 2018, required all public authorities to appoint a Data Protection Officer. It was proposed that the Head of Legal Services be appointed to satisfy this requirement.

RESOLVED to appoint the Head of Legal Services as the Data Protection Officer in accordance with the General Data Protection Regulation.

110/E Council Finances as at 31 December 2017

The Executive received the third quarter monitoring report against the approved budget, which provided an update on the Revenue, Treasury and Capital budget position as at 31 December 2017. At this stage in the year, the year-end outturn position could be forecast with more accuracy. Net expenditure was predicted to be on budget and, after taking account of savings in borrowing costs, a £1m underspend at the end of the financial year was anticipated.

RESOLVED to note the Council's Revenue, Treasury and Capital position as at 31 December 2017.

111/E Motion Referred from the Council

Members were reminded of the following motion which had been referred to the Executive by the Council at its meeting on 21 February 2018:

"This Council notes with sadness that there are many children within the borough that are experiencing poverty including a third of all children within Old Dean. As a result, this Council requests officers bring forward a report to the Executive within the next 6 months outlining practical steps that the Council could consider in order to help address this issue in partnership with others."

RESOLVED that a report be brought to the Executive within the next 6 months outlining the practical steps which the Council could consider, in partnership with others, in order to help address child poverty issues in the Borough."

112/E Write Off of Irrecoverable Bad Debt

The Executive considered the report seeking authority to write-off irrecoverable revenues bad debts over £1,500.

Members recorded their grateful thanks to all officers involved in the recovery of bad debts.

RESOLVED that bad debts totalling £48,120.97 in respect of Council Tax and £272,543.68 in respect of Non-Domestic Rates to be written-off in 2017-18.

113/E Exclusion of Press and Public

RESOLVED, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) and Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the press and public be excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Act as set out below:

**Minute
101/E (part)**

**Paragraph(s)
3**

112/E(part)
114/E

1
3

114/E Review of Exempt Items

The Executive reviewed the reports which had been considered at the meeting following the exclusion of members of the press and public, as it involved the likely disclosure of exempt information.

RESOLVED that the Annex to agenda item 15 - Write-Off of Irrecoverable Revenues Bad Debts remain exempt.

Chairman

Response to the Government's consultation on proposed changes to the National Planning Policy Framework and National Planning Practice Guidance

Summary

The Government is undertaking a consultation in respect of proposed changes to the National Planning Policy Framework and National Planning Practice Guidance. The consultation began on 5th March and ends on 10th May.

The consultation sets out proposed changes across a range of subject areas. Of particular note are proposals to strengthen the role of joint working in the plan making process, to clarify the circumstances in which exceptional circumstances may be present to review Green Belt boundaries and to introduce a standard methodology for calculating housing need.

Members are requested to consider the proposed consultation response set out in the letter at Annex 1 of this report as the Borough's formal representations on the proposed changes to the National Planning Policy Framework and National Planning Practice Guidance.

Portfolio - Regulatory

Date Portfolio Holder signed off report – 20 March 2018

Wards Affected

All

Recommendation

The Executive is asked to RESOLVE that the letter contained in Annex 1 be authorised as Surrey Heath Borough Council's formal representation to the Government's proposed changes to the National Planning Policy Framework and National Planning Practice Guidance.

1. Resource Implications

- 1.1 There are no resource implications beyond that provided for within the agreed budget for 2017/18.

2. Key Issues

- 2.1 On March 5th, the Government commenced a consultation on proposed changes to the National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG). Of particular note are proposals to strengthen the role of joint working in the plan making process, to clarify the circumstances in which exceptional circumstances may be present to review Green Belt boundaries and to introduce a standard methodology for calculating housing need. The consultation also introduces the concept of 'Annual Position Statements' as a means to demonstrate a five year housing land

supply. Comments in respect of the proposed changes to the NPPF and NPPG are set out below.

Proposed changes to the NPPF

- 2.2 Surrey Heath Borough Council welcomes proposed changes to the NPPF which amplify the role of cooperation within the plan making process. Revisions to the 'positively prepared' and 'effective' tests of soundness for Local Plans are particularly well received. These revisions have the potential to enable unmet need and any other strategic matters to be dealt with more effectively as part of the plan making process, however this is dependent upon the NPPF continuing to recognise the value of defining Housing Market Areas, which provide a robust starting point for authorities to undertake meaningful co-operation and ensure that in the first instance, any unmet need arising within a local authority area can be met in the most suitable location.
- 2.3 The Council also welcomes proposed changes to the NPPF to clarify that exceptional circumstances to justify changes to Green Belt boundaries will only exist once all other reasonable options for meeting identified need for development have been fully explored, including undertaking discussions with neighbouring Authorities about whether they could accommodate some of the identified development needs.
- 2.4 Objections have been raised in respect of proposals which make provision for 'entry level exception sites'. Such sites are expected to incorporate a high proportion of entry level homes for discounted sale or affordable rent on land outside of defined settlements. It is unlikely that entry level homes will constitute an 'in perpetuity' affordable housing product; as such their implementation will undermine adopted spatial strategies for short term benefit only. The proposals may also undermine the delivery of rural exception sites, which will impact detrimentally upon the Council's capacity to provide affordable housing to meet local needs in perpetuity.
- 2.5 Proposals also endeavour to better support the delivery of small sites for housing. Although the Council welcomes these proposals in principal, concern has been raised that some of the mechanisms identified may give rise to delays in the plan making process and could result in sites not being built out to their full potential. Surrey Heath is a constrained Borough and it is essential that the capacity of available, suitable sites are maximised.

