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Friday, 25 November 2016

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

Dear Councillor,

A meeting of the **EXECUTIVE** will be held at Surrey Heath House on Tuesday, 6 December 2016 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 - 10

To confirm and sign the open minutes of the meeting held on 9 November 2016 (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.	Arena Leisure Centre	11 - 18
6.	Wilton Road Car Park – Consideration of Objection to the introduction of proposed Parking Places Order	19 - 24
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14.	Exclusion of Press and Public	179 - 180

**Part 2
(Exempt)**

15.	Exempt Minutes	181 - 184
	To confirm and sign the exempt minutes of the meeting held on 9 November 2016 (copy attached).	
16.	Renewal of the Lease of the Mytchett Bowls Club, Hamesmoor Road	185 - 190
17.	Review of Exempt Items	
	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 9
November 2016**

+ 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 Dan Adams, Cllr David Allen, Cllr Rodney Bates, Cllr Bill Chapman, Cllr Paul Deach, Cllr Edward Hawkins, Cllr Paul Ilnicki, Cllr Jonathan Lytle, Cllr Katia Malcaus Cooper, Cllr David Mansfield, Cllr Alan McClafferty, Cllr Max Nelson, Cllr Robin Perry, Cllr Chris Pitt, Cllr Darryl Ratiram, Cllr Ian Sams and Cllr Valerie White

39/E Minutes

The minutes of the meeting held on 4 October 2016 were confirmed and signed by the Chairman.

40/E Questions from Members

No questions were received from Members.

41/E 2016/17 Mid-Year Review Report

The Executive considered a report summarising the performance of the Council against its corporate objectives, priorities and success measures for the period between 1 April and 30 September 2016.

RESOLVED to note the 2016/17 Mid-Year Review Report

42/E Deepcut Village Centre Commuted Sums

The Executive was reminded that the Deepcut Village Centre had been built as part of the Alma Dettingen development at Deepcut. A commuted sum of £382,000 for maintenance of the venue over the life-time of the building had been included in the Section 106 Planning Agreement.

It was reported that the changing rooms in the Centre had been intended to provide facilities for outdoor pitches. However, as the playing fields were not to a standard to play competitive football and local residents had not originally supported the development of football pitches on the site, the development company had left this area of land as green space and the changing rooms had remained un-used.

The Deepcut Village Association, which managed the venue, was proposing that the under-utilised changing rooms be redeveloped into a small hall in order to offer an improved and expanded facility for the local community and to help increase revenue. The centre was used by 700-800 people per week and was expected to increase to over 1000 people per week after the works were completed.

Members were reminded that the Association had applied to the Council for a Community Fund Grant, which the Executive considered on 6 September 2016; whilst the Executive had supported the proposal, it had agreed to defer the award of any Community Fund grant money until it had considered whether the Deepcut Village Centre Commuted Sum funds could be used instead.

Approval was therefore sought for the use of S106 funds of up to £92,400 for internal redevelopment of the changing rooms. Members were advised that, if this funding was agreed it would negate the need for the Community Fund Grant.

RESOLVED

- (i) a maximum of £92,400 be allocated to the Deepcut Village Association from the Deepcut Village Centre Commuted Sum Reserve, towards the Deepcut Village Centre redevelopment proposal; and**
- (ii) the decision on the final figure allocated be delegated to the Executive Head of Business in consultation with the Portfolio Holder for Regulatory and Portfolio Holder for Business.**

43/E Joint Waste Contract - Award of Contract and second Inter Authority Agreement

The Executive was reminded that, at its meeting on 3rd December 2013, it had resolved to jointly procure a new waste collection and street cleansing contract with a number of other local authorities. The Joint Waste Collection Contract (JWCC) has now been procured to provide a range of waste collection, recycling, street cleaning and associated services for the four partner authorities: Elmbridge Borough Council, Mole Valley District Council, Surrey Heath Borough Council and Woking Borough Council.

Whilst the Partner Authorities currently operated successful and cost-effective recycling services, all of which are operated under individual contracts, the aim of the Joint Contract was to put a contract in place which would build on existing success by encouraging further innovation and yield significant savings and service benefits for local tax payers.

Members were reminded that the Partner Authorities and Surrey County Council, as the Waste Disposal Authority, had signed an Inter-Authority Agreement (First IAA) during 2013/14 to regulate the terms and nature of the procurement. The Partner Authorities had been working together to procure the joint contract supported by a Project Manager and specialist technical and legal advisers.

Whilst the Joint Contract has been designed to provide each of the Partner Authorities with the same specification, the specification made some allowance for local choice and flexibility. Through the Joint Contract, Surrey Heath would be procuring the following services:

- Municipal waste and recycling collection service, including mixed dry recycling, food waste, garden waste, electrical items, textiles and commercial waste;
- Bulky waste collection service;
- Clinical waste collection service;
- Street-cleaning service;
- Service Users' Contact Management, including the administration of the garden waste service.

The initial term of the Joint Contract was 10 years, expiring on 3 June 2027, but after the initial term it could be extended with flexible extensions of up to a further 14 years, giving a total maximum 24 year term.

The Joint Contract had been procured so as to enable all other Surrey waste collection authorities to have the opportunity to join during the life of the contract, should they so wish; however, the arrangement ensured that the four Partner Authorities as the first cohort of authorities joining the JWCC would not be adversely affected by those joining at a later stage.

The Executive noted the main stages of the procurement process along with the key contract features. The outcome of the tender evaluation process was a recommendation to award the contract to Bidder 'A'.

In order to ensure the contract was administered appropriately, a revised IAA (Second IAA) was required, which would set out how liabilities, rights, duties, undertakings and responsibilities arising from or out of the Joint Contract would be shared and managed between the authorities. It would provide the terms governing the Partner Authorities' joint working arrangements throughout the term, including any extension, of the Joint Contract.

The Second IAA outlined how decisions in relation to the Joint Contract and the services delivered by the contractor would be made by elected Members and officers, and established new Terms of Reference for the JWCC to oversee the implementation and evolution of the contract over its lifetime. The IAA also established a Contract Partnering Board and outlined the role of the Authorising Officer and the Contract Management Office.

Members recognised that the outcome of the process was the result of a considerable amount of work and extended their thanks to all who had been involved in the project.

RESOLVED

- (i) that Bidder A be awarded the Joint Waste Collection and Street Cleansing Contract (Joint Contract) with service delivery in Surrey Heath commencing on 5th February 2018**

up to and including 5 June 2027, with the option for the participating authorities and the contractor to agree to extend the Joint Contract by one or more successive consecutive periods until 2 June 2041;

- (ii) to enter into the Joint Contract with each of the partner authorities and Bidder A;
- (iii) to enter into the successor Inter Authority Agreement (Second IAA) with each of the other partner authorities, Elmbridge Borough Council, Mole Valley Borough Council and Woking Borough Council and Surrey County Council (in its capacity as the waste disposal authority (WDA)), which will regulate the relationship between the participating authorities (as necessitated by entry into the Joint Contract), establishes the shared contract management office (CMO) and the required governance arrangements, including the revised terms of reference for the Joint Waste Collection Services Committee (JWCSC Committee);
- (iv) to grant a lease of part of Doman Road Depot to Bidder A commencing on 5th February 2018 and co-terminus with Surrey Heath's participation in the Joint Contract and the Second IAA at a peppercorn rent;
- (v) that responsibility for finalising the detail of the Second IAA and other related issues be delegated to the Executive Head for Community in consultation with the Portfolio Holder for Community; and
- (vi) that responsibility to implement any actions necessary to implement the recommendations of this report, including any changes to the Council's constitution, be delegated to the Executive Head of Community; and
- (vii) that the Council be the administering authority for the Joint Contract.

RECOMMENDED to Council that

- (i) funding of £3.2m be included in the capital programme for 2017/18 and 2018/19 to provide capital funding for vehicle purchase funded by borrowing;
- (ii) the Executive Head of Corporate be authorised to update the Constitution with any required changes in light of agreeing the Second IAA;
- (iii) the Community Portfolio Holder (and an appropriate named deputy) be appointed as the Council's representative on the Joint Waste Collection Services Committee;

44/E Future Surrey Waste Partnership

The Executive was informed that the Surrey Waste Partnership, which comprised the waste collection authorities (WCA) and Surrey County Council as the waste disposal authority (WDA), had enabled Surrey authorities to perform increasingly well by working together. This partnership working had contained the costs of waste management in the county as well as enabled improved recycling rates and service improvements for residents.

Members were advised that analysis had indicated that, whilst the current level of co-operation had been beneficial, greater collaboration and co-ownership of the entire waste service would result in significant financial savings and further improvements to the services offered to residents. The analysis had suggested that that up to £12.4m per year could be saved from the collective budgets of WCAs and the WDA through operational efficiencies, increasing recycling, gaining greater value from materials, increasing commercial waste collections, and back office efficiencies.

In addition, the creation of a single entity for waste services in Surrey could further reduce the overall costs of waste management by aligning the operational and management functions of all the authorities within a co-ownership model and ensure that waste management in Surrey was designed as one complete system.

It was reported that neither the Joint Waste Collection Contract (JWCC), nor the Inter Authority Agreement (IAA) that would govern the future working arrangements of the JWCC Authorities currently included any of the waste disposal arrangements currently managed by Surrey County Council. This arrangement resulted in continued duplication of some waste functions, as well as the continued risk that policies and services designed by the disposal authority were not in line with those designed by the collection authorities, and vice versa.

It was therefore proposed to support the further development of the co-owned single tier entity, immediately expand the scope and function of the current IAA between the JWCC Authorities to include some of the waste functions from the county council, and amend the IAA to reflect these changes.

RESOLVED to

- (i) extend the Inter Authority Agreement (IAA) relating to the Joint Waste Collection Contract (JWCC) and the Joint Waste Collection Services Committee to include the Waste Disposal Authority (WDA) functions (as follows) that currently reside with the county council, on the basis that this will not affect how decisions related to the JWCC are made nor have any negative financial implications for Surrey Heath Borough Council**

WDA Partnership functions to be included in the IAA:

- Kerbside improvement initiatives to increase recycling and reduce waste arisings;**
- Payments to waste collection authorities;**

- **Data management and monitoring;**
 - **Policy development and alignment;**
 - **Performance management;**
 - **Engagement with government, the waste sector, industry and others on the waste agenda;**
- (ii) **delegate responsibility to the Executive Head Community in consultation with the Portfolio Holder for Community Services and other members of the Joint Waste Collection Services Committee to amend the Inter Authority Agreement to enable this expansion; and**
- (iii) **support further development of the co-owned single tier entity model for waste services and asks the Executive Head Community , in consultation with the Portfolio Holder for Community to work with partner authorities within the joint collection contract and Surrey Waste Partnership to develop the model with the aim of presenting a business plan to the Executive in 2017.**

45/E Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public were 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	Paragraph(s)
46/E	3
47/E	3
48/E	3
49/E	3

Note: Minutes 46/E and 48/E are summaries of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

46/E One Public Estate and Garden Village Bids

The Executive made decisions in relation to a One Public Estate Bid and a Garden Village Bid.

47/E Urgent Action

The Executive noted Urgent Action taken in accordance with the Scheme of Delegation of Functions to Officers.

48/E Acquisition of Property

The Executive made decisions in relation to the acquisition of property.

49/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

- (i) the confidential annex relating to the agenda report for minute 43/E remains exempt for the present time;**
- (ii) information at minute 46/E and the associated agenda report remain exempt for the present time pending review about whether the decision and associated information can be made public;**
- (iii) information at minute 46/E and the associated agenda report remain exempt until the developer makes any decision public; and**
- (iv) minutes 47/E and 48/E, the decisions therein, and any associated paperwork remain exempt for the present time.**

Chairman

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Arena Leisure Centre

Summary

This report seeks to gain the Executive's approval to agree the outline process for the Arena replacement project and approve funding for that process.

Portfolio: Business

Date Portfolio Holder signed off report: 24 November 2016

Wards Affected: All

Recommendation

The Executive is asked to RESOLVE to:

- (i) develop a business case with a view to appointing an external provider to deliver, in partnership, a new self-funding leisure facility through a design, build, operate and maintain (DBOM) contract;
- (ii) agree to the appointment of a suitable external consultant to facilitate and support the business case and procurement strategy;
- (iii) allocate £95,000 from reserves to cover the cost of this external expertise as well other associated legal, quantity surveying and consultation costs.
- (iv) establish a member "task and finish" working group, with Terms of Reference as set out at Annex A, to report back to the Executive with a recommendation by June 2017.

1. Key Issues

- 1.1 Condition Surveys undertaken by Hampshire County Council in 2012 identified a need for £1.1m of structural, mechanical and engineering services work to be undertaken over the next ten years to maintain the Arena's existing service offer. Mechanical plant is likely to need replacing in five years at an estimated cost of approximately £500,000.
- 1.2 The layout of the Arena leisure centre is considered outdated, comprising of a network of narrow corridors that lead users to key facilities. It is now accepted within the industry that the most profitable facility design presents users with a menu of service options on entry to and within a sports centre. Key income generating areas such as cafes are now being placed at the front of buildings, on view, promoting awareness and accessibility.
- 1.3 An assessment of alternative sites has been undertaken, however, the Arena's existing site at Grand Avenue supports the best business facility solution. The biggest income generator in any leisure centre is gym membership. The nature of gym membership is such that week time peak users are in the main, commuters and local office workers

who use the gym before work, at lunch time and after work. At weekends, the usage profile shifts to predominantly family and local resident usage. An easily accessible town centre location, adjacent to a main commuter road therefore complements both scenarios. This site would also become a significant development within the overarching objectives for Camberley Town Centre and the London Road Block.

- 1.4 The area of land on which the Arena is sited presents any new build solution with the ability to maximise its A30 presence through the adoption of a 'prominent corner' visible from the A30. In its existing location, the Arena is difficult to see from the main road. Roadside marketing of a prominent feature will lend itself well to the proposed A30 frontage improvements, creating a wow factor and tying the Arena in with this larger project.
- 1.5 The current Arena contract was extended in March 2016 for a further three years and is therefore due to expire in March 2019. The Council needs to establish and agree the future direction to ensure continuity of the leisure service.
- 1.6 In order to ensure that any procurement process undertaken complies with the procurement regulations and that the Council has sufficient time to consider all options available, undertake purposeful consultation, properly consider value for money and decide on the very best way forward, the process will start now with the aim of delivering a new contract with the building completed by April 2019.
- 1.7 The project will be managed in-house with the assistance of a Working Group and aided by external expertise where necessary. The Council has an excellent record in procurement in recent years, notably for the waste contract and grounds maintenance contract. Although a contract for the Arena is highly likely to run for longer than either of these, probably 25-30 years, the process of obtaining best value for the Council is a similar process to these other contracts.

2. Resource Implication

- 2.1 The cost of a new leisure facility could be in the region of £10m - £15m, depending upon the type of facility procured and how any associated risks are shared with an operator. In addition, should there be a decision to undertake capital works at the Arena, there could be a significant financial investment required.
- 2.2 Preferential prudential borrowing rates allow the Council to secure funding to replace the existing facility with a suitable alternative that will future-proof the leisure service provision in the borough moving forward.
- 2.3 To ensure that the Council gets the best facility it is intended to appoint an industry specialist to ensure that the services within the facility are

the most current and will continue to protect the commercial resilience of the centre. The consultant will also provide advice on likely build costs. A budget of £95,000 is therefore sought to cover these costs.

- 2.4 Once the business case has been established and the procurement strategy agreed, the Council will need to commence an OJEU procurement process, which may be by way of competitive dialogue, which starts with advertising for expressions of interest from the leisure industry for interested parties to suggest their preferred solution, what it would look like, how much it may cost and how they would propose to operate it.
- 2.5 It is proposed that the project will be led by a team of senior officers. Although the project will be managed in-house, it will need to be aided by external expertise where necessary to engage in the procurement process with operators.

3. Options

- 3.1 To agree to the recommendations above.
- 3.2 To reject the recommendations above

4. Supporting Information

- 4.1 In 2012 Members agreed on an indicative facility mix to guide the progression of the Arena 2016 project and provide Officers with a basis on which to test the market, gage the likelihood of external funding and generate a business case.
- 4.2 Such National strategies include '***A Sporting Habit for Life: Sport England Strategy 2012-2017***', '***Start Active, Stay Active: A report of physical activity for health from the four home countries***' ***Chief Medical Officers***', ***Chief Medical Officers for England, Wales, Scotland and Northern Ireland 2011***'.
- 4.3 County strategies and policies include the '***Surrey Joint Health and Wellbeing Strategy to 2020***', the '***Surrey Sport and Physical Activity strategy 2011-2015***' and '***Active Surreys Priorities 2014-15***'.
- 4.4 Specific Surrey Heath Borough Council Strategies and Plans which support the provision of quality sports and leisure facilities include our '***2020 Strategy***'.
- 4.5 Numerous studies have been undertaken which prove the economic importance of local sports and leisure provision. Leisure centres provide value - added facilities to make the Borough appealing to both businesses and families by contributing to employment. Other intangible benefits such as productivity returns to individuals and

organisations, quality of life returns, health savings and reductions in anti-social behaviour, crime and vandalism are also achieved.

- 4.6 A commitment to the future provision of a wet and dry leisure centre therefore has the ability to contribute directly to Surrey Heath Borough Council's Town Centre regeneration programme.

5. Corporate Objectives And Key Priorities

- 5.1 This project supports the Council's number one priority, the redevelopment of Camberley Town Centre.

6. Policy Framework

- 6.1 The Council has in place its Core Strategy and Area Action Plan to promote Camberley Town Centre and a Public Realm Strategy is in the course of preparation.

7. Legal Issues

- 7.1 Compliance with the Public Contracts Regulations 2015 will be required as the thresholds will be met.

8. Governance

- 8.1 Governance around this project will be through the Member Working Group and reporting to executive and Council, as has been done for the joint waste project.

9. Risk Management

- 9.1 Risks are significantly reduced by the appointment of an industry specialist and legal advisors to support the competitive dialogue process.
- 9.2 By entering into a partnership approach, the risk is shared as both parties want a successful outcome.

Annexes	Annex A – Terms of Reference of the Task and Finish Group
Background Papers	
Author/Contact Details	Sue McCubbin Sue.mccubbin@surreyheath.gov.uk
Head of Service	Daniel Harrison – Executive Head of Business

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	
Capital	✓	
Human Resources		
Asset Management	✓	

Resources	Required	Consulted
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:

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Arena Working Group

Terms of Reference

The Arena Working Group is a Working Group of the Executive.

Overall Aim

-
- Following receipt of feasibility and viability work on the Arena Leisure Centre, to work with key officers to advise the Executive on a recommendation of approach to deliver a new leisure centre.

Meetings

The Working Group will meet as required.

Membership

The Chairman of the Working Group will be the Business Portfolio Holder.

TBC

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Wilton Road Car Park – Consideration of Objection to the introduction of proposed Parking Places Order

Summary:

Following agreement at the Executive meeting of 12 July 2016 the Council is proposing to reduce the maximum stay on Wilton Road car park to 5 hours except permit holders, providing free permits for members of Camberley Indoor Bowling Club and charging £300 for an annual permit for other car park users.

As is required, an Off-Street Parking Places Order (PPO) was advertised on 7 September 2016 which, if made and implemented, will enable Civil Enforcement officers to enforce the new 5 hour maximum stay, except for permit holders, and to issue Penalty Charge Notices to any vehicles parked in contravention of the restrictions.

Following the advertising of this Order one objection was received.

Portfolio: Business – Cllr Craig Fennell

Date Portfolio Holder signed off report: 24 November 2016

Wards Affected: Watchetts Ward

Recommendation

The Executive is advised to RESOLVE that the maximum stay on Wilton Road Car Park be reduced to 5 hours, except for permit holder and no return, except for permit holders for all days.

1. Key Issues

- 1.1 Wilton Road Car Park is a free car park with a maximum stay of 18 hours and has 80 spaces with 5 disabled spaces.
- 1.2 Several commercial businesses use Wilton Road Car Park for all day parking to support their own business interests. These vehicles are not parked to support local trade or facilities, but use the car park for free all day parking which often conflicts with short stay visitors who wish to use local facilities.
- 1.3 Consultation has taken place with the Camberley Indoor Bowling Club who agreed that the proposed changes meet their requirements as much as possible within the limitations of the car park.
- 1.4 The introduction of a Maximum Stay 5 Hours, No Return, except permit holders, will stop all day parking and will ensure that parking for short stay visits up to 5 hours is maximised.

- 1.5 Sufficient permits will be provided to the Camberley Indoor Bowling Club free of charge, and commuter permits will be available at a cost of £300 per annum, where as in other pay and display car parks the commuter fee is £375 per annum.
- 1.6 An objection is unresolved and is included in the Appendix to this report for consideration by the Executive.

2. Resource Implications

- 2.1 Advertising costs will be approximately £800, with amendments to existing signage at £100. These costs will be met from existing budgets.

3. Options

- 3.1 The Executive has the option to:
 - (i) Overrule the objection and give authority to make the Order as it stands.
 - (ii) Amend the proposed changes to the Order, length of time or cost of permits.

4. Proposals

- 4.1 Note the content of this report.
- 4.2 Consider and over-rule the objection to Borough of Surrey Heath (Off-Street Parking Places)(Order) 2003 Amendment No. 10 Wilton Road car park Reduction in Maximum Stay Order 2016 which if made will enable Civil Enforcement officers enforce the new 5 hour maximum stay except permit holder, permits to be free for Camberley Indoor Bowls Club and £300 for commuter, and to issue Penalty Charge Notices to any vehicles parked in contravention of the restriction.
- 4.3 Instruct the Head of Legal to make, seal and implement Borough of Surrey Heath (Off-Street Parking Places)(Order) 2003 Amendment No. 10 Wilton Road car park Reduction in Maximum Stay Order 2016.
- 4.4 Request the Head of Legal to write to the objector informing the objector of the Committees decision.

5. Supporting Information

- 5.1 A Notice of Making will be advertised in the local paper and within Wilton Road car park to inform the public that the Order has been made.

6. Corporate Objectives And Key Priorities

- 6.1 Key Priority 2: To assist with the improvement of economic growth for Surrey Heath.
- 6.2 Key Priority 4: Working with partners and the community to keep Surrey Heath a clean, green and safe place for the continued wellbeing of our borough.

7. Policy Framework

- 7.1 The Council reviews the management of the car parks and tariffs on an annual basis.

8. Legal Issues

- 8.1 The decision to introduce a PPO is an administrative decision and is not subject to call in.

9. Governance

- 9.1 All unresolved objections to the advertisement of any changes will be referred back to the Executive.

10. Consultation

- 10.1 Camberley Indoor Bowling Club has been asked for their views on their customers' requirements.

11. Officer Comments

- 11.1 The introduction of a 5 hour limit with no return will improve access to a sports and social club which provides specific sporting and leisure activities for a wide age group, especially older people.

Annexes	Appendix – Summary of Objections
Background Papers	Nil
Author/Contact Details	Eugene Leal - Parking Team Leader eugene.leal@surreyheath.gov.uk
Head of Service	Daniel Harrison – Executive Head of Business

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	✓
Capital		
Human Resources		
Asset Management		

Resources	Required	Consulted
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:

Appendix

Summary of the Objection and Response.

Summary of Objections	Initial Response by Officer
<p>I am writing to you regarding the proposed changes to free parking times at the Wilton Road car park.</p> <p>I use this car park daily, for just over 5 hours, as I work for a small business on the Helix Business Park. The loss of the free parking is going to be a huge inconvenience as paying £300 for an annual parking permit on my part time income is not going to be practical and parking in the area is already getting more and more difficult, largely due to the misuse of the car park and local roads by the car dealership in our vicinity.</p> <p>I feel that it is very unfair that the members of Camberley Bowling Club will be issued with free permits to park enabling them to enjoy local leisure and business facilities when those of us who rely on this parking in order to earn a living are expected to pay. Surely it would be much fairer to treat all of the small businesses in the area in the same way as the Bowling Club members and issue them with a number of free permits for staff?</p> <p>I look forward to hearing from you with your response to my objection to this change.</p>	<p>Thank you for your email below regarding the 5 hour max stay and the £300 charge for a permit.</p> <p>The demands on this car park have been increasing for some time. The primary purpose of this car park is to provide access to local leisure and business facilities in the area; however, the current 18 hour restriction does not make this possible, as a lot of vehicles are parked on this car park for alternative purposes. The 5 hour restriction will enable the vast majority of members of the bowling club to park in the car park, play their matches and leave the car park. In circumstances where a team has to play 2 consecutive matches there will be times where members will legitimately need to park for periods in excess of 5 hours and only then should they use a permit.</p> <p>This was reported to the Executive Committee and I have attached a link to the minutes of their meeting on 12 July 2016: http://surreyheath.moderngov.co.uk/mgAi.aspx?ID=4190</p> <p>An alternative to paying an annual fee of £300 would be to use Watchetts Road car park, which is located just off the Frimley Road: Charges are Up to 6 Hours £1.60 or £2.50 all day, annual permit £375.</p> <p>To help spread the cost of the permit at £300 per annum, customers are able to pay by direct debit.</p> <p>If you feel that this does not fully resolve your objection, please let me know by 14 October 2016 and I will be obliged to report</p>

	<p>your objection to our Executive Committee for their further consideration. Kind regards</p>
Second correspondence for Consideration	
<p>Thank you for your response to my comments regarding the changes to the Wilton Road car park. Sadly the response is exactly as I anticipated, I do not feel that it is at all satisfactory as it seems to me that people trying to earn a living are being penalised whilst members of the bowling club (who already seem to believe that the car park is purely for their benefit) are being given preferential treatment in order to pursue a leisure activity. The Watchetts Road car park will become busier and will still add further strain on my income, even though it can be paid daily. Monthly direct debit payments do not help a great deal either as it is still a further outgoing on my limited income. I am very disappointed and feel that our council should be supporting local business and not just leisure facilities and their members.</p>	

The Council Tax Base and the Local Council Tax Support Scheme

Summary

To approve the Council Tax Base and Council Tax technical changes for 2017/18.
To review the Local Council Tax Support Scheme for 2017/18 including the level of support given to parishes as compensation.

Portfolio - Finance

Date signed off: 9 November 2016

Wards Affected

All

Recommendation

The Executive is asked to RESOLVE

- (i) to note the calculations of the tax base in Annexes A to F summarised below:

	Band D Equivalent Properties
Bisley	1,566.16
Chobham	1,960.49
Frimley and Camberley	23,664.75
West End	2,027.92
Windlesham	8,098.72
Surrey Heath Borough Council	37,318.04

- (ii) to note that the changes to Council Tax discounts made by Executive on 7 January 2014 under the freedoms given in the Local Government Finance Act 2012 and relevant statutory instruments remain unchanged for 2017/18;
- (iii) that £19,943.44 be given to Parishes in 2017/18 to offset the effect on the tax base of the Local Council Tax Support scheme; and
- (iv) that the final setting of the Tax Base be delegated to the Executive Head of Finance.

The Executive is asked to RECOMMEND to Full Council that

- (v) the Local Council Tax Support Scheme for Surrey Heath, approved by Council on 22 January 2013, remains unchanged for 2017/18;
- (vi) bullet point 7 of the background at Section 1 of the Council Tax Exceptional Hardship Policy be amended to state that Council Tax Support must be in payment, or have been in payment, in the financial

year which an award is sought, to ensure the Exceptional Hardship awards can be made to those meeting the set criteria;

- (vii) the Executive Head of Finance be delegated to make minor changes to the Local Council Tax Support scheme so as to ensure that where applicable to income calculation it remains in line with Housing Benefit changes introduced by legislation; and
- (viii) incomes and applicable amounts and non-dependant deceptions are uprated in line with the percentages and amounts supplied by DWP and DCLG, and applied to Housing Benefit claims.

Key Issues

Technical changes to Council Tax

1. Technical changes to Council Tax were introduced from April 2013 under the Local Government Finance Act 2012 which meant that Councils were empowered to set a number of changes to Council Tax discounts and exemptions as well as introduce a premium for long term empty properties.
2. The table below sets out the permitted range of relief categories, the exemption set in 2016/17 and the proposed relief for 2017/18.

