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Friday, 17 May 2019

To: The Members of the **EXECUTIVE**  
(Councillors: Richard Brooks (Chairman), Dan Adams, Vivienne Chapman,  
Paul Deach, Josephine Hawkins, Charlotte Morley and Adrian Page)

Dear Councillor,

A meeting of the **EXECUTIVE** will be held at Council Chamber, Surrey Heath House, Knoll Road, Camberley, GU15 3HD on Tuesday, 28 May 2019 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

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## AGENDA

Pages

### Part 1 (Public)

- |    |                              |       |
|----|------------------------------|-------|
| 1. | <b>Apologies for Absence</b> | -     |
| 2. | <b>Minutes</b>               | 3 - 8 |

To confirm and sign the minutes of the meeting held on 19 March 2019 (copy attached).

- |    |                                 |   |
|----|---------------------------------|---|
| 3. | <b>Declarations of Interest</b> | - |
|----|---------------------------------|---|

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. | <b>Questions by Members</b> | - |
|----|-----------------------------|---|

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.

- |           |                                                             |                |
|-----------|-------------------------------------------------------------|----------------|
| <b>5.</b> | <b>Surrey Waste Local Plan Statement of Common Ground</b>   | <b>9 - 38</b>  |
| <b>6.</b> | <b>Appointments of Executive Working Groups 2019/20</b>     | <b>-</b>       |
|           | Report to follow.                                           |                |
| <b>7.</b> | <b>Appointments of Members to Outside Bodies 2019/20</b>    | <b>39 - 44</b> |
| <b>8.</b> | <b>Appointments to Surrey Leaders' Group Outside Bodies</b> | <b>45 - 50</b> |

**Minutes of a Meeting of the Executive  
held at Council Chamber, Surrey Heath  
House, Knoll Road, Camberley, GU15  
3HD on 19 March 2019**

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+ Cllr Richard Brooks (Chairman)

+ Cllr Mrs Vivienne Chapman	+ Cllr Josephine Hawkins
+ Cllr Paul Deach	+ Cllr Charlotte Morley
+ Cllr Craig Fennell	+ Cllr Adrian Page

+ Present

In Attendance: Cllr Chris Pitt and Cllr Valerie White

**88/E Minutes**

The open and exempt minutes of the meeting held on 25 February 2019 were confirmed and signed by the Chairman.

**89/E Annual Plan 2019/2020**

The Annual Plan included an overview of the vision and priorities from the Five-Year Strategy and stated the outputs and success measures which would be delivered in 2019/20 for each of the key priorities. These priorities were presented under the headings of Place, Prosperity, People and Performance.

The Executive reviewed the document and agreed to add additional references to the borough's villages in the foreword and the People and Prosperity sections of the Plan. The wording would be finalised by the Executive Head of Transformation in consultation with the Leader.

**RESOLVED that that Annual Plan 2019/20, as set out at Annex A to the agenda, be agreed subject to the addition of references to the villages in the foreword, People, and Prosperity sections, with the wording to be agreed by the Executive Head of Transformation in consultation with the Leader.**

**90/E Community Fund Grants**

The Executive considered 4 applications for grants from the Council's Community Fund Grant Scheme. Members considered each application, the recommendation and the rationale.

Members were informed that the Bagshot and Crawley Rise Tennis Club had requested a grant of £25,000 to construct a 5<sup>th</sup> all weather tarmac tennis court. It had been proposed that a grant in the region of £8,000 be awarded for this project. However, the Executive felt that further information and clarification was required in respect of this application; it was therefore agreed to defer and delegate any decision to award a grant to the Executive Head of Transformation, in consultation

with the Portfolio Holder for Support & Safeguarding, pending receipt of this information.

**RESOLVED that**

- (i) subject to the conditions set out in the agenda report, the following grants be awarded from the Council's Community Fund Grant Scheme:**
  - a. £6,500 to Citizens Advice Surrey Heath for relocation costs;**
  - b. £3,000 to Bisley Village Hall to replace 3 windows;**
  - c. £2,232 to Heatherside Community Centre to replace kitchen doors, sink and taps; and**
  
- (ii) a decision on awarding a grant to Bagshot and Crawley Rise Tennis Club to construct a 5<sup>th</sup> all weather tarmac tennis court be deferred and delegated to the Executive Head of Transformation, in consultation with the Portfolio Holder for Support & Safeguarding, pending further clarification and information on the application.**

**91/E Parking Places Order Amendment No 1: Creation of St Georges Road Resident Permit Holders Only car park.**

The Executive considered a report seeking the amendment of the Surrey Heath Borough Off-Street Parking Places Order 2018 to create a residents' only off-street car park in St Georges Road service area, to be known as St Georges Road Resident Permit Holders Only car park.

St Georges Road service area was situated behind properties 11 to 27 High Street, Camberley and was owned by Surrey Heath Borough Council, with access to the car park controlled by a rising bollard operated by E & J Ground Rents, Winchester.

Members were reminded that, as a result of the High Street improvement works scheduled to begin later that year, there would be no residents' parking on the High Street between its junction with Pembroke Broadway and its junction with St Georges Road and Obelisk Way. This would remove convenient on-street parking for a small number of on-street resident permit holders who lived in this section of the High Street.

St Georges Road service area currently had no parking restrictions and was being used as a car park without the permission of the Council. In order to control the use of this service area it would be necessary to implement a parking places order and restrict the use to resident permit holders.

It was therefore proposed to introduce parking restrictions on St Georges Road service area to create St Georges Road Residents Permit Car Park, with permits available at a cost of £100 per annum; this fee was consistent with residents' parking fees in Council car parks. Qualifying residences would be the residential

properties in the High Street located between its junctions with Pembroke Broadway and its junctions with St Georges Road / Obelisk Way. The initial offer would be to qualifying residences with an existing on-street High Street parking permit.

All affected residents would be advised of the loss of their ability to apply for an on-street residents parking permit prior to the publication of the Notice of Proposal and given priority to apply for a residents' permit for St Georges Road Residents Permit Only car park.

**RESOLVED that**

- (i) a parking places order in St Georges Road car park for resident permit holders only and to charge £100 per permit be introduced;**
- (ii) the Borough of Surrey Heath (Off-Street Parking Places) Order 2018 be amended to include St Georges Road car park; and**
- (iii) the Executive Head of Business in consultation with the Portfolio Holder for Business be authorised to consider any objections arising from the public consultation.**

**92/E Update to the Thames Basin Heaths Special Protection Area Avoidance Strategy Supplementary Planning Document**

The Executive was reminded that in November 2018 it had agreed that the draft Thames Basin Heaths Special Protection Area Avoidance Strategy Supplementary Planning Document (2018) be subject to a six week consultation.

Members were informed that, following this consultation, agreement was now sought to adopt the Thames Basin Heath SPA Avoidance Strategy as a Supplementary Planning Document (SPD). The main changes made to the SPD as a result of the consultation were noted.

The SPD would provide additional guidance to policies in the Surrey Heath Core Strategy and Development Management Policies Development Plan Document adopted in 2012. The SPD also set out the approach that the Council would take to avoiding harm to the Special Protection Area as a result of new housing development.