Proposed changes to the NPPG

- 2.6 In respect of proposed changes to the NPPG, the Council welcomes the proposed standard methodology for calculating housing need, notwithstanding concerns expressed in respect of the absence of a requirement to identify the housing market area in which a local authority is situated. The Council has raised concerns that a number of

the proposed changes, including the introduction of 'Annual Position Statements' as a means to demonstrate a five year housing land supply, are unclear and are likely to add a new layer of complexity to planning practice. In the absence of clear, concise guidance, it is likely that the proposals would place a significant burden on Local Authorities and the Planning Inspectorate, with the potential to delay, and in some cases, undermine the plan-making process.

3. Options

3.1 The options are to:

- (i) Agree the response contained in Annex 1 as Surrey Heath Borough Council's formal representation to the Government's proposed changes to the National Planning Policy Framework and National Planning Practice Guidance.
- (ii.) To agree the response contained in Annex 1 as Surrey Heath Borough Council's formal representation to the Government's proposed changes to the National Planning Policy Framework and National Planning Practice Guidance with any additional comments from Executive.
- (iii.) To not agree the response.

4. Proposals

4.1 That the report and consultation response are noted.

5. Supporting Information

5.1 The Government's proposed changes to the National Planning Policy Framework and National Planning Practice Guidance, available at: <https://www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework>

6. Corporate Objectives And Key Priorities

6.1 The proposals may affect the Council's ability to deliver Objectives 1 and 2 of the Corporate Plan (*making Surrey Heath an even better place where people are happy to live and to support and promote our local economy so that people can work and do business across Surrey Heath* respectively) by adjusting the national policy and guidance which provides the framework for the production of the Surrey Heath Local Plan.

7. Policy Framework

7.1 The existing policy framework is contained within the National Planning Policy Framework 2012 (NPPF) and associated Planning Practice Guidance (PPG). The consultation relates to changes to both the NPPF and NPPG.

Annexes	Annex 1: Response to the Government's proposed changes to the NPPF and NPPG
Background Papers	
Author/Contact Details	Kate Galloway Planning Policy and Conservation Team Leader kate.galloway@surreyheath.gov.uk
Head of Service	Jenny Rickard – Executive Head of Regulatory

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	<u>12/03/2018</u>
Capital		
Human Resources		
Asset Management		
IT		
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	<u>12/03/2018</u>
Policy Framework		
Legal	✓	<u>12/03/2018</u>
Governance		
Sustainability	✓	<u>12/03/2018</u>
Risk Management		
Equalities Impact Assessment		
Community Safety		
Human Rights		
Consultation	✓	<u>12/03/2018</u>
P R & Marketing	✓	<u>12/03/2018</u>

Review Date:

Version: 1



Surrey Heath Borough Council
Surrey Heath House
Knoll Road
Camberley
Surrey GU15 3HD
01276 707100
DX: 32722 Camberley
www.surreyheath.gov.uk

Service Regulatory
Our Ref: N/A
Your Ref: N/A
Direct Tel: 01276 707100
Email: kate.galloway@surreyheath.gov.uk

Planning Policy Consultation Team
Ministry of Housing, Communities and Local Government
3rd Floor, South East
Fry Building
2 Marsham Street
London
SW1P 4DF

BY EMAIL

10th April 2018

Dear Sirs,

RE: CONSULTATION PROPOSALS RELATING TO THE NATIONAL PLANNING POLICY FRAMEWORK AND PLANNING PRACTICE GUIDANCE

Thank you for the opportunity to respond to the above consultation. Surrey Heath Borough Council has now had the opportunity to consider the proposals and has the following comments to make in respect of the National Planning Policy Framework.

Chapter 2: Achieving Sustainable Development

Question 4: Do you have any other comments on the text for Chapter 2, including the approach to providing additional certainty for neighbourhood plans in some circumstances?

Surrey Heath Borough Council generally welcomes the proposed changes to Paragraph 11 which revises the presumption in favour of sustainable development to address that strategic plans should provide for any needs that cannot be met within neighbouring areas. However, the Council would express significant concerns in respect of the removal of all references to Housing Market Areas both in this, and subsequent chapters of the proposed text for the NPPF. The success of the proposed revisions is considered to be dependent upon the NPPF continuing to recognise the value of defining Housing Market Areas. Housing Market Areas provide a robust starting point for authorities to undertake meaningful co-operation and ensure that in

the first instance, any unmet need arising within a local authority area can be met in the most suitable location. It is considered that use of 'neighbouring areas' is likely to create greater uncertainty in the plan-making process and may delay plan-making processes.