Category	Permitted changes	2016/17 Reliefs	Proposed 2017/18 relief
Empty Homes in need of or undergoing major repair or structural alterations	Discount of up to 100% for 12 months	No discount from day one	No change
Empty Homes that are unoccupied and substantially unfurnished	Discount of up to 100% for any period	Discount given for first 28 days a property remains unoccupied or substantially unfurnished whichever is the shorter.	No change
Furnished Homes not occupied as anyone's main home	Can discount up to 10%	No discount from day one	No change
Long term empty houses (over 1 year)	Discount of up to 50% for one year and ability	No discount and 50% premium on	No change

	to set a premium after 2 years	properties empty more than 2 years	
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3. The reducing of exemptions for empty properties has encouraged property owners to bring these back in to occupation sooner.
4. The biggest single discount given on Council Tax is the “Single person’s discount” which gives a reduction of 25% on Council Tax for those properties with one occupier. This ability to vary this discount has been retained by Government and so cannot be varied by local councils.

Local Council Tax Support Scheme

5. On 1 April 2013 the Council introduced a new Local Council Tax Support Scheme (LCTSS) to replace Council Tax Benefit, for working age claimants. The new scheme operates as a Council Tax discount and Councils were able to vary the value of discount on Council Tax granted to working age claimants. Pensioner claimants were protected and continued to receive council tax benefit based on regulations set by Central Government.
6. The funding given by Government to fund the new scheme was insufficient to pay the full cost of granting all claimants 100% discount. Members took the view when setting the scheme in January 2013 that the cost of the LCTSS should not fall on local tax payers and so set the discount level at 70% for working age claimants, rather than the 100% previously, subject to a number of specific exemptions for defined vulnerable groups. Members also agreed to put £10,000 in to an exceptional hardship fund for individual cases.
7. The Council Tax Support Exceptional Hardship fund, as introduced from 1 April 2013 has a requirement that Council Tax Support must be in payment in the week in which an Exceptional Hardship fund award is made or the applicant must have been in receipt of Council Tax Benefit on 31 March 2013.
8. The current conditions include the criterion that Exceptional Hardship awards can be made to those in receipt of Council Tax Benefit as of 31 March 2013. It is considered that the passage of time has made this reference obsolete.
9. Members are asked to amend the wording to: Council Tax Support must be in payment, or have been in payment, in the financial year which an award is sought, to ensure the Exceptional Hardship awards can be made to those meeting the set criteria.
10. A separate grant of £419k was received from Government to fund the scheme in 2013/14. This however was included within the overall support grant for 2014/15, 2015/16 and 2016/17 and was not separately

identifiable. In 2017/18 the Revenue support grant is being reduced to zero and so it is reasonable to assume that no Government Support is being received to fund the LCTSS. As a result of this it is likely that the scheme may have to be reviewed in 2017/18 with a view to increasing the amounts claimants pay from the existing 30% to a higher level however this will need to be balanced against claimant's ability to pay any additional council tax.

11. Hence it is recommended that the scheme remains unchanged for 2017/18 but the scheme may have to change for 2018/19 in the light of expected government funding.
12. For ease of administration it is important that there is alignment in respect of treatment of income and calculation of applicable amounts between housing benefit and the local council tax support scheme. Each year the Government makes minor changes to their scheme to reflect uprating of benefits etc. In order that the housing benefit and LCTSS remain aligned the Executive Head of Finance is asking for delegated authority to make such minor changes as may be necessary to the LCTSS for all types of claimant.

Support to Parishes

13. The introduction of the LCTSS in April 2013 had the effect of reducing the Council Tax base since it operated as a discount rather than a benefit.
14. In order to recognise the effect that this would have on parishes the Government provided a grant to Councils in 2013/14 to give to parishes to ensure they were no worse off because of the introduction of the LCTSS. This amounted to £22,923. The grant was again provided in 2014/15 as it was not separately identifiable the Council agreed to reduce the parish element by 13% in line with the overall reduction in funding received by the Council
15. Given a reduction in funding was made last year it is proposed that no reduction be made in the current financial year and that the situation be reviewed again in 2018/19 in the light of further anticipated government funding reductions. This will also mean that Parishes will not have to increase their precepts in 2017/18 just to cover any grant reduction The level of support is shown in the table below:

Parish/Town	Support given in 2016/17	Support for 2017/18
Bisley	1,334.30	1,334.30
Chobham	2,962.87	2,962.87
Frimley and Camberley	8,116.98	8,116.98
West End	1,591.65	1,591.65
Windlesham	5,937.64	5,937.64
TOTAL	£19,943.44	£19,943.44

Resource Implications

16. Surrey Heath Borough Council is legally required to set its Council Tax Base for 2017/18 by 31st January 2017.
17. The 2017/18 Council Tax for this Borough will be set at the Council meeting on 22nd February 2017.
18. The increase in the tax base of 427.84 will generate an additional £82,400 in income.
19. In February 2015 the Government has stated that money is provided to compensate parishes for the loss of income from the Local Council Tax Support Scheme (LCTSS). From 2017/18 the Revenue support grant has been reduced to zero and so for this reason so for this reason it is recommended that the payment made last year of £19,943.44 be unchanged.

Options

20. The Executive can accept, amend or reject any part of the proposal. It should be noted that the Council has a statutory duty to determine its Tax Base by 31st January 2017.

Proposals

21. It is proposed that the Executive:
 - (i) note the calculations of the tax base in Annexes A to F summarised below;

	Band D Equivalent Properties
Bisley	1,566.16
Chobham	1,960.49
Frimley and Camberley	23,664.75
West End	2,027.92
Windlesham	8,098.72
 Surrey Heath Borough Council	 37,318.04

- (ii) note that the changes to Council Tax discounts made by Executive on 7 January 2014 under the freedoms given in the Local Government Finance Act 2012 and relevant statutory instruments remain unchanged for 2017/18;
- (iii) resolve that £19,943 be given to Parishes in 2017/18 to offset the effect on the tax base of the Local Council Tax Support scheme;

- (iv) resolve that the final setting of the Tax Base be delegated to the Executive Head of Finance; and
- (v) Recommend to Full Council that the Executive Head of Finance be delegated to make minor changes to the Local Council Tax Support scheme so as to ensure that where applicable to income calculation it remains in line with Housing Benefit changes introduced by legislation.
- (vi) Recommend to Full council that incomes and applicable amounts and non-dependant deceptions are uprated in line with the percentages and amounts supplied by DWP and DCLG, and applied to Housing Benefit claims.

Supporting Information

- 22. Attached in Annexes A to F of this report are detailed breakdowns of the calculations of the Tax Base for each part of the Borough, i.e. the 4 parishes and the urban area of Frimley and Camberley. In addition Annex F includes a breakdown of the calculation of the Tax Base for the whole area. The format of the Annexes meets statutory requirements.
- 23. The Annexes assume that there will be no change to the discounts and exemptions given nor to the LCTSS.
- 24. The Executive should note that Tax Base calculation, which must be calculated for each area of the Borough for bands A to H, reflects the following:
 - a) The number of chargeable properties on the Listing Officer's Valuation List, as adjusted for exempt properties and disabled relief which have been granted.
 - b) Discounts where there are only one or no residents in a property. The figures reflect the position as at 3 October 2016.
 - c) The Ministry of Defence will be making a contribution in respect of its properties which are exempt under Council Tax. The equivalent number of properties is added into the Frimley and Camberley calculations.
 - d) No change is anticipated in the number of discounts given during 2017/18.
 - e) The losses on collection allowance remains at 1.5% to reflect the current economic situation, an allowance for the LCTSS and seeks to avoid creating a deficit on the collection fund.

Corporate Objectives and Key Priorities

- 25. By setting the tax base and thus raising the correct level of Council Tax the Council is able to support all its corporate objectives.

Legal Issues

26. There is a statutory requirement to set the Council Tax Base by the 31st January 2017 in accordance with the Local Government Finance Act 1992.

Risk Management

27. If the tax base is not set then this would delay the budget setting and billing for 2017/18.

Equalities Impact

28. No discernible impact has been identified over and above those noted and dealt with when the LCTSS was introduced in April 2013.

Annexes A – F	Council Tax Base calculations
Background Papers	None
Author/Contact Details	Kelvin Menon – Executive Head of Finance kelvin.menon@surreyheath.gov.uk Robert Fox – Revenues and Benefits Manager robert.fox@surreyheath.gov.uk
Head Of Service	Kelvin Menon – Executive Head of Finance kelvin.menon@surreyheath.gov.uk

Consultations, Implications and Issues Addressed

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

ANNEX C

2017_18										
Frimley and Camberley	BANDS									
	@	A	B	C	D	E	F	G	H	TOTAL
1.Total number of dwellings on the Valuation List	0	410	1657	4406	6792	3988	2916	3293	121	23583.00
Number of dwellings exempt	0	36	26	216	127	197	65	34	12	713.00
2. Adjusted number of chargeable dwellings	0	374	1631	4190	6665	3791	2851	3259	109	22870.00
Number of chargeable dwellings subject to disabled reduction	0	1	2	12	26	16	15	25	5	
Number of dwellings effectively subject to council tax for this band by virtue of disabled relief	1	2	12	26	16	15	25	5	0	
3. Adjusted number of chargeable dwellings	1	375	1641	4204	6655	3790	2861	3239	104	22870.00
Number of dwellings in line 3 entitled to a single adult household 25% discount	1	240	883	1547	1945	797	408	403	3	6227.00
Number of dwellings in line 3 entitled to a 50% discount including Annexes	0	8	1	4	2	3	5	8	1	32.00
4. Adjusted number of chargeable dwellings	0.75	311.0	1419.8	3815.3	6167.8	3589.3	2756.5	3134.3	102.8	21297.25
Number of dwellings in line 4 classed as empty and being charged the Empty Homes Premium	0	0	11	4	1	1	0	1	1	19.00
Number of dwellings in line 4 classed as empty and entitled to 28 day 100% discount	0	1	7	15	18	4	5	1	0	51.00
5. Adjusted number of chargeable dwellings	1	310	1,418	3,802	6,150	3,586	2,752	3,134	103	21255.75
Reduction in taxbase as a result of local council tax support	0.74	93.82	381.72	357.31	362.69	64.56	24.21	10.00	0.00	1,295.05
6. Adjusted number of chargeable dwellings	0.01	216.18	1,036.53	3,444.94	5,787.56	3,521.19	2,727.29	3,123.75	103.25	19,960.70
Ratio to Band D	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
7. Total number of band D equivalents after allowance for council tax support	0	144.1	806.2	3062.2	5787.6	4303.7	3939.4	5206.3	206.5	23455.9
Adjustment for expected new properties at Band D										80
Less										
Allowance for loss on collection of 1.5%										353.04
MOD PROPERTIES										481.90
Tax Base after adjustment										23,664.75

ANNEX D

2017_18

West End	BANDS								TOTAL
	A	B	C	D	E	F	G	H	
1. Total number of dwellings on the Valuation List	24	36	84	275	558	457	265	18	1717.00
Number of dwellings exempt	3	1	1	0	3	0	0	0	8.00
2. Adjusted number of chargeable dwellings	21	35	83	275	555	457	265	18	1709.00
Number of chargeable dwellings subject to disabled reduction	0	0	0	0	3	3	1	0	
Number of dwellings effectively subject to council tax for this band by virtue of disabled relief	0	0	0	3	3	1	0	0	
3. Adjusted number of chargeable dwellings	21	35	83	278	555	455	264	18	1709.00
Number of dwellings in line 3 entitled to a single adult household 25% discount	11	25	44	88	102	54	27	3	354.00
Number of dwellings in line 3 entitled to a 50% discount including Annexes	0	0	0	0	0	0	0	0	0.00
4. Adjusted number of chargeable dwellings	18.3	28.8	72.0	256.0	529.5	441.5	257.3	17.3	1620.50
Number of dwellings in line 4 classed as empty and being charged the Empty Homes Premium	0	0	0	0	0	0	0	0	0.00
Number of dwellings in line 4 classed as empty and entitled to 28 day 100% discount	0	0	1	4	1	0	1	0	7.00
5. Adjusted number of chargeable dwellings	18.3	28.8	71.0	252.0	528.5	441.5	256.3	17.3	1613.50
Reduction in taxbase as a result of local council tax support	1.47	9.71	10.56	9.62	8.79	4.12	1.11	0.00	45.38
6. Adjusted number of chargeable dwellings	16.78	19.04	60.44	242.38	519.71	437.38	255.14	17.25	1,568.12
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
7. Total number of band D equivalents after allowance for council tax support	11.2	14.8	53.7	242.4	635.2	631.8	425.2	34.5	2048.8
Adjustment for expected new properties at Band D									10
Less									
Allowance for loss on collection of 1.5%									30.88
MOD PROPERTIES									0.00
Tax Base after adjustment									2,027.92

ANNEX E

ANNEX F

2017_18

Surrey Heath	BANDS									
	@	A	B	C	D	E	F	G	H	TOTAL
1.Total number of dwellings on the Valuation List		588	2109	5839	9598	6614	5669	4987	499	35903.00
Number of dwellings exempt		51	30	228	148	215	76	41	14	803.00
2. Adjusted number of chargeable dwellings		537	2079	5611	9450	6399	5593	4946	485	35100.00
Number of chargeable dwellings subject to disabled reduction		1	2	18	39	25	29	31	10	
Number of dwellings effectively subject to council tax for this band by virtue of disabled relief	1	2	18	39	25	29	31	10	0	
3. Adjusted number of chargeable dwellings	1	538	2095	5632	9436	6403	5595	4925	475	35100.00
Number of dwellings in line 3 entitled to a single adult household 25% discount	1	299	1179	2246	2838	1440	875	603	49	9530.00
Number of dwellings in line 3 entitled to a 50% discount including Annexes	0	9	1	4	3	4	6	12	3	42.00
4. Adjusted number of chargeable dwellings	0.75	458.8	1799.8	5068.5	8725.0	6041.0	5373.3	4768.3	461.3	32696.50
Number of dwellings in line 4 classed as empty and being charged the Empty Homes Premium	0	5	13	6	5	2	4	6	4	45.00
Number of dwellings in line 4 classed as empty and entitled to 28 day 100% discount	0	1	8	26	27	7	8	2	0	79.00
5. Adjusted number of chargeable dwellings	0.8	460.3	1798.3	5045.5	8700.5	6035.0	5367.3	4769.3	463.3	32640.0
Reduction in taxbase as a result of local council tax support	0.74	122.00	470.30	525.52	505.34	116.23	43.09	16.07	0.79	1,800.1
6. Adjusted number of chargeable dwellings	0.01	338.25	1,327.95	4,519.98	8,195.16	5,918.77	5,324.16	4,753.18	462.46	30,839.92
Ratio to Band D	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
7. Total number of band D equivalents after allowance for council tax support	0	225.5	1032.9	4017.8	8195.2	7234.1	7690.5	7922.0	924.9	37242.1
Adjustment for expected new properties at Band D										155
Less										
Allowance for loss on collection of 1.5%										560.96
MOD PROPERTIES										481.90
Tax Base after adjustment										37,318.04

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Appointment of External Auditor

Summary

To recommend to Full Council that this Council opts in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors.

Portfolio - Finance

Date Signed Off – 9 November 2016

Wards Affected

All

Recommendation

The Executive is advised to RECOMMEND to Full Council that the Council opts in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors.

1. Key Issues

- 1.1 The Council is required by law to have an external audit. It is not able to appoint any firm but only those approved by the Government.
- 1.2 It is likely that a sector wide procurement conducted by PSAA will produce better outcomes for the Council than any procurement it undertook by itself or with a limited number of partners. Use of the PSAA will also be less resource intensive than establishing an auditor panel and conducting our own procurement.
- 1.3 Regulation 19 of the Local Audit (Appointing Person) Regulations 2015 requires that a decision to opt in must be made by Full Council (authority meeting as a whole). To comply with this regulation Executive is asked to make the recommendation above to Council.

2. Resource Implications

- 2.1 Currently this is done through a national procurement exercise and the cost is £41,900. An additional £8,430 is charged for certifying claims.
- 2.2 If PSAA is not used some additional resource may be needed to establish an auditor panel and conduct our own procurement. This procurement would not have the level of buying power that the Council would be able to lever through the PSAA.

3. Options

- 3.1 The Executive can approve or reject the recommendation to Full Council.

- 3.2 If the recommendation is rejected then the Council would be required to establish an auditor panel and conduct its own procurement. This would be a far more resource intensive process and, without the bulk buying power of the sector led procurement, would be likely to result in a more costly service.

4. Proposals

- 4.1 It is proposed that the Executive RECOMMEND to FULL COUNCIL that this Council opts in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors.

5. Supporting Information

- 5.1 As part of closing the Audit Commission the Government novated external audit contracts to PSAA on 1 April 2015. The audits were due to expire following conclusion of the audits of the 2016/17 accounts, but could be extended for a period of up to three years by PSAA, subject to approval from the Department for Communities and Local Government.
- 5.2 In October 2015 the Secretary of State confirmed that the transitional provisions would be amended to allow an extension of the contracts for a period of one year. This meant that for the audit of the 2018/19 accounts it would be necessary for authorities to either undertake their own procurements or to opt in to the appointed person regime.
- 5.3 There was a degree of uncertainty around the appointed person regime until July 2016 when PSAA were specified by the Secretary of State as an appointing person under regulation 3 of the Local Audit (Appointing Person) Regulations 2015. The appointing person is sometimes referred to as the sector led body and PSAA has wide support across most of local government. PSAA was originally established to operate the transitional arrangements following the closure of the Audit Commission and is a company owned by the Local Government Association's Improvement and Development Agency (IDeA).
- 5.4 The date by which authorities will need to opt in to the appointing person arrangements is not yet finalised. However, it is anticipated that invitations to opt in will be issued in December 2016 and a response may be required before the Council meeting in February hence the reason for bringing the paper now.
- 5.5 The main advantages of using PSAA are set out in its prospectus and are copied below; these can also be viewed as the disadvantages if the Council was to decide to undertake its own procurement.
- Assure timely auditor appointments
 - Manage independence of auditors
 - Secure highly competitive prices
 - Save on procurement costs
 - Save time and effort needed on auditor panels

- Focus on audit quality
- Operate on a not for profit basis and distribute any surplus funds to scheme members.

5.6 This approach is supported by the LGA and over 200 Councils have signified their interest. This should ensure that maximum leverage can be gained on cost

6. Legal Issues

6.1 The process as set out above and the recommendation should ensure compliance with the Local Audit and Accountability Act 2014.

7. Risk Management

7.1 Use of PSAA minimises the risks inherent in undertaking our own procurement.

Annexes	None
Background Papers	PSAA Prospectus PSAA – Appointing Person – Frequently Asked Questions
Author/Contact Details	Kelvin Menon – Executive Head of Finance Kelvin.menon@surreyheath.gov.uk
Head of Service	Kelvin Menon – Executive Head of Finance

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:

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Community Infrastructure Levy

This report sets out the amount of Community Infrastructure Levy received in the period 1st April 2016 to 30th September 2016 and the apportionment across wards and parishes.

Portfolio: Finance

Date Portfolio Holder signed off report 14 November 2016

Wards Affected

All

Recommendation

The Executive is advised to

- (i) NOTE the CIL monies received.
- (ii) NOTE that the 15% of CIL funds from Parish areas received for the reporting period 1st April 2016 -30th September 2016 was transferred on 28th October 2016 to those Parish Councils where development has occurred, as required by the legislation

1. Key Issues

- 1.1 In respect of monies collected to date, Annex 1 lists CIL monies collected from sites by parish and ward in the period 1st April 2016 to 30th September 2016. It also sets out how the CIL money is apportioned out according to the priorities in the Section 123 List in particular for SANGs and parishes. Annex 2 sets out the Section 123 List.
- 1.2 The expenditure of CIL is governed by regulations. Thus payments must be reported half yearly to Executive and payments to parishes must be made half yearly, the Council has no discretion in this. Payment is due six monthly. The Council is also required to report on levy income and spending on its website on 31st December each year.
- 1.3 No neighbourhood plans have been adopted and thus no more than 15% of CIL collected within parishes and wards is payable. The payment to parishes, in the absence of a neighbourhood plan, is currently capped at £100 per annum for each existing Council tax dwelling. No parish is expected to have its payments capped in the current financial year. The payments to payable to parishes on 28th October 2016 was as follows.
 - a. Windlesham £8,190.00
- 1.4 In March 2015, the Executive agreed that as with the parishes a 15% slice would be available to spend for non-parished areas according to local priorities. Whilst, the amount of money available to spend remains

low at this time there may be small scale projects within these areas that would benefit.

2. Resource Implications

- 2.1 CIL includes a contribution toward the cost of administration of the scheme. At this time the monies raised are covering the cost of administration. In the first half of 2016/17 CIL has delivered £50,111.57 net income to the Council for new infrastructure.

3. Options

- 3.1 The Executive is asked to NOTE the CIL contributions received by the Council.

4. Proposals

- 4.1 In accordance with the Executive resolution in March 2015, for the non-parished areas 15% of CIL collected in those areas can be spent within those areas. Ward Councillors can also chose to save the money to roll forward to fund larger projects or combine across wards for jointly beneficial projects. The amount collected to date in 2016/17 within these areas is as follows:

- Parkside £6,507.00
- St Michaels £1,323.00
- Town £31,515.21

- 4.2 A list of schemes on which this CIL money, together with any remaining Planning Infrastructure Contributions (some £526,000 to date), will be prepared by the Business Service for consideration by Executive in March 2017.

5. Supporting Information

- 5.1 No matters arising.

6. Corporate Objectives And Key Priorities

- 6.1 Underpins Objective 1 to make Surrey Heath an even better place where people are happy to live.
- 6.2 Underpins Objective 2 to sustain and promote the local economy so that our people can work and do business across Surrey Heath by promoting improvements to local transport and infrastructure.

7. Policy Framework

- 7.1 The ability to set a CIL charge is set out in the Planning Act 2008 (as amended) and Community Infrastructure Levy Regulations 2010 (as amended). A CIL charging schedule will sit alongside the Local Plan,

although it does not form part of the statutory development plan.

8. Legal Issues

- 8.1 The legislation requires that that 15% of CIL funds received are transferred to a Parish Council where development has occurred in that area. Payment commenced on 28th October 2015 and six monthly thereafter.

9. Governance Issues

- 9.1 Governance arrangements surrounding the transfer of CIL revenue to Surrey County Council for those projects prioritised by Surrey Heath BC which are to be delivered by the County will need to be agreed at a future date.

10. Sustainability

- 10.1 CIL will enable the Borough Council to direct funding to those projects which it believes best meet the needs of the local community and to support a sustainable community with the Borough.

11. Risk Management

- 11.1 If the housing targets set out in the Council's Core Strategy are not delivered then this would have financial implications in respect of the amount of CIL which would be raised. In addition the prior consent regime takes development outside of CIL, the government is proposing to extend this regime. Thus whilst it is anticipated that CIL will raise £4.5 million pounds to 2018, the emerging changes to legislation may reduce this amount.

12. Officer Comments

- 12.1 Since its inception CIL has raised £334,551.39 for the Council to spend on infrastructure. It is clear that this will not fund the infrastructure requirements of the Borough especially those arising from larger schemes. The Council will continue to seek S106 agreements for larger schemes to deliver bespoke infrastructure requirements. For other infrastructure the Council will continue to seek funding from other sources such as the LEP to support the part funding delivered by CIL

Annexes	1 List of CIL Income 01/04/2016 - 30/09/2016
Background Papers	
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Head of Service	Jenny Rickard – Executive Head of Regulatory

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	<u>04/11/2016</u>
Capital	✓	<u>04/11/2016</u>
Human Resources		
Asset Management		
IT		
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	<u>04/11/2016</u>
Policy Framework		
Legal	✓	<u>04/11/2016</u>
Governance		
Sustainability		
Risk Management		
Equalities Impact Assessment		
Community Safety		
Human Rights		
Consultation		
P R & Marketing		
Business	✓	<u>04/11/2016</u>

Review Date:

Version:

ANNEX 1

Community Infrastructure Levy (CIL) Income received 1st April 2016 – 30th September 2016

Appli catio n No	Address	CIL Admin (5%)	Parish/ Ward (15%)	SANGS	CIL Main Fund	CIL Status
15/09 91	Land to the rear of 48-50 Guildford Road, Lightwater Erection of a detached bungalow with detached garage following demolition of existing garage.	£931.70	£2,795.10 (Windlesham) Neighbourhood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish	£10,587.50 (Chobham Woods/ Station Road)	£4,319.70	Completed 18/08/2016 (All monies received)
15/01 53	Land rear of 4,6 & 8, MacDonald Road, Lightwater Erection of one pair of three bedroom, two storey semi-detached dwellings on land rear of 4,6 and 8 MacDonald Rd with new access off Catena Rise, car parking and associated works.	£1,798.50	£5,395.50 (Windlesham) Neighbourhood Grant to Parish Council's without a Neighbourhood	£20,437.50 (Chobham Woods/ Station Road)	£8,338.50	Completed 02/09/2016 (All monies received)

<u>Appli catio n No</u>	<u>Address</u>	CIL Admin (5%)	Parish/ Ward (15%)	SANGS	CIL Main Fund	CIL Status
			ood Plan = 15% capped at £100 per dwelling paid to Parish			
15/0175	Camberley Police Station, Portesbery Rd, Camberley Erection of 35 residential units (comprising of 9 apartments in a 3 storey block & a mix of two storey dwellinghouses (with rooms in the roof and 3 storey town houses).	£9,587.07	£28,761.21 (Town) Neighbourhood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish	£133,153.75 (Hawley Meadows)	£20,239.37	Completed 17/06/2016 (All monies received)
15/0706	56 & 56a High Street, Camberley Change of use of first floor from ancillary storage for retail unit to residential use	£918.00	£2,754.00 (Town)	£12,750.00 (Chobham Woods/ Station)	£1,938.00	Completed 15/06/2016 (All monies received)

<u>Appli catio n No</u>	<u>Address</u>	CIL Admin (5%)	Parish/ Ward (15%)	SANGS	CIL Main Fund	CIL Status
	(C3) & associated extension to the rear at first floor level to provide two 2 bedroom flats and one 1 bedroom flat.		Neighbourhood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish	Road)		
15/06 64	87, Middle Gordon Road Camberley Erection of a two storey building with accommodation in the roof space to comprise of 6 two bedroom flats with assoc parking, access, bin and cycle stores following demolition of existing 5 bedroom house.	Awaited	Awaited	£61,750.00 (Chobham Woods/ Station Road)	Awaited	22/09/2016 – scheme paying by instalment - only SANGs contribution received to date
15/07 59	Greenways, 7, Prior End Camberley Erection of two 5-bedroom and one 4	£4626.00	£13,878.00 (Parkside) Neighbour	£64,250.00	£9,766.00	Completed 22/09/2016 (All monies received)

<u>Appli catio n No</u>	<u>Address</u>	CIL Admin (5%)	Parish/ Ward (15%)	SANGS	CIL Main Fund	CIL Status
	bedroom detached dwellings and associated hardstanding following demolition of existing property.		ood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish			
14/1051	6, Prior Road, Frimley, Camberley Erection of a detached 5 bedroom dwelling following the demolition of the existing attached garage.	£1,242.00	£3726.00 (Parkside) Neighbourhood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish	£17,250.00 (Chobham Woods/ Station Road)	£2,622.00	Completed 10/05/2016 (All monies received)
15/0020	5, Bristow Road, Camberley	£927.00	£2,781.00 (Watchetts)	£12,875.00 (Chobham	£1,957.00	Completed 07/07/2016

Appl catio n No	Address	CIL Admin (5%)	Parish/ Ward (15%)	SANGS	CIL Main Fund	CIL Status
	Erection of a detached 3 bedroom two storey dwelling with associated parking and landscaping.		Neighbourhood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish	Woods/ Station Road)		(All monies received)
15/04 75	5, Vale Road, Camberley Erection of part two storey, part first floor side extension to provide extra retail space on ground floor and a one bedroom flat on first floor.	£441.00	£1,323.00 (St Michaels) Neighbourhood Grant to Parish Council's without a Neighbourhood Plan = 15% capped at £100 per dwelling paid to Parish	£6,125.00 (Chobham Woods/ Station Road)	£931.00	Completed 21/06/2016 (All monies received)

<u>Appli catio n No</u>	<u>Address</u>	CIL Admin (5%)	Parish/ Ward (15%)	SANGS	CIL Main Fund	CIL Status
TOT ALS		£20,471.27	£61,413.81	£339,178.75	£50,111.57	

OVERALL TOTAL - £471,175.40

Surrey Heath Local Development Framework – Authorities Monitoring Report 2015/16

Summary

To consider the Local Plan Authorities' Monitoring Report 2015/16 for the purpose of making the document publically available at the Council offices and on the Council's website

Portfolio: Regulatory Services

Date Portfolio Holder signed off report: 11/11/2016

Wards Affected

All

Recommendation

The Executive is advised to RESOLVE that the Surrey Heath Local Plan Authorities Monitoring Report, as set out at Annex A, be approved for the purpose of making the document publically available at the Council offices and on the Council's website

1. Key Issues

- 1.1 The Surrey Heath Authorities Monitoring Report (AMR) has been produced in line with the requirements set out in the Localism Act 2011 which states a report must still be produced and planning authorities must publish this information direct to the public at least yearly.
- 1.2 The purpose of the AMR is to provide details of what actions have been taken to implement a Local Development Plan and the Local Development Scheme, to indicate the extent to which policies in the current Surrey Heath Local Plan have been achieved, and to identify any solutions and changes where targets are not being met.
- 1.3 This AMR monitors the period from 1st April 2015 to 31st March 2016.
- 1.4 The Core Strategy and Development Management Policies Development Plan Document 2011-2028 (CSDMP) was adopted in February 2012. Many of the targets and objectives set out in the CSDMP are designed to be achieved over the duration of the plan period. Therefore, a single year's monitoring taken in isolation does not provide a true picture of how well the objectives of the various Local Plan policies are being achieved. In addition, it will take some time for the effects of the new policies in the CSDMP DPD to become apparent. However, these indicators still serve to provide a useful baseline which can be built upon as the new policies begin to take effect.
- 1.5 The CSDMP set a target to build 3,240 new homes between 2011 and 2028. This equates to 191 units per year. From 2011 – March 2016 the Council has delivered 1,015 homes which exceeds the cumulative

CSDMP annualised target over the five monitoring years by 20 dwellings. However, the December 2014 Strategic Housing Market Assessment (SHMA) set an objectively assessed housing need (OAHN) requirement of 6,800 dwellings to be completed in Surrey Heath over the 20 year period, equating to 340 dwellings per annum.