**RESOLVED that the Thames Basin Heaths Special Protection Area Avoidance Strategy, as set out at Annex 1 to the agenda report, be adopted as a Supplementary Planning Document in accordance with Regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012.**

**93/E Council Finances as at 31 December 2018**

The Executive received the third quarter monitoring report against the approved budget, which provided an update on the Revenue, Treasury and Capital budget position as at 31 December 2018. At this stage in the year, the year-end outturn position could be forecasted with more accuracy. Members were advised that it was forecast that spending would be under budget at the end of the financial year.

Members were informed that, following the receipt of extra funding from the Department of Communities and Local Government, an addition to the capital programme relating to renovation grants of £55,910 was requested.

Further to the additional funding, approval was sought for the addition of £16k to the capital programme for the purchase of a multi-purpose vehicle for use by the Council's enforcement team.

**RESOLVED to note the report.**

**RECOMMENDED to Full Council the additions to the 2018/19 capital programme and revenue budget, as set out in the report.**

**94/E Write Off of Irrecoverable Bad Debts**

The Executive considered a report seeking authority to write-off irrecoverable revenues bad debts over £1,500. It was advised that all of the debts had been subject to the relevant recovery action and tracing enquiries had been undertaken.

**RESOLVED that bad debts totalling £67,288.41 in respect of Council Tax and £350,354.48 in respect of Non-Domestic Rates be approved for write off.**

**95/E Exclusion of Press and Public**

In accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) and Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the press and public 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:

<u>Minute</u>	<u>Paragraph(s)</u>
88/E (part)	3
96/E	1

**96/E Review of Exempt Items**

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

**RESOLVED that the annex to the agenda report associated with minute 94/E remain exempt.**

Chairman

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## Surrey Waste Local Plan Statement of Common Ground

### Summary

The report summarises the content of the Surrey Waste Local Plan Statement of Common Ground (SoCG) between all Surrey boroughs and districts and Surrey County Council and seeks Executive agreement to sign up to the SoCG.

Executive considered a report on the content of the Surrey Waste Local Plan (Regulation 19) and agreed a response on 19 February 2019. In summary, that report set out that revisions to the Surrey Waste Local Plan had addressed objections raised by the Council.

The Surrey Waste Local Plan SoCG sets out how Surrey local authorities have worked together on the Surrey Waste Local Plan and outlines areas of agreement and any points of disagreement.

**Portfolio:** Planning & People

**Date Portfolio Holder signed off report:** 08/05/19

### Wards Affected

All

### Recommendation

The Executive is advised to RESOLVE to become a signatory to the Surrey Waste Local Plan Statement of Common Ground.

## 1. Resource Implications

- 1.1 There are no resource implications beyond that provided for within the agreed budget for 2019/20.

## 2. Key Issues

- 2.1 The Surrey Waste Local Plan sets out Surrey County Council's proposals for the development of waste management facilities. The Surrey Waste Local Plan Statement of Common Ground (SoCG) is between Surrey County Council and the eleven district/borough councils within Surrey. It sets out areas of common ground and any areas of disagreement on strategic matters relating to the planning of waste management in the county and the production of the Surrey Waste Local Plan.
- 2.2 The SoCG supports the plan preparation process for the Surrey Waste Local Plan. Executive considered a report on the content of the Regulation 19 Surrey Waste Local Plan and agreed a response on 19 February 2019. In summary, that report set out that objections raised by the Council had been addressed through revisions to the Surrey

Waste Local Plan. The report also highlighted that a SoCG had yet to be agreed with Surrey County Council.

- 2.3 The SoCG outlines four particular strategic matters comprising: safeguarding existing and planned waste management sites, the allocation of land for waste management, the identification of areas of search and provision for wastewater capacity.
- 2.4 The SoCG sets out that the county, borough and district councils will work together constructively to ensure waste safeguarding issues are taken into account, as appropriate, during the preparation of local plans and in the determination of planning applications.
- 2.5 The Surrey Waste Local Plan allocates sites to accommodate potential waste management facilities. The SoCG sets out that in principle the approach taken to allocate these sites is appropriate. There are no sites allocated in Surrey Heath.
- 2.6 The Surrey Waste Local Plan does not allocate a specific site for the landfill of non-inert waste. This is waste that will biodegrade or decompose releasing environmental pollutants. It comprises residual waste following treatment such as recycling and recovery that cannot be dealt with in any other way. The SoCG sets out that landfill continues to have a role and that this is an option that needs to be planned for, including through joint working with other South East waste planning authorities.
- 2.7 In many instances the recycling and processing of waste can be carried out within modern, purpose-designed buildings that can be located in urban areas and industrial areas. The SoCG acknowledges this and identifies industrial land areas of search within which it is agreed that land suitable for waste management development is more likely to be found. However, any proposal for waste management would have to demonstrate consistency with other policies in the Development Plan. There is only one industrial land area of search in Surrey Heath, which is York Town Industrial Estate (Doman Road and Stanhope Road).
- 2.8 The SoCG sets out any issues of disagreement or points of clarification between Surrey County Council and borough and district councils. A point of clarification is included in respect of Surrey Heath. This sets out that the Council is not proposing any joint allocations for employment and waste uses within the Surrey Heath Local Plan. It is accepted that waste management may be an appropriate use in employment areas but the proposed use needs to be tested against policy criteria to protect against any unacceptable impacts.
- 2.9 The SoCG acknowledges the importance of wastewater treatment works and that future upgrades maybe required to support future growth.

- 2.10 Surrey County Council submitted the Surrey Waste Plan to the Planning Inspectorate for examination on 12 April 2019. The Inspector will consider the content of the SOCG as part of the examination later this year.

### **3. Options**

- 3.1 The options for the Executive to consider are:-

- (i) To **AGREE** to become a signatory to the Surrey Waste Local Plan Statement of Common Ground.
- (ii) To **AGREE** to become a signatory to the Surrey Waste Local Plan **Statement** of Common Ground subject to amendments, which the Executive may wish to make.
- (iii) To **NOT AGREE** to become a signatory to the Surrey Waste Local Plan Statement of Common Ground.

### **4. Proposals**

- 4.1 It is proposed that members agree for the Council to become a signatory to the Surrey Waste Local Plan SoCG.

### **5. Corporate Objectives And Key Priorities**

- 5.1 The Surrey Waste Local Plan SoCG supports the objective for Place by planning for waste and waste recycling.

### **6. Policy Framework**

- 6.1 The Surrey Waste Plan, on adoption, will form part of the development plan and will therefore have implications for planning applications for waste related development in the Borough.

### **7. Legal Issues**

- 7.1 No matters arising.

### **8. Consultation**

- 8.1 The Surrey Waste Plan (Regulation 19), to which this SoCG relates, was subject to public consultation earlier this year, between 14 January 2019 and 10 March 2019.