Revisions to Footnote 7 which add clarity in respect of which Policies within the Framework provide strong reasons for the scale type or distribution of development to be limited are welcomed. Surrey Heath Borough Council has no comments to make in respect of the proposed approach to providing additional certainty for neighbourhood plans in some circumstances.

Chapter 3: Plan-making

Question 6: Do you have any other comments on the text of Chapter 3?

Surrey Heath welcomes revisions to Chapter 3 of the NPPF, which amplify the importance of collaboration and cooperation within the plan making process. The Council particularly welcomes the recognition of the potential for strategic policies to address cross-boundary issues (Paragraph 21), formalisation of the requirement to prepare statements of common ground and revisions to the 'positively prepared' and 'effective' tests of soundness, which will encourage unmet need and any other strategic matters to be dealt with more effectively as part of the plan making process.

Chapter 4: Decision-making

Question 10: Do you have any comments on the text of Chapter 4?

The Council supports the renewed emphasis upon the benefits of pre-application engagement and frontloading set out within Chapter 4; this will support the Council's ongoing efforts to encourage developers to engage in the pre-application process.

Chapter 5: Delivering a wide choice of high quality homes

Question 13: Do you agree with the new policy on exception sites for entry level homes?

Surrey Heath Borough Council objects to the policy approach set out within Paragraphs 65 and 72 of the proposed NPPF, which makes provision for 'entry level exception sites' that should incorporate a 'high proportion' of entry level homes for discounted sale or affordable rent.

Settlement boundaries and spatial strategies are set through the strategic planning process and great weight should be attached to them. The Council would not normally support the provision of housing outside of settlement boundaries that did not accord with the identified spatial strategy, unless the development in question should constitute a rural exception site; such sites are wholly exceptional, providing affordable housing to

meet local need in perpetuity in locations where access to affordable market housing is, and is likely to continue to be, extremely limited.

Although little clarity is provided, it seems likely that 'entry level homes' will not be an 'in perpetuity' product. This will lead to settlement boundaries being eroded and spatial strategies being undermined for short term benefit, the product having no capacity to meet affordable, or entry level housing needs into the future.

The Council would also express concern that the proposed policy mechanism is likely to stymie the delivery of rural exception sites; entry level homes exception sites may be perceived as a more viable opportunity than rural exception sites. This will affect the Council's capacity to secure schemes that meet the full development needs of the area.

Notwithstanding the above, the Council would welcome the inclusion of Policies within the revised framework to encourage the identification of 'entry level homes' on suitable sites through the plan-making process.

Question 14: Do you have any other comments on the text of Chapter 5?

In respect of Paragraph 65, it is suggested that the text in footnote 23 is incorporated into the main body text to avoid confusion.

In respect of Paragraph 69, which endeavours to support the delivery of small sites, the Council would recommend the removal of the requirements for local authorities to ensure that at least 20% of sites identified for housing in their local plans to be half a hectare or less; this is unlikely to be suitable for all areas and may result in delays in the plan making process, particularly where only a limited number of such sites are available.

It is also suggested that the requirement for local planning authorities to work with developers to encourage the sub-division of large sites in order to speed up the delivery of homes be removed. The piecemeal development of such sites is unlikely to make the best use of available land and risks sites not being built out to their full capacity. Surrey Heath is a constrained Borough and it is essential that the capacity of available sites is maximised.

Chapter 13: Protecting the Green Belt

Question 31: Do you have any other comments on the text of Chapter 13?

Surrey Heath Borough Council welcomes the decision by Government to carry forward proposals from the Housing White Paper (Fixing Our Broken Housing Market, dated February 2017) clarifying that, before concluding that exceptional circumstances exist to justify changes to Green Belt boundaries, the strategic plan-making authority should have examined fully all other reasonable options for meeting identified need for

development, including undertaking discussions with neighbouring Authorities about whether they could accommodate some of the identified need for development.

The Council would welcome greater clarity in respect of point (e) of Paragraph 144 which indicates a local planning authority should regard the construction of new buildings as inappropriate within the Green Belt, except in a number of defined circumstances, including the limited infilling in villages. This replicates advice given in the current iteration of the National Planning Policy Framework (NPPF), but that has led to uncertainty in the decision making process where debate has arisen in respect of whether peripheral sites should be treated as being 'within' or 'outside' a village. It is the Council's opinion that all parties would benefit from stronger guidance which clarifies the circumstances in which point (e) should apply.

Annex 1: Implementation

Q40: Do you agree with the proposed transitional arrangements

Surrey Heath Borough Council agrees with the proposed transitional arrangements but would however welcome further clarification in respect of timeframes for the implementation of revisions to Policy and Practice Guidance, to enable the authority, and others, to progress their plan-making with confidence.

Glossary

Q43: Do you have any comments on the glossary?

Surrey Heath would welcome an amplification of the definition of Previously Developed Land to clarify that land accommodating polytunnels is not considered to be previously developed. The Council would also welcome clarification to ensure that residential gardens in non-built up areas should not be considered to constitute previously developed land.

The Council's comments in respect of the draft National Planning Practice Guidance are set out below.