- 1.6 The 1,015 homes delivered in Surrey Heath from 2011-16 has not met the required OAHN over the five monitoring years. The Council's ability to meet the targets for new homes relies largely on overcoming restrictions imposed by the Thames Basin Heaths SPA. The Council continues to work on delivering SANG land and it is anticipated that this will allow more housing to come forward over both the plan and SHMA periods. It is also notable that the Council has permitted more development than has been delivered. Over a three year period from 2012 to 2015, the Council has permitted 2,506 dwellings. Over the same period, only 511 dwellings have been delivered. This shows that the development industry is not always delivering the dwellings that have been permitted. In addition, these sites hold SANG capacity, which has implications for the Council's ability to mitigate for new applications as they come forward.
- 1.7 A housing trajectory has been prepared, based on the Strategic Land Availability Assessment (SLAA) 2016. This suggests that (subject to adequate SANG being available) the Council can demonstrate a supply of sites that exceeds the amount required to meet housing need, based on current CSDMP targets to the end of the plan period (2028). Conversely, it demonstrates that the Council does not have sufficient housing sites to meet the OAHN figure over the SHMA period (2011-2031).
- 1.8 Over the plan period to date, 81% of all housing completions were on Previously Developed Land (PDL), against the CSDMP target of 60%. The Borough Council will continue to ensure the most effective use of land is made wherever possible.
- 1.9 Over the plan period to date around 5% of completed dwellings were affordable housing, against a CSDMP target of 35%. It is notable that previous developments such as the Notcutts site in Bagshot delivered 50% on-site affordable housing which is above the percentage targets set out in the Core Strategy. This demonstrates that some development sites can help to balance under delivery of affordable housing in others. It is also important to note that a significant quantity of applications now come through as prior approvals for the conversion of offices to residential accommodation. Such applications lack incentives or requirements for developers to provide affordable housing. Furthermore, a Written Ministerial Statement that indicates affordable housing should not be sought on sites of 10 units or less has been issued by the Government and subsequently included within the National Planning Policy Guidance (PPG). This is also hindering delivery of affordable housing in the Borough. In addition, developers can put forward viability arguments that can limit the amount of

affordable housing a site can deliver. However delivery of larger sites granted permission will help provide affordable housing and this will be reported in future Authority Monitoring Reports.

- 1.10 The Council has sought to ensure environmental protection standards are met across the Borough and has generally performed well on the environmental indicators monitored. The percentage of waste sent for reuse, recycling and composting at 61.92% over the plan period is well above the target of 40%. The target output of CO₂ emissions is required to be incrementally reduced to 34% below 1990 levels by 2020. The most recently available monitoring data demonstrates that Surrey Heath has already reached a 32% decrease of CO₂ emissions (within the scope of Local Authorities) from 1990 levels.
- 1.11 Over both monitoring year and the plan period to date, there has been a net gain in employment floorspace in Core Employment Areas. However, across the Borough as a whole there has been a net loss of Employment and Retail floorspace. Initially, this was a reflection of the economic downturn, but more recently it is probably a result of the changes to Permitted Development Rights which allow for the change of use of offices to residential accommodation under prior approval rather than through the planning applications process. Policies in the CSDMP and the Camberley Town Centre Area Action Plan (CTCAAP) aim to address the issues of losses of employment and retail floorspace. However, further amendments to Permitted Development Rights continue to make this more difficult to control and monitor.
- 1.12 The Camberley Town Centre Area Action Plan (CTCAAP) was adopted in July 2014, during the previous monitoring year. Objectives in the CTCAAP have been set out in this report's monitoring structure. Following completion of a full monitoring year since its adoption as a Development Plan Document, it is now possible to obtain data to monitor some of the objectives in the CTCAAP.
- 1.13 The CTCAAP requires a target figure of 41,000sqm (gross) comparison and convenience retail floorspace to be completed in Camberley Town Centre over the AAP period. The amount of gross comparison and convenience retail floorspace completed during AAP period to date is 2,134sqm. However, the CTCAAP was adopted only one year prior to the monitoring year and it does take time for the effects of its policies to become fully evident. The indicative phasing of AAP sites comprising retail development is anticipated later in the AAP period, which should increase delivery of retail floorspace in later monitoring years.
- 1.14 No net loss of community, cultural or leisure facilities has occurred within Camberley Town Centre during the AAP period to date, which meets the objective to retain an excellent range of leisure, cultural and community facilities. Housing delivery at the sites allocated in the AAP has already taken place in Camberley Town Centre, with 61 dwellings completed and 70 under construction at the end of the monitoring year.

This demonstrates a good level of progress against the required development target of 200 homes in Camberley Town Centre over the entire AAP period.

2. Resource Implications

- 2.1 There are no resource implications beyond that provided for within the agreed budget for 2016/17.

3. Options

- 3.1 The Executive has the following options in respect of the AMR

- (i) to **AGREE** the AMR, or
- (ii) to **NOT AGREE** the AMR.

4. Proposals

- 4.1 It is proposed that the AMR as circulated be approved for publication

5. Supporting Information

- 5.1 None

6. Corporate Objectives And Key Priorities

- 6.1 The AMR reports progress in implementing Development Plan Documents and monitors performance against the policies of the adopted Core Strategy and Development Management Polices (CSDMP) and the Camberley Town Centre Area Action Plan (CTCAAP). The polices in the CSDMP have been produced to take forward the vision set out in the Council's Sustainable Community Strategy and the Council's key corporate objectives.

7. Policy Framework

- 7.1 The Planning and Compulsory Purchase Act was enacted on 28th September 2004. Section 35 of the Act required local planning authorities to make an annual report to the Secretary of State about the implementation of their local development scheme and whether the policies in the local development documents are being achieved.

8. Legal Issues

- 8.1 As set out in S.35 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) the Council is required to publish an Authorities Monitoring Report at least yearly. This must be made available online and in the Council offices.

9. Consultation

9.1 The Authorities Monitoring Report (AMR) is a statutory requirement which monitors the Council's achievements against the objectives of the Local Plan. The AMR must be made available to the public at the Council's offices and by publication on the Council's website. There is no requirement for consultation to be undertaken on the document.

Annexes	Annual Monitoring Report 2015/16
Background Papers	None
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Head of Service	Jenny Rickard – Executive Head of Regulatory

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	28/10/2016
Capital		
Human Resources		
Asset Management		
IT		
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	28/10/2016
Policy Framework		
Legal	✓	28/10/2016
Governance		
Sustainability		
Risk Management		
Equalities Impact Assessment		
Community Safety		
Human Rights		
Consultation		
P R & Marketing	✓	28/10/2016

Review Date:

Version:

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Great Place • Great Community • Great Future

SURREY HEATH BOROUGH COUNCIL

LOCAL PLAN 2011-2028

Authorities' Monitoring Report (AMR) 2015-2016

December 2016



www.surreyheath.gov.uk/residents/planning/planning-policy

FOREWORD

The Surrey Heath Authorities Monitoring Report (AMR) monitors the period 1st April 2015 to 31st March 2016. It sets out the progress achieved in implementing the Local Development Plan and performance against the policies of the Surrey Heath Core Strategy and Development Management Policies Development Plan Document 2011-2028.

In line with the Localism Act 2011 the AMR has to be made publically available at least yearly.

For further information please contact the Planning Policy and Conservation Team at:

Planning Policy and Conservation Team
Surrey Heath Borough Council
Surrey Heath House
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Camberley
Surrey GU15 3HD

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EXECUTIVE SUMMARY

The Surrey Heath Authorities Monitoring Report (AMR) has been produced in line with the requirements set out in the Localism Act 2011 which states a report must still be produced, and planning authorities must publish this information direct to the public at least yearly.

The purpose of this Report is to provide details of what actions have been taken to implement a Local Development Plan and the Local Development Scheme, to indicate the extent to which policies in the current Surrey Heath Local Plan have been achieved, and to identify any solutions and changes where targets are not being met.

This AMR monitors the period from 1st April 2015 to 31st March 2016.

In February 2012, the Surrey Heath Core Strategy and Development Management Policies Development Plan Document (CSDMP) was adopted to replace the Surrey Heath Local Plan 2000. Progress against the policies in the CSDMP will therefore be the focus of this report.

The Progress of the Local Development Scheme

The Local Development Scheme (LDS) sets out a programme of Development Plan Documents (DPDs) the Council will produce. The LDS sets out when the work for the DPDs will be carried out, when each of the DPDs will be available for public consultation, the anticipated date for adoption, and review date of the DPDs. The Council's current LDS was approved by the Council's Executive in December 2012. An updated LDS to cover the period 2016-2019 was agreed by Executive in October 2016. The Camberley Town Centre Area Action Plan (CTCAAP), Community Infrastructure Levy Charging Schedule and Infrastructure Delivery Supplementary Planning Document were adopted in July 2014.

The Review of Existing Local Plan Policies

Based on the monitoring data available, the Council is performing well in a number of areas, in particular environmental protection / biodiversity, green infrastructure and sustainability / climate change. Areas where targets have not been met over the plan period to date include affordable housing and some employment and retail indicators.

It should be noted that the CSDMP was adopted in 2012 and many of the targets and objectives set out in the CSDMP are designed to be achieved over the duration of the plan period. Because of this, a single year's monitoring taken in isolation does not provide a true picture of how well the objectives of the various Local Plan policies are being achieved. In addition, it will take some time for the effects of the new policies to become apparent as much of the new development completed in the current monitoring year will have been determined in line with previous (now superseded) policy objectives. For this reason, many of the performance indicators in this report will not present a true picture of how well the Local Plan policies are performing. However, these indicators still serve to provide a useful baseline which can be built upon as the new policies begin to take effect.

Camberley Town Centre Area Action Plan (CTCAAP)

The CTCAAP was adopted in July 2014. In addition, a supplementary masterplanning and public realm planning document which adds details to the policies in the AAP was adopted in April 2015.

It should be noted that the AAP was only adopted in 2014 and therefore many of the targets and objectives set out in the planning document are designed to be achieved over the duration of the plan period and as such, it is not yet possible to monitor many of these indicators. In some cases, the housing targets set out in the document have already been partially achieved through prior notification applications for conversions from offices to residential accommodation. Irrespective of this, sites identified for residential development in the AAP are still on track to come forward within the anticipated timescales.

The table below sets out performance against each individual indicator monitored in this report. A system of colour coding is used to indicate whether each target is being met.

Target fully met
Target partially met
Target not met
No Target or data unavailable

Summary of performance against Core Strategy and Development Management Policy 2012 indicators

Policy Area	CSDMP Indicator	Target Met? (Brief comments provided where target not met)	Page no.
Housing	% New dwellings on Previously Developed Land	Yes	25
	New dwelling accessibility to services	No – improving, but distribution of health facilities and schools limit achievement	25
	Housing completions by settlement	Partially	26
	Net additional dwellings	Partially	27
	Housing Trajectory	Partially	27
	Rural Exception Dwellings Completed	No target	28
	Implementation of the Local Plan 2000 Housing Allocation Sites	Partially	29
	Affordable Housing Completions	No – delay in policies taking effect & viability is affecting delivery in short term	30
	Affordable Housing type and size	Partially	30
	Net additional Gypsy pitches	No – Sites to be identified through a Traveller SLAA	31
Biodiversity	Change in area of biodiversity importance	Yes	34
	Condition status of SPA, SAC and SSSI's	Partially	34
	Visitor number surveys for SPA/SAC	Yes	35
	Condition status of SNCI's and LNR's (Local)	No – resurveys are required. Primarily land management rather than planning issue	36
Infrastructure	Infrastructure projects completed	Partially	38
Local Character	Archaeological finds	No target	41
	Local list	No target	43
Green Infrastructure	Green Belt, Countryside and Settlement Designations	Yes	44
	SANGs implemented	Yes	44
	Loss of open space or recreational areas	Yes	45
Sustainability and climate change	Waste Recycling	Yes	46
	CO2 emissions	Yes	47
	Renewable Energy Generation	No target	50
	Number of developments complete with SUDS measures	No relevant schemes	50
	Planning permissions - Environment Agency advice on flooding	Yes	50

Travel	Dwelling and B Class floorspace accessibility (bus)	Yes	51
	Dwelling and B Class floorspace accessibility (rail)	No – improving over plan period but limited rail coverage in parts of Borough	52
	Travel plan implementation	Data unavailable	52
Employment & Retail	Employment floorspace completions	No – partially due to the impact of General Permitted Development Order Prior Notification completions for B1a office to C3 residential conversions. However, there has been an increase in B Class floorspace in Core Employment Areas	54
	Employment floorspace PDL	No – due to one large site completed on non-PDL in 2012-13. Since then, all B Class employment sites have been completed on PDL	56
	Employment Land Available	Yes	56
	Town, District and Local Centre Retail Development	No – but the majority of development in non-designated retail areas, serving local needs. However, during the monitoring year, 100% of retail completions were located in town, district and local centres	56
	Percentage of units in A1 use in district and local centres	Partially	58
	B Class floorspace outside of Core Employment Areas and Camberley Town Centre	N/A– no target	59
Community	Community and Cultural facilities gained or lost by type	N/A – no target	60
	New open space provided	No relevant applications	61

Theme	Camberley Town Centre Area Action Plan Indicator	Performance to Date – Is the target being met?	Page no.
A vital and viable shopping centre	Aim to achieve 41,000sqm (gross) comparison and convenience floorspace in CTC over the AAP period	No –AAP adopted during previous monitoring year and therefore it may take longer for policies to come into full effect	63
A range of cultural and leisure facilities offered	Aim to achieve no net loss of community, cultural or leisure floorspace in CTC over AAP period	Yes	63
A thriving employment centre	No target - contextual	N/A – no target	63
A place to live	Aim to deliver at least 200 new dwellings over AAP period with 35% as affordable	Partially	63

A well connected, accessible town centre	Number of travel plans implemented in association with major developments in CTC over AAP period	Partially	64
A clean, high quality centre	40% of waste sent for reuse, recycling and composting over AAP period	Yes	64
	No exceedance of Air quality Strategy targets of 30µgm ⁻³ in CTC	N/A – Air quality monitoring station closed 2012	
A safe, attractive centre	Complete all public realm improvements identified in Public Realm Strategy by end of AAP period	N/A – Public realm improvements phased for a later date in AAP Period	65
AAP Sites			
London Road Block Site	Commencement of major redevelopment scheme at London Road Block in 2016/17 with 21,000 sqm gross retail floorspace to be completed	N/A – Commencement not required in monitoring year	65
Camberley Station Site	Commencement of improvements to Camberley Rail Station & Transport Interchange. No. of market and affordable dwellings completed at site	N/A – Commencement not required in monitoring year	
Land at Park Lane Site	No. of market and affordable dwellings completed at site over AAP Period – target of 100 net units	Yes – on track	
Pembroke Broadway North	Commencement of major redevelopment scheme at Pembroke Broadway North pre 2020	N/A – Commencement not required in monitoring year	
Land East of Knoll Road Site	Number of market and affordable dwellings completed – target of 80 net units over AAP Period. Total leisure/community/cultural floorspace completed and amount of open space created or enhanced at land East of Knoll Road over AAP Period	Partially – residential units on track	
Magistrates Court Site	Commencement of development by end of 2016 and number of market and affordable dwellings completed at site	N/A – Phasing for commencement runs until end 2016	66
The Granary Site	Commencement of development by end of 2016 and number of market and affordable dwellings completed at site	N/A – Phasing for commencement runs until end 2016	

INTRODUCTION

1 INTRODUCTION

The requirement for an Authorities' Monitoring Report

- 1.1 The Authorities' Monitoring Report (AMR) has been published in line with Section 113 of the Localism Act 2011. The AMR is an annual report which provides information on how a Local Authority is implementing their Local Development Scheme and how policies in their Local Development Documents are being achieved. The Local Development Plan Documents monitored in this report are the Core Strategy and Development Management Policies DPD (CSDMP), saved policies of the Local Plan 2000 and to some extent, the Camberley Town Centre Area Action Plan (CTCAAP). These can be viewed on the Council's website at:

<http://www.surreyheath.gov.uk/residents/planning/planning-policy/surrey-heath-local-plan>

- 1.2 A AMR must contain the following information:
- Review actual progress in terms of Local Development Document preparation against the timetable and milestones in the Local Development Scheme
 - Assess the extent to which policies in the Local Development Plan are being implemented. Where policies are not being implemented, explain why and set out steps to be taken to ensure that the policy is implemented, amended or replaced;
 - Identify the significant effects of implementing policies in the Local Development Documents and whether they are intended and set out whether policies are to be amended or replaced.
 - Provide details of any neighbourhood development orders or neighbourhood development plans;
 - If CIL is in place then the AMR must contain details of the total CIL receipts for the reported year, the total CIL expenditure for the reported year and summary details of CIL expenditure during the reported year
 - Provide details of any co-operation with another local planning authority, County Council or body or other body or person in line with the "Duty to Cooperate" as set out in Section 110 of the Localism Act.

Structure of the Report

- 1.3 The Authorities' Monitoring Report is divided into the following sections

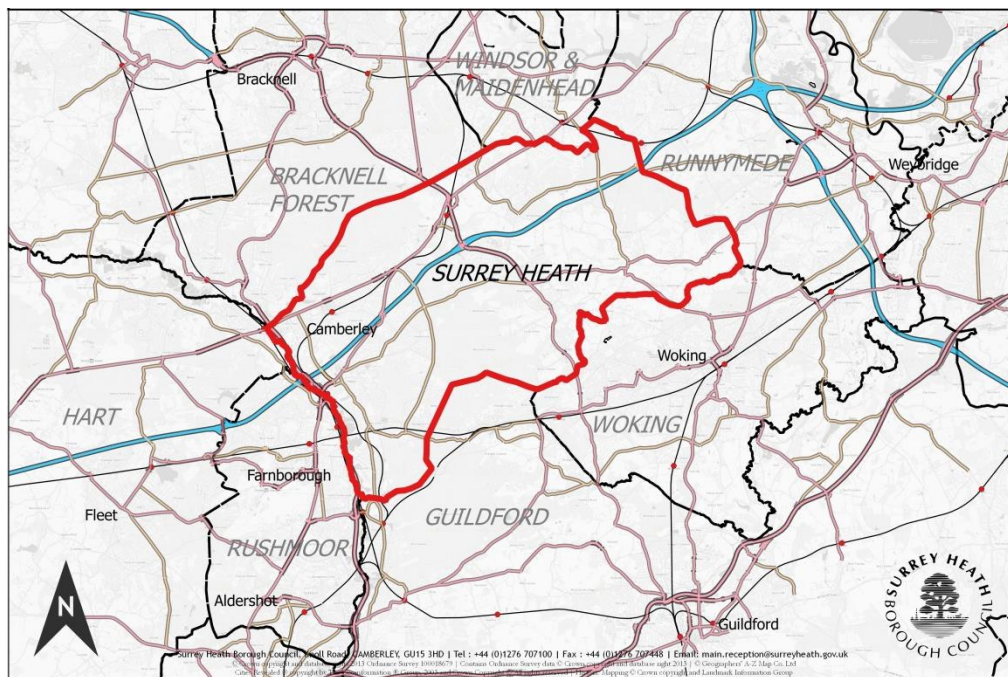
Section 2 sets out the key characteristics, issues, challenges and opportunities in the Borough. **Section 3** sets out the progress to date of and implementation of the Council's Local Development Documents. **Section 4** sets out how policies in the Core Strategy and saved policies from the 2000 Surrey heath Local Plan are being implemented. **Section 5** monitors the implementation of the Camberley Town Centre Area Action Plan (CTCAAP) objectives and sites, where feasible at this early stage.

KEY CHARACTERISTICS OF THE BOROUGH

2 KEY CHARACTERISTICS OF THE BOROUGH

2.1 Surrey Heath lies in the north-west corner of Surrey and adjoins the counties of Berkshire and Hampshire. The western half of the Borough is mainly urban in character and comprises Camberley, Frimley, Frimley Green, Mytchett and Deepcut. Camberley is the main centre within the Borough. The eastern half of the Borough is mostly countryside but includes the settlements of Bagshot and Lightwater, and the villages of Bisley, Chobham, West End and Windlesham. Major towns around the Borough include Bracknell (14km away), Guildford (26km), Reading (27km) and Woking (17km). In total the Borough covers an area of some 9,507 hectares.

Figure 1: The Location of Surrey Heath Borough



- 2.2 The ONS Annual Mid-year Population Estimates revealed a population of 88,067 in mid-2015, 49.7% of which were male and 50.3% female. Since 2001, the population has increased by 9.7%.
- 2.3 Just over 90% of the population of Surrey Heath is defined within a white ethnic group (84.95% white British), with a number of other ethnic groups making up the remaining 10% population. The largest of these groups is the Asian or Asian British group at 6.2%.
- 2.4 In comparison with other Surrey districts and the national average, Surrey Heath has a younger age profile. However, since the 2001 census the proportion of older residents in Surrey Heath has increased more quickly than in other Surrey Authorities

KEY CHARACTERISTICS OF THE BOROUGH

- the 65+ age group has seen an increase of 46% against the Surrey average of 26%, and the 85+ age group has increased by 69% against the Surrey average of 38%.
- 2.5 According to the 2011 Census, the average household size in Surrey Heath is 2.52 (compared to 2.48 in 2001). There were 34,733 households within the borough, an increase of 6.07% since 2001.
- 2.6 According to the 2001 Census, 45.78% of the housing stock within Surrey Heath comprises detached houses as compared to 33.15% overall in Surrey and 22.43% in England. There are high levels of owner occupation (76.82%) compared to the national average 63.34%
- 2.7 An Office for National Statistics (ONS) data release¹ identified the median sale price for residential property in the Borough as being £320,000 in 2014. This represents an increase of the median sale price in Surrey Heath of 6.9% since the 2013 median sale price.

Economy

- 2.8 Surrey Heath has a high standard of living² and rates as one of the most attractive places in the country to live. The Borough has an excellent leisure offer with a range of golf courses, bridleways, tennis courts, cricket, football and rugby pitches; good lakes for fishing and water sports as well as the country's National Rifle Centre at Bisley.
- 2.9 Over 4,000 companies are registered to do business in Surrey Heath, including national and international companies such as Merrill Lynch, Siemens, Novartis, Eli Lilly and Frazer Nash. The largest employer in the Borough is Frimley Park Hospital employing over 4,000 staff, and contains the biggest Accident and Emergency facility in Surrey. The Ministry of Defence (MOD) remains a major landowner and employer in the Borough.
- 2.10 The percentage of the working age population in receipt of Jobseekers Allowance was 0.5% in March 2016. This compares against 1.1% in the South East and 1.9% in Great Britain. Surrey Heath has relatively high levels of economic activity, with 77.8% of its population in employment (Mar 2015 to Apr 2016). This compares against South East figures of 77.2% and a national figure of 73.7%³ over the same period. During the period April 2015 to March 2016, Surrey Heath had an unemployment rate of 3.1% of the economically active population which was lower than the Surrey, southeast and England and Wales averages of 3.4%, 4.1% and 5.1% respectively.

¹ Office for National Statistics - House Price Statistics for Small Areas
<http://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/housepricestatisticsforsmallareas>

² Halifax quality of life survey

³ Nomis Official Labour Market Statistics – Local Authority Profile:
<https://www.nomisweb.co.uk/reports/lmp/la/1946157335/report.aspx#tab=inaact>

KEY CHARACTERISTICS OF THE BOROUGH

- 2.11 Overall, Surrey Heath has low levels of deprivation. The English Indices of Deprivation 2015 measures the extent of deprivation in all Lower Super Output Areas (LSOAs)⁴ which is used to derive deprivation at Local Authority level. All 326 Local Authorities are also ranked (derived from the scores across all of the LSOAs in each authority) with 326 being the least deprived and 1 being the most deprived. Surrey Heath was ranked 285, which indicates that the Borough is in the 20% least deprived Local Authorities in the country. However this is significantly lower than in the English Indices of Deprivation 2010, where Surrey Heath was ranked 324 of 326 Local Authorities.
- 2.12 The Indices of Deprivation 2015 analyses the level of deprivation in each of the 32,844 LSOAs in England. The LSOAs are scored on various criteria⁵ and then ranked in terms of their score, with 32,844 being the least deprived and 1 being the most deprived. This exposes areas of masked relative deprivation in Surrey Heath, with two LSOAs in the Borough ranking amongst the 30% most deprived in England, at 8,214 (in Old Dean ward) and 9,411 (in St Michael's ward), both in Camberley. In contrast, almost half of the LSOAs in Surrey Heath are amongst the 10% least deprived in England, with 29 of the 55 LSOAs in the Borough ranking in the top 10% least deprived.

Transport

- 2.11 There are almost equal flows of commuters entering and leaving the Borough each day. Rail services from Bagshot, Camberley and Frimley are slow, with few trains direct to central London and as such, usage by local people is at a low level. Rail connections to other towns in the Blackwater Valley are varied, with direct trains from Camberley to Frimley, Aldershot and Ash Vale, but no rail links to Farnborough. The absence of a regular, fast London service means many local residents drive out of the Borough to Brookwood, Farnborough or Sunningdale to join "main-line" services to London Waterloo. Bus services are improving from centres like Camberley supported by "Quality Bus Partnerships," but the service frequency can be uneven from the rural villages and absent altogether at weekends.
- 2.12 The major road network within the Borough comprises the M3 motorway, the A30, A322, A325 and A331 (Blackwater Valley Relief Road). The M3 suffers from heavy peak time congestion. This in turn leads to congestion on the local road network, particularly when accidents occur. The Highways Agency is currently undertaking a major scheme to transform the M3 into a Smart Motorway from Junction 2 to 4a, covering the entire stretch of the motorway in Surrey Heath. This will involve converting the hard shoulder into a 4th running lane, allowing a capacity increase of

⁴ Super Output Areas are a geography for the collection and publication of small area statistics. There are currently two layers of SOA, Lower Layer Super Output Area (LSOA) and Middle Layer Super Output Area (MSOA).

