

**Minutes of a Meeting of the Executive  
held at Surrey Heath House on 10  
November 2015**

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+ Cllr Moira Gibson (Chairman)

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

+ Present

- Apologies for absence presented

In Attendance: Cllr Chris Pitt

**40/E Minutes**

The minutes of the meeting held on 29 September 2015 were confirmed and signed by the Chairman.

**41/E Surrey Local Strategic Statement**

The Executive was informed that the Localism Act and the National Planning Policy Framework (NPPF) required public bodies to undertake Duty to Co-operate on planning issues which crossed administrative boundaries.

On 16 July 2014 Surrey Leaders had agreed to meet as the Surrey Strategic Planning and Infrastructure Board to provide a vehicle for co-operation and joint working between local authorities in Surrey on strategic planning issues. The Terms of Reference of the Board and the Memorandum of Understanding (MoU) on how local authorities would work together to prepare a Local Strategic Statement, which had been considered by Surrey Leaders and Surrey Chief Executives, were noted.

The MoU detailed the type of evidence gathering and technical work that would require joint working and set out an agreed methodology. This included undertaking a Strategic Housing Market Assessment and consideration of constraints such as the Thames Basin Heaths SPA and flooding. It also set out the need for an up to date picture of the Green Belt, which could include future reviews of the Green Belt.

The Executive noted that the advice set out in the NPPF stated that Green Belt boundaries should only be altered in exceptional circumstances. This should be through the preparation or review of a Local Plan and not as a matter arising from a requirement of a Local Strategic Statement. It was therefore considered that, in signing up to the Local Strategic Statement, it should be made clear that any such review in Surrey Heath would be undertaken in line with this advice. An accompanying letter would be sent setting out the Borough's position on this matter.

The preparation of a Local Strategic Statement would be undertaken by the Surrey Planning Officers Association and would set out common priorities on strategic matters that can be used to demonstrate Duty to Co-operate.

**RESOLVED**

- (i) to agree the Terms of Reference of the Surrey Strategic Planning Infrastructure Board;**
- (ii) that the Leader be authorised to sign the Memorandum of Understanding which sets out how the Surrey Local Authorities will work together towards preparing a Local Strategic Statement for Surrey;**
- (iii) to agree to the preparation of a Surrey Local Strategic Statement subject to the proviso that within Surrey Heath a review of the Green Belt would only be undertaken through a Local Plan review where the need for such a review of Green Belt had been demonstrated; and**
- (iv) that the Executive Head of Regulatory be authorised to work with the Surrey Planning Officers Association on the preparation of a Local Strategic Statement.**

**42/E Waste Regulations 2011**

The Executive was reminded that the Waste Regulations 2011 required any organisation which collected waste to comply with the waste hierarchy and collect paper, metal, plastic and glass by separate collection, by January 2015, unless it was not necessary to 'facilitate or improve recovery' and it was not technically, environmentally and economically practicable to do so.

It was reported that, as the Waste Regulations were complicated and there was much uncertainty around how to comply with them, a 'Route Map' had been developed to help local authorities assess their compliance; this had been used by the Surrey Waste Partnership (SWP) as a basis for assessing the compliance of each Waste Collection Authority (WCA). The compliance modelling had been carried out by Surrey County Council using data supplied by participating WCAs.

The results of the assessment had indicated that separate collections were not necessary to facilitate high quality recycling of the four key materials. Although they were technically practicable, they were neither economically nor environmentally practicable. The current system delivered by the Council appeared to be operating in accordance with the waste hierarchy. The report did not recommend any changes to the format of the current collection system to ensure compliance with the Waste Regulations.

The assessment had also identified areas where the Council could influence changes in order to reduce the environmental impact of its current system; these would be explored by Surrey County Council, as the Waste Disposal Authority, when a new contract was let in 2018.

**RESOLVED to**

**(i) note that**

- a. the results of an assessment of the Council's waste collection service indicate that separate collections are not necessary to facilitate high quality recycling of the four key materials;**
- b. whilst separate collections were technically practicable, they were neither economically nor environmentally practicable; and**

**(ii) retain the current comingled recycling service.**

**43/E Surrey Heath Waste Action Plan**

At its meeting on 7 April 2015 the Executive had adopted the Joint Municipal Waste Management Strategy Revision 2 (2015) which had been produced by the Surrey Waste Partnership.

The Executive noted the targets which had been selected to measure success of the Strategy. In order to meet these ambitious targets each authority had been asked to produce a Waste Action Plan, which would be regularly monitored by the Surrey Waste Partnership.

It was reported that, at 58%, Surrey Heath remained the best performing authority in Surrey for the proportion of waste recovered, recycled and composted. However, as with most authorities, the recycling rate had started to fall and major interventions would be needed in order to raise recycling rates. A number of factors were considered to have contributed to a fall in rates, including the Environment Agency's ban on the composting of Highway Leaves, a lack of knowledge of what could be recycled, a fall in recycling values, and an increase in bin contamination.

The Executive was advised that the Surrey Heath Waste Action Plan 2015/16 would largely be funded from recycling performance awards the Council had received for 2012/13 and 2013/14 which had totalled £83,266. This sum formed part of a carry forward agreed in July 2015.

**RESOLVED that the Surrey Heath Waste Action Plan 2015 to 2020, as attached at Annex A to the agenda report, be approved.**

**44/E Revised Key Priorities**

The Executive was reminded that the 2020 Corporate Strategy was due to be reviewed by March 2016. In line with this, the first area to be revised was the Council's Key Priorities. The project plans which sat under each priority, which would demonstrate how each priority would be delivered, were being developed.

The updated Key Priorities were noted. It was felt that it was important to retain specific reference to improving train and bus services in the Key Priorities. The Executive therefore agreed to include the action point relating to working closely with train and bus providers, which was currently included in Key Priority 2, in the revised Key Priority 1.

**RESOLVED to adopt the Council's revised Key Priorities, as set out at Annex A to the agenda report, as amended.**

**45/E Economic Development Strategy Update**

The Executive was reminded that, at its meeting on 11 November 2014, it had agreed the Council's Economic Development Strategy and its actions plans.

Members noted the progress that had been made in the previous 12 months in relation to the action plans, in particular the work that had been carried out with local Business Associations, a Business Advice Clinic for start-up businesses, and the work with Camberley Central Job Club.

**RESOLVED to note the Economic Development Strategy update, and request a further update in 2016.**

Chairman