Housing Delivery

Although the Council raises no concerns in respect of the principle of authorities only being able to demonstrate a five year housing land supply where it has been established in a recently adopted Plan, or in a subsequent annual position statement, the Council has very significant concerns in respect of various aspects of the process of preparing an annual position statement. The guidance in respect of how an Annual Position Statement should be prepared is exceptionally vague. The lack of clarity in respect of how an Annual Position Statement should be formulated will add complexity to the planning process. Furthermore, the suggestion that local authorities will be

required to identify, consult on and review a broad range of unspecified assumptions in order to formulate the Statement will place a significant burden on both resource constrained Local Authorities and the Planning Inspectorate; this is likely to result in significant delays to the plan making process.

In addition to the above, the Council would also raise significant concerns in respect of the requirement for Authorities seeking to demonstrate a confirmed five year housing land supply through the Annual Position Statement process to demonstrate a minimum 10% buffer. Surrey Heath is subject to a number of significant constraints (including but not limited to large areas of Thames Basin Heaths Special Protection Area, Green Belt and operational MOD land). These have a substantial impact upon the availability of housing land. To date the Council has undertaken a significant portfolio of work to maximise every reasonable opportunity to deliver its housing need but is still likely to have a shortfall against its need which will need to be accommodated elsewhere. As such it seems that Surrey Heath, and other similarly affected Authorities will be incapable of ever identifying a 10% buffer and thus, will not be able to demonstrate a confirmed five year housing land supply. This seems unreasonable, particularly given that past appeals have identified a 5% buffer as suitable, given the Boroughs constraints. There is also potential for the arbitrary requirement for a 10% buffer to significantly undermine the plan making process.

To address these matters, it is suggested that if Annual Position Statements are to function effectively, National Planning Practice Guidance will need to set out a clear and concise methodology to enable Local Planning Authorities to undertake the required work expediently without jeopardising wider plan-making processes. The Council would also suggest that the requirements for a 10-20% buffer be removed to ensure that the plan-making process is not undermined. Guidance in respect of five year housing land supply and Annual Position Statements should be incorporated into current SLAA guidance to ensure clarity, avoid repetition and to better reflect the interrelationship between the processes.

Surrey Heath Borough Council welcomes the recognition that housing for older people (including C2 uses) should be incorporated into 5 year housing land supply calculations. The Council also welcomes proposals that make provision for five year land supply to be measured against stepped requirements for Plans with justified stepped rather than average annual requirements.

Housing Delivery Test

The requirements for the preparation of Action Plans in areas where housing delivery is falling places an overwhelming burden on Planning Policy teams, and will divert resources away from plan-making. Rather than adding a new layer of complexity to planning practice, a more effective step would be to require Local Planning Authorities to undertake a Call for Sites and a Strategic Housing and Employment Land Availability Assessment (SHELAA) on a yearly basis, together with requiring Authorities to

undertake the steps set out under the heading “*what actions could local planning authorities consider as part of the action plan?*” as part of the (SHELAA) and plan-making processes.

Local Housing Need

The approach to assessing housing need is generally welcomed, however Surrey Heath Borough Council would express concerns that there appears to be a disconnect between the requirement to use official projections required to calculate the average annual household growth (which cover a 10 year period) and the requirement for strategic policies to look over a 15 year period.

Concern is also raised in respect of the absence of a requirement to identify the housing market area in which a local authority is situated (please refer to comments set out in answer to Q.4 above).

In addition to the above, it should be made clearer that specified types of housing (such as family housing and housing for older people) should be counted within and not outside of the identified housing figure.

Neighbourhood Planning

The section in respect of when Neighbourhood Plans are protected from the presumption in favour of sustainable development is overly complex and would benefit from simplification.

I hope these comments are of assistance to you.

Yours faithfully,

Kate Galloway
Planning Policy and Conservation Team Leader
On behalf of Surrey Heath Borough Council

Response to the Southampton to London Pipeline Project’s replacement pipeline corridor consultation.

Summary

The report sets out the response to the Southampton to London Pipeline Project’s consultation on the replacement pipeline corridor options. The consultation began on Monday 19th March and ends on 30th April 2018. The consultation documents can be viewed at: www.slpproject.co.uk

Objections are raised in respect of a sub option which would route the pipeline corridor in close proximity to the Frimley District Centre and Frimley Park Hospital, owing to the possible significant disruption associated with this routing.

No objections or concerns are raised in respect of pipeline corridor options that do not pass through the Borough.

Portfolio: Special Projects

Date Portfolio Holder signed off report: 26 March 2018

Wards Affected

ALL

Recommendation

The Executive is advised to RESOLVE that the response set out in the letter at Annex 1 of this report as the Council’s formal response to the Southampton to London Pipeline Project’s replacement pipeline corridor consultation.

1. Resource Implications

1.1 There are no resource implications beyond that provided for within the agreed budget for 2017/18.

2. Background

2.1 Esso operates a 105km pipeline that transports aviation fuel from Fawley refinery in Hampshire to the Esso’s West London Terminal storage facility in Hounslow. The underground pipeline, which enters Surrey Heath 100m east of Farnborough North Station and exits the Borough South of Longcross Road in Chobham Common, has been operational for several decades.