<b>Annexes</b>	Appendix 1 Surrey Waste Local Plan SoCG
<b>Background Papers</b>	Surrey Waste Local Plan (Regulation 19)
<b>Author/Contact Details</b>	Jane Reeves - Planning Policy Manager <a href="mailto:jane.reeves@surreyheath.gov.uk">jane.reeves@surreyheath.gov.uk</a>
<b>Head of Service</b>	Jenny Rickard – Executive Head of Regulatory

Statement of Common Ground

Concerning Strategic Planning Policies for Waste Management in  
Surrey

April 2019



<b>Version</b>	<b>Amendments</b>	<b>Sent to</b>	<b>Date</b>
FINAL v 1.0		Epsom & Ewell BC, Mole Valley DC, Reigate & Banstead BC, Runnymede BC, Surrey Heath BC, Tandridge DC, Waverley BC & Woking BC for final agreement and signature	27 March 2019
FINAL v 2.0	Additional text added: Section 6.4 Reigate & Banstead. Other subsequent Sections renumbered.	Reigate & Banstead BC for signature.	01 April 2019
		To all districts and boroughs	02 April 2019

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## Introduction

Local planning authorities and county councils (in two-tier areas) are under a duty to cooperate with each other, and with other prescribed bodies, on strategic matters that cross administrative boundaries<sup>1</sup>.

Surrey County Council is currently updating the planning policies on waste management. Borough and district local plans are at different stages. For a full list of the relevant adopted Development Plan Documents in Surrey, including the stages of review, see Appendix.

This document represents a Statement of Common Ground (SoCG) between Surrey County Council and the eleven district/borough councils within Surrey. It sets out areas of common ground and disagreement<sup>2</sup> on strategic matters relating to the planning of waste management in the county. Where there are any outstanding matters, the document sets out any action being taken to address these.

Specifically, this SoCG covers the following strategic matters:

- Safeguarding of waste management facilities
- Locating new waste management facilities
- Landfill of non-inert waste
- Wastewater treatment

## 1. Parties Involved

This Statement of Common Ground is between Surrey County Council and the Borough and District Councils within Surrey namely:

Elmbridge Borough Council  
Epsom & Ewell Borough Council  
Guildford Borough Council  
Mole Valley District Council  
Reigate & Banstead Borough Council  
Runnymede Borough Council  
Surrey Heath Borough Council  
Spelthorne Borough Council  
Tandridge District Council  
Waverley Borough Council  
Woking Borough Council

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<sup>1</sup> Paragraph 24 and 25 of the revised National Planning Policy Framework

<sup>2</sup> Areas of disagreement or 'uncommon ground' are those areas where agreement between the parties does not exist. These are listed in Section 7 'District and Borough Specific Matters' along with specific areas of agreement.



## 2. Signatories

Surrey County Council, Cabinet Member for Environment and Waste, [Date]

Elmbridge Borough Council, Portfolio Holder for Planning Services, [Date]

Epsom & Ewell Borough Council, Chairman of Licensing & Planning Policy Committee, [Date]

Guildford Borough Council, Lead Councillor for Planning and Regeneration, [Date]

Mole Valley District Council, Cabinet Member for Planning Policy [Date]

Reigate & Banstead Borough Council, Portfolio Holder for Planning Policy, [Date]

Runnymede Borough Council. Chair of Planning Committee [Date]

Surrey Heath Borough Council: Informally agreed by officers and portfolio holder pending formal consideration by Executive on 28 May 2019.

Spelthorne Borough Council [Date]

Tandridge District Council, Leader (or Chairman of Planning Policy Committee) [Date]

Waverley Borough Council, Leader, [Date]

Woking Borough Council, Portfolio Holder for Planning, [Date]

### 3. Strategic Geography

- 3.1 Surrey County Council is the waste planning authority for the two tier area of Surrey with responsibility for planning for the future management of waste in the county by preparing relevant strategic policies. The eleven borough and district councils within Surrey have responsibility for planning other development such as housing and employment as well as helping to ensure that waste is managed in accordance with the Development Plan<sup>3</sup> when determining planning applications<sup>4</sup>.
- 3.2 Surrey's location and unique environment (see Figure 1) influence the structure and composition of the economy in terms of the dominant business sectors, the availability of development land and the distribution of the resident population. These factors also contribute to the quality of life enjoyed by Surrey's residents. In turn, these factors also present opportunities and challenges for future growth and will influence the form and location of new waste development.
- 3.3 The 2011 census found there to be some 1.14 million people living in Surrey. Estimates for 2017 show an increase in the total population to 1.19 million people. While the majority of the county can be classed as rural in nature, there are urban areas located in the north of Surrey, near the boundary with London, and also in the form of the large towns of Guildford, Woking, Reigate/Redhill, Leatherhead, Camberley and Farnham. Projected population growth for Surrey over the next two decades, suggests an increase from 1.18 million people to 1.37 million by 2037.
- 3.4 There are approximately 483,000 dwelling houses distributed across Surrey with development of a further 86,000 households forecasted between 2015 and 2033<sup>5</sup>.
- 3.5 Surrey County Council has a duty to plan for the key aspects of the infrastructure that will be required to support those new homes, which includes additional waste management capacity. Waste management is a key component of a modern economy. All businesses depend on the efficient management of their waste and the waste management sector itself will generate employment and add value to the local economy.
- 3.6 The strategic road network, comprising motorways and trunk roads, has evolved principally to serve London, with several nationally important routes passing through the county, including the M3, M23, M25 and the A3. This means that waste arising in one area of the county can easily be transported to another area for management. Some waste is also transported into Surrey from neighbouring areas for management and similarly, some waste arising in Surrey is managed beyond the county boundaries.

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<sup>3</sup> This includes in accordance with the Waste Hierarchy (See Appendix A of National Planning Policy for Waste. The waste hierarchy expects waste to be managed in the following order of preference: Prepared for reuse; Recycled and/or composted; Recovered in ways other than recycling/composting; and, finally, Disposed).

<sup>4</sup> See paragraph 8 of National Planning Policy for Waste and Planning Practice Guidance para ref.: ID 28-010-20141016

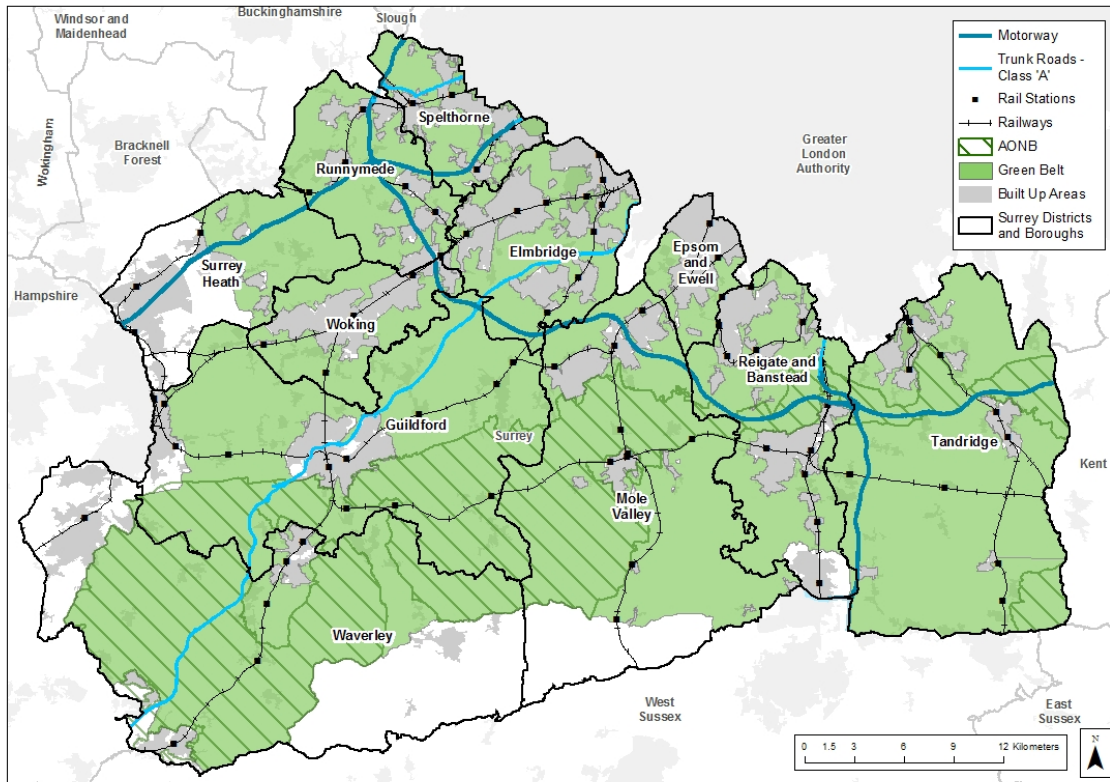
<sup>5</sup> MHLG 2014 based household projections in England, 2014 to 2039