⁵ Income (22.5%), Employment (22.5%), Health and Disability (13.5%), Education, Skills and Training (13.5%), Barriers to Housing and Services (9.3%), Crime (9.3%), Living Environment (9.3%)

KEY CHARACTERISTICS OF THE BOROUGH

33%, therefore helping to alleviate congestion. The project has an estimated completion date of spring 2017. The A322 provides a link from the M3 to the M4 and the A331 provides a link from the M3 to the A31 and subsequently the A3. Surrey Heath has the highest rate of car ownership in Surrey with 1.68 cars per household in 2011⁶. This compares to the Surrey average of 1.51 and the average across England of 1.16.

Biodiversity

- 2.13 The Borough contains extensive areas of heathland which are recognised as being of national and international importance. The sites recognised as being of international importance are: the Thames Basin Heaths Special Protection Area (SPA) and the Thursley, Ash, Pirbright and Chobham Special Area of Conservation (SAC). The Thames Basin Heaths SPA provides breeding and wintering habitats for rare bird species, including the Nightjar, Woodlark and Dartford Warbler. The Special Area of Conservation consists of important dry and wet cross-leaved heath. In addition, the Borough contains a number of Sites of Nature Conservation Importance which were identified following surveys by Surrey Wildlife Trust and recognise wildlife of county or regional value. There is a need to ensure that development and human activity within the Borough does not adversely affect these areas.
- 2.14 To ensure that residential development does not adversely affect the integrity of the Thames Basin Heaths SPA, Surrey Heath BC, along with the other local authorities in the Joint Strategic Partnership Board and Natural England have adopted an avoidance strategy based on the provision of Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring plans (SAMM). To this end the Council adopted the Thames Basin Heaths Special Protection Area Supplementary Planning Document (January 2012). This document along with Policies CP14 a and CP14b in the adopted Core Strategy set out the Council's approach to avoiding harm caused by new residential development. For sites up to 100 dwellings, this is by contributing to SANG within the borough, subject to distance from a SANG. For sites of 100 dwellings and above SANG must be provided on-site.
- 2.15 At March 2016, the Council had adopted a new SANG at Chobham Meadows, in the east of the Borough, providing capacity for 960 additional dwellings. Furthermore, the Council has since obtained a share of the Bracknell Forest owned Shepard's Meadows SANG. This is located to the northwest of Camberley and will support housing delivery for 500 dwellings. There is limited capacity at a previously established SANG, Hawley Meadows.

⁶ Census 2011, accessed through ONS

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

3 PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Timetable and Milestones

- 3.1 The Local Development Scheme 2012 (LDS) sets out the documents the Council will produce as part of the Local Plan. It also sets out a timetable for the preparation and review of these documents. The LDS can be viewed at: <http://www.surreyheath.gov.uk/residents/planning/planning-policy/planning-and-supplementary-planning-documents/local-development>
- 3.2 Table 1 below sets out the progress of the Local Plan Documents set out in the LDS 2012, and also the progress of supplementary planning documents produced.
- 3.3 The Council at Executive in October 2016 agreed an updated LDS to cover the period 2016-2019. Progress on this LDS will be reported in future AMRs.

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Table 1 Progress on the LDF

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
Local Development Scheme (LDS)	A programme for the preparation of the Local Development Framework (Local Plan).	LDS agreed in June 2010, most recent update December 2012	N/A	An updated LDS to cover the period 2016-2019 was approved in October 2016.
Statement of Community Involvement (SCI)	Standards and approach to involving stakeholders and the community in the production of all Local Development Documents and planning applications.	Adoption: February 2006. (Update published May 2012)	N/A	A revised SCI was adopted in May 2012

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
Core Strategy and Development Management Policies Development Plan Document (DPD) (CSDMP)	Provides the vision for the future development of Surrey Heath until 2028 and will set out the key policies against which all development proposals will be assessed.	✓ Adoption: February 2012	Yes	Completed

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
Site Allocations DPD	To identify sites allocated for development or identified for other policy reasons.	<ul style="list-style-type: none"> ✓ Pre-production phase: Spring 2011 ✓ Issues and Options: Jan 2013 • Pre-submission consultation: Aug 2014 • Submission: Jan 2015 • Pre-hearing meeting: July 2015 • Hearing: May 2015 • Adoption: October 2015 	No	This document is no longer being proceeded with. It will be replaced by a boroughwide Local Plan, to be produced in line with the Local Development Scheme approved in 2016.

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
Camberley Town Centre Area Action Plan (AAP)	Sets out the Council's approach to the future development and Strategy for Camberley Town Centre.	Revised issues, options and preferred proposals – February 2012 Pre-submission consultation: March 3013 <ul style="list-style-type: none"> • Submission: June 2013 • Hearing: November 2013 • Adoption: February 2014 	Slight delay	Adopted July 2014
Infrastructure Delivery DPD	Addresses the implementation of the Community Infrastructure Levy (CIL) and developer contributions.	<ul style="list-style-type: none"> • Issues and Options: December 2012 • Presubmission consultation: April 2013 • Submission: June 2013 • Hearing: October 2013 • Adoption: February 2014 	Slight delay	The CIL charging schedule and Infrastructure DPD adopted July 2014.

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
West End Village Design Statement SPD	Sets out design principles against which new development will be considered in recognition of the local distinctiveness of West End.	Adopted SPD: August 2016	N/A	Completed
Deepcut SPD	The SPD represents the chosen strategy for managing the future development of Deepcut.	Adopted SPD: September 2011	N/A	Completed
Developer Contributions SPD	Sets out the mechanism whereby planning obligations will be sought from planning permissions.	Adopted SPD: December 2011	N/A	Completed
Thames Basin Heaths Special Protection Area SPD	The SPD sets out the approach that Surrey Heath Borough Council will take to avoiding harm to the Special Protection Area as a result of new housing development.	Adopted SPD: January 2012	N/A	Completed

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
Local Heritage Assets SPD	The purpose of this SPD is to provide the methodology and criteria for identification of buildings, structures and sites of local importance.	Adopted SPD: May 2012	N/A	Completed
Western Urban Area Character SPD	Provides detailed policy guidance on character issues.	Adopted SPD: May 2012	N/A	Completed
Validation of Planning Applications SPD	Sets out the requirements for planning applications in order for them to be considered valid and capable of determination.	Draft SPD: February 2008 Adopted SPD – June 2008	N/A	Completed. This has now been superseded by the Local Validation List adopted 2014.
Lightwater Village Design Statement SPD	Sets out design principles against which new development will be considered in recognition of the local distinctiveness of Lightwater.	Draft SPD: July 2007 Adopted SPD – October 2007	N/A	Completed

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Title Of Document	Subject of Document	Stages in Preparation Completed at 31/03/2012	LDS Target Met?	Next Stage
Yorktown Landscaping Strategy SPD	This document was prepared with the framework set by the Surrey Heath Local Plan 2000 and the Yorktown Strategy which gives guidance on how landscaping in new development can assist in the regeneration of the Yorktown Core Employment Area and the Residential Enhancement Area to the west of Frimley Road.	<ul style="list-style-type: none"> ✓ Draft SPD: November 2006. ✓ Adopted SPD – April 2008 	N/A	Completed

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

Local Development Order and Neighbourhood Development Order or Neighbourhood Development Plan

- 3.3 No Local Development Orders have been adopted in the monitoring period under section 61A of the Town and Country Planning Act 1990. At 31st March 2016 there were no Neighbourhood Development Orders either adopted or under preparation. Although no Neighbourhood Development Plans have yet been prepared, a Neighbourhood Plan Area application for Chobham was approved by Executive Committee in November 2013. A public consultation on a Deepcut Neighbourhood Forum and Neighbourhood Plan Area application took place in June and July 2014 and this was approved by Executive in October 2014. The Windlesham Ward was designated as a Neighbourhood Plan Area on 27th January 2015.

Community Infrastructure Levy

- 3.4 The Community Infrastructure Levy (CIL) has, in the majority of cases, replaced developer contributions through S106 planning obligations. CIL is a tariff system based on pounds per square metre of net additional development. Tariffs are set out in a CIL charging schedule and priority funding is set out in the Regulation 123 List. CIL has been implemented from 1st December 2014. Over the course of the monitoring year, the total boroughwide CIL income received was £750,611.34. In line with the CIL regulations, 15% of CIL funds from parished areas received over the monitoring year has been transferred to those Parish Councils where development has occurred. These amounts are as follows:

West End: £6,675.90

Windlesham: £24,794.32

The Borough Council continues to consult with unparished areas regarding the spending of any CIL recipients in such localities. The amount spent in unparished localities is also 15% of the overall CIL payments made.

Duty to cooperate

- 3.5 In November 2011 the Localism Act introduced provisions to enable the removal of the regional tier of planning. In its place, Section 110 of the Act imposed a duty on local planning authorities and other prescribed bodies to co-operate in relation to the preparation of planning documents as far as they related to strategic matters. Strategic matters are defined as sustainable development or use of land that would have a significant impact on at least 2 planning areas. Following the introduction of the Duty to Cooperate in 2011 Surrey Heath has been involved in, and undertaken, a range of activities relating to fulfilment of the duty. These have included:
- Meetings with neighbouring local authorities and other prescribed bodies to explore the nature of strategic issues.

PROGRESS OF THE LOCAL DEVELOPMENT PLAN

- On-going partnership working
- On-going involvement with a range of sub-regional bodies
- Preparation of a Duty To Co-operate report on the Camberley Town Centre Area Action Plan

Details of the Council's Duty to Co-operate activities in the period April 2015 to March 2016 are contained in **Appendix 1** of this AMR.

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

4 MONITORING POLICIES IN THE SURREY HEATH LOCAL PLAN

- 4.1 In February 2012 the Surrey Heath Core Strategy and Development Management Policies DPD (CSDMP) was adopted to replace the Local Plan 2000. However, a small number of Local Plan 2000 policies remain “saved” until such time as they will be replaced by policies contained in forthcoming Development Plan Documents.
- 4.2 This Authorities Monitoring Report (AMR) monitors the objectives and policies of the Surrey Heath Local Plan, namely the Core Strategy and Development Management Policies Development Plan Document (CSDMP - adopted 2012), the objectives of the Camberley Town Centre Area Action Plan (CTCAAP, adopted 2014) along with a small number of extant saved policies from the Surrey Heath Local Plan 2000. The monitoring indicators used reflect those in the CSDMP Monitoring Framework and the CTCAAP Monitoring Framework as set out in Appendix 1 of the Core Strategy and Appendix 2 of the CTCAAP respectively.
- 4.3 The structure of the monitoring section closely follows that of the CSDMP monitoring framework and follows the structure of the CTCAAP framework by assessing thematic areas and specifically allocated sites. Each set of monitoring indicators is grouped within an overarching objective. Colour coding is used (as shown below) to allow the reader to see at a glance how well the policies are performing. If a monitoring indicator is not reported in the AMR this will be set out, with reasons, in the main report.

Target fully met
Target partially met
Target not met
No Target or data unavailable

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Delivering Sustainable Development

Objective 1: To promote and deliver sustainable development in the Borough

CSDMP Delivery Policies: CP1, CP2, CP11, CP12, DM7, DM8, DM9, DM10

Indicator: New and converted dwellings on Previously Developed Land within plan period

Target: Achieve 60% of all new and converted dwellings on PDL within plan period

Performance: Target MET

Analysis: In 2015/16, 96.7% of completed dwellings were on previously developed land. Over the plan period to date (2012 – 2016), 81.3% of completed dwellings were on previously developed land. The CSDMP target is therefore being met.

Indicator: Percentage of dwelling completions within 5 minute walk time or 400m walking distance of a designated employment area, retail centre, GP, Hospital, Primary School, Secondary School or Major Health Centre

Target: Aim to achieve 60% across all categories within plan period

Performance: Target NOT MET

Analysis:

Percentage of completed housing development (net) within 400m walk of services over Plan Period (2012-16):

GP	Hospital	Primary School	Secondary School	Major Health Centre ⁷	Designated Employment Area ⁸	Retail Centre ⁹
10.0%	1.0%	10.0%	0.0%	3.0%	43.0%	62.0%

As the table above demonstrates, the target of 60% of completions within 400m of facilities has now been met in one category, retail centres. Furthermore, at 43%, a significant proportion of completions over the plan period, are within proximity of designated employment areas. This is a significant increase from the overall figure in the previous monitoring year, demonstrating that more recent completions are located closer to such services. In the case of other facilities, it should be

⁷ Major health centre defined using space standard of 83.3 sqm as set out in Surrey Heath Borough Council Infrastructure Needs Assessment 2011.

⁸ Camberley Town Centre and Core Employment Areas as defined on the Local Plan Proposals Map

⁹ Camberley Town Centre, District and Local Centres and Neighbourhood Parades as defined on the Local Plan Proposals Map

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

noted that there is only one hospital and one major health centre in Surrey Heath (Frimley Park Hospital and Camberley Health Centre). Further, there are 4 secondary schools in Surrey Heath, most of which cover the Camberley/Frimley area. As such it may be difficult to meet the hospital, major health centre or secondary school indicators in the future.

Indicator: Number of dwellings completed by settlement location

Target: Achieve percentage of completions in line with Policy CP3 of the Core Strategy

Performance: Target PARTIALLY MET

Analysis:

Housing completions by settlement 2011-2015:

	Plan period 2011-2025 target		2015/16 completions (net)		2011-2016 completions (%)	
	%	No.	%	No.	%	No
Bagshot	10	270	2	6	17	171
Bisley	2	45	2	6	7	75
Camberley	31	860	79	239	50	510
Chobham	2	55	1	2	1	9
Deepcut	45	1235	14	43	5	46
Frimley	4	120	2	6	9	91
Frimley Green	1	20	0	0	0	1
Lightwater	1	40	0	1	5	53
Mytchett	2	55	0	1	4	41
West End	1	20	0	0	1	4
Windlesham	1	20	0	1	1	14
TOTAL	100	2740	100	305	100	1015

Over the plan period to date there has been a relative over delivery (in percentage terms) of housing in some areas of the Borough. In most such cases, the apparent over delivery can be accounted for generally by a single large development in each settlement, namely Notcutts at Bagshot and the former Clewborough House School in Frimley. Camberley has seen additional development in the form of numerous large office to residential conversions through Prior Approval under the General Permitted Development Order (GPDO) 2015. The apparent over delivery in Bagshot and Frimley is already beginning to plateau since earlier monitoring years and it is anticipated that this will continue as the plan period progresses. Similarly, the apparent under delivery at Deepcut can be accounted for by the expected redevelopment of Princess Royal Barracks which is anticipated to deliver some 1,200 homes from the delayed date of 2018 onwards.

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Housing Delivery

Objective 2: To provide sufficient housing to meet the Borough's needs without causing harm to areas of importance for biodiversity

CSDMP Delivery Policies: CP3, DM5 and Saved Local Plan 2000 **Delivery Policies:** H3, H6, H8.

Indicator: Net additional dwellings for reporting year

Target: Policy CP3 of the CSDMP sets out an overall requirement of 3,240 dwellings to be completed between 1st April 2011 to 31st March 2028. Annualised Housing Requirements April 2011-March 2028 = 191 dwellings (3240 divided by 17 years).

In December 2014, the Hart Rushmoor Surrey Heath Strategic Housing Market Assessment (SHMA) was published. The SHMA sets out an objectively assessed housing need (OAHN) requirement of 6,800 dwellings to be completed in Surrey Heath over the 20 year period from 2011-2031. This equates to an annualised housing requirement of 340 dwellings in the Borough.

Performance against the target: Target PARTIALLY MET

Analysis:

Net housing completions for reporting year:

CSDMP Annualised Target	Annualised OAHN	2015-16 net completions
191	340	305

The delivery of housing in the monitoring year exceeds the CSDMP annual target figure of 191. Taking into account cumulative completions for the plan period to date, an average of 203 units per year have been delivered. This demonstrates that the annualised Core Strategy target for net additional dwellings has now been exceeded both during the monitoring year and over the plan period to date.

However, the delivery of 305 dwellings during the monitoring year falls short of the annualised OAHN figure of 340. The OAHN target has therefore not been met either during the monitoring period, or over the SHMA period to date. Appendix 5 lists all housing units completed during the monitoring year.

Indicator: Housing Trajectory

Target: The National Planning Policy Framework (NPPF) indicates that Local Plans should make provision for 15 years' supply of housing¹⁰. This is assessed against both the annualised housing target of 191 units set out in the CSDMP as well as the housing target of 340 dwellings per annum set out in the Hart Rushmoor Surrey Heath 2014 SHMA.

¹⁰ The NPPF also requires the Council to demonstrate a 5 housing land supply (plus 5% buffer).

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Performance against the target: Target PARTIALLY MET

Analysis: The Council has produced a housing trajectory for the period 2011-2031 which includes past and estimated future housing completions on an annual basis. This is shown in Appendix 2 and reflects the housing trajectory applied in the 2016 Strategic Land Availability Assessment (SLAA). Although the SLAA is a separate document to the AMR, the study has a base date of 31 March 2016 and therefore the trajectory used is an accurate reflection of future housing projections at the end of the monitoring year. The current housing trajectory demonstrates an adequate supply of sites to meet the Core Strategy housing delivery targets over the plan period. It also shows that there are insufficient sites to meet Surrey Heath's OAHN figure of 340 dwellings per annum over the same period.

However, it is notable that since the plan period has begun, the Council has permitted more residential units than have been delivered. Below is a table that summarises the number of dwellings permitted and completed in the specified annual periods over 3 years (please note these are mid-year periods, not monitoring years).

Housing Permission and Completion Numbers over mid-year periods:

	Period 1: 01/10/14 – 30/09/15	Period 2: 01/10/13 – 30/09/14	Period 3: 01/10/12 – 30/09/13	Total over 3 Year Period
Total Permissions (net)	621	1,650	235	2,506
Total Completions (net)	242	118	151	511

It is worth noting that for period 2, the permissions figure includes the major site at Princess Royal Barracks, Deepcut, where permission has been granted for 1,198 net dwellings. Notwithstanding this, the number of permitted dwellings far exceeds the number delivered in all three of the periods shown, suggesting that this is a recurring issue, and that period 2 is not an anomaly year. Furthermore, these permitted residential applications hold SANG capacity. This has implications for the Council's ability to mitigate for further additional dwellings, as new residential applications come forward.

Indicator: Number of rural exception dwellings completed by location within AMR year and within Plan Period

Target: No Target

Performance against target: N/A

Analysis: No rural exception sites have been delivered in the current monitoring year or the plan period to date. However, permission has since been granted for a rural exception site at Former

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Little Heath Nurseries, Burr Hill Lane, Chobham, for 35 affordable dwellings. Rural exception sites will continue to be monitored in subsequent AMRs.

Local Plan 2000 Indicator: Implementation of the Housing Allocation Sites

Site	Target	Completions 31/03/2016
Sergeants Mess, Bellew Road, Deepcut	25	0
Alma-Dettingen Barracks, Deepcut (phase 2)	145	197
Grange Nurseries/ No 11 Coleford Bridge Road and Linsford Bungalow, Mytchett	38	44(41); 3 not started ¹¹
Notcutts Nursery and Woodside Cottage, Bagshot	150	182
83 College Ride, Bagshot	30	0
Dyckmore, Streets Heath, West End	10	0
Salisbury Terrace, Mytchett	16	2
Whitehill Farm, Kings Ride, Camberley	10	10
TOTAL (net)	424	432

Analysis:

The majority of the Local Plan 2000 Housing Allocation sites have now been built and the expected total number of units on these sites has been exceeded. Of those that have not yet been developed, The Sergeants Mess will come forward as part of the release of the Princess Royal Barracks site. 83 College Ride, Whitehill Farm and Dyckmore are within the 400m zone of the SPA where Natural England advise mitigation for C3 (residential) use is not acceptable. However, Dyckmore and Whitehill Farm now have permissions for C2 (residential institution) use carehomes that will eventually contribute toward the overall housing supply. Land at Woodside Cottage, Bagshot is known to still be available and an application for 40 new dwellings at the site is currently under consideration.

The Camberley Town Centre Area Action Plan (CTC AAP) was adopted during the monitoring year in July 2014 and contains a number of allocated sites for housing and other uses.

¹¹ 19 gross (17 net) completed, with 3 permitted units outstanding at Grange Nurseries.

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Objective 3: Provide housing that meets the need of all sections of the community

CSDMP Delivery Policies: CP5, CP6, CP7, DM6

Indicator: Gross affordable housing completions and number of net completions as a percentage of total housing completions					
Target: See table below.					
Performance against target: Target NOT MET					
Analysis:					
	2015-2016 net completions (no.)	2015-2016 net completions (%)	Plan Period to Date net completions (no.)	Plan Period to Date net completions (%)	CSDMP Target (% of total completions)
All Affordable Housing	20	7	47	5	35
Intermediate	20	7	35	4	17.5
Affordable Rented	0	0	12	1	17.5

Over the plan period to date, around 5% of housing completions overall have been affordable, which is considerably below the CSDMP target. It is also notable that there is not an even split between Intermediate and Affordable Rented housing. This is partially due to a single redevelopment scheme in Chobham, where existing Affordable Rented housing was demolished and replaced with a mixture of Intermediate and Affordable Rented dwellings, resulting in a net loss of dwellings overall. It is also expected that there will be some delay before impacts of the new policies contained within the CSDMP are fully reflected in completions data.

Indicator: Percentage of affordable and market units completed by type and size			
Target: Aim to achieve a range of housing types as set out below			
	Market (%)	Intermediate (%)	Social Rented (%)
1 bed	10	20	35
2 bed	40	40	30
3 bed	40	40	20
4+ bed	10	0	15

Performance against the target: Target PARTIALLY MET

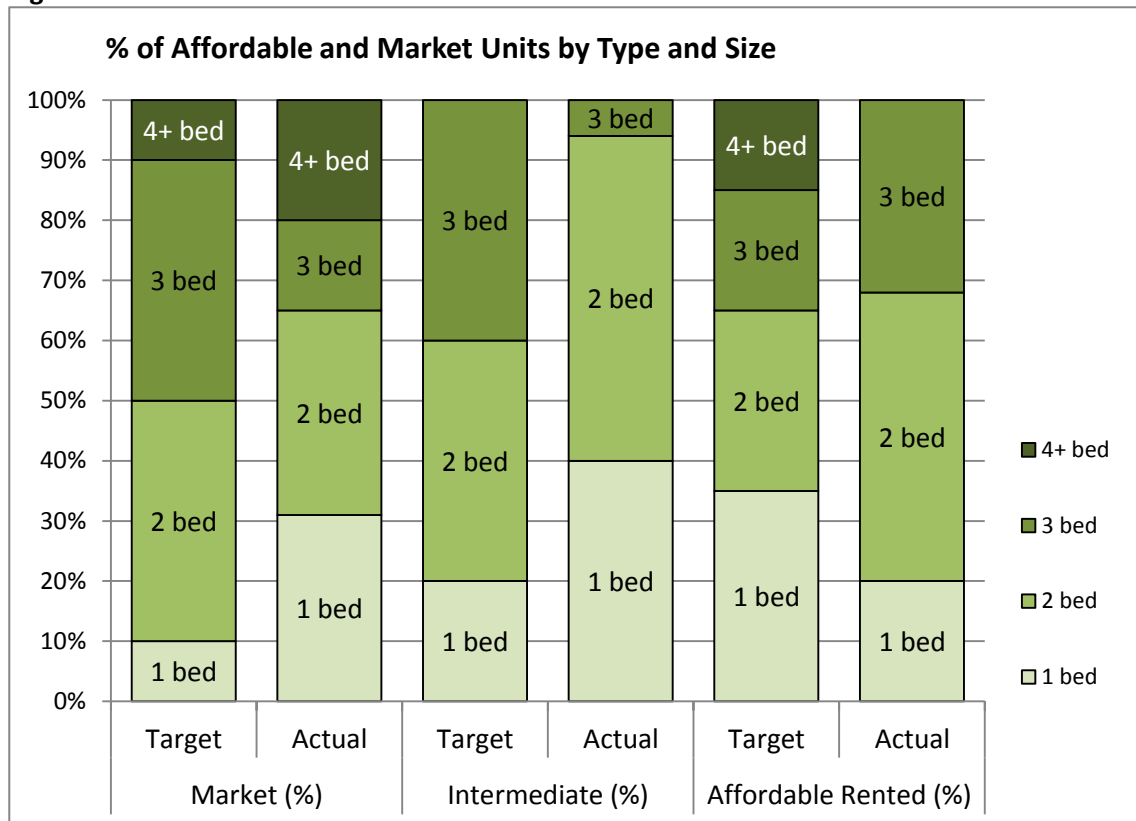
MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Analysis:

Housing delivery plan period to date (2012-2016):

	Market (%)	Intermediate (%)	Social Rented (%)
1 bed	31	40	20
2 bed	34	54	48
3 bed	15	6	32
4+ bed	20	0	0

Figure 2



The target range of housing type and tenure has not been fully met, but has improved since the previous monitoring year. In the market housing category, a spread of housing sizes has been achieved, with an equal balance between larger and smaller dwellings. A range of housing sizes has also been achieved in the Intermediate Affordable housing category, although the proportion of 3 bed units is noticeably lower than the target percentage. There is a relatively even spread of Affordable Rented dwellings between 1-3 bedrooms, but as Figure 2 demonstrates, there is a lack of larger 4+ bed Affordable Rented dwellings.

Indicator: Net additional Gypsy and Traveller pitches

Target: Policy CP7 of the CSDMP states that the borough will seek to provide 19 Gypsy and

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Traveller pitches by 2027.

Performance against target: Target NOT MET

Analysis: Since the date of adoption of the Surrey Heath Local Plan (2012) up until 31st March 2016 no additional Gypsy pitches had been provided.

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Princess Royal Barracks

Objective 4: Through the regeneration of the Princess Royal Barracks site, to deliver a sustainable rural community set within a high quality built and natural environment

CSDMP Delivery Policies: CP4

A hybrid application for the redevelopment of the Princess Royal Barracks site as a major residential-led development totalling 1,200 new dwellings was approved in April 2014. The anticipated start date for this development is 2018 and therefore the indicators will not be monitored until this time.

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Biodiversity

Objective 5: Protect and enhance biodiversity within the Borough including sites of local importance for biodiversity and aim to deliver Surrey Biodiversity Action Plan (BAP) Targets

CSDMP Delivery Policies: CP14A & B

<p>Indicator: Change in area of biodiversity importance</p> <p>Target: Maintain 100% land area of all designated sites</p> <p>Performance against the target: Target MET</p> <p>Analysis: There have been no additions or deletions to any designations of biodiversity importance in 2015/16. The target has therefore been met.</p>

<p>Indicator: Condition of SPA, SAC and SSSIs</p> <p>Target: Currently data is only available on the condition status of SSSIs. However in Surrey Heath, the area covered by SSSIs corresponds with the area covered by the Thames Basin Heaths SPA. All land designated as SAC also falls inside the SSSI boundary. The Government's Public Service Agreement (PSA) target was to have 95% of the SSSI area in favourable or recovering condition by 2010. The Surrey Nature Partnership (SNP) has produced policy statements for Biodiversity Opportunity Areas (BOAs) throughout the county, including 5 within Surrey Heath which correspond with the SPA, SAC and SSSIs in the Borough. These Policy Statements are based upon the national Biodiversity 2020 Strategy and contain targets relating to the condition of the SSSIs which prescribe a percentage of the area that should be in favourable condition. Natural England conducts continual surveys of SSSIs to determine the condition of these areas. Therefore, the SNP targets can be measured against the information provided in these surveys, as detailed below.</p> <p>Performance against target: Target PARTIALLY MET</p> <p>Analysis:</p> <p>Condition of Sites of Special Scientific Interest at March 2016¹²</p> <table border="1"> <thead> <tr> <th>SSSI</th> <th>Surrey Nature Partnership (SNP) Target (%)</th> <th>% of site in Favourable Condition</th> <th>% of site in Unfavourable Recovering Condition</th> <th>On track for SNP 2020 target?</th> </tr> </thead> <tbody> <tr> <td>Ash to</td> <td>50% to achieve favourable</td> <td>45.66%</td> <td>53.37%</td> <td>✓</td> </tr> </tbody> </table>	SSSI	Surrey Nature Partnership (SNP) Target (%)	% of site in Favourable Condition	% of site in Unfavourable Recovering Condition	On track for SNP 2020 target?	Ash to	50% to achieve favourable	45.66%	53.37%	✓
SSSI	Surrey Nature Partnership (SNP) Target (%)	% of site in Favourable Condition	% of site in Unfavourable Recovering Condition	On track for SNP 2020 target?						
Ash to	50% to achieve favourable	45.66%	53.37%	✓						

¹² Source: <https://designatedsites.naturalengland.org.uk/>

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Brookwood Heaths	condition by 2020			
Basingstoke Canal	50% to achieve favourable condition by 2020	16.63%	10.40%	x
Broadmoor to Bagshot Woods and Heath	75% to achieve favourable condition by 2020	65.61%	34.39%	✓
Chobham Common	50% to achieve favourable condition by 2020	29.43%	70.57%	-
Colony Bog to Bagshot Heath	50% to achieve favourable condition by 2020	8.59%	90.74%	-

The SNP Policy Statement targets are generally on track to be met, with the notable exception of the Basingstoke Canal SSSI. The condition of SSSIs is largely outside of planning control and is primarily a land management issue. The extent and speed to which habitats can be restored to a favourable position is uncertain and relies largely on Natural England working with landowners. However, the Council will endeavour to work with authorities such as Natural England and the Surrey Wildlife Trust to help address what can be done in the particular designated areas that are currently not meeting targets.