2.2 Replacement of the pipeline will ensure that the current supply of aviation fuel to some of Britain’s busiest airports can be maintained into the future. Not replacing the pipeline could result in over 100 more truckloads of fuel on the road network each day. The existing pipeline will continue to operate until the replacement pipeline is fully in service. The Southampton to London Pipeline (SLP) Project launched on the 11th of December 2017 and will replace 90km of the 105km pipeline.

3. Corridor J proposals

- 3.1 Corridor J would follow a similar route to the existing pipeline, with proposals including possible deviations in the Frimley area and Chobham Common Special Protection Area. Annex 2 of this report shows the location Corridor J in the Borough.
- 3.2 Sub corridor two would have the pipeline entering the Borough just south of Junction 4 of the M3, bypassing Frimley High Street to the north and passing south of Frimley Park Hospital, before being routed in the vicinity of Chobham Road (B311) and Old Bisley Road for 1km, re-joining a similar route to the existing pipeline at Pine Ridge Golf Club.
- 3.3 Objections are raised in respect of the significant disruption that is likely to be caused as a result of routing the replacement pipeline in the vicinity of Frimley Park Hospital, Frimley District Centre and surrounding highways infrastructure, including major roundabouts on the A325. These areas are already prone to significant congestion, particularly during rush hour and hospital visiting hours. Installing the replacement pipeline in this location could have significant implications, including exacerbating existing congestion issues and have a significant detrimental impact upon the accessibility of Frimley Park Hospital. It is noted that the Council would resist any proposal which would exacerbate the current situation or inhibit the capacity of emergency vehicles to access the hospital.
- 3.4 Concerns are raised in respect of the route along Chobham Road (B311), with the presence of residential properties on either side of the road making the road the most viable location for the replacement pipeline. This could cause significant disruption to residents by impacting the local road network in this area, especially for small residential roads that can only be accessed by the B311.
- 3.5 Concerns are also raised in respect of the possible routing of the pipeline through an area of High Archaeological Potential west of the Grove and a small sub corridor that passes west of Frimley Green Local Centre which would route the pipeline through residential areas in Frimley Green.
- 3.6 No objections are raised in respect of the corridor option that follows a similar route to the current location of the pipeline.

4. Other corridor options

- 4.1 No objections or concerns are raised in respect of other corridor options which do not pass through the Borough.

5. Options

5.1 The options for the Executive to consider are:-

- (i) To **AGREE** the response on the consultation on replacement pipeline corridors as set out in Annex 1 of this report.
- (ii) To **AGREE** the response on the consultation on replacement pipeline corridors as set out in Annex 1 of this report and any additional comments which the Executive may wish to make.
- (iii) To **NOT AGREE** the response on the consultation on the replacement pipeline corridors as set out in Annex 1 of this report.

6. Proposals

6.1 It is proposed to submit the consultation response attached at Annex 1 by the 30th April 2018 deadline.

7. Corporate Objectives And Key Priorities

7.1 The proposals may affect the Council's ability to achieve the Objective for prosperity by affecting the Council's ability to support business and the wider community by impacting detrimentally on local transport and other infrastructure.

8. Policy Framework

8.1 The consultation process Surrey Heath is responding to will have implications for the Borough's accessibility and therefore may impact on the Council's ability to meet Objective 1 of the Core Strategy.

9. Other Matters

9.1 In relation to governance, sustainability, risk management, equalities impact, human rights, community safety, consultation, PR and Marketing there are no matters arising from this consultation by the Southampton to London Pipeline Project.

10. Consultation

10.1 The Southampton to London Pipeline Project's replacement pipeline corridor consultation runs between the 19th March and 30th April 2018.

Annexes	Annex 1 - letter to the Southampton to London Pipeline Project. Annex 2 - map showing the location of Corridor J in the Borough.
Background Papers	None
Author/Contact Details	Keiran Bartlett – Planning Officer Keiran.bartlett@surreyheath.gov.uk
Head of Service	Jenny Rickard – Executive Head of Regulatory

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	
Capital		
Human Resources		
Asset Management		
IT		
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	
Policy Framework		
Legal	✓	
Governance		
Sustainability	✓	
Risk Management		
Equalities Impact Assessment		
Community Safety		
Human Rights		
Consultation	✓	
P R & Marketing	✓	

Review Date:

Version:



Surrey Heath Borough Council
Surrey Heath House
Knoll Road
Camberley
Surrey GU15 3HD
01276 707100
DX: 32722 Camberley
www.surreyheath.gov.uk

Service Regulatory
Our Ref: N/A
Your Ref: N/A
Direct Tel: 01276 707100
Email: keiran.bartlett@surreyheath.gov.uk

Southampton to London Pipeline Project
1180 Eskdale Road,
Winnersh,
Wokingham,
RG41 5TU

BY EMAIL

10th April 2018

Dear Sir/Madam,

Surrey Heath Borough Council's response to the Southampton to London (SLP) project's replacement pipeline corridor consultation.