- 3.7 Surrey roads are known to experience congestion and the county council is seeking to promote development which includes options for sustainable transport. However, alternative transport options are limited within the county and consequently many business sectors, including the waste management sector, are heavily reliant on road transport.
- 3.8 The Surrey Hills Area of Outstanding Natural Beauty (AONB) and a small area of the High Weald AONB cover approximately 26% of the county. AONBs have a protected status that reflects the unique character of their landscapes.
- 3.9 73% of Surrey is located within the Green Belt and this places a significant constraint on development. Waste management is considered to be inappropriate development within the Green Belt and so can only be permitted if very special circumstances exist. The boundaries of the Green Belt are defined by district and borough councils in their Local Plans, and to be consistent with national policy<sup>6</sup>, these boundaries can only be changed in exceptional circumstances. A total of nine sites designated for their nature conservation interest at an international and/or European level are located wholly or partly within Surrey. Those sites include four Special Protection Areas (SPAs) designated under the EU Wild Birds Directive, three Special Areas of Conservation (SACs) designated under the EU Habitats Directive, and two Ramsar Sites designated under the Convention on Wetlands of International Importance.
- 3.10 An area of some 12,000 hectares within Surrey is covered by ancient woodland that is land known to have had continuous tree cover since at least 1600 AD. Ancient woodlands are found throughout Surrey, with particular concentrations in the North Downs and the Weald. Ancient woodlands, and veteran trees, are of value for their biodiversity interest, as well as cultural and historical significance.
- 3.11 In Surrey (especially in the northwest of the county), the combination of a large population, low lying land and a significant number of watercourses, increases the probability of people, property and the environment being adversely affected by any flood events that do occur.
- 3.12 Due to particular constraints on development within the greater London urban conurbation, and the fact that Surrey neighbours this area, waste arising in London may be exported to Surrey for management. This issue is addressed in separate SoCG between the county council and certain London borough councils.

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<sup>6</sup> See NPPF paragraph 136.

Figure 1: Location of Surrey and the eleven boroughs and districts



3.13 While this SoCG is concerned with planning for future management of waste, other SoCGs may exist between Surrey County Council and the boroughs and district councils concerning other strategic cross boundary matters.

## 4. Strategic matters

- 4.1 The management of waste is an inherently strategic matter as waste that arises in one area is frequently managed in a different area. Economies of scale also mean that strategic<sup>7</sup> waste management facilities generally have a catchment wider than the borough or district within which they are located. This means that decisions to locate a waste management facility in a certain area will impact not just on that area but other neighbouring areas and beyond.
- 4.2 The emerging Surrey Waste Local Plan has identified that, overall, Surrey remains net self-sufficient<sup>8</sup> with a surplus of waste management capacity but within this there are some key areas of need to be addressed by the new SWLP.
- 4.3 Currently a need for additional recycling capacity over the period of the SWLP has not been identified overall but there is an identified need for facilities which fall under the definition of ‘other recovery’<sup>9</sup>. However, the Plan will always encourage the management of waste by activities which are higher on the waste hierarchy and within different types of recycling there may still be a need for further capacity e.g. need for more bulking and storage capacity at Community Recycling Centres.
- 4.4 In particular, in light of the lack of capacity in Surrey for the management of ‘Dry Mixed Recyclables’ (DMR) (e.g. paper, cardboard, glass, metal and plastic) collected from households, a specific site has been identified for this purpose at Trumps Farm within the borough of Runnymede.
- 4.5 The emerging Surrey Waste Local Plan (SWLP) includes policies, as well as site allocations and areas of search which are intended to address this issue.
- 4.6 Furthermore, the SWLP sets out policy concerning the development of capacity for the treatment of wastewater (including sewage). The need for wastewater treatment capacity is very much a function of the level of development, e.g. housing, in an area and so estimates of future requirements are based on the level and nature of development that can be expected in future. District and Borough Councils are largely responsible for planning for future development in their Local Plans and so it is important that policy on future wastewater treatment capacity, prepared by the County Council, takes account of the adopted and emerging district and borough Local Plans.

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<sup>7</sup> A ‘strategic’ facility is taken to be a facility that manages at least 20,000 tonnes of waste per annum.

<sup>8</sup> ‘Net self-sufficient’ means that the existing waste management capacity within an area is equivalent to the quantity of waste arising in that area.

<sup>9</sup> ‘Other recovery’ is capacity capable of managing waste by a means other than landfill but does not including recycling and composting. Energy from waste is a common form of ‘other recovery’.

4.7 In light of the above it is considered that the particular strategic matters of concern to both the County Council and the district and borough councils are as follows:

- The allocation of land for waste management;
- identification of areas of search;
- safeguarding existing and planned<sup>10</sup> waste management sites; and,
- provision for wastewater management capacity.

4.8 The areas of common ground between the County Council and the district and borough councils on the strategic matters are set out in detail below. There are also areas of disagreement between the County Council and particular district and borough councils and these are specified in Section 6.

4.9 It should be noted that there are policies concerning waste management within the SWLP which will require implementation by the district and borough councils. As the SWLP forms part of the Development Plan, where relevant these policies will, as a matter of course be implemented by the district and borough Councils when assessing planning applications. These matters are not considered to be 'strategic' although the county council has carefully considered any district and borough council concerns with the nature and wording of these policies. The matters include:

- The beneficial use of inert waste<sup>11</sup> (generally produced from construction, demolition and excavation activities);
- The production, storage and collection of waste associated with all forms of development other than that related to waste management facilities.

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<sup>10</sup> 'planned' in this context means permitted or allocated

<sup>11</sup> Inert waste means waste that does not undergo any significant physical, chemical or biological transformations.