Indicator: Visitor number surveys for SPA/SAC			
Target: No increase in visitor numbers over plan period			
Performance against the target: Target MET			
Analysis:			
Results of 2012/13 SPA visitor survey:			
Access Point	Number of people entering SPA, August 2005	Number of people entering SPA, August 2012 or 2013	% change between 2005 and 2012/13
Chobham Common (staple Hill)	38	68	79%
Sandpit Hill, Lightwater	100	161	61%
Mytchett Place Road, Mytchett	112	159	42%
Top of Kings Ride, near Camberley Town Centre	116	127	9%
Chobham Road, Chobham Common	124	128	3%
Top of Bracknell Road, Old Dean Estate, Camberley	84	80	-5%

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Lightwater Country Park, Lightwater	242	112	-54%
Total	816	835	2.3% increase

Natural England commissioned a visitor survey of the Thames Basin Heaths SPA that took place over 2012 and 2013. The results of this can be assessed against the baseline figures of a previous survey in August 2005. In order to maintain a consistent approach, only the results from the borough's seven access points surveyed in 2005 have been compared with those that were resurveyed.

The results from the 2012/13 survey demonstrate an additional nineteen people entered the SPA in Surrey Heath, when compared to the 2005 survey. This resulted in a 2.3% increase in the number of visitors recorded in 2012/13 when compared to the number recorded in 2005. A report commissioned by Natural England¹³ states that a 10% increase in the total count of visitors should be attributed to either location specific factors or unquantifiable sampling variation. Consequently, the 2.3% increase in SPA visitors in the borough is not considered to be a significant increase and falls well within the remit of what could be expected by chance. Therefore, these results provide no significant evidence that overall visitor numbers have either increased or decreased at the surveyed sites since 2005. No further visitor surveys have been conducted since the 2012/13 survey. The Council will raise enquiries with Natural England in order to ascertain when a new survey is likely to take place. Once another survey has been commissioned and conducted, the information for this indicator will be updated in future monitoring years.

Indicator: Condition status of SNCIs

Target: Maintain 100% of local sites in favourable condition over plan period

Performance against the target: Target NOT MET

Analysis:
Condition status of SNCIs

Site Condition based on 2011/12 surveys	Number of sites	% of sites
Favourable	28	51%
Unfavourable	2	4%
Unfavourable – Recovering	5	9%
Unfavourable – Declining	9	16%
Permission to resurvey not granted	11	20%

The condition of SNCIs is not assessed on an annual basis. Evidence is acquired from surveys undertaken by the Surrey Wildlife Trust and SNCIs in the borough have not been resurveyed

¹³ Source: <http://publications.naturalengland.org.uk/publication/4514481614880768>
Natural England Commissioned Report NECR136: Results of the 2012/13 visitor survey on the Thames Basin Heaths Special Protection Area (SPA). First published February 14th 2014.

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since previous monitoring years. Therefore the information may not accurately reflect the current situation. This will be updated in future monitoring reports, once the information becomes available. The Council will liaise with the surveying body to help establish when it is anticipated that the surveys will next be updated.

The 2011/12 survey demonstrates that the target has not been fully met, with only 51% of sites currently in a favourable condition. However, this matter is largely outside of planning control and is primarily a land management issue. The extent and speed to which habitats can be restored to a favourable condition is uncertain and relies largely on the actions of landowners. The Borough Council will continue to use planning policies to avoid adverse impacts from additional development where this is appropriate.

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Infrastructure

Objective 6: Ensure that new development contributes to environmental, infrastructure and service improvements and minimises impacts upon both the natural and built environment

CSDMP Delivery Policies: CP2, CP12, DM9

Indicator: Infrastructure projects completed during AMR year			
Target: To achieve delivery in line with Infrastructure Delivery Plan			
Performance against the target: Target PARTIALLY MET			
Analysis:			
Progress of projects phased in 2013 Infrastructure Delivery Plan			
Scheme	Indicative Phasing	Completed or in line with indicative phasing	Not committed within indicative phasing
Replacement of Portesbery Road Primary School with new build facility	2013/2015	Under the final stages of construction. Completion anticipated November, 2015	
Increase capacity at Bisley C of E Primary School	2013		Secured
Additional shared SANG for 146 people (61 units)	2013-2018	Swan Lakes - Capacity: 194 (80 units). Hawley Meadows - Additional capacity: 386 (154 units). completed 2014	
Modernisation of Burrell Road Play Area	2013	Completed 2013	

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London Road Recreation Ground PHASE 2 refurbishment works	2013	Completed 2013 (received additional information)	
Provision of new timber play area at Southcote Park	2013	Completed 2013	
Increase capacity at Watchetts Recreation Ground and provision of new play equipment	2013		Completed 2016
Increase capacity at Frimley Green Recreation Ground	2013	Completed 2013	
Toucan crossings, cycle crossing at Watchmoor Park	2012/13	Completed 2013	
Improvements to Meadows Roundabout to relieve congestion and improve accessibility	2016		Secured. Not commenced
Realignment and refurbishment of B3411 Frimley Road/ A30 London	2016		Secured. Not commenced
New Bracebridge - A30 London Road link	2016		Secured. Not commenced
Off-carriageway pedestrian and cycle route along A331	2016	Under construction October 2016	
Four bus lay-bys on the A331	2016		Secured. Not commenced
Toucan crossings on The Meadows shopping Centre accesses	2016		Secured. Not commenced
Blackwater Valley Route cycle route	2013-18	Under construction October 2016	
Schemes committed/completed as indicated		9	7

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In February 2013 an Infrastructure Delivery Plan for the period 2013-28 was introduced. This document was produced in order to support the delivery of the Surrey Heath Local Plan; in particular, development identified in the Core Strategy & Development Management Policies DPD and Camberley Town Centre AAP. Infrastructure projects from the IDP that are shown to take place in 2013-18 have not been included in the performance data unless already under construction or complete, as they have a further four years of their indicative phasing period.

The target has partially been met. Overall, 9 projects have been completed within their indicative phasing period or early and 1 was completed behind schedule. A further 6 have been secured but not yet commenced (5 of which are phased for commencement in 2016, so have not yet expired).

Appendix 3 sets out a list of infrastructure projects included in the 2010 Infrastructure Delivery Plan which have now been completed.

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Local Character

Objective 7: Ensure that new development respects the essential character of the local area, including historic structures and environment

CSDMP Delivery Policies: CP2, CP12, DM9

Indicator: Housing Quality – Building for life assessments
 No suitable schemes were assessed against these criteria during the monitoring year.

Indicator: Number and details of archaeological finds within areas of high archaeological potential and within development sites of 0.4ha or above

Target: No target – contextual

Performance against the target: N/A – no target

Analysis: During the monitoring period there were some discoveries of archaeological features within areas of high archaeological potential and sites above 0.4ha in size. These have been compiled in the table below.

Site	Date	App number	Policy	Work completed	Archaeology found
Land North of Bedlam Bridge Road, West End, Woking	09/09/15	15/0884	0.4ha	Desk Based Assessment	Further work recommended
St Lawrences Church, High Street, Chobham	10/11/15	15/0909	AHAP	Archaeological Monitoring (Watching Brief)	No in situ burials or burial vaults were seen. Aside from small amount of disarticulated human bone, no other archaeological deposits/features or finds were recorded, possibly due to former truncation of archaeological horizons by the construction of the church hall.
Princess Royal Barracks, Brunswick Road, Deepcut, Camberley,	17/12/15	15/1062	0.4ha	Watching brief of geotechnical work and on-site observation.	An archaeological Watching Brief was undertaken during geotechnical test pitting associated with the proposed redevelopment. No archaeological features were identified within the test pits although they did reveal information about the character of the made ground across the site,

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					<p>particularly in the south in the area once occupied by the military railway. A number of structures and features of potential interest for their military heritage value were identified in areas adjacent to the test pits including concrete structure and a possible section of First World War training trench.</p> <p>Further archaeological evaluation planned.</p>
Woodside Cottage, Chapel Lane, Bagshot,	18/01/16	15/0994	0.4ha	Desk Based Assessment	Further work recommended
Princess Royal Barracks, Brunswick Road, Deepcut, Camberley, GU16 6RB	22/02/16	12/0546	0.4ha	Historic Buildings Recording completed	Level 1 building recording was also completed by CA of the Sergeant's Mess, the Headquarters and Officer's Mess prior to their conversion into residential accommodation. All three buildings had been built in the 1930s and were found to be generally unchanged in the public areas. The Officer's Mess was assessed for listing in 2012 but has not been designated.
17 Queens Road (formerly Bisley Office Furniture), Bisley, Woking (discharge of condition)	18/03/16	15/0035	0.4	Phase 2 evaluation completed	Initial evaluation demonstrated some potential for relating to post medieval settlement, and possible earlier iron working was highlighted by finds and features in the south west corner of the site. It was therefore agreed that additional evaluation would take place across the site post demolition of the existing buildings. This determined that the site has been subject to widespread truncation, likely to have destroyed any previously existing archaeology.
Former BOC site, Windlesham	-	15/0067	0.4ha	Geophysical survey	A detailed gradiometer survey demonstrated the presence of anomalies of possible archaeological interest (primarily ditch-like features), former field boundaries, ploughing trends, areas of increased magnetic response and superficial geology.

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					Further work is planned.
Swinley Forest Water main	-	n/a	Other	Watching Brief	Archaeological observation of pipeline works by J Cook of BA. The pipeline extended 90m over the Surrey border, and observation of the easement strip revealed no finds or features of archaeological interest. The pipeline crossed the county boundary, also thought to be the medieval boundary of Windsor Forest, but the earthwork bank was found to be more likely modern in origin.

Indicator: Number of buildings and structures maintained, added or deleted from the local list

Target: No target – contextual

Performance against the target: N/A – no target

Analysis: In 2015/16 there have been no additions or deletions to the local list. A review of the local list is currently taking place. As the work progresses, it is intended that existing local heritage assets will be assessed in order to determine whether all should remain on the local list. Work is also being initiated to identify whether it is necessary to add any local heritage assets to the list. Details of this will be provided in subsequent AMRs as the information is updated.

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Environment

Objective 8: Maintain and Protect the Countryside and Green Spaces in settlement areas and provide an integrated green infrastructure network

CSDMP Delivery Polices: CP1, CP13, DM4, DM15, DM16

<p>Indicator: Amount of land in Surrey Heath designated as Settlement, Countryside Beyond the Green Belt or Green Belt</p> <p>Target: Achieve no net loss of Green Belt land</p> <p>Performance against the Target: Target MET</p> <p>Analysis: In 2015/16 there has been no change to Green Belt, Countryside or Settlement Area designations. The target has therefore been met.</p>
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<p>Indicator: Amount of land (ha) implemented as SANGs during AMR year and plan period</p> <p>Target: 8ha per 1,000 net new population</p> <p>Performance against Target: Target MET</p> <p>Analysis: The table below shows all SANG sites implemented since the start of the plan period.</p> <table border="1"> <thead> <tr> <th>Date of Implementation</th> <th>Name of SANG site</th> <th>Total discounted SANG area (ha)</th> <th>Total SANG capacity (people)</th> <th>Total SANG capacity (dwelling)</th> </tr> </thead> <tbody> <tr> <td>Jul 2014</td> <td>Hawley Meadows</td> <td>3.1</td> <td>386</td> <td>154</td> </tr> <tr> <td>Oct 2015</td> <td>Chobham Meadows</td> <td>23.5</td> <td>2400</td> <td>960</td> </tr> <tr> <td>Dec 2015</td> <td>Share of Shepherds Meadow</td> <td>9.6</td> <td>1200</td> <td>500</td> </tr> </tbody> </table> <p>During the monitoring year, the Council was able to acquire further capacity by implementation of a new SANG at Chobham Meadows, Station Road, Chobham. This SANG provides capacity for 2400 people, equivalent to 960 dwellings. In addition, the Council has a Memorandum of Understanding (MoU) with Bracknell Forest Borough Council, for the use of</p>	Date of Implementation	Name of SANG site	Total discounted SANG area (ha)	Total SANG capacity (people)	Total SANG capacity (dwelling)	Jul 2014	Hawley Meadows	3.1	386	154	Oct 2015	Chobham Meadows	23.5	2400	960	Dec 2015	Share of Shepherds Meadow	9.6	1200	500
Date of Implementation	Name of SANG site	Total discounted SANG area (ha)	Total SANG capacity (people)	Total SANG capacity (dwelling)																
Jul 2014	Hawley Meadows	3.1	386	154																
Oct 2015	Chobham Meadows	23.5	2400	960																
Dec 2015	Share of Shepherds Meadow	9.6	1200	500																

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capacity at Shepherd Meadows SANG. This would enable avoidance measure for 1200 persons capacity, equivalent to 500 dwellings.

In summary, all net new residential dwellings permitted in Surrey Heath Borough must be assigned against an existing SANG. As no net new dwellings have been permitted without SANG provision being made, it is considered that the target has been met. With the introduction of the Chobham Meadows SANG and the share of Shepherds Meadow SANG acquired, capacity for developments in Surrey Heath has significantly increased. The Council will continue to look for opportunities to further increase SANG capacity for the Borough.

Indicator: Amount of open space or recreational areas lost to other uses

Target: Aim to achieve no greater loss than 10% over plan period

Performance against target: Target MET

Analysis: In the plan period to date there have been no planning applications permitted which are expected to lead to the loss of green spaces or recreational areas. Consequently, defined green space designations have not been altered and the target has therefore been met.

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Climate change

Objective 9: To support the development of a waste strategy that improves levels of recycling and minimises waste production

CSDMP Delivery Policies: DM9

Indicator: Percentage of waste sent for reuse, recycling and composting

Target: 40% of waste sent for reuse, recycling and composting per annum

Performance against target: Target MET

Analysis: In 2015/16, 61.88% of waste was sent for reuse, recycling and composting. It should be noted that this is currently a draft figure that is subject to agreement through auditing by Surrey County Council and Waste Data Flow. It would therefore appear highly likely that the target has been met, but this will be confirmed later in the year. The overall average for the plan period to date is 61.92%. The target has therefore been met.

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Objective 10: To minimise impact on climate change and to minimise the effect of climate change upon the Borough through a reduction of greenhouse gas emissions and adoption of more environmentally friendly technologies and practices.

CSDMP Delivery Policies: CP2, DM7, DM8, DM9, DM10

Indicator: Carbon Dioxide Emissions (kilotonnes)

Target: Reduce CO₂ emissions to 34% below 1990 levels by 2020 (1990 baseline: 670 kilotonnes)

Performance against the target: target MET (within the scope of Local Authorities)

Analysis: The latest statistical release for CO₂ emissions by Local Authority Area is from statistics published by the Department of Energy and Climate Change¹⁴. Data is currently only available for the years 2005-2014. The figures are released annually and with each update, previous figures are invariably adjusted. This makes it difficult to monitor the indicator with complete consistency. The CO₂ emissions data taken from the June 2016 release are as follows for Surrey Heath.

Level of CO₂ Emissions for Surrey Heath by calendar year

Year	CO ₂ Emissions (kilotonnes)	Actual Reduction of 1990 baseline (%)	Incremental reduction (%) required to meet 34% in 2020
1990	670	0%	0%
2014	584.2	12.8%	27%
2014 (within the scope of Local Authorities)	457.3	31.7%	27%
2020	442.2 required	N/A	34.0%

¹⁴ <https://www.gov.uk/government/statistics/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics-2005-2014> - Department of Energy & Climate Change: statistical release, June 2016

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Figure 3: % Reduction of CO₂ Emissions in Surrey Heath Since 1990

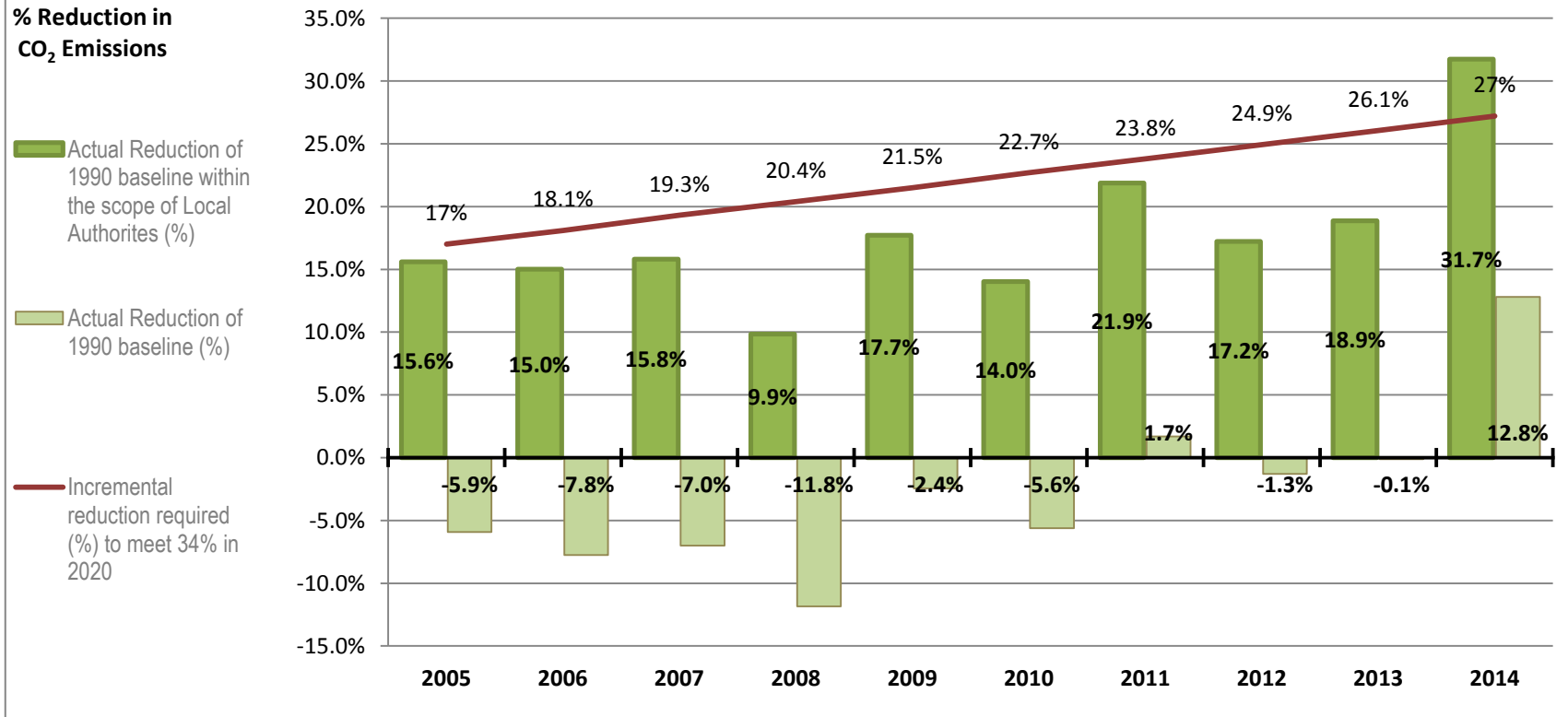


Figure 3 demonstrates that within the scope of influence of Local Authorities (namely Surrey County Council and Surrey Heath Borough Council), there has been a reduction of 212.7 kilotonnes CO₂ emissions in the latest statistical release year, from the 1990 base rate of 670. This is a 31.7% reduction of 1990 levels. The overall reduction of 1990 base levels is 12.8% at 2014. These figures can be set against an incrementally derived target reduction of 27% at 2014 in order to meet the 2020 target of a 34% reduction. Overall, there has been a general trend toward a reduction of CO₂ emissions in the

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Borough since 2005, when recorded data is published from. At 31.7%% in 2014, the reduction of emissions in Surrey Heath within the scope of Local Authorities is above the 27% reduction required to be on track to sufficiently meet the target of a 34% reduction in 2020. However the overall reduction of emissions not accounting only for that within the scope of Local Authorities was 12.8% in 2014, which is significantly below the 27% incremental requirement. For the purpose of monitoring this target, Surrey Heath's performance is being measured and consequently, it is considered within the scope of Local Authorities. Therefore, the target has been met.

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Indicator: Number of buildings permitted to prescribed standards for energy and water efficiency

This indicator is dealt with under building regulations and is therefore not reported in the AMR

Indicator: Renewable energy generation

Target: No target

Performance against the target: N/A NO TARGET

Analysis: No relevant schemes were permitted or completed during the monitoring year.

Indicator: Number of developments completed with SUDS measures implemented

Target: Achieve SUDS in all development where flood risk identified

Performance against the target: N/A

Analysis: No relevant schemes were completed during the monitoring year.

Indicator: Number of planning permissions granted contrary to Environment Agency advice on flooding and water grounds

Target: 0% of all applications to be granted contrary to EA advice

Performance against the target: Target MET

Analysis: In 2015/16 no planning applications were approved contrary to Environment Agency advice. The target has therefore been met.

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Travel and Transport

Objective 11: Improve travel choice and transport services to encourage sustainable travel patterns and, in particular, reduce reliance on the car

CSDMP Delivery Policies: CP1, CP11, DM11

Indicator: Percentage of dwellings or B class floorspace completed within 400m or 5 minute walk time of a half hourly bus service in urban areas and within 800m or a 10 minute walk time of an hourly bus service in rural areas

Target: To achieve 80% of all development over plan period

Performance against the target: Target MET

Analysis:

B class floorspace completions - plan period 2012-2016

	Total B class floorspace completed (net) ¹⁵	B class floorspace completed within 400m/ 5 min walk of bus stop (urban)	B class floorspace completed within 800m/ 10 min walk of bus stop (rural)	% B class floorspace completed within prescribed distance of bus stop
Urban	1844	1844	n/a	100.0%
Rural	816	n/a	382	46.8%
Total	2660	1844	382	85.6%

Dwelling completions – plan period 2012-2016

	Total dwellings completed (net) ¹⁶	Dwellings completed within 400m/ 5 min walk of bus stop (urban)	Dwellings completed within 800m/ 10 min walk of bus stop (rural)	% Dwellings completed within prescribed distance of bus stop
Urban	777	761	n/a	97.9%
Rural	59	n/a	55	93.2%
Total	836	761	55	97.6%

As shown in the tables above, the target of 80% has been met for net dwelling completions for both B class floorspace and housing completions. Taking account of *all* completed development, B class floorspace and dwellings combined as a percentage provides **91.6%** without any weighting being applied to dwellings, despite them totalling a significantly larger floorspace than the B class completions. Therefore, the target has been met.

¹⁵ Only applications where there has been a net gain in B-class floorspace have been included in these calculations

¹⁶ Only applications where there has been a net gain in dwellings have been included in these calculations

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Indicator: Percentage of dwellings or B class floorspace completed within a 10 minute walk time or 800m of a rail service (local)

Target: To achieve 50% over plan period

Performance against the target: Target NOT MET

Analysis:

Plan period to date (2012-2015)	Development falling within 10 min walk / 800m of rail service	Development Total across Plan Period	% Development falling within 10 min walk / 800m of rail service
B class floorspace completions (sq.m)	890	2660	33.5%
Dwellings (no. units)	184	836	22.0%

The target of 50% has not been met. However, the overall percentages for both B class floorspace and no. of dwellings within 800m of a rail service have markedly increased from the previous monitoring year. This gives an indication that over the plan period, the effects of the Core Strategy policies are beginning to be felt. It is however worth noting that whilst there are 3 railway stations in the Borough, they are all located on the western side of Surrey Heath, which restricts the likelihood of delivering a large quantity of development within close proximity of them. Furthermore, much of the western urban area falls outside of their 800m radius.

Indicator: Number of travel plans implemented in association with major developments

Target: Aim to achieve travel plans in 50% of all major developments

Performance against the target: UNABLE to determine

Analysis: The following list provides details of applications with Travel Plans that Surrey County Council has commented on, during the monitoring year 2015-16:

Development	Details	TP date	Status
119 London Road, 12-16 Park Street, & Land to the Rear, Camberley, GU15 3EY	Erection of a part four, part five storey building, to comprise Restaurants (Class A3), Drinking Establishment (Class A4) and a 95 bedroom hotel (Class C1).	May 2016	Framework TP submitted in order to discharge planning condition
Connaught Junior School,	In September 2015, Connaught Junior School took another bulge class in Year 3 to	Oct 2015	Monitoring report due October 2016.

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Manor Way, Bagshot	meet the high demand for junior places in the area.		
Kamkorp Park, Chertsey Rd	Extension of existing office space + construction of new research + development facilities to form the new HQ of Kamkorp Ltd at the former BOC site (Higham Hall) on Chertsey Rd, Windlesham, GU20 6HZ.	Mar 2015	Framework TP submitted as part of planning application (granted)
Kings Road, West End	84 dwellings in a mix of sizes and tenures.	May 2016	Framework TP submitted as part of planning application
Pinewood, College Ride	Erection of a part three storey, part four storey 69 bedroom (Class C2) Care Home with link to and conversion of existing locally listed building from offices (Class B1a) to provide ancillary facilities to Care Home with associated landscaping, formation of access road and parking and associated works.	June 2016	Framework TP submitted as part of planning application
Notcutts site	As part of the mixed-use development, there are four non-food retail units with a combined gross floor area of 1,775m2 and associated parking. Adjacent to the units is the Waitrose food store with a gross floor area of 2,288m2. There is a separate TP for this.	June 2015	Framework TP to discharge condition
		Oct 2013	Framework TP to discharge condition

The Council continues to seek travel plans in consultation with Surrey County Council – implementation is monitored by the County Council and it has not been possible to gather the data required to fully monitor this indicator.

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Employment and Retail

Objective 12: Maintain the economic role of the Borough within the Western Corridor and Blackwater Valley sub-region

CSDMP Delivery Policies: CP8, DM1, DM2, DM3, DM13

Saved Local Plan 2000 Policies: E6, E8

Indicator: Total amount of additional employment floorspace by type

Target: Achieve no net loss of employment floorspace over plan period

Performance against the target: Target NOT MET

Analysis:
Additional employment floorspace completed across borough (net)

	A1 (sqm)	A2 (sqm)	A3 (sqm)	A4 (sqm)	A5 (sqm)	B1(a) (sqm)	B1(b) (sqm)	B1(c) (sqm)	Mixed Across B1 (sqm)	B2 (sqm)	B8 (sqm)	B mixed (unable to split) (sqm)	Mixed Across >1 Use Class (sqm)	D1 (sqm)	D2 (sqm)	Total (sqm)
2015-16 (net)	-716	60	33	0	0	-829	0	0	0	0	0	5210	218	88	-4484	-420
Plan Period (2012-16) (net)	-1527	164	1124	-270	121	-7766	0	-497	-141	462	891	4962	218	1418	-4239	-5080

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Core Employment Areas B class floorspace completions 2015-16 and Plan Period 2012-16

	B1a (sqm)	B1b (sqm)	B1c (sqm)	Mixed Across B1 (sqm)	B2 (sqm)	B8 (sqm)	B Mixed (unable to split) sqm	Total (sqm)
2015-16 Completed floorspace (gross)	0	0	0	0	0	1011	5210	6221
2015-16 Completed floorspace (net)	0	0	0	0	0	0	5210	5210
Plan Period (2012-16) (gross)	0	0	0	248	247	1902	5210	7607
Plan Period (2012-16) (net)	0	0	-218	248	247	891	4962	6130

The target has not been met, with an overall net loss of 420 square meters of employment floorspace in the monitoring year and a net loss of 5080 square metres employment floorspace across the plan period to date. It should be noted that the large majority of this reduction in floorspace falls within a B1a use class. These losses are largely a result of the expansion of the General Permitted Development Order (GPDO) to include Class J, Part 3, allowing prior notifications for a change of use from Class B1a (office) to Class C3 (dwelling houses). As such, the Borough Council has been unable to prevent the loss of employment floorspace falling within a B1a use class. Excluding B1a to C3 losses, the Council would have in fact gained a figure of 409 sqm B use class floorspace during the monitoring year 2015-16.