Thank you for the opportunity to comment on the route options included in the Southampton to London Pipeline (SLP) project's replacement pipeline corridor consultation. This letter is the Council's formal response.

Corridor J

The Council notes that Corridor J is the preferred route for the northern section of the final pipeline route. The Council objects to sub option two of Corridor J, which passes through Frimley, for the following reasons.

The route is likely to lead to significant disruption in the vicinity of Frimley Park Hospital, Frimley District Centre and surrounding highways infrastructure, including the Frimley Park Hospital and Toshiba roundabouts. These areas are already prone to significant congestion, particularly during rush hour and hospital visiting hours. Therefore, installing the replacement pipeline in this location could have significant implications. Indeed, the Council notes that in 2010, visiting times at Frimley Park Hospital were permanently altered due to afternoon traffic congestion. The Council would resist any proposal which would exacerbate the current situation or inhibit the capacity of emergency vehicles to access the hospital.

The Council would also express concerns that, between the Frimley Park Hospital roundabout and the intersection of Chobham Road and Tomlinscote Way, the proposed route travels along Chobham Road (B311) for almost 1km. Either side of this section of the road is populated with residential properties and therefore routing the pipeline along or underneath the B311 is considered the only viable option without routing the pipeline through multiple residential gardens or under properties. Indeed, in chapter 11 of the consultation brochure, it is stated that 'we will not install any pipeline under existing homes'. This could cause significant disruption to

residents by impacting the local road network in this area, especially for small residential roads that can only be accessed by the B311.

Moreover, the Council would also express concern that, unless the replacement pipeline is routed directly under the A325 near the Grove, the pipeline would pass through an area of High Archaeological Potential. The Council also raises concerns regarding the small sub corridor that passes west of Frimley Green's Local Centre, which would route the pipeline through residential areas in Frimley Green. Without routing the pipeline along small local roads, the pipeline would have to be routed through an extensive number of residential gardens, which would not be welcomed by the Council.

The Council notes that the potential for short term disruption is raised in the consultation brochure, and that such disruption could be reduced through careful design and engineering techniques. However, due to the points raised above the short term installation of the pipeline in this area could still generate significant disruption for the Frimley area, especially given that installation in any given location will typically take around one to two months.

The Council does not object to the corridor that follows a similar route to the location of the existing pipeline, and considers that if the pipeline is to be routed through the Borough, that this would be the most appropriate location.

The Council welcomes the recognition that adverse impacts on sensitive ecological sites will be minimised through careful route design and appropriate installation techniques. Moreover, the Council recognises that Corridor J is likely to have the shortest installation time. However, the Council notes that any works that take place will have to have regard to Special Areas of Conservation and the Thames Basin Heath SPA if within or adjacent to such designations to ensure that harm to these habitats is avoided during construction.

Other corridors included in the consultation

The Council has no specific concerns for other corridor options included in the replacement pipeline corridor consultation.