## 5. Common Ground between the County Council and the District and Borough Councils

### 5.1 Safeguarding of Existing and Planned Waste Management Facilities

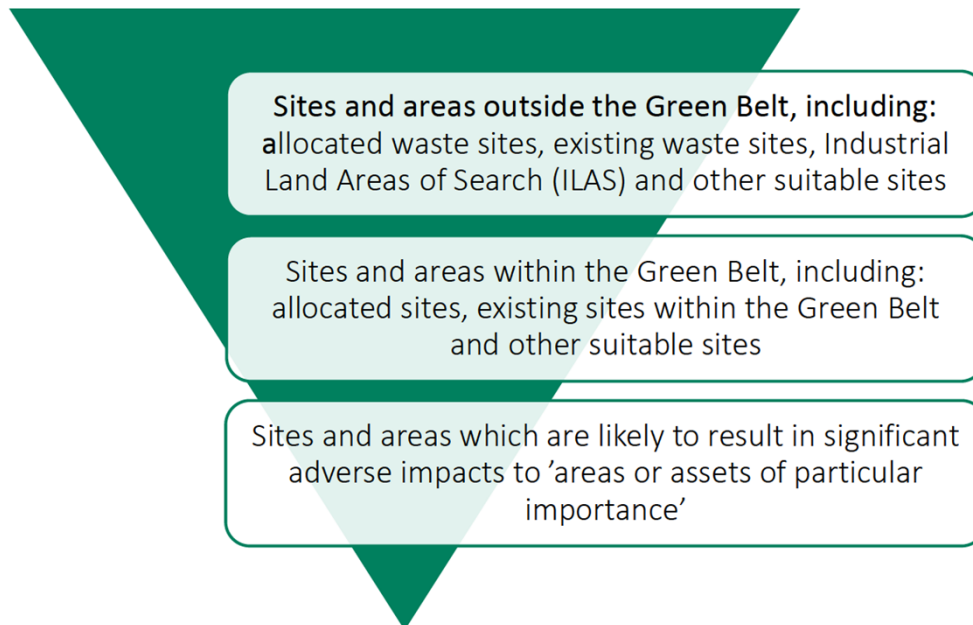
- 5.1.1 The purpose of safeguarding waste sites, is to ensure that the need for existing or planned waste management infrastructure is taken into account when decisions are made on all new development in Surrey. This is considered to be a strategic matter, as, when taken as a whole, the existing waste management facilities within Surrey play an important strategic role in ensuring that waste arisings can be adequately managed.
- 5.1.2 As the responsibility for determining the majority of planning applications for non-waste related development in Surrey lies with the borough and district councils, these authorities agree that they have a shared responsibility for ensuring the safeguarding of waste management facilities through implementation of the Development Plan.
- 5.1.3 The Surrey Minerals and Waste Consultation Protocol<sup>12</sup> has been agreed by the county council and the district and borough councils and sets out how they will work together constructively to ensure waste safeguarding issues are taken into account as appropriate during the preparation of local plans and in the determination of planning applications.
- 5.1.4 The eleven borough and district councils will work together with the county council to ensure that the protocol and associated standing advice is maintained to provide up to date guidance on safeguarding issues. In particular, joint work will be undertaken to update the protocol following adoption of the SWLP.

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<sup>12</sup> Minerals & Waste Consultation Protocol. Surrey County Council, October 2016

## 5.2 Locating New Waste Management Facilities

- 5.2.1 All twelve authorities recognise that in order to meet future requirements of waste management in Surrey additional development will be necessary<sup>13</sup>. The authorities agree that the spatial strategy for the development of new waste facilities set out in the SWLP is appropriate. This strategy articulates broad preferences for development on certain types of land and in accordance with the hierarchy below:



- 5.2.2 The authorities also agree that, whilst the Plan provides a steer as to particular locations and types of land where development might be suitable, all policies of the Development Plan, including the Surrey Waste Local Plan will be taken into account when determining the suitability of proposals, and so, depending on its exact nature, development may in fact not be suitable in those locations or on those types of land. General policies in the Plan (including Policy 1 and Policy 14) are included which will ensure that development that is proposed which is unsuitable, due to likely impacts on communities and the environment, because, for example, of its size, appearance and nature, or is not required will not be granted planning permission.
- 5.2.3 The Authorities agree that development of waste management uses on any land will be subject to landowner agreement.

<sup>13</sup> [This is evidenced by the 'Waste Needs Assessment', January 2019](#)



## a) Previously Developed Land and Industrial Land Areas of Search (ILAS)

- 5.2.4 In many instances, the recycling and processing of waste can be carried out within modern, purpose-designed buildings that can be located in urban areas and industrial estates. In light of this, when reviewing local plans, district and borough councils agree to acknowledge within their Local Plans that locating waste management facilities on industrial estates and on other suitable previously developed land is may be acceptable in principle.
- 5.2.5 Industrial Land Areas of Search (ILAS) have been identified in Part 2 of the emerging SWLP within which it is agreed that land which is suitable for waste management development is more likely to be found (subject to any particular points of clarification added in Section 6). The ILAS comprise land over five hectares<sup>14</sup> identified or allocated in relevant local plans as being suitable for B2 and/or B8 uses. The ILAS are listed by district and borough below. It is agreed, in principle, that the approach taken to identify the ILAS<sup>15</sup> is appropriate.

<b>Industrial Land Area of Search</b>	<b>District/Borough</b>
1 Brooklands Industrial Pk, Wintersells Road Industrial Pk and Byfleet Industrial Est	Elmbridge and Woking
2 Molesey Industrial Estate, West Molesey	Elmbridge
3 Hersham Road North and Lyon Road / North Weylands, Walton-on-Thames	Elmbridge
4 Longmead Industrial Estate	Epsom and Ewell
5 Slyfield Industrial Estate	Guildford
6 Woodbridge Meadows	Guildford
7 Land around Burnt Common warehouse, London Road, Send	Guildford
8 North and south of Lysons Avenue, Ash Vale	Guildford
9 Riverway Industrial Estate, Astolat Business Park and Weyvern Park at Peasmarsh	Guildford
10 Land near Dorking West Station, Curtis Road/Station Road	Mole Valley
11 Holmethorpe Industrial Estate	Reigate and Banstead
12 Perrywood Business Park	Reigate and Banstead
13 Salfords Industrial Estate	Reigate and Banstead
14 Thorpe Industrial Estate	Runnymede
15 Byfleet Road Employment Allocation	Runnymede
16 York Town Industrial Estate, Doman Road and Stanhope Road	Surrey Heath
17 Windmill Road, Sunbury	Spelthorne
18 Hobbs Industrial Estate, Felbridge	Tandridge
19 Farnham Trading Estate including Land off Water Lane, Farnham	Waverley
20 Land at Dunsfold Aerodrome (As part of new settlement)	Waverley
21 Coxbridge Business Park	Waverley
22 Monument Way East Industrial Estate (includes Woking Business Park)	Woking

<sup>14</sup> Five hectares was considered an appropriate minimum size because ILAS are intended to be broad areas of search, not individual units or small sites with a limited number of occupiers. Therefore, 5ha was taken as an area that represented an area large enough within which it was considered likely that opportunities would come forward.

<sup>15</sup> See [Industrial Land Areas of Search Identification Report, December 2018](#)

5.2.6 Any proposal for waste management at these locations would have to demonstrate consistency with other policies in the Development Plan (including the SWLP) (see Section 7).