Within the Core Employment Areas there has been a significant increase in B class floorspace during the monitoring year as well as an overall net gain over the Plan Period. This is in line with the objectives of CSDMP policy CP8.

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Indicator: Total amount of employment floorspace on previously developed land by type

Target: Achieve 80% of employment development on PDL over plan period

Performance against the target: Target NOT MET

Analysis:

% Completed B class floorspace on PDL in the Plan Period to date (figures include only those applications where there has been a net gain in employment floorspace)

	B1a	B2	B8	Mixed Across B	Total Employment Floorspace
2012-16 plan period sqm PDL	626	244	0	726	1596
2012-16 plan period sqm non-PDL	0	0	891	0	891
2012-16 plan period % sqm PDL	100%	100%	0%	100%	64%

As set out in the previous indicator, there has been a net loss in employment floorspace during the plan period to date. Therefore, in order to assess performance against the PDL target, the above table considers solely those applications where there has been a net gain in overall floorspace. On this basis, over the plan period to date, 64% of the total floorspace completed was on PDL. The target of 80% has therefore not been met. This is due to one single relatively large development completed on non-PDL land during the 2012-13 monitoring year. Since then, 100% of the total employment floorspace has been completed on PDL, including completions during the monitoring year.

Indicator: Employment Land Available

Target: Maintain sufficient land to meet demand

Performance against the target: Target MET

Analysis: An Employment Land Review of the Functional Economic Area (FEA) which includes Hart District, Rushmoor Borough and Surrey Heath Borough was undertaken over the previous monitoring year and published in June, 2015. The results of the study demonstrated that overall, across the FEA there is a sufficient supply of employment land required to meet current and future projected demands.

Indicator: Total amount (gross) and percentage of retail floorspace completed in town centres, edge of centre locations and outside centres

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Target: Achieve 75% of town centre uses within Town, District and Local centres over plan period

Performance against the target: Target NOT MET

Analysis:

Total amount of retail floorspace completed in Plan Period (2012-2016)

	Gross (net) new floorspace completed (sqm) PLAN PERIOD	% total gross retail floorspace PLAN PERIOD
Town/District/Local Centres	595 (-1334)	46%
Edge of Town/District/Local Centres	0	0%
Outside Centres	703 (-193)	54%

In terms of gross completions for new retail floorspace, 46% has been achieved in the borough's centre locations with 0% in edge of centre locations and 54% outside of centres over the plan period. However, during the monitoring year, 100% of gross retail completions were located within town/district/local centres. Whilst the target not been met over the plan period to date, it is worth noting that the gross completions outside of designated centres have primarily been in either neighbourhood centres (which are not considered in this indicator) or other urban areas within the borough which are generally sustainable locations, likely to have a high local demand for neighbourhood retail services.

Objective 13: Promote the role of Camberley Town Centre as a secondary regional centre and as a safe and attractive retail, cultural and entertainment centre with a high quality of environment

CSDMP Delivery Policies: CP8, CP9, CP10

Saved Local Plan 2000 Delivery Policies: TC1, TC2, TC4-10, TC12-22

Please note that objectives related to Camberley Town Centre are now monitored from the policies, indicators and targets within the Camberley Town Centre Area Action Plan (CTCAAP), which was adopted in July 2014. These policies are monitored in Section 5 of this report, following the monitoring of the local plan policies.

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

District and Local Centres

Objective 14: Maintain the role of Bagshot and Frimley as district centres for local shops, services and community facilities and protect these uses elsewhere in the Borough

CSDMP Delivery Policies: CP9, DM12

Indicator: Percentage of units in A1 use over plan period in Bagshot primary shopping area (frontage), Bagshot secondary shopping frontage, Frimley primary shopping area (frontage), Frimley secondary shopping frontage and Neighbourhood parades (frontage)

Target: Maintain or achieve 75% of units as A1 in primary shopping areas and 50% of units as A1 in all other frontages

Performance against the target: Target PARTIALLY MET

Analysis: A survey was undertaken in July and August 2012 to identify the types of units that were in use in the borough's district and local centres. The results of this survey are included as Appendix 4. No further surveys have been completed since this initial undertaking and as such there are no recorded differences in the results for this AMR year. The 2012 survey demonstrated that the majority of local centres are meeting the CSDMP target of 50% of units in A1 use. The Primary and Secondary shopping frontages of Bagshot and Frimley however are performing less well in terms of A1 use.

As with other indicators in this report, it should be taken into account that the CSDMP was only adopted in February 2012 and it will therefore take time for the new policies to take effect. However, amendments made to the General Permitted Development Order in 2013¹⁷ now mean that smaller A1 units (<150 sqm) can now be temporarily changed to A2, A3 or B1 without the need for planning permission. Furthermore, Under Schedule 2, Part 3, Class M of the Town and Country Planning (General Permitted Development) Order, this has been extended to enable conversions from an A1 use to C3 dwellinghouses, subject to prior approval. The effect that this will have on the Council's ability to deliver Policy DM12, at least in the short term, remains to be seen. The Council intends to produce an updated retail survey in 2017/18 that will provide comparative data for how well the District and Local Centres are performing in terms of their retail provision.

¹⁷ The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Objective 15: Identify sites on which employment use should be maintained and growth encouraged

CSDMP Delivery Policies: CP8, DM13

Indicator: Amount of (gross) B Class floorspace permitted or lost to other uses outside of Core Employment Areas and Camberley Town Centre								
Target: No target								
Performance against the target: NO TARGET								
Analysis: B class floorspace permitted and completed outside of Camberley Town Centre and Core Employment Areas, Plan Period 2012-16								
	B1a	B1b	B1c	Mixed Across B1	B2	B8	B Mixed (unable to split)	Total
Permitted (gross) Plan Period 2012-16 (sqm)	12,651	8805	0	0	738	3436	134	25,764
Permitted (net) Plan Period 2012-16 (sqm)	-16,348	8,805	-683	0	-892	-1,923	0	-11,041
Completed (gross) Plan Period 2012-16 (sqm)	3,171	0	0	0	215	0	0	3,386
Completed (net) Plan Period 2012-16 (sqm)	-3,114	0	-279	-269	215	0	0	-3,447
<p>Over the plan period to date, in terms of completed gross new floorspace there has been a gain of 3,386 sqm B class floorspace outside of Core Employment Areas and Camberley Town Centre, of which 3,171 is in a B1a use class. However, overall there has been a net loss of completed employment (B class) floorspace outside of these areas. During the monitoring year, the net loss of B class floorspace has been entirely within the B1a use class. This is, in part due to recent changes to permitted development rights (in particular in relation to the conversion of B1 office use to C3 residential) which have made loss of office floorspace more difficult to manage.</p>								

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Community

Objective 16: Support the community through: protection from crime and the fear of crime, reflection of cultural diversity, improved facilities for health, well-being and life-long learning

CSDMP Delivery Policies: CP2, CP10, CP12, DM9, DM12, DM15

Indicator: Total floorspace (net square metres) for community and cultural facilities gained or lost by type during AMR year and Plan Period

Target: No target

Performance against the target: NO TARGET

Analysis:
Community and cultural facilities gained or lost

	Educational Facilities (sqm)	Healthcare Facilities (sqm)	Places of worship (sqm)	Leisure Facilities (sqm)	Total (sqm)
2015-16 (net)	0	88	0	-4484	-4396
Plan Period to date (2012-16) (net)	758	446	214	-4239	-2821

The borough has lost 2821 square metres of community and cultural facilities over the Plan Period to date. The loss is due solely to one large application which was completed during the current monitoring year. The demolition of leisure facilities and completion of new B class employment floor space was completed at Lyon Way Industrial Estate, a designated Core Employment Area. It is therefore in the Borough's benefit to reclaim a use falling within the B class in such a location. Notwithstanding the loss of leisure facilities during the monitoring year, there have been net gains in all other community and cultural facilities over the Plan Period to date.

Indicator: Amount of new open space provided on major housing development (ha)
No relevant schemes were completed during the monitoring period

MONITORING THE POLICIES IN THE SURREY HEATH LOCAL PLAN

Leisure and Culture

Objective 17: Provide and support high quality leisure and cultural facilities that are accessible to all

CSDMP Delivery Policies: CP2, CP4, CP10, CP12, CP13, DM14, DM15, DM16

Indicator: The monitoring for this objective is included within Objectives 8, 13 and 16.

MONITORING THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN POLICIES

5 MONITORING POLICIES IN THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN

Camberley Town Centre Area Action Plan

- 5.1 The CTC AAP was adopted in July 2014, during the previous monitoring year. As such, there is little relevant information for monitoring in this AMR year. Objectives will be monitored and reported in future AMRs, subject to the allocated sites' phasing.
- 5.2 The structure of this section aims to follow the CTCAAP framework, in a summarised tabular format which provides information relating to how well the policies in each thematic area of the AAP are performing. Each objective is grouped within an overarching theme, derived from the AAP framework. The same colour coding system used to monitor performance in the CSDMP section is applied.

Figure 4: Surrey Heath – Context of the AAP within the Borough

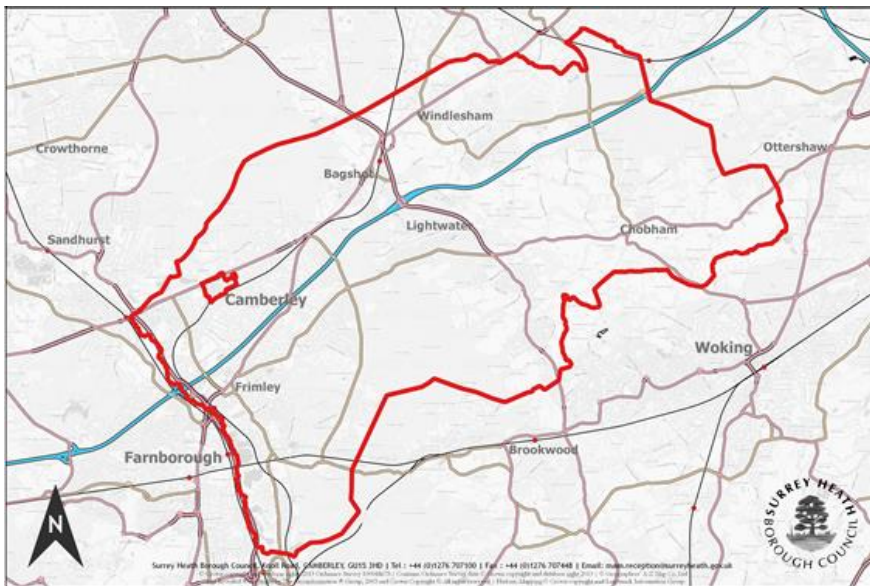


Figure 5: The Camberley Town Centre AAP Boundary



MONITORING THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN POLICIES

Area Action Plan Themes and Objectives

Theme	Objective	CSDM & AAP Delivery Policies	Relevant Targets	Performance Summary	On Target?
A vital and viable shopping centre	1: Ensure Camberley town centre continues to be a vital and viable shopping facility which meets the needs of its catchment population and to enable the improvements and any increases in floorspace needed to achieve this	CSDM: CP8, CP9, CP10, CP12. AAP: TC2, TC3, TC13	Aim to achieve 41,000sqm (gross) comparison and convenience floorspace in CTC over the AAP period	The AAP was adopted during the previous monitoring year and the period runs until 2028. Therefore, there has not yet been a completion of major development over both the monitoring year and the AAP period to date.	-
A range of cultural and leisure facilities offered	2: Provide an excellent range of leisure, cultural and community facilities to meet the needs of the local population	CSDM: CP10, CP12, DM14, DM16. AAP: TC6.	Aim to achieve no net loss of community, cultural or leisure floorspace in CTC over AAP period	0.0sqm net loss of community, cultural or leisure facilities has taken place in CTC over both the monitoring year and the AAP period to date	✓
A thriving employment centre	3: To maintain Camberley town centre's role as an employment centre	CSDM: CP1, CP8, CP10 AAP: TC5, TC7, TC8	No target - contextual		/
A place for people to live	4: To enhance Camberley town centre's role as a residential area including the provision of new homes	CSDM: CP1, CP3, CP5, CP6, CP10, CP14B AAP:	Aim to deliver at least 200 new dwellings over AAP period with 35% as	The AAP was adopted during the previous monitoring year and the period runs until 2028. However, 61 homes have already been delivered on the AAP allocated sites to date,	-

MONITORING THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN POLICIES

		TC4, TC14, TC15, TC16, TC17, TC18, TC19, TC20	affordable	with a further 70 under construction. This is demonstrating good progress against the target of 200 homes. Due to the nature of 2 of these permissions as sheltered accommodation and a carehome, affordable delivery is currently at 0. Other sites are more likely to come forward as mixed tenure C3 dwelling houses later in the AAP period to date.	
A well connected, accessible town centre	5: To improve accessibility within and to the town centre by all means of transport	CSDM: CP10, CP11, CP12, DM11 AAP: TC7, TC8, TC9	Number of travel plans implemented in association with major developments in CTC over AAP period	With the adoption of the AAP in the previous monitoring year, there has not yet been the completion of major developments during the AAP period to date and as a result, any corresponding travel plans have not been implemented. A framework travel plan has been submitted as part of a large application in Park Street, Camberley, to comprise Restaurants, a drinking establishment and a 95 bedroom hotel.	-
A clean, high quality centre	6: To improve environmental quality and enhance the character of the town centre and protect the amenity and character of the surrounding residential areas	CSDM: CP2, CP10, CP12, CP13, CP14A, DM7, DM9, DM10, DM17 AAP: TC11, TC12, TC13	40% of waste sent for reuse, recycling and composting over AAP period.	Monitored through Core Strategy targets – 61.88% achieved during 15/16 and 62.7% over the AAP period to date.	✓
			No exceedance of Air quality Strategy targets of 30µgm ⁻³ in CTC	Camberley Air Quality Monitoring Station was located outside of the town centre, at Castle Road, adjacent to the M3. It closed August 2012 – information for CTC air quality is therefore currently unavailable	/

MONITORING THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN POLICIES

A safe, attractive centre	7: To provide a well-managed, safe and attractive town centre	CSDM: CP2, CP10, CP12, CP13, DM9, DM10, DM11, DM17 AAP: TC1	Complete all public realm improvements identified in Public Realm Strategy by end of AAP period. Not target. No. of crimes recorded in Camberley Town Centre can still be measured ¹⁸	AAP was adopted during previous monitoring year – public realm improvements not phased until later in the AAP period.	/
				No. of crimes committed within 0.25 mile radius of Camberley Town Centre 01/04/15 – 31/03/16 (monitoring year period) = 900 There were 808 crimes recorded over the same period during the previous monitoring year 2014/15.	

Area Action Plan Allocated Sites

AAP Site	Phasing	Delivery at 31/03/2016
London Road Block	Commencement in 2016/2017	No required commencement in monitoring year
Camberley Station	Commencement post 2020	No required commencement in monitoring year
Land at Park Lane	Specific phasing not stated - 100 dwellings over AAP Period	Number of dwellings completed: 61 (net) Number of dwellings commenced: 65 (net)(92 C2 units / 1.4 (average occupancy rate of a 1 bed dwelling)) Total no. of units to be provided on site: 126
Pembroke Broadway North	Commencement pre- 2020	No required commencement in monitoring year
Land East of Knoll Road	Specific phasing not stated - 80 dwellings over AAP Period	31 (net) dwellings permitted at Former Camberley Police Station site. 5 (net commenced at end of monitoring year). Remaining

¹⁸ Information provided at <http://www.ukcrimestats.com/Postcode/gu153sl>

MONITORING THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN POLICIES

		area of allocated site remains to come forward
Magistrates Court	Commencement of development by 2016	Development not yet commenced. However, phasing for commencement runs until end 2016.
The Granary	Commencement of development by 2016	Development not yet commenced. However, phasing for commencement runs until end 2016.

Completed Floorspace in Camberley Town Centre

Retail, employment and leisure floorspace completions within the boundaries of the CTC AAP during the monitoring year and over the plan period

Town Centre Uses: Floorspace completions within the boundary of Camberley town Centre, 2015-16 and Plan Period 2012-16

	A1 (sqm)	A2 (sqm)	A3 (sqm)	A4 (sqm)	A5 (sqm)	B1a (sqm)	B1b (sqm)	B1c (sqm)	Mixed B1	B2 (sqm)	B8 (sqm)	D1 (sqm)	D2 (sqm)	Mixed Across >1 Use Class (sqm)	Total (sqm)
Gross new floorspace completed 2015-16	342	0	211	0	0	0	0	0	0	0	0	0	0	218	771
Net floorspace completed 2015-16	-380	0	74	0	0	-273	0	0	0	0	0	0	0	218	-361
Gross new floorspace completed Plan Period 2012-16	402	1151	258	0	323	25	0	0	0	0	0	176	0	218	2553.2
Net floorspace completed Plan Period 2012-16	-1403	1119	-146	0	239	-4470	0	0	-120	0	0	176	0	218	-4386.8

MONITORING THE CAMBERLEY TOWN CENTRE AREA ACTION PLAN POLICIES

Analysis: There has been a net loss of floorspace for town centre uses in Camberley town centre, both in the AMR year 2015-16 and over the Plan Period 2012-16. The quantity of floorspace lost has decreased year upon year, with the smallest loss in the monitoring year 2015-16. Regardless of this, it is recognised that the loss of such floorspace in the town centre needs addressing. Policies relating to town centre uses in Camberley town centre are contained within the CTCAAP. However, as this document was adopted during the previous monitoring year, their effects will not become apparent until future reports.

APPENDICES

APPENDIX 1: DUTY TO CO-OPERATE

Activities undertaken in the year ending 31st March 2016

Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
Hart District Council and Rushmoor Borough Council	Undertaken work to determine Housing Market Area. Undertaking joint Strategic Housing Market Assessment (SHMA) in line with Government guidance. Joint consultation on methodology and draft SHMA and stakeholder workshop held	On-going	Joint working under duty to co-operate has led to housing market area being defined and the production of a SHMA in December 2014. Member liaison group set up and meetings held. An updated SHMA is currently being produced.
Hart District Council and Rushmoor Borough Council	Undertaken work to determine Functional Economic Area. Undertaking joint Employment Land Review (ELR) in line with Government guidance. Joint consultation on methodology on site assessment undertaken.	On-going	Joint working under duty to co-operate has led to functional economic areas being defined and a joint ELR being produced in June 2015
Bracknell Forest District Council	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB. On-going discussion in respect of using capacity of SANG within Bracknell Forest to provide avoidance measures for residential development in Surrey Heath
Camberley Town Centre Community Interest Company (CIC)	A partnership of public and private sector organisations that have an active interest in the town and are dedicated to improving the town's economy, attracting businesses, inward investment, residents and visitors.	On-going	Surrey Heath plays an active role in the CIC.
Collectively	Camberley Town Centre is a Business Improvement	On-going	Member of BID

APPENDICES

Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
Camberley	District (BID).		
Joint Strategic Partnership Board	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
Enterprise M3 Local Economic Partnership	Surrey Heath is part of the Enterprise M3 LEP which looks at the strategic management of resources to achieve economic growth. Have successfully submitted BIDs for Local Growth Fund during 2014	On-going	Information sharing. Leader of the council is one of the 16 Members of the Enterprise M3 Board. Have received funding for highway improvements, SANG and purchase of a building for housing.
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	On-going	Information sharing. Recommendations on joint working made to SPOA.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	On-going	Information sharing. Decision-making on joint working projects at officer level.
Guildford Borough Council	Have been involved in Duty to Co-operate meetings in respect of SHMA for Guildford	On going	Will help inform Guildford's Plan making
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
	Meeting to explore strategic/cross boundary issues	23 Nov 2012	Agreement on strategic issues between 2 authorities
	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	On-going	Information sharing. Recommendations on joint working made to SPOA.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning	On-going	Information sharing. Decision-making on joint working projects at officer level.

APPENDICES

Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
	officers.		
	West Surrey Local Plans Group. Regular meetings of senior policy officers in West Surrey.	Bi- monthly	Information sharing. Decision-making on joint working projects at officer level.
	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Responded to Proposed Submission Local Plan (Reg 19) Consultation	On-going	Will help inform the Local Plan process.
Hampshire County Council	Joint working on SANG – Hawley Meadows	On-going	Management of SANG and delivery of housing development in the Borough through it.
	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
Highways Agency	Meetings to further joint working on M3 study and hard shoulder running	January 2014	Low noise surfacing to be used on all lanes. Joint community involvement
Hart District Council	See above for working on Joint SHMA and Employment Land Review with Surrey heath , Hart and Rushmoor	On-going	Agreement on strategic issues between 3 authorities
	Joint working on SANG – Hawley Meadows	On-going	Management of SANG and delivery of housing development in the Borough through it. Have negotiated additional capacity from Hart
	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Planning Working Group (PWG) - Regular meetings	On-going	Information sharing. Recommendations on joint

APPENDICES

Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
	through-out year of senior Surrey Planning Policy officers.		working made to SPOA.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	On-going	Information sharing. Decision-making on joint working projects at officer level.
Natural England	Joint Strategic Partnership Board (JSPB). Regular meetings of Local authority representatives and Natural England	On-going	Information sharing, decision taking and management of JSPB.
	Regular consultation in connection with development proposals, new SANG & SAMM contributions	On-going	Information sharing and decision taking in relation to nature conservation and SANG.
Planning Working Group	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	On-going	Information sharing. Recommendations on joint working made to SPOA.
Royal Borough of Windsor and Maidenhead	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
Runnymede Borough Council	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	On-going	Information sharing. Recommendations on joint working made to SPOA.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	On-going	Information sharing. Decision-making on joint working projects at officer level.
	West Surrey Local Plans Group. Regular meetings of	Bi- monthly	Information sharing. Decision-making on joint

APPENDICES

Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
	senior policy officers in West Surrey.		working projects at officer level.
	Meeting to explore strategic/cross boundary issues including Runnymede's SHMA	On-going	Will help inform Runnymede's SHMA
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA	On-going	Outcomes of consultation have informed production of the SHMA.
	Responded to Issues and Options Local Plan (Reg 18) Consultation	On-going	Will help inform the Local Plan process.
Rushmoor Borough Council	Joint working on SANG – Hawley Meadows	On-going	Management of SANG and delivery of housing development in the Borough through it.
	See above for working on Joint SHMA and Employment Land Review with Surrey heath , Hart and Rushmoor	On-going	Agreement on strategic issues between 3 authorities
	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	On-going	Information sharing. Decision-making on joint working projects at officer level.
	West Surrey Local Plans Group. Regular meetings of senior policy officers in West Surrey.	Bi- monthly	Information sharing. Decision-making on joint working projects at officer level.
Surrey County Council	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	On-going	Information sharing. Recommendations on joint working made to SPOA.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	On-going	Information sharing. Decision-making on joint working projects at officer level.
	Regular meetings and discussions on a variety of planning policy topics including transport, education,	On-going	Information sharing and assistance in creation of evidence base and formulation of policy.

APPENDICES

Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
	travellers, SPA and SANG.		
	Have successfully worked with Surrey CC to submit bids for LEP Local Growth Fund during 2014	On-going	Have received funding for highway improvements, SANG and purchase of a building for housing. Working with Surrey CC on future round of bids
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
	Joint Highway post established in May 2016	On-going	Will help in the production of Local Plan documents
Surrey Heath Partnership	Single body that brings together different parts of the public sector as well as the business, community and voluntary sectors to work together for the benefit of the community of Surrey Heath.	On-going	Information sharing and assistance in creation of evidence base and formulation of policy
Surrey Planning Officers Association	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	On-going	Information sharing. Decision-making on joint working projects at officer level.
Transport for Surrey	Brings together those involved in transport such as bus and rail operators, local councils and Surrey Police to co-ordinate transport activities in the county.	On-going	Information sharing and input into preparation of transport evidence base
Transport for Surrey Heath	Partnership project which aims to deliver improved transport solutions within the borough.	Meets 3-4 times a year	Information sharing and input into preparation of transport evidence base
Waverley Borough Council	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	Bi-monthly	Information sharing. Recommendations on joint working made to SPOA.

APPENDICES

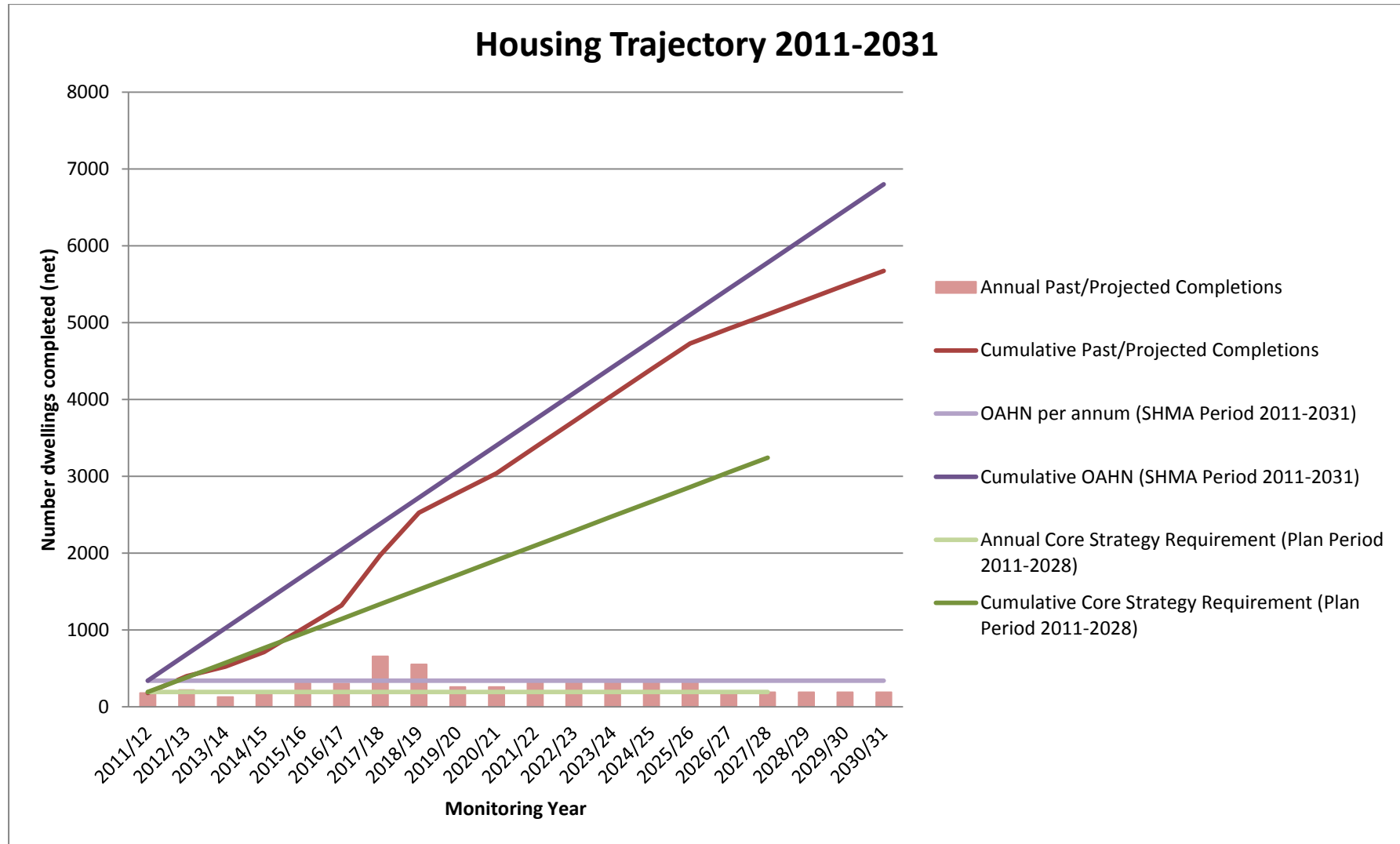
Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	Monthly	Information sharing. Decision-making on joint working projects at officer level.
	West Surrey Local Plans Group. Regular meetings of senior policy officers in West Surrey.	Bi- monthly	Information sharing. Decision-making on joint working projects at officer level.
	Periodic meetings to explore potential for cross-boundary SANG	On-going	-
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
	Responded to Pre-submission Local Plan (Reg 19) Consultation	On-going	Will help inform the Local Plan process.
Woking Borough Council	Worked with Woking on determining the most suitable Housing Market Areas for both Surrey Heath and Woking	Mar 2014	Has informed where most relevant Housing Market Areas are which have informed production of the SHMA for Surrey Heath , Hart and Rushmoor.
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.
	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Planning Working Group (PWG) - Regular meetings through-out year of senior Surrey Planning Policy officers.	Bi-monthly	Information sharing. Recommendations on joint working made to SPOA.
	Surrey Planning Officers Association (SPOA) - Regular meetings through-out year of senior Surrey Planning officers.	Monthly	Information sharing. Decision-making on joint working projects at officer level.
	West Surrey Local Plans Group. Regular meetings of senior policy officers in West Surrey.	Bi- monthly	Information sharing. Decision-making on joint working projects at officer level.