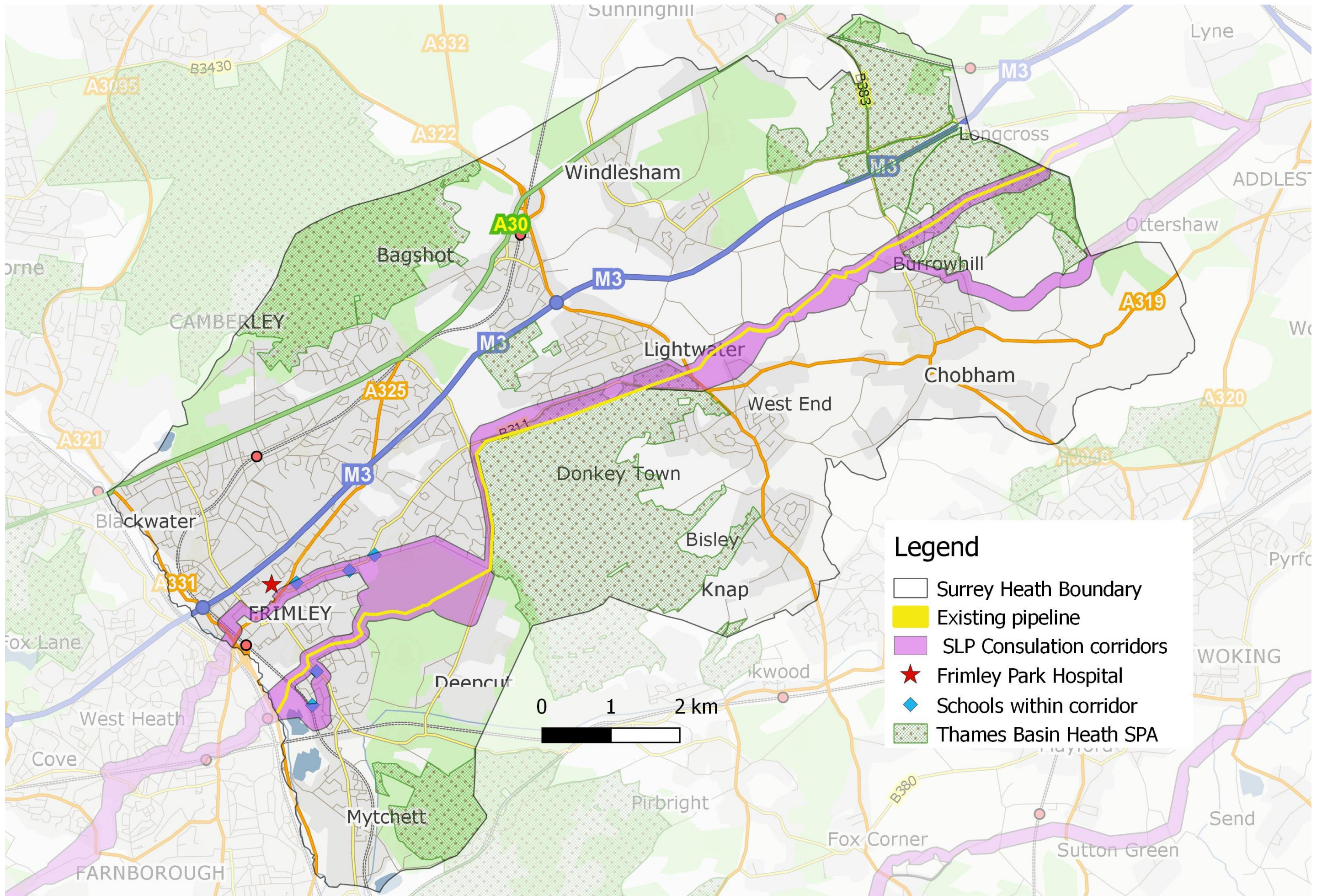
General comments

The Council welcomes the six guiding principles used to refine corridor options, but would welcome more detail on how these principles were used in determining potential corridors. For example, it would be beneficial to provide information on how each principle was measured and what weightings were applied to each principle to determine if it 'performed' well against the guiding principles.

We look forward to hearing from you and welcome opportunities to continue to engage as the project progresses.

Yours faithfully,

Jane Ireland
Planning Policy Manager
Surrey Heath Borough Council



Annex 2: location of existing pipeline and consultation Corridor J

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Urgent Action

Summary

To advise the Executive of urgent action taken by officers pursuant to the Scheme of Delegation of Functions to Officers.

Portfolio: N/A

Date signed off: N/A

Wards Affected: N/A

Recommendation

The Executive is advised to NOTE the urgent action taken under the Scheme of Delegation of Functions to Officers.

1. Resource Implications

1.1 The resource implications of the action authorised are as set out at in Annex A.

2. Key Issues

2.1 In accordance with the Scheme of Delegation of Functions to Officers, after consultation with the Regulatory Portfolio Holder and the Chairman of the Performance and Finance Scrutiny Committee, the Executive Head of Regulatory has authorised the following decision:

- i) To authorise the Housing Manager to work with Accent to identify suitable accommodation in Accent’s local housing stock to accommodate families under the Syrian Vulnerable Persons Resettlement Scheme.

3. Options

3.1 There are no options for the Executive to consider as the action has been taken.

4. Supporting Information

4.1 The Scheme of Delegation of Functions to Officers, provides for the Chief Executive, Executive Heads of Service and Heads of Service to determine, after appropriate consultation, matters of an urgent nature which are not in contravention of established policies of the Council, budgets set, or being key decisions, which will not admit of delay until the next ordinary meeting of the Council, Executive or Committee concerned. All such decisions which are executive matters have to be reported to the next meeting of the Executive.

Annexes	Annex A - Urgent Action Authorisation Forms Annex B – Supporting Report
Background Papers	None
Author and Contact Details	Rachel Whillis – Democratic Services Manager Rachel.whillis@surreyheath.gov.uk
Head of Service	Richard Payne – Executive Head of Corporate

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Surrey Heath Borough Council Scheme of Delegation of Functions to Officers

Urgent Action Form – Executive Function

Consultation by Chief Executive or Executive Head of Service or Head of Service involved with relevant Portfolio Holder or Leader of the Council and Chairman (or Vice Chairman) of the relevant Scrutiny Committee

To Councillor	Alan McClafferty
Portfolio Holder for	Regulatory
Proposal	The Housing Services Manager works with Accent to identify suitable accommodation in Accent's local housing stock to accommodate families under the Syrian Vulnerable Persons Resettlement Scheme.
Background	See attached item
Options	See attached item
Risk of delaying the decision	That we miss the opportunity to reserve a suitable property.
Legal advice	Not applicable
Resource implication	No additional resource implications arising
Contact Officer for further information	Clive Jinman or Jenny Rickard

Signed  Dated 21-3-18

I agree with the above action proposed

Signed  Dated 21-3-18

Portfolio Holder for Regulatory

On behalf of the Scrutiny Committee, I agree with the above action proposed. I recognise that if this decision is taken by the appropriate officer as a matter of urgency, there will be no opportunity for the decision to be scrutinised by the Scrutiny Committee before its implementation.