#### b) Strategic waste site allocations

5.2.7 It is also recognised that, due to competition from other land uses and commercial and practical considerations, the development of waste uses within ILAS cannot be wholly relied on to deliver the required waste management capacity over the plan period<sup>16</sup>. Hence the allocation of specific sites in the SWLP capable of accommodating a range of potential waste management facilities is supported in principle. The allocated sites are included in Section 6.

5.2.8 It is also agreed in principle that the approach taken to identify the site allocations<sup>17</sup> is appropriate.

5.2.9 Development for waste facilities in the Green Belt is generally regarded as inappropriate and it is agreed that very special circumstances would need to be demonstrated before the grant of planning permission could be considered. Factors which may contribute to very special circumstances would likely take account of the overarching need for waste management in Surrey combined with a lack of suitable alternative sites outside the Green Belt and the need to locate facilities close to sources of waste. The determination of planning permission for development at sites within the Green Belt will be subject to Green Belt policy and any sites allocated in the Green Belt are not preferred over any suitable sites outside the Green Belt that might be available at that time.

5.2.10 For each allocated site, details regarding the types of waste management use that are likely to be appropriate and what is specifically agreed between the county council and the relevant borough or district council are contained in Section 6 of this SoCG. It is acknowledged that there remain some areas of disagreement and these are also set out in Section 6.

#### c) Allocation of a Site for a Household Waste Materials Recycling Facility

5.2.11 The district and borough councils, as waste collection authorities, and the county council, as the Waste Disposal Authority (WDA), are responsible for implementing the Joint Municipal Waste Management Strategy.

5.2.12 Currently residents separate certain types of recyclable waste (e.g. paper, cardboard, glass, metal and plastic) from other household waste for separate collection. The recyclable waste, known as Dry Mixed Recyclables (DMR), is collected by the district and borough councils and transported by road to facilities in Hampshire, Slough, North London, and Birmingham. The only site within Surrey that currently recycles dry mixed recyclables is the Grundon Facility at Randalls Road, Leatherhead.

<sup>16</sup> See [Report on Delivering the Spatial Strategy, January 2019](#)

<sup>17</sup> See [Site Identification and Evaluation Report, January 2019](#)

5.2.13 It is agreed that the export of DMR for management outside of Surrey is not consistent with the Surrey Joint Municipal Waste Management Strategy that seeks to maximise value for Surrey residents and treat waste as a resource in the most sustainable way<sup>18</sup>. There is therefore justification<sup>19</sup> for considering the allocation of a further site specifically for the management of DMR, although the need for an additional site and its proposed location at Trumps Farm is not agreed by Runnymede Borough Council (See Section 6.4).

### 5.3 The Landfill of non-inert Waste<sup>20</sup>

5.3.1 Waste sent for disposal to landfill should be the residues left following treatment such as recycling and recovery that cannot be dealt with in any other way. The demand for, and availability of, non-inert waste landfill capacity is reducing across the South East of England, however landfill continues to have a role. While the SWLP does not allocate a specific site for landfill, it is agreed that it is an option that needs to be planned for including through ongoing joint working with other south east waste planning authorities,

### 5.4 Wastewater Treatment

5.4.1 There is an established network of sewage facilities within Surrey that are safeguarded.

5.4.2 It is recognised that, due to the need to maintain efficiency, significant spare capacity is not maintained at WWTWs and future upgrades may therefore be required to serve growth proposed in Local Plans but, except in the case of the relocation of the existing Guildford STW, this is unlikely to involve additional land during the period of the SWLP.

5.4.3 The sewerage undertaker will continue to review and assess the capacity for WWTWs, using the best available information in relation to new development (including housing and employment allocations) and the county council will continue to engage with the district and borough councils in the preparation of their Infrastructure Delivery Plans which set out the need for additional waste water treatment capacity. Should, in future, evidence from the sewerage undertaker justify the need for more land for wastewater treatment then the county council will engage with the relevant district or borough to ensure suitable land is safeguarded through the Local Plan or a review of the SWLP.

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<sup>18</sup> See Joint Municipal Waste Management Strategy Revision 2 (2015)

<sup>19</sup> See Joint Municipal Waste Management Strategy Revision 2 (2015) Actions and Outcomes Work Area 9 Action 3

<sup>20</sup> Non-inert waste is waste that will biodegrade or decompose, releasing environmental pollutants. Examples include: wood and wood products, paper and cardboard, vegetation and vegetable matter, leather, rubber and food processing wastes.

## 6. District and Borough Specific Matters (Where relevant)

### 6.1 Elmbridge Borough

#### **Allocated site:**

#### **Former Weylands Treatment Works, Walton-on-Thames**

**Particular areas of disagreement** between Surrey County Council and Elmbridge Borough Council:

The site should not be allocated since:

- It is located in an area of strongly and moderately performing Green Belt assessments.
- A change from the current mix of uses to an alternative form of waste processing, especially if an AD or incinerator were to be developed, would give rise to unacceptable impacts on nearby housing especially from odour and noise.
- Waste development could give rise to potentially unacceptable impacts from HGV movements

Action being taken to resolve disagreement:

- Further information and discussion by way of a meeting with councillors and information exchange

#### **Industrial Land Areas of Search**

**Particular areas of disagreement** between Surrey County Council and Elmbridge Borough Council:

- The key environmental sensitivities identified in the 'Surrey Waste Local Plan, Part 2- Sites and areas of search' fail to include noise and odour. Both of these significant concerns are highly relevant for any proposed waste site development and operation within the three ILAS in Elmbridge Borough.

Action being taken to resolve disagreement:

- Further information and discussion by way of a meeting with councillors and information exchange

## 6.2 Guildford Borough

### **Allocated site:**

#### ***Land to the north east of Slyfield Industrial Estate, Moorfield Road,***

**Particular areas of agreement** between Surrey County Council and Guildford Borough Council:

- Potentially suitable for small, medium and large scale facility(s) up to and potentially beyond 120,000 tpa.
- Based on the findings of the HRA for the SWLP, the site is considered unlikely to be suited to the development of any scale of thermal treatment facility.
- Potentially suitable for a range waste management types. However, based on the findings of the HRA for the Plan, the site is considered unlikely to be suited to the development of any scale of thermal treatment facility.
- The allocated site forms part of the wider area covered by the Slyfield Area Regeneration Project<sup>21</sup> (SARP) being led by Guildford Borough Council. To enable the proposed mixed use re-development of the SARP area, the allocated site will enable a new council waste management depot (relocated on site); a new sewage treatment works; and new or enhanced waste management facilities (including a waste transfer station and a community recycling centre). The sites currently occupied by these existing waste uses are considered to form an exception under Policy 7 - Safeguarding of the SWLP under the understanding that equivalent, suitable and appropriate replacement capacity can be provided at the allocated waste management site in advance of non-waste development of these existing sites.
- The site is accessed from the A320 (Woking Road) to the west. The junction of Moorfield Road and the A320 may require improvements.

**Particular area of disagreement** between Surrey County Council and Guildford Borough Council:

- It should be made clear that the site is not suitable for any scale of thermal treatment facility (as appears to be justified by the HRA evidence).

Action being taken to resolve disagreement:

- Surrey County Council to provide further information on the risks associated with thermal treatment or incineration of waste.