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Organisation	Nature of Co-operation in yr to 31 st March 2015	Date	Outcome
	Periodic meetings to explore potential for cross-boundary SANG	On-going	-
Wokingham Borough Council	Joint Strategic Partnership Board (JSPB) and Thames Basin Heaths Joint Officers Group. Regular meetings of political and officer representatives of 11 constituent Local Authorities of TBH SPA plus Natural England.	On-going	Information sharing, decision taking and management of approaches to TBH SPA and JSPB.
	Have consulted on both joint SHMA and ELR methodologies and on Draft SHMA.	On-going	Outcomes of consultation have informed production of the SHMA.

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APPENDIX 2: HOUSING TRAJECTORY



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Housing Trajectory 2011-2031 – net completion figures

	2011 /12	2012 /13	2013 /14	2014 /15	2015 /16	2016 /17	2017 /18	2018 /19	2019 /20	2020 /21	2021 /22	2022 /23	2023 /24	2024 /25	2025 /26	2026 /27	2027 /28	2028 /29	2029 /30	2030 /31
Net Additions - Past	179	217	127	187																
Net Additions - Reporting Year					305															
Net additions - Current - Following Year (u/c)						304	272													
Net additions - windfall allowance							29	30	30	30	11	11	11	11	10	11	11	11	11	10
Net Additions - unimplemented permissions							354	293												
Net Additions - Allocated Sites (Deepcut PRB + sites not permitted or u/c)								103	103	102	98	98	98	97	97	120	120	120	119	119
Net Additions - Other SLAA Sites								125	124	124	230	230	230	230	229	59	58	58	58	58
Year total	179	217	127	187	305	304	655	551	257	256	339	339	339	338	336	190	189	189	188	187
Core Strategy Target, cumulative	191	381	572	762	953	1144	1334	1525	1715	1906	2097	2287	2478	2668	2859	3050	3240			
OAHN, Cumulative	340	680	1020	1360	1700	2040	2380	2720	3060	3400	3740	4080	4420	4760	5100	5440	5780	6120	6460	6800
Cumulative completions	179	396	523	710	1015	1319	1974	2525	2782	3038	3377	3716	4055	4393	4729	4919	5108	5297	5485	5672

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APPENDIX 3: COMPLETED PROJECTS FROM THE 2010 INFRASTRUCTURE DELIVERY PLAN

Scheme/Status	Need for Scheme	Requirements of Scheme	Cost	Lead Delivery Agency	Indicative Phasing	Funding Arrangements	Funding Gap	Contingency
Health								
Frimley Park Hospital	Modernisation and expansion of site.	Modernise A & E department, redevelop front of site and redevelop radiology. 2 nd Catheterisation Lab	£18.3m	Frimley Park Hospital Trust	Planning application 10/0476 granted Application 10/0574 under consideration	Frimley Park Hospital Trust	None identified	Project Complete
Social & Community Infrastructure - Education								
Replacement of Portesbury Road Primary School	Additional education infrastructure	Replace Portesbury Road school with new build facility at a new site	£10m	SCC	2013/2014	Funding secured	None	Project complete
Green Infrastructure								
Notcutts SANGS	TBH SPA mitigation for Notcutts development	Creation of new SANGS to serve Notcutts development	Provided on-site by developer	Developer & SHBC	2010-2012	S106	None	Project Implemented
Clewborough House/Burrow Hill SANGS	TBHSPA mitigation for 60 dwellings	Creation of SANGS and adoption by SHBC	Provided on-site by developer	Developer & SHBC	2010-2012	S106	None	Project Complete

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Scheme/Status	Need for Scheme	Requirements of Scheme	Cost	Lead Delivery Agency	Indicative Phasing	Funding Arrangements	Funding Gap	Contingency
	at Burrow Hill							
Hawley Meadows & Blackwater Valley SANG shared between Surrey Heath, Hart & Rushmoor (31ha)	TBH SPA mitigation	Access improvements to car park and paths, improvements to signage, upgraded woodland management, part funding for new assistant ranger post		Hants CC, SHBC, RBC, HDC	2010-2011	S106	None if tariff set at right level	Project Implemented
Open Space & Recreation								
Children's play facilities at Windlesham playing fields, School Lane	Off-site facilities for Notcutts development	Provision and maintenance of equipped children's play equipment and facilities	£95,000	SHBC & Windlesham PC	2010-2012	S106	None	Project Complete
Heatherside Recreation Ground	Increase provision of informal youth recreation facilities in Heatherside, Camberley	Create village green with skate park, upgrade and relocate children's play area	£150,000	Safer Surrey Heath Partnership	2010-2011	Surrey Heath Crime & Disorder Reduction Partnership	None. Funding secured	Project Complete

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Scheme/Status	Need for Scheme	Requirements of Scheme	Cost	Lead Delivery Agency	Indicative Phasing	Funding Arrangements	Funding Gap	Contingency
Transport								
Traffic Management scheme at Notcutts Development, Bagshot	Highway Improvements	Provision of traffic signal controlled junction from new Nottcutts Development and London Road (A30) with provision of pedestrian and cycling facilities	Provided on-site by developer	Developer and SCC	2010-2012	S106	None	Project Complete
Replacement Bus Stops for Notcutts Development	Public Transport	Provision of two replacement bus stops with shelters on London Road	Provided on-site by developer	Developer and SCC	2010-2012	S106	None	Project Complete
Footway/cycleway scheme at Notcutts Development	Highway Improvements	Provision of shared footway/cycleway between Notcutts site and Lambourne Drive, Bagshot	Provided on-site by developer	Developer & SCC	2010-2012	S106	None	Project Complete
Off-site drainage works for Nottcutts development	Environmental improvements	Off-site drainage requirements	£10,000	SCC & SHBC?	2010-2012	S106	None	Project Complete

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Scheme/Status	Need for Scheme	Requirements of Scheme	Cost	Lead Delivery Agency	Indicative Phasing	Funding Arrangements	Funding Gap	Contingency
Shared cycleway/footway, Old Bisley Road	Improve pedestrian and cycle links to Pine Ridge Golf Centre	Install shared pedestrian/cycle route along north side of Old Bisley Road between The Maultway and Edgemoor Road	£20,000	SCC	Dependent upon implementation of planning application 08/0550, but considered to be 2010-2015	S106	None identified	Project Complete
Upgrade of footpath, provision of Real Time bus display including provision of radio control station for Real Time information Design to be scoped	Highway improvements and public transport for Notcutts development	Upgrade footpath between Guildford Road and Bagshot Rail Station. Provision of Real Time bus display information and radio control station for Real Time	£40,000	SCC	2010-2012	S106	None	Upgrade complete. Real Time Display secured
Improved street lighting Design to be scoped	Highway improvements	Provision of improved street lighting on Chapel Lane for Notcutts development	£12,700	SCC	2010-2012	S106	None	Project Complete
Community Infrastructure								
Children's centre, Old Dean,	Improve existing	Extend existing children's centre		SCC	2010-2011			Project Complete

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Scheme/Status	Need for Scheme	Requirements of Scheme	Cost	Lead Delivery Agency	Indicative Phasing	Funding Arrangements	Funding Gap	Contingency
Camberley (identified in draft action plan for SCS)	children's centre							

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APPENDIX 4: UNITS IN USE - DISTRICT, LOCAL & NEIGHBOURHOOD CENTRES

Centre	Designation	A1 Units in use	A2 units in use	A3 units in use	A4 units in use	A5 units in use	Other	Vacant units	Total
Bagshot	Primary Shopping Area	14 (61%)	4	2	0	2	0	1	23
Bagshot	Secondary Shopping Area	6 (40%)	1	2	2	2	0	2	15
Frimley	Primary Shopping Area	23 (70%)	5	4	0	0	0	1	33
Frimley	Secondary Shopping Parade	12 (39%)	10	0	1	5	0	3	31
Bisley	Local Shopping Centre/Parade	3 (100%)	0	0	0	0	0	0	3
Camberley - Beaumaris Parade	Local Shopping Centre/Parade	2(67%)	0	0	0	1	0	0	3
Camberley - Old Dean Parade	Local Shopping Centre/Parade	6 (42%)	0	2	0	4	0	2	14
Camberley - London Road/Frimley Road Parade	Local Shopping Centre/Parade	5 (50%)	1	3	0	1	0	0	10
Camberley - Frimley Road Parade	Local Shopping Centre/Parade	10 (53%)	1	3	0	3	0	2	19
Chobham	Local Shopping Centre/Parade	21 (64%)	6	4	0	0	0	2	33
Chobham - Chertsey Road	Local Shopping Centre/Parade	4 (67%)	0	1	0	1	0	0	6
Deepcut	Local Shopping Centre/Parade	3 (50%)	0	1	0	2	0	0	6
Frimley - Farm Road Parade	Local Shopping Centre/Parade	4 (67%)	0	0	0	2	0	0	6
Frimley - Heatherside	Local Shopping Centre/Parade	5 (63%)	1	1	0	1	0	0	8
Frimley Green	Local Shopping	7 (37%)	5	0	0	5	1 - D1	1	19

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Centre	Designation	A1 Units in use	A2 units in use	A3 units in use	A4 units in use	A5 units in use	Other	Vacant units	Total
	Centre/Parade								
Lightwater	Local Shopping Centre/Parade 1-7 The Square	3 (50%)	2	1	0	0	0	0	6
Lightwater	Local Shopping Centre/Parade 37-49, 50-62 and 65-83 Guildford Road	9 (56%)	3	0	0	4	0	0	16
Mytchett	Local Shopping Centre/Parade	9 (64%)	0	2	0	2	0	1	14
Windlesham	Local Shopping Centre/Parade	12 (86%)	1	1	0	0	0	0	14
West End	Local Shopping Centre/Parade	5 (83%)	1	0	0	0	0	0	6

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APPENDIX 5: HOUSING COMPLETIONS 2015-2016

Location	Planning Reference Number	No. Units Permitted		Address	No. units in application completed to 31 March 2016		No. units under construction at 31 March 2016		No. units not commenced at 31 March 2016		Units Completed in Period 1 April 2015 - 31 March 2016	
		Gross	Net		Gross	Net	Gross	Net	Gross	Net	Gross	Net
BAGSHOT	2014/0682	6	6	53-55A High Street	6	6	0	0	0	0	6	6
BISLEY	2013/0249	2	2	324 Guildford Road	2	2	0	0	0	0	2	2
	2013/0416	2	2	320 Guildford Road	2	2	0	0	0	0	2	2
	2014/0301	2	2	Briar & Bramley Court, Foxleigh Grange 331 Guildford Road	2	2	0	0	0	0	2	2
CAMBERLEY	2010/0864	2	2	26 Queen Mary Avenue	2	2	0	0	0	0	2	2
	2011/0271	10	9	116 Portsmouth Road	10	9	0	0	0	0	10	9
	2011/0702	2	1	126 Frimley Road	2	1	0	0	0	0	1	1
	2011/0831	19	19	301-307 (former Robins Cinema) London Road	19	19	0	0	0	0	19	19
	2011/0846	2	1	5 Claremont Avenue	2	1	0	0	0	0	1	1
	2012/0562	61	61	Development Site (former Stoke's Dairy) Park Lane	61	61	0	0	0	0	61	61
	2013/0100	4	4	Camberley Heath Golf Club Golf Drive	4	4	0	0	0	0	2	2
	2013/0146	87	87	Former Duke of York, 371 London Road & 8 Frimley Road	87	87	0	0	0	0	58	58
	2013/0259	1	1	Maywood St John Maywood Drive	1	1	0	0	0	0	1	1
	2013/0624	2	2	Ground Floor Offices, Dorchester Court, 283 London Road	2	2	0	0	0	0	2	2
	2013/0663	5	5	67-73 Park Street	5	5	0	0	0	0	5	5
2013/0904	12	12	Wessex House, 80 Park Street	12	12	0	0	0	0	12	12	
2014/0161	1	1	Development site 8-9 Burgoyne Road	1	1	0	0	0	0	1	1	

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	2014/0227	1	1	5 Tekels Park	1	1	0	0	0	0	1	1
	2014/0396	1	1	1 Heatherdale Road	1	1	0	0	0	0	1	1
	2014/0797	56	56	423-437 Pipers Court and Pilgrims Well London Road	56	56	0	0	0	0	56	56
	2015/0167	6	6	Wessex House, 80 Park Street	6	6	0	0	0	0	6	6
	2015/0780	1	1	The Laurels, 10 Hope Fountain	0	0	0	0	0	0	1	1
CHOBHAM	2011/0821	2	2	63-65 High Street	2	2	0	0	0	0	2	2
	2012/0196	8	-5	1 - 13 Windsor Court Road	8	-5	0	0	0	0	8	-5
	2012/0544	1	1	79 High Street	1	1	0	0	0	0	1	1
	2014/0757	1	1	71A High Street	1	1	0	0	0	0	1	1
	2015/0217	2	2	57 High Street	2	2	0	0	0	0	2	2
	2015/0671	1	1	Haileys Thompsons Lane	1	1	0	0	0	0	1	1
DEEPCUT	2011/0516	43	43	Former MOD Fire Station Deepcut Bridge Road	43	43	0	0	0	0	43	43
FRIMLEY	2013/0180	4	3	1 Gorse Road	4	3	0	0	0	0	4	3
	2013/0765	2	2	62A Frimley High Street	2	2	0	0	0	0	2	2
	2015/0154	1	1	34 The Cloisters	1	1	0	0	0	0	1	1
LIGHTWATER	2015/0746	1	1	Perfect Poultry, Four Walls Blackstroud Lane East	1	1	0	0	0	0	1	1
MYTCHETT	2015/0769	2	1	39 Hamesmoor Road	2	1	0	0	0	0	2	1
WINDLESHAM	2015/0155	1	1	The Brickmakers Arms Chertsey Road	1	1	0	0	0	0	1	1

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Camberley Town Centre Working Group

The Town Centre Working Group as currently constituted was set up solely to deal with the Town Centre BID. The elections for the BID have now been successfully completed and it is proposed that the Terms of Reference for this working group be amended to enable it to consider proposals to improve and promote the High Street Camberley.

Portfolio: The Leader

Date Portfolio Holder signed off report: 14 November 2016

Wards Affected

Town

Recommendation

The Executive is advised to RESOLVE that

- (i) the Terms of Reference for the Town Centre Working Group be amended as set out in Annex 1 of this report; and
- (ii) the Working Group be renamed the Camberley Town Centre High Street Innovation Working Group.

1. Key Issues

- 1.1 The Town Centre Working Group as originally constituted was set up with the sole purpose of overseeing the election of a new BID. That purpose has now been fulfilled. However, there remain other projects around the town centre which would benefit from member support and oversight most notably for the High Street.

2. Resource Implications

- 2.1 There are no additional resource requirements arising from the change to the Terms of reference.

3. Options

- 3.1 The Executive has the following options;
 - (i) To AGREE the changes to the terms of reference of the Town Centre Working Group
 - (ii) To NOT AGREE the changes to the terms of reference of the Town Centre Working group

4. Proposals

- 4.1 It is proposed that the Terms of Reference of the Town Centre Working Group be amended as set out in Annex 1, with its name amended to

reflect these changes. No change to the membership of the Group is proposed.

- 4.2 It is proposed to set up a meeting of the group in early January 2017 to consider ideas for improvement of the High Street.

5. Supporting Information

- 5.1 No matters arising.

6. Corporate Objectives And Key Priorities

- 6.1 Underpins Objective 1 to make Surrey Heath an even better place where people are happy to live.
- 6.2 Underpins Objective 2 to sustain and promote the local economy.

7. Policy Framework

- 7.1 Supports the delivery of the Councils adopted policies in the Camberley Town Centre Area Action Plan.

8. Legal Issues

- 8.1 No matters arising

Annexes	Annex 1 - Proposed Terms of Reference
Background Papers	
Author/Contact Details	Jenny Rickard –Executive Head of Regulatory jenny.rickard@surreyheath.gov.uk
Head of Service	Jenny Rickard – Executive Head of Regulatory

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	<u>04/11/2016</u>
Capital	✓	<u>04/11/2016</u>
Human Resources		
Asset Management		
IT		
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	<u>04/11/2016</u>
Policy Framework		
Legal	✓	<u>04/11/2016</u>
Governance		
Sustainability		
Risk Management		
Equalities Impact Assessment		
Community Safety		
Human Rights		

Resources	Required	Consulted
Consultation		
P R & Marketing		
Business	✓	<u>04/11/2016</u>

Review Date:

Version:

Camberley Town Centre High Street Implementation Working Group

Proposed Terms of Reference

The Camberley Town Centre High Street Implementation Working Group is a Working Group of the Executive.

Membership

The Group will be politically balanced and will be made up of 7 members comprising 6 members from the Conservative Group and 1 member from the Others Group.

The Chairman of the Working Group will be the Finance Portfolio Holder.

Overall Aim

To consider and make recommendations to the Executive on future improvements to the High Street in Camberley Town Centre that promote and support the role of the High Street in any future regeneration proposals.

Key Objectives

- To review proposals for initiatives and improvements to the High Street that support its role within the town centre and make recommendations to the Executive accordingly
- To review other opportunities for public realm improvements on the High Street
- To agree a strategy for events and publicity promoting the High Street.

Meetings

The Working Group will meet as and when needed.

Cllr Rodney Bates
Cllr Richard Brooks
Cllr Mrs Vivienne Chapman
Cllr Colin Dougan
Cllr Edward Hawkins
Cllr Jonathan Lytle
Cllr Max Nelson

Substitutes

Cllr Nick Chambers
Cllr Robin Perry
Cllr Ruth Hutchinson

Council Finances as at the 30th September 2016

Summary

To inform Executive of the position of the Council Finances as at the 30th September 2016

Portfolio - Finance

Date Signed Off – 9 November 2016

Wards Affected

All

Recommendation

The Executive is advised to NOTE the Revenue, Treasury and Capital Position as at 30th September 2016.

1. Key Issues

- 1.1 This is the second quarter monitoring report against the 2016/17 approved budget, which provides an update on the Revenue, Treasury and Capital budget position as at 30th September 2016.
- 1.2 At the moment there are no particular issues within services to report.

2. Resource Implications

Revenue Budget

Services

- 2.1 Actuals against budget for the 2nd quarter are shown in the attached annex. There are no specific issues to report.

Wages and Salaries

- 2.2 At the end of the 2nd Quarter it is predicted wages will be under budget and services are achieving the vacancy margin.

Capital Budget

- 2.3 In the second quarter £1,929k has been spent on capital projects of which the largest share, £945k, was spent on the acquisition and development of Commercial Properties. Other significant expenditure was £464k on Disabled Facilities Grants which has attracted additional grant income from Surrey County Council..

Treasury Investments

- 2.4 The Council currently has £34m invested in a variety of banks, building societies and funds. From analysis done by our advisors the Council has managed to achieve a combined 8.79% return for the last quarter which puts it well above the LA average of 1.98%. This is because of the decision taken last year to diversify the portfolio.

A list of investments held at the 30th September 2016 is shown in Annex B

3. Debtors

Sundry Debts

- 3.1 Sundry debts include all debts except those relating to benefits. At the 30th September 2016 these amounted to £884k compared with £610k for the same period last year. However of this £181k relates to new quarterly billing for industrial estate properties where the processing method is under review and this quarter SANGs payments are now being processed via the debtor's system and will continue to distort ongoing debt levels.

Housing Benefit Debts

- 3.2 These debts arise when an overpayment in housing benefit has been made and thus has to be recovered. At the 30th September 2016 the balance was £629k similar to the previous quarter. During the period £95k was collected but a similar amount of new were debts raised. The number of debts on a repayment plan has also increased for the quarter.

4. Options

- 4.1 The report is for noting only.

5. Proposals

- 5.1 It is proposed that the Executive is advised to NOTE the Revenue, Treasury and Capital Position for the period to 30st September 2016.

6. Supporting Information

- 6.1 None

7. Corporate Objectives And Key Priorities

- 7.1 This item addresses the Council's Objective of delivering services efficiently, effectively and economically.

8. Sustainability

- 8.1 Budget monitoring and financial control are important tools in monitoring the financial sustainability of the Council.
- 8.2 Key services are being maintained despite financial constraints

9. Risk Management

- 9.1 Regular financial monitoring enables risks to be highlighted at an early stage so that mitigating actions can be taken.

BACKGROUND PAPERS	None
AUTHOR/CONTACT DETAILS	Sheena Adrian - Acting Senior Accountant Financial Accounting and Systems Sheena.Adrian@surreyheath.gov.uk
HEAD OF SERVICE	Kelvin Menon - Executive Head of Finance

CONSULTATIONS, IMPLICATIONS AND ISSUES ADDRESSED

	Required	Consulted	Date
Resources			
Revenue	✓		
Capital	✓		
Human Resources			
Asset Management			
IT			
Other Issues			
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:

Annex A

Detail on the Revenue Budget Position at 30st September 2016

Predicted year-end impact as at the end of Quarter 2.

Services are asked to explain significant variances between their profiled budget and actual expenditure to date and also what impact this could have at the year-end if any.

The statements below show the actual position against profiled budget as at the 30th September 2016 excluding pension and asset recharges. These have been excluded as they are not in the control of the services themselves.

Corporate Service

Budget for period £736k, Actual for Period £719k. predicted Year end impact - £23.5k favourable.

Savings due to sale of Website software to another Authority and IER Grant.

Legal and Property Service

Budget for period £136k, actual for period £-76k. Predicted year end impact £Nil

The reported surplus is due to the phasing of the 2016/17 maintenance and repairs programme. This is now underway but does not yet reflect the transfer of responsibility of Community Centres from Business to Legal.

Regulatory

Budget for period £1,526k, actual for period £868k. Predicted year end impact £Nil

The actuals includes developers' contributions and grants that will be excluded from the reports to remove £400k of income. There are also a number of smaller under/overspends that will be cleared by the end of the financial year.

Transformation

Budget for period £1,025k, actual for period £1,105k, Predicted year end impact £Nil

Current spend figures only appear to be higher than budget due to central costs only being recharged at year end.

Business

Budget for period £536k, actual for period £772k. Predicted year end impact £200k adverse. Made up of ;-

Parking

Parking is currently showing a 6% increase in income compared to the same period last year however this falls short of the 11% target set within the budget leading to a £50k adverse prediction.

Theatre

The 2016/17 budget had been set at a level which had been expected to be achieved in 2019. Consequently it is currently showing an overspend. However, the position, when compared to the original business case, is positive.

Measures, such as the recent transformation of the staffing structure and changes to the programming policy, have been put in place which will see a marked reduction in running costs and an increase in income moving forward.

Community

Budget for period £2,278m, Actual for period £2,001m, predicted year end impact £95k favourable.

There are some timing issues affecting the current monitoring position however savings have been identified in Street Cleansing £50k and Refuse & Recycling £45k.

Finance

Budget for period £1,186m, actual for period £1,194m Predicted year end impact £80k favourable.

There are a number of small savings reported including Audit Fees, Insurance, Improved Council Tax arrears an additional NDR legal fee income.

Payroll

Salaries are now showing a favourable variance of £38k favourable. This includes the £192k vacancy factor and the £235k Star Chamber savings target. However this does not include any costs in relation to one off reorganisation salary costs.

Annex B

Investments as at 30th September 2016	Annex B
	£
Lloyds Bank Call Account	3,001,510
Goldman Sachs Bank	2,000,000
Total Banks	5,001,510
National Counties Building Society	1,000,000
Nationwide Building Society	2,000,000
Total Building Society	3,000,000
Debt Management Office	0
Total Banks, Building Societies and DMO	8,001,510
Glasgow City Council	2,000,000
Greater London Authority	2,000,000
The London Borough of Islington	2,000,000
Total Local Authorities	6,000,000
AAA Rated MM Fund - Aberdeen (SWIP)	2,983,927
AAA Rated MM Fund - Blackrock	2,000,431
AAA Rated MM Fund - CCLA	1,000,000
AAA Rated MM Fund - Insight	1,011,732
AAA Rated MM Fund - Standard Life (Ignis)	3,000,000
Total Money Market Funds	9,996,090
CCLA Property Fund	2,042,540
M & G Investments - Global Dividend Fund	1,095,671
M & G Investments - Strategic Corp Bond Fund	2,097,168
Threadneedle - Global Equity Income Fund	1,170,465
Threadneedle - Strategic Bond Fund	2,005,317
Total Longer Term Investments	8,411,160
Total Invested (excluding the NatWest SIBA)	32,408,760
NatWest SIBA	1,216,980
NatWest International Account	616,910
Total Invested (including NatWest SIBA)	34,242,650
Total Invested (Including SIBA & War Stock)	34,242,650

Treasury Management Mid-year Report for 2016/17

SUMMARY

Report to advise members of the Treasury Management Service performance for 2016/17 as at 30th September 2016 and to illustrate the compliance to-date with the Prudential Indicators for 2016/17.

PORTFOLIO – Finance (Councillor Richard Brooks)

Date signed off: 16/11/16

WARDS AFFECTED	All
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RECOMMENDATION

(i) The Executive is advised to **NOTE** and **COMMENT** on the report;

1. Executive Summary

- 1.1 This report sets out the performance of the Council's investments and borrowing for the first six months of the year. It is also intended to demonstrate that the Council is complying with the Prudential Indicators set by Full Council as part of the Treasury Strategy.
- 1.2 The Council is exceeding its budgeted treasury income by £32k or 20% and is complying with all the Prudential Indicators set for 2016/17 as at the 30th September 2016

2. Key Issues

Background

- 2.1 The Chartered Institute of Public Finance and Accountancy's Treasury Management Code (CIPFA's TM Code) requires that authorities report on the performance of the treasury management function at least twice yearly (mid-year and at year end).
- 2.2 The Authority's Treasury Management Strategy for 2016/17 was approved by Executive on 13th January 2016.
- 2.3 The Authority has invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. This report covers treasury activity and the associated monitoring and control of risk.

Local Context

- 2.4 At 31/3/2016 the Authority's underlying need to borrow for capital purposes as measured by the Capital Financing Requirement (CFR) was £18.1m, while usable reserves and working capital which are the underlying resources available for investment were £20.4m on an accruals basis. The Authority had £17.9m of external borrowing and £27.7m of investments.
- 2.5 The Authority is predicted to have an increasing CFR over the next 3 years due to the capital programme however this could increase significantly if further investment in property is undertaken.

Changes since the 30th September 2016

- 2.6 The Council approved an increase in its borrowing limit of £35m to fund property purchases together with changes to its Prudential Indicators on the 9th November 2016. As this report covers the first 6 months of the year only those changes are not reflected within it.

3. Treasury Performance

Borrowing Activity to 30th September 2016

- 3.1 At 30/9/2016 the Authority held £17.3m of borrowing, (a decrease of £0.6m on 31/3/2016), as part of its strategy for funding previous years' capital programmes.
- 3.2 At the 30th September 2016 the Council expected to borrow up to £122m with an upper limit of £132m. However subsequent to this in order to fund further property investment the limit was raised in November 2016 to £167m with an expectation that £157m would be borrowed.
- 3.3 The Authority's chief objective when borrowing continues to be striking an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective.
- 3.4 Affordability remained an important influence on the Authority's borrowing strategy particularly as interest rates are currently low.
- 3.5 Post referendum, the fall in yields and PWLB rates was more pronounced as evidenced in Tables 2 and 3 in Appendix 2.