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Syrian Vulnerable Persons Resettlement Scheme

Summary

To request the use of housing association accommodation to help deliver the Council's commitment to provide homes for up to 10 households as part of the Government's Syrian Vulnerable Persons Resettlement Scheme

Portfolio - Regulatory

Date Portfolio Holder signed off report – n/a signed off via Urgent Action

Wards Affected

Recommendation

The Executive is advised to note the authority agreed under Urgent Action provisions for the Housing Services Manager to work with Accent to identify suitable accommodation in Accent's local housing stock to accommodate families under the Syrian Vulnerable Persons Resettlement Scheme.

1. Resource Implications

- 1.1 There are no direct resource implications for adopting this approach as resettlement is funded by the Home Office.

2. Key Issues

- 2.1 On 9th February 2016 the Executive agreed to support the Government's Syrian Vulnerable Persons Resettlement Scheme (SVPRS) by securing housing for up to 10 families up to 2020.
- 2.2 The commitment was based on securing accommodation with private landlords and that stock held by registered providers would not be used. This approach was taken due to the demand for the housing stock held by registered providers locally and a concern that the use of this limited resource for SVPRS could potentially cause community tension.
- 2.3 To date, no SVPRS families have been resettled in Surrey Heath as it has not been possible to secure private rented accommodation in spite of continuous market engagement with landlords and agents, a Heathscene article, mail outs to community and faith groups and businesses and local radio advertising.
- 2.4 The two barriers to securing accommodation have been affordability and the reluctance of landlords to engage with what they see as an unknown situation.
- 2.5 In terms of affordability, families will be initially on benefits and there are currently no properties private rented properties available at Local Housing Allowance rates. As at 5th March 2018 the average rent for a

three bedroom was £1367 pcm, with the Local Housing Allowance being £913 pcm. While many people in the private sector have to top up rents with other benefits it was felt that too big a gap between LHA and the rent would place an unnecessary additional burden on families resettling and may be a future barrier to securing employment.

- 2.6 Initially it seemed that a contribution from the local Muslim community might be available help bridge the gap between LHA and rent levels. When this was pursued, it was found that their constitution did not allow the money to be spent on rent although it remains available for other support.
- 2.7 Assistance was also sought from a not for profit letting agent. However, they required an open ended bond to take a family which it was not possible to provide.
- 2.8 In respect of the reluctance of private rented sector landlords and agents to take part, this arises from two main concerns. Firstly, that once a property has been offered there is no veto available to landlords when they meet the family. Secondly, for agents, it does not meet their usual model of being able to credit check potential tenants and have a guarantor. In a competitive market there are easier business options than working with the Council assist with delivery of this scheme.
- 2.9 In other areas it is quite often been landlords that have a philanthropic perspective and have wanted to participate that has led to accommodation being secured e.g. Guildford Diocese. This has not occurred in Surrey Heath.

3. Options

- 3.1 The Council has two options available to it:
 - (i) to continue to try and secure accommodation in the private rented sector and not use the local housing association stock; or
 - (ii) whilst continuing to seek private tenancies, to access a small number of housing association homes to meet the commitment to the Scheme.

4. Proposals

- 4.1 It is proposed that the SVPRS be moved forward as follows.
 - a) That the Council work with Accent to identify appropriate homes that can be offered to vulnerable families through the scheme to meet the commitment to housing 10 families.
 - b) That this work focusses on families needing 3 bedroom properties as there is less demand on the Housing Register for this size home than 2 bedrooms. The majority of families in temporary accommodation require two bedrooms so this approach will have the least impact on local need.

- c) That prior to a property being offered to the Home Office the Council, Accent and Police liaise to ensure there is no community reason not to offer the property and the Housing Services Manager ensures that the offer will not prejudice meeting an urgent local need.
- d) That the accommodation is let on an Assured Shorthold Tenancy at an intermediate rent (i.e. it is the equivalent of a private tenancy and is not a 'tenancy for life').
- e) That alongside this the Housing Service continues to look for suitable homes in the private sector.

5. Supporting Information

5.1 The Housing Services Manager has met with Rob Mills, Area Director at Accent, who is supportive of this joint work.

6. Corporate Objectives And Key Priorities

6.1 This work supports the objective to build and encourage communities where people can live happily and healthily in an environment that the Community is proud to be part of.

7. Policy Framework

7.1 The Council has made a commitment to the Home Office to participate in this humanitarian scheme.

Annexes	None
Background Papers	None
Author/Contact Details	Clive Jinman – Housing and Homelessness Manager Clive.jinman@surreyheath.gov.uk
Head of Service	Jenny Rickard – Executive Head of Regulatory

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EXCLUSION OF PRESS AND PUBLIC

RECOMMENDATION

The Executive is advised to RESOLVE that, under Section 100A(4) of the Local Government Act 1972 (as amended) and Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the following items of business on the ground that they involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Act, as set out below:

<u>Item</u>	<u>Paragraph(s)</u>
10	3
11	3

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By virtue of
Regulation 21(1)(A) of the Local Authorities (Executive
Arrangements) (Access to Information) (England)
Regulations 2000.

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