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<sup>21</sup> Site Allocation Policy A24 in the emerging Local Plan

### ***Industrial Land Areas of Search***

**Particular area of disagreement** between Surrey County Council and Guildford Borough Council:

- Despite provisions at 5.2.5 above, at the present time Guildford Borough Council, as land owner at Slyfield Industrial Estate, Woodbridge Meadows and land north and south of Lysons Avenue, is not pursuing waste uses on these sites and hence they are not regarded as currently available for this type of use. Guildford Borough Council considers that areas 5, 6 and 8 should be omitted based on landowner intent.

## 6.3 Mole Valley District

### **Allocated site:**

#### ***Land adjoining Leatherhead Sewage Treatment Works, Randalls Road, Leatherhead***

**Particular areas of agreement** between Surrey County Council and Mole Valley District Council:

- Potentially suitable for small, medium and large-scale facility(s) up to and potentially beyond 120,000 tpa.
- A larger scale facility would likely require appropriate improvements to the site access road and improvements at the junction of the A245 Randalls Road and Oaklawn Road.
- Suitable for a range of potential waste management types.
- The site is within the Green Belt. As part of its review of the Green Belt boundary, associated with the review of the Local Plan, Mole Valley District Council agrees to seriously consider the merits of taking the site out of the Green Belt

**Particular area of disagreement** between Surrey County Council and Mole Valley District Council:

- The use of the site for thermal treatment or incineration of waste because of concerns about the effect on public health.

Action being taken to resolve disagreement:

- Surrey County Council to provide further information on the risks associated with thermal treatment or incineration of waste.

### ***Industrial Land Areas of Search:***

**Particular area of disagreement** between Surrey County Council and Mole Valley District Council:

- The potential use of the industrial land area of search for thermal treatment or incineration of waste because of concerns about the effect on public health.

Action being taken to resolve disagreement:

- Surrey County Council to provide further information on the risks associated with thermal treatment or incineration of waste.

## 6.4 Reigate & Banstead Borough

### **Plan Policies: Policy 11a – Strategic Waste Site Allocations**

Point of clarification:

- The Borough Council considers that the land around Earlswood Depot/Waste Transfer Station and the Earlswood Sewage Treatment Works, Redhill is unsuitable for intensification/further waste management activities, especially thermal treatment technologies, particularly due to effects on nearby residents and “in combination” effects with existing waste operations. To this end, the Borough Council supports the conclusions of the County Council’s evidence in respect of these sites and the consequent omission of this site from the submission Plan.

### **Industrial Land Areas of Search**

Point of clarification:

- The Borough Council’s local policies seek to protect the identified ILASs in order to meet the borough’s future need for B use employment premises. Waste uses and related development could be acceptable in these areas provided they support this objective and do not compromise the future attractiveness and operation of ILAS sites for their predominant B use/economic purpose identified in the Local Plan.

## 6.5 Runnymede Borough

### **Allocated site:**

#### **Land adjacent to Trumps Farm, Kitsmead Lane, Longcross**

**Particular area of disagreement** between Surrey County Council and Runnymede Borough Council:

- Runnymede Borough Council do not accept that this site should be allocated in the Plan as it is not considered that the policy is either justified by the evidence, effective or consistent with national planning policy for the following reasons:
  1. It has not been demonstrated that there is a need for the site for the type of waste facility proposed;
  2. It has not been demonstrated that the site is suitable for the use or scale of waste facility proposed and alternative sites are available;
  3. The Policy text is inconsistent with the NPPF and conflicts with other policies in the proposed SWLP.

Action being taken to resolve disagreement:

- Surrey County Council to clarify why this site is so important for development as a facility for the management of Dry Mixed Recycling.



## 6.6 Spelthorne Borough

### **Plan Policies**

**Particular area of disagreement** between Surrey County Council and Spelthorne Borough Council relating to the Policies in the Plan:

- The Borough Council is concerned that, historically, sites in the Green Belt, which have been subject to mineral extraction and restoration, have been used for the co-location of waste facilities and that these activities have either significantly delayed the final restoration or become established and intensified to become permanent waste sites, contrary to the original proposals to restore the site to an open Green Belt use.
- The Borough Council considers that the relevant policies in the plan and the application of these policies should provide greater assurance that demand for waste facilities, particularly in the Green Belt, does not result in the unacceptable extension of minerals and waste operations at a site and delay final restoration to the detriment of amenity or the environment.

Action being taken to resolve disagreement:

- Surrey County Council will respond to these concerns to provide assurances concerning the application of policy.
- A significant proportion of construction and demolition recycling capacity in Surrey has historically been provided by temporary sites at operational mineral workings. The county council will continue to work with Spelthorne Borough Council as a revised Minerals Plan is prepared from late 2019 onwards, at which time future options for providing construction and demolition recycling capacity will be reviewed.

### **Allocated site:**

#### ***Oakleaf Farm, Stanwell Moor***

**Particular areas of agreement** between Surrey County Council and Spelthorne Borough Council:

- Potentially suitable for small, medium and large-scale facility(s) up to and potentially beyond 120,000 tpa and for a range of potential waste management types (but Spelthorne Borough Council do not agree that thermal treatment is suitable – see below) subject to.
  - Greater clarity and detail on the types and scale of future waste operations, particularly thermal treatment.
  - The impact on the openness of the Green Belt and demonstration of very special circumstances.
  - Fully mitigating the impact of any additional HGV traffic on the village of Stanwell Moor through full assessment of potential access improvements.
  - Appropriate Assessment under the Habitat Regulations.

- This site falls within the airport safeguarding zone of Heathrow Airport. There may be height restrictions for development. In addition, if any tall flues or chimneys are proposed an Instrument Flight Procedure (IFP) Assessment may also need to be carried out.

**Particular area of disagreement** between Surrey County Council and Spelthorne Borough Council:

- Definition of the extent of the boundary of the allocation site and its description as previously developed land (PDL).
- Spelthorne Borough Council is concerned at potential harmful impacts to local residents as a direct result of waste management activities and HGV movements.
- Spelthorne Borough Council does not consider the site to be suitable for any form of thermal treatment and requests Surrey County Council removes all reference to thermal treatment of waste at Oakleaf Farm from the Waste Local Plan.

Action being taken to resolve disagreement:

- Surrey County Council to clarify its description of the site as PDL in relation to the activities on the site and the definition of the site boundary.

## 6.7 Surrey Heath Borough

### ***Industrial Land Areas of Search***

Point of clarification:

- Para 7.3 – The Borough Council is not proposing any joint allocations for employment and waste within the Surrey Heath Local Plan. The borough council accept that waste management may be an appropriate use in employment areas but that the proposed use needs to be tested against the policy criteria.

## 6.8 Tandridge District

### **Allocated site:**

#### ***Lambs Business Park, Terra Cotta Road, Tillburstow Hill Road, South Godstone***

**Particular areas of agreement** between Surrey County Council and Tandridge District Council:

- Potentially suitable for small, medium and large-scale facility(s) up to and potentially beyond 120,000 tpa.
- Potentially suitable for a range of waste management types including thermal treatment.
- The site is within the Green Belt but is proposed to be removed through the emerging Tandridge Local Plan.
- As part of this allocation the district council recognises that the county council proposes that part of the site be allocated as suitable for waste management potentially associated with energy recovery.
- Proposals that seek to utilise the existing rail network and siding in order to support sustainable transport patterns will be encouraged.
- In the event that a proposal for the development of a new Energy from Waste plant comes forward in this location, it is agreed that, if practicable, this should be designed to enable the future use of surplus heat to serve the South Godstone Garden Community and the operations of Lambs Business Park.