Borrowing Activity to the 30th September 2016

	Balance	Maturin	Debt	New	Balance	Avg Rate
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	on 01/04/20 16 £m	g Debt £m	Prematurely Repaid £m	Borrowing £m	on 30/09/20 16 £m	% and Avg Life (yrs)
CFR	18.1				17.6	
Short Term Borrowing ¹						
Long Term Borrowing - PWLB - Local Authorities - Commercial Lenders		(0.5)			(0.5)	2.90% - 28 years
TOTAL BORROWING	18.1	(0.5)			17.6	
Other Long Term Liabilities						
TOTAL EXTERNAL DEBT	18.1	(0.5)			17.6	
Increase/ (Decrease) in Borrowing £m					(0.5)	

¹ Loans with maturities less than 1 year.

Investment Activity to 30th September 2016

- 3.6 The Authority holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held.
- 3.7 The Guidance on Local Government Investments in England gives priority to security and liquidity and the Authority's aim is to achieve a yield commensurate with these principles.
- 3.8 The transposition of European Union directives into UK legislation places the burden of rescuing failing EU banks disproportionately onto unsecured local authority investors through potential bail-in of unsecured bank deposits including certificates of deposit.
- 3.9 Given the increasing risk and continued low returns from short-term unsecured bank investments, it is the Authority's aim to diversify into more secure and/or higher yielding asset classes. This is especially the case for the estimated £8m that is available for longer-term investment. The majority of the Authority's surplus cash is invested in short-term unsecured bank deposits, and money market funds.

Investment Activity in 2016/17

Investment Counterparty	Balance on 01/04/16	Investments Made	Maturities/ Investments Sold	Balance on 30/09/16	Average Rate at 30/09/16
	£000s	£000s	£000s	£000s	%
UK Central Government - Short Term - Long Term	0	19,500	-19,500	0	0.15
UK Local Authorities - Short Term - Long Term	5,500 2,000		-1,500	4,000 2,000	0.93 1.30
Banks, Building Societies & Other Organisations - Short Term - Long Term	5,259	38,703	-34,126	9,835	0.31
AAA-rated Money Market Funds - Short Term Cash Equivalents - Long Term	6,973 7,962	19,524 449	-16,500	9,996 8,411	0.48 8.79
Total Investments	27,694	78,176	-71,627	34,243	3.84

3.10 Security of capital has remained the Authority's main investment objective. This has been maintained by following the Authority's counterparty policy as set out in its Treasury Management Strategy Statement for 2016/17.

3.11 Counterparty credit quality was assessed and monitored with reference to credit ratings (the Authority's minimum long-term counterparty rating for institutions defined as having "high credit quality" is A- across rating agencies Fitch, S&P and Moody's); credit default swap prices, financial statements, information on potential government support and reports in the quality financial press.

Credit Risk

3.12 The table below shows counterparty credit quality as measured by credit ratings and the percentage of the in-house investment portfolio exposed to bail-in risk.

Date	Value Weighted Average – Credit Risk Score	Value Weighted Average – Credit Rating	Time Weighted Average – Credit Risk Score	Time Weighted Average – Credit Rating	Investments exposed to bail-in risk
31/03/2016	4.26	AA-	2.35	AA+	50%
31/06/2016	4.84	A+	3.35	AA	65%
30/09/2016	4.69	A+	3.12	AA	67%

Scoring:

-Value weighted average reflects the credit quality of investments according to the size of the deposit

-Time weighted average reflects the credit quality of investments according to the maturity of the deposit

-AAA = highest credit quality = 1

- D = lowest credit quality = 26

-Aim = A- or higher credit rating, with a score of 7 or lower, to reflect current investment approach with main focus on security

3.13 The Council has sought to balance risk against return by diversifying across a wide range of banks, building societies, local authorities and money market funds. The poor returns offered by banks linked to the Bank of England base Rate being so low has meant that the Council has moved investments into property, corporate bond and equity managed funds. These provide better returns but are subject to the volatility of the underlying investments hence any investment needs to be made for the longer term. This policy of diversified investment should mean that the Council will exceed the budgeted interest earned for 2016/17 depending on financial markets .

Counterparty Update

3.14 Various indicators of credit risk reacted negatively to the result of the referendum on the UK's membership of the European Union. UK bank credit default swaps saw a modest rise but bank share prices fell sharply, on average by 20%, with UK-focused banks experiencing the largest falls. Non-UK bank share prices were not immune although the fall in their share prices was less pronounced.

3.15 Fitch downgraded the UK's sovereign rating by one notch to AA from AA+, and Standard & Poor's downgraded its corresponding rating by two notches to AA from AAA. Fitch, S&P and Moody's have a negative outlook on the UK. S&P took similar actions on rail company bonds guaranteed by the UK Government. S&P also downgraded the long-term ratings of the local authorities to which it assigns ratings as well as the long-term rating of the EU from AA+ to AA, the latter on the agency's view that it lowers the union's fiscal flexibility and weakens its political cohesion.

3.16 Moody's affirmed the ratings of nine UK banks and building societies but revised the outlook to negative for those that it perceived to be exposed to a more challenging operating environment arising from the 'leave' outcome.

3.17 There was no immediate change to Arlingclose's credit advice on UK banks and building societies as a result of the referendum result. Our advisor believes there is a risk that the uncertainty over the UK's future trading prospects will bring forward the timing of the next UK recession.

3.18 The European Banking Authority released the results of its 2016 round of stress tests on the single market's 51 largest banks after markets closed on Friday 29th July. The stress tests gave a rather limited insight into how large banks might fare under a particular economic scenario. When the tests were designed earlier this year, a 1.7% fall in GDP over three years must have

seemed like an outside risk. Their base case of 5.4% growth now looks exceptionally optimistic and the stressed case could be closer to reality. No bank was said to have failed the tests. The Royal Bank of Scotland made headline news as one of the worst performers as its ratios fell by some of the largest amounts, but from a relatively high base. Barclays Bank and Deutsche Bank ended the test with Common Equity Tier 1 (CET1) ratios below the 8% threshold, and would be required to raise more capital should the stressed scenario be realised. The tests support our cautious approach on these banks.

- 3.19 In July Arlingclose completed a review of unrated building societies' annual financial statements. Cumberland, Harpenden and Vernon Building Society were removed from Arlingclose's advised list, following deterioration in credit indicators. The maximum advised maturity was also lowered for eleven societies from 6 months to 100 days due to the uncertainty facing the UK property market following the EU referendum.

Budgeted Income and Outturn

- 3.20 The average cash balances were £34m during the half year. The UK Bank Rate had been maintained at 0.5% since March 2009 until August 2016, when it was cut to 0.25%. It is now forecast to fall further towards zero but not go negative. Short-term money market rates have remained at relatively low levels (see Table 1 in Appendix 2). Following the reduction in Bank Rate, rates for very short-dated periods (overnight – 1 month) fell to between 0.1% and 0.2%. Debt Management Account Deposit Facility (DMADF) rates fell to 0.15% for periods up to 3 months and to 0.10% for 4 – 6 month deposits.
- 3.21 New investments on an unsecured basis with banks and building societies over the 6-month period were made at an average rate of 0.54%. Short-term money market rates have remained at relatively low levels.
- 3.22 The Authority's budgeted investment income for the year is estimated at £300k of which £182k has been received in the first six months..
- 3.23 The Bank Rate is expected to be cut further towards zero in the coming months, which will in turn lower the rates short-dated money market investments with banks and building societies. As the majority of the Authority's surplus cash continues to be invested in short-dated money market instruments, it will most likely result in a fall in investment income over the year.

Update on Investments with Icelandic Banks

- 3.24 The Council originally had £4m at risk in Iceland due to the collapse of the Icelandic banks in 2008. Over the intervening years this money was repaid in instalments however at the 31st March 2016 a balance of ISK135bn, which represented the remainder of the Council's claim against Glitnir Bank, remained due to Icelandic currency controls. In June 2016 the Icelandic Government announced that they would allow foreign deposits in ISK to be

exchanged for one last time in a currency auction. If this opportunity was not taken then the money could remain trapped for several years and indeed be subject to a steep exit payment. On the advice of the Council's professional advisors the decision was taken to take advantage of this offer and the final balance held in Iceland was repaid as Euro712k. This is currently being held on deposit with the Council's bankers.

- 3.25 As a consequence of this there is no more money held in Iceland and the Council has received slightly more than the £4m originally deposited.

Compliance with Prudential Indicators

- 3.26 The Authority confirms compliance with its Prudential Indicators for 2016/17, which were set in January 2016 as part of the Authority's Treasury Management Strategy Statement. Details of treasury-related Prudential Indicators can be found in Appendix 1.

Economic Review and Outlook for the remainder of the year

- 3.27 The Council's advisors Arlingclose have provided an Economic Review of the year so far and an outlook for Qtrs 3 and 4. This is included in Annex D

4. Resource Implications

- 4.1 None directly as a result of this paper, but the investment income is used to support the current revenue expenditure.

5. Options

- 5.1 The Executive is asked to note on comment on the report as appropriate.

6. Proposals

- 6.1 It is proposed that the Executive NOTE and COMMENT on the report;

7. Corporate Objectives and Key Priorities

- 7.1 The Treasury Management processes support the Council's objective of 'Delivering services efficiently, effectively and economically'.

8. Policy Framework

- 8.1 The Council fully complies with the requirements of the CIPFA Code of Practice on Treasury Management. The current relevant criteria and constraints incorporated into the Treasury Management Policy Statement are:

- New borrowing is to be contained within the limits approved by the Council, in accordance with the CIPFA Prudential Code for Capital Finance in Local Authorities, and the Council’s prudential indicators.
- Investments to be made in accordance with the CLG guidance on Local Authority Investments, on the basis of Fitch, Moody’s and Standard & Poors credit ratings and as detailed in the Treasury Management Policy statement and approved schedules and practices.
- Sufficient funds to be available to meet the Council’s estimated outgoings for any day.
- Investment objectives are to maximise the return to the Council balanced against the risks to protect reserves.

9. Legal Issues

9.1 The report demonstrates that the Council is complying with the Prudential Framework.

10. Risk Management

10.1 Weak returns on investments could lead to a reduction in income required to support the revenue budget.

10.2 The limits in this report in respect to counterparties and investments are the overall limits for agreement by Council. However from time to time these may be tightened temporarily by the Head of Corporate Finance in consultation with the portfolio holder for Resources to reflect increased uncertainty and increase in perceived risk in financial institutions and the economy. This will usually be at the cost of lower returns.

10.3 The Council has taken and acted on advice from its advisors in relation to increasing returns albeit at increased risk. These investments may go up or down in value and the full capital sum is not protected

10.4 The investments ratings provided by credit ratings agencies are only a guide and do not give 100% security. There is always a risk that an institution may be unable to repay its loans whatever the credit rating.

11. Officer Comments

11.1 None other than within the report.

ANNEXES	Annex A – Investments as at 30th September 2014 Annex B – Treasury Management Performance Indicators
BACKGROUND PAPERS	CIPFA code on Treasury Management

AUTHOR/CONTACT DETAILS	Nahdiah Cuthbert Nahidah.cuthbert@surreyheath.gov.uk
HEAD OF SERVICE	Kelvin Menon – Executive Head of Finance

Consultations, Implications and Issues Addressed

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

INVESTMENTS as at 30th September 2016

	£	<u>Maturity Date</u>	
Lloyds Bank Call Account	3,001,510	Instant Access	A+
Goldman Sachs Bank	2,000,000		A
Total Banks	<u>5,001,510</u>		
National Counties Building Society	1,000,000	12-Jan-17	
Nationwide Building Society	2,000,000	07-Oct-16	A
Total Building Society	<u>3,000,000</u>		
Debt Management Office	0		
Total Banks, Building Societies and DMO	<u>8,001,510</u>		
Glasgow City Council	2,000,000	30-Oct-18	Unrated
Greater London Authority	2,000,000	28-Oct-16	AA+
The London Borough of Islington	2,000,000	28-Oct-16	Unrated
Total Local Authorities	<u>6,000,000</u>		
AAA Rated MM Fund - Aberdeen (SWIP)	2,983,927	N/A	AAA
AAA Rated MM Fund - Blackrock	2,000,431	N/A	AAA
AAA Rated MM Fund - CCLA	1,000,000	N/A	AAA
AAA Rated MM Fund - Insight	1,011,732	N/A	AAA
AAA Rated MM Fund - Standard Life (Ignis)	3,000,000	N/A	AAA
Total Money Market Funds	<u>9,996,090</u>		
CCLA Property Fund	2,042,540	N/A	None
M & G Investments - Global Dividend Fund	1,095,671	N/A	None
M & G Investments - Strategic Corp Bond Fund	2,097,168	N/A	None
Threadneedle - Global Equity Income Fund	1,170,465	N/A	None
Threadneedle - Strategic Bond Fund	2,005,317	N/A	None
Total Longer Term Investments	<u>8,411,160</u>		
Total Invested (excluding the NatWest SIBA)	<u>32,408,760</u>		
NatWest SIBA	1,216,980	Instant Access	BBB+
NatWest International Account	616,910		
Total Invested (including NatWest SIBA)	<u>£34,242,650</u>		

The Council's advisors Arlingclose have provided an Economic Review of the year so far and an outlook for Qtrs 3 and 4. This is included in Annex D

Treasury Management Indicators as at the 30th September 2016

The Authority measures and manages its exposures to treasury management risks using the following indicators.

Interest Rate Exposures: This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as an amount of net principal borrowed will be:

	2016/17	2017/18	2018/19
Upper limit on fixed interest rate exposure	£132m	£132m	£132m
Actual	£0.2m		
Upper limit on variable interest rate exposure	£132m	£132m	£132m
Actual	-£0.2m		

Fixed rate investments and borrowings are those where the rate of interest is fixed for the whole financial year. Instruments that mature during the financial year are classed as variable rate.

Maturity Structure of Borrowing: This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing will be:

	Upper	Lower	Actual
Under 12 months	100%	0%	2%
12 months and within 24 months	100%	0%	2%
24 months and within 5 years	100%	0%	17%
5 years and within 10 years	100%	0%	4%
10 years and within 20 years	100%	0%	11%
20 years and within 30 years	100%	0%	15%
30 years and within 40 years	100%	0%	21%
Over 40 years	100%	0%	27%

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Principal Sums Invested for Periods Longer than 364 days: The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the total principal sum invested to final maturities beyond the period end will be:

	2016/17	2017/18	2018/19
Limit on principal invested beyond year end	£15m	£15m	£15m
Actual	£2m	£8m	£0m

Security: The Authority has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average [credit rating] or [credit score] of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment.

	Target	Actual 30/09/2016
Portfolio average credit rating	A	A+

Liquidity: The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three month period, without additional borrowing.

	Target	Actual 30/09/2016
Total cash available within 3 months	£5m	£14m

1) Outlook for the remainder of 2016/17

The economic outlook for the UK has immeasurably altered following the popular vote to leave the EU. The long-term position of the UK economy will be largely dependent on the agreements the government is able to secure with the EU, particularly with regard to Single Market access.

The short to medium-term outlook has been more downbeat due to the uncertainty generated by the result and the forthcoming negotiations. Economic and political uncertainty will likely dampen or delay investment intentions, prompting lower activity levels and potentially a rise in unemployment. The downward trend in growth apparent on the run up to the referendum may continue through the second half of 2016, although some economic data has held up better than was initially expected, perhaps suggesting a less severe slowdown than feared.

Arlingclose has changed its central case for the path of Bank Rate over the next three years. Arlingclose believes any currency-driven inflationary pressure will be looked through by Bank of England policymakers. Arlingclose's central case is for Bank Rate to remain at 0.25%, but there is a 40% possibility of a drop to close to zero, with a small chance of a reduction below zero.

Gilt yields are forecast to be broadly flat from current levels, albeit experiencing short-term volatility.

	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19
Official Bank Rate													
Upside risk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	0.25	0.25	0.25	0.25	0.25
Arlingclose Central Case	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.50	-0.50	-0.50	-0.50	-0.50	-0.50	-0.50	-0.50

Global interest rate expectations have been pared back considerably. There remains a possibility that the Federal Reserve will wait until after November's presidential election, and probably hike interest rates in December 2016 but only if economic conditions warrant.

In addition, Arlingclose believes that the Government and the Bank of England have both the tools and the willingness to use them to prevent market-wide problems leading to bank insolvencies. The cautious approach to credit advice means that the banks currently on the Authority's counterparty list have sufficient equity buffers to deal with any localised problems in the short term.

Prudential Indicators as at the 30th September 2016

The Local Government Act 2003 requires the Authority to have regard to CIPFA's *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that the Authority has fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

Estimates of Capital Expenditure: The Authority's planned capital expenditure and financing may be summarised as follows. Further detail is provided in the capital programme outturn..

Capital Expenditure and Financing	2015/16 Actual £m	2016/17 Estimate £m	2017/18 Estimate £m	2018/19 Estimate £m
Capital Programme	18	107	4	1
Total Expenditure	18	107	4	1
Capital Receipts	1	0	0	0
Government Grants	0	1	0	0
Borrowing	17	106	4	0
Total Financing	18	107	4	1

Estimates of Capital Financing Requirement: The Capital Financing Requirement (CFR) measures the Authority's underlying need to borrow for a capital purpose.

Capital Financing Requirement	31.03.16 Actual £m	31.03.17 Estimate £m	31.03.18 Estimate £m	31.03.19 Estimate £m
Total CFR	18	139	142	142

Gross Debt and the Capital Financing Requirement: In order to ensure that over the medium term debt will only be for a capital purpose, the Authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence.

Debt	31.03.16 Actual	31.03.17	31.03.18 Estimate	31.03.19 Estimate
		7		

	£m	Estimate £m	£m	£m
Borrowing	18	124	127	127
Total Debt	18	124	127	127

The figures above could increase significantly if the council decides to invest in more property.

The actual debt levels are monitored against the Operational Boundary and Authorised Limit for External Debt, below.

Operational Boundary for External Debt: The Operational Boundary is based on the Authority's estimate of most likely, i.e. prudent, but not worst case scenario for external debt.

Operational Boundary	2016/17 £m	2017/18 £m	2018/19 £m
Borrowing	122	122	122
Total Debt	122	122	122

The Authority confirms that during 2016/17, the Operational Boundary was not breached.

In November 2016, the Council increased the Operational Boundary to £157m and the Authorised Limit to £167m.

Authorised Limit for External Debt: The Authorised Limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Authority can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

Authorised Limit	2016/17 £m	2017/18 £m	2018/19 £m
Borrowing	132	132	132
Total Debt	132	132	132

Total debt at 30/09/2016 was £17.2m. The Authority confirms that during 2016/17 the Authorised Limit was not breached at any time.

Ratio of Financing Costs to Net Revenue Stream: This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

Ratio of Financing Costs to Net Revenue Stream	2016/17 Estimate %	2017/18 Estimate %	2018/19 Estimate %
General Fund	-15	-36	-37

Incremental Impact of Capital Investment Decisions: This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax levels. The incremental impact is the difference between the total revenue budget requirement of the current approved capital programme and the revenue budget requirement arising from the capital programme proposed earlier in this report.

Incremental Impact of Capital Investment Decisions	2016/17 Estimate £	2017/18 Estimate £	2018/19 Estimate £
General Fund - increase in annual Band D Council Tax	-15.49	-34.58	-69.46

Adoption of the CIPFA Treasury Management Code: The Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services at its meeting on 26th February 2014*.

Economic Review provide by the Council's Treasury advisors Arlingclose

- 1) The preliminary estimate of Q2 2016 GDP showed reasonably strong growth as the economy grew 0.7% quarter-on-quarter, as compared to 0.4% in Q1 and year/year growth running at a healthy pace of 2.2%. However the UK economic outlook changed significantly on 23rd June 2016. The surprise result of the referendum on EU membership prompted forecasters to rip up previous projections and dust off worst-case scenarios. Growth forecasts had already been downgraded as 2016 progressed, as the very existence of the referendum dampened business investment, but the crystallisation of the risks and the subsequent political turmoil prompted a sharp decline in household, business and investor sentiment.
- 2) The repercussions of this plunge in sentiment on economic growth were judged by the Bank of England to be severe, prompting the Monetary Policy Committee to initiate substantial monetary policy easing at its August meeting to mitigate the worst of the downside risks. This included a cut in Bank Rate to 0.25%, further gilt and corporate bond purchases (QE) and cheap funding for banks (Term Funding Scheme) to maintain the supply of credit to the economy. The minutes of the August meeting also suggested that many members of the Committee supported a further cut in Bank Rate to near-zero levels (the Bank, however, does not appear keen to follow peers into negative rate territory) and more QE should the economic outlook worsen.
- 3) In response to the Bank of England's policy announcement, money market rates and bond yields declined to new record lows. Since the onset of the financial crisis over eight years ago, Arlingclose's rate outlook has progressed from 'lower for longer' to 'even lower for even longer' to, now, 'even lower for the indeterminable future'.
- 4) The new members of the UK government, particularly the Prime Minister and Chancellor, are likely to follow the example set by the Bank of England. After six years of fiscal consolidation, the Autumn Statement on 23rd November is likely to witness fiscal initiatives to support economic activity and confidence, most likely infrastructure investment. Tax cuts or something similar cannot be ruled out.
- 5) Whilst the economic growth consequences of BREXIT remain speculative, there is uniformity in expectations that uncertainty over the UK's future trade relations with the EU and the rest of the world will weigh on economic activity and business investment, dampen investment intentions and tighten credit availability, prompting lower activity levels and potentially a rise in unemployment. These effects will dampen economic growth through the second half of 2016 and in 2017.
- 6) Meanwhile, inflation is expected to pick up due to a rise in import prices, dampening real wage growth and real investment returns. The August Quarterly *Inflation Report* from the Bank of England forecasts a rise in CPI to 0.9% by the end of calendar 2016 and thereafter a rise closer to the Bank's 2% target over

the coming year, as previous rises in commodity prices and the sharp depreciation in sterling begin to drive up imported material costs for companies.

- 7) The rise in inflation is highly unlikely to prompt monetary tightening by the Bank of England, with policymakers looking through import-led CPI spikes, concentrating instead on the negative effects of Brexit on economic activity and, ultimately, inflation.
- 8) Market reaction: Following the referendum result gilt yields fell sharply across the maturity spectrum on the view that Bank Rate would remain extremely low for the foreseeable future. The yield on the 10-year gilt fell from 1.37% on 23rd June to a low of 0.52% in August, a quarter of what it was at the start of 2016. The 10-year gilt yield has since risen to 0.69% at the end of September. The yield on 2- and 3-year gilts briefly dipped into negative territory intra-day on 10th August to -0.1% as prices were driven higher by the Bank of England's bond repurchase programme. However both yields have since recovered to 0.07% and 0.08% respectively. The fall in gilt yields was reflected in the fall in PWLB borrowing rates, as evidenced in Tables 2 and 3 in Appendix 2.
- 9) On the other hand, after an initial sharp drop, equity markets appeared to have shrugged off the result of the referendum and bounced back despite warnings from the IMF on the impact on growth from 'Brexit' as investors counted on QE-generated liquidity to drive risk assets.
- 10) The most noticeable fall in money market rates was for very short-dated periods (overnight to 1 month) where rates fell to between 0.1% and 0.2%



Appendix 2

Money Market Data and PWLB Rates

The average, low and high rates correspond to the rates during the financial year rather than those in the tables below.

Please note that the PWLB rates below are Standard Rates. Authorities eligible for the Certainty Rate can borrow at a 0.20% reduction. Borrowing eligible for the project rate can be undertaken at a 0.40% reduction.

Table 1: Bank Rate, Money Market Rates

Date	Bank Rate	O/N LIBID	7-day LIBID	1-month LIBID	3-month LIBID	6-month LIBID	12-month LIBID	2-yr SWAP Bid	3-yr SWAP Bid	5-yr SWAP Bid
01/4/2016	0.50	0.36	0.36	0.39	0.46	0.61	0.88	0.78	0.83	0.98
30/4/2016	0.50	0.36	0.36	0.38	0.47	0.62	0.90	0.86	0.95	1.13
31/5/2016	0.50	0.35	0.37	0.39	0.46	0.61	0.89	0.82	0.92	1.09
30/6/2016	0.50	0.35	0.36	0.39	0.43	0.55	0.80	0.49	0.49	0.60
31/7/2016	0.50	0.15	0.45	0.42	0.52	0.64	0.77	0.47	0.47	0.54
31/8/2016	0.25	0.11	0.18	0.18	0.38	0.54	0.69	0.42	0.42	0.48
30/9/2016	0.25	0.10	0.25	0.45	0.51	0.61	0.74	0.43	0.42	0.47
Minimum	0.25	0.02	0.15	0.18	0.30	0.50	0.66	0.38	0.37	0.42
Average	0.43	0.26	0.37	0.42	0.52	0.66	0.83	0.61	0.64	0.75
Maximum	0.50	0.43	0.55	0.61	0.72	0.83	1.04	0.88	0.99	1.20
Spread	0.25	0.41	0.40	0.43	0.42	0.33	0.38	0.51	0.62	0.78

Table 2: PWLB Borrowing Rates – Fixed Rate, Maturity Loans (Standard Rate)

Change Date	Notice No	1 year	4½-5 yrs	9½-10 yrs	19½-20 yrs	29½-30 yrs	39½-40 yrs	49½-50 yrs
01/4/2016	125/16	1.33	1.82	2.51	3.24	3.33	3.19	3.15
30/4/2016	165/16	1.37	1.95	2.65	3.34	3.40	3.25	3.21
31/5/2016	205/16	1.36	1.93	2.56	3.22	3.27	3.11	3.07
30/6/2016	249/16	1.17	1.48	2.09	2.79	2.82	2.61	2.57
31/7/2016	292/16	1.07	1.31	1.84	2.57	2.65	2.48	2.44
31/8/2016	336/16	1.09	1.23	1.65	2.22	2.29	2.12	2.08
30/9/2016	380/16	1.02	1.20	1.70	2.34	2.43	2.29	2.27
	Low	1.01	1.15	1.62	2.20	2.27	2.10	2.07
	Average	1.20	1.54	2.12	2.81	2.87	2.70	2.67
	High	1.40	2.00	2.71	3.40	3.46	3.31	3.28

Table 3: PWLB Borrowing Rates – Fixed Rate, Equal Instalment of Principal (EIP) Loans (Standard Rate)

Change Date	Notice No	4½-5 yrs	9½-10 yrs	19½-20 yrs	29½-30 yrs	39½-40 yrs	49½-50 yrs
01/4/2016	125/16	1.50	1.86	2.54	2.99	3.25	3.34
30/4/2016	165/16	1.59	1.99	2.68	3.11	3.34	3.42
31/5/2016	205/16	1.58	1.97	2.58	2.99	3.23	3.30
30/6/2016	249/16	1.24	1.51	2.11	2.55	2.79	2.86
31/7/2016	292/16	1.13	1.34	1.87	2.31	2.58	2.67
31/8/2016	336/16	1.12	1.25	1.67	2.02	2.23	2.31
30/9/2016	380/16	1.05	1.22	1.72	2.13	2.36	2.44
	Low	1.03	1.17	1.64	2.00	2.20	2.28
	Average	1.30	1.57	2.15	2.58	2.82	2.89
	High	1.63	2.04	2.73	3.17	3.41	3.48

Table 4: PWLB Variable Rates (standard rate)

	1-M Rate	3-M Rate	6-M Rate	1-M Rate	3-M Rate	6-M Rate
	Pre- CSR	Pre- CSR	Pre- CSR	Post- CSR	Post- CSR	Post- CSR
1/4/2016	0.61	0.65	0.67	1.51	1.55	1.57
30/4/2016	0.61	0.65	0.67	1.51	1.55	1.57
31/5/2016	0.65	0.66	0.70	1.55	1.56	1.60
30/6/2016	0.64	0.62	0.62	1.54	1.52	1.52
31/7/2016	0.55	0.48	0.45	1.45	1.38	1.35
31/8/2016	0.38	0.41	0.48	2.18	1.31	1.38
30/9/2016	0.38	0.40	0.48	1.28	1.30	1.38

Please note PWLB rates are standard rates

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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, 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>
15	3
16	3
17	3

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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