## 6.9 Woking Borough

### ***Industrial Land Areas of Search***

Point of clarification:

- Policy CS15 (sustainable economic development) of the Woking Core Strategy safeguards land within Byfleet Industrial Estate and Monument Way East Industrial Estate to meet its future need for B Class Uses. This is necessary to enable the delivery of the economic strategy of the Core Strategy. The Council would therefore resist any waste development proposal that would not meet this overall objective and/or undermine the delivery of this objective. The uncertainty embedded in the ILAS policy could be overcome by the Waste Local Plan being specific about the nature and type of waste facilities that could be promoted on the sites.

## 7. Delivery and Governance arrangements for the planning of waste management

- 7.1 The delivery of the SWLP is principally the responsibility of the county council who will guide waste development by the private and public sectors. However, the county council and all eleven district and borough councils are co-operating meaningfully and on an ongoing basis to minimise areas of conflict between the authorities on planning policy concerning waste management.
- 7.2 This Statement of Ground was initiated by the county council and has been prepared following several meetings between officers of Surrey County Council and the district and borough Councils. These meetings were informed by earlier drafts of the Statement of Common Ground. The Duty to Cooperate statement evidences the cooperation that has taken place that has generally been in the form of correspondence and meetings.
- 7.3 Officers of Surrey County Council and the district and borough councils have worked closely<sup>22</sup> to seek common ground between the councils on the strategic matters concerning the management of waste as set out above, having particular regard to:
- Minimising conflict between site allocations and areas of search proposed in the SWLP and policies (including site allocations) in the district and borough councils' adopted, and emerging, Local Plans;
  - working together with district and borough councils to seek joint allocations for employment and waste within the Development Plan, as appropriate. This joint working is intended to result in local plan policy wording that ensures waste management is seen as an appropriate use which supports the delivery of employment alongside B2 and B8 uses and does not conflict with the strategic uses of an area or site;
  - the agreement and implementation of the joint consultation protocol that, amongst other things, addresses safeguarding of waste infrastructure<sup>23</sup>. Following adoption of the SWLP it is agreed that the county council and district and borough councils will work together to update the joint consultation protocol to ensure it reflects the SWLP.
- 7.4 As shown in section 2 above, this SoCG has been agreed by the leaders, or the relevant lead councillors, of the county council and the eleven district and borough councils. There are certain matters which pertain specifically to individual district and borough councils and these are detailed in Section 6.

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<sup>22</sup> See Duty to Cooperate Statement for a full record of engagement

<sup>23</sup> See the [Minerals and Waste Consultation Protocol, 2016](#). This protocol also concerns the safeguarding of on minerals supply facilities and mineral resources.

## 8. Timetable for agreement, review and update

- 8.1 The county council will report the position with respect any SoCGs to which it is a signatory in its Annual Monitoring Report and this will include the need for, and progress with, any reviews. Co-operation between the county council and the district and borough councils will continue and this will involve meetings on a county wide level and on a one to one basis. Activity undertaken to satisfy Duty to Co-operate provisions will be reported in the Authorities' Annual Monitoring Reports.
- 8.2 The county council and the district and borough council planning authorities are all members of the Surrey Planning Officers Association (SPOA) that meets on at least a bi-monthly basis to discuss issues relevant to planning across Surrey quarterly basis. The 'Planning Working Group' (PWG) also exists for planning policy officers from the county council and the district and borough council to discuss and resolve 'cross-Surrey' issues PWG also meets on a bi-monthly basis. These fora will be used a means to disseminate information on this SoCG and in particular the need for, and progress on, any updates. Specific issues relating to this SoCG may be discussed at SPOA and/PWG. Co-operation activity will also be reported in the Authorities' Annual Monitoring Reports.

## Appendix – Relevant Development Plan documents and stages of review

District/Borough	Adopted Planning Document	Stage of review (at March 2019)
Elmbridge	Core Strategy (2011) Development Management Plan (2015)	New Local Plan - Strategic Options Consultation (2017)
Epsom & Ewell	Core Strategy (2007) Development Management Policies Document (2015)	New Local Plan Issues & Options Consultation (2017)
Guildford	Local Plan (2003)	Submission Local Plan (2018)
Mole Valley	Core Strategy (2009) Local Plan (2000)	New Local Plan – Evidence gathering (2018)
Reigate & Banstead	Adopted Core Strategy (2014)	Proposed Submission Plan, Regulation 19 Stage (2018)
Runnymede	Local Plan (2001)	Submission Local Plan (2018)
Spelthorne	Spelthorne Core Strategy and Policies DPD (2009) Spelthorne Allocations DPD (2009)	New Local Plan – Issues and Options (2018)
Surrey Heath	Local Plan (2000) Core Strategy and Development Management Policies (2012) Camberley Town Centre Area Action Plan (2014)	New Local Plan - Issues and Options (2018)
Tandridge	Core Strategy (2008)	Local Plan: 2033, (Submission 2019)
Waverley	Local Plan (2002) Local Plan Part 1: Strategic Policies and Sites (2018)	Local Plan Part 2 - Preferred Options (2018)
Woking	Core Strategy (2012)	Draft Site Allocations DPD Reg 19 Consultation (2018)

## **Appointment of Members to Outside Bodies 2019/20**

### **Summary**

To make appointments to outside bodies for the 2019/20 municipal year.

**Portfolio:** Leader

**Date Portfolio Holder signed off report:** 16 May 2019

**Wards Affected:** All

### **Recommendation**

The Executive is advised to RESOLVE

- (i) to make appointments to the outside bodies listed at Annex A; and
- (ii) that attendance by the appointed members at meetings of the bodies listed at Annex A be regarded as approved duties in accordance with the Members Allowances Scheme.

## **1. Resource Implications**

- 1.1 Under the Members' Allowance Scheme Members are entitled to claim travelling expenses to meetings of outside bodies for journeys in excess of 3 miles. The only expense relating to these appointments is the payment of travelling allowances which can be met within existing budgets.

## **2. Key Issues**

- 2.1 Every year, the Council is asked to nominate and make appointments to a number of outside bodies.
- 2.2 The Council wishes to monitor the activities of these organisations through the Council's representatives during the year in order for it to judge whether it is appropriate, given the Council's corporate priorities and the many calls on councillors' time, to make appointments to certain outside bodies.
- 2.3 Councillors who are appointed to represent the Council on an outside body for the 2019/20 municipal year will be requested to keep the relevant portfolio holder apprised of the activities of that organisation.
- 2.4 A brief description of the purpose of each of the organisations, and the role of a Member appointed to that organisation, is available on the Council's website.

2.5 It is Council policy not to appoint representatives to outside bodies where no councillor has expressed an interest in being appointed or where the activities of the organisation concerned are not a priority for the Council.

2.6 The list of Outside Bodies to which it is proposed to appoint members is attached at Annex A. Nominations to the Outside Bodies will be laid on the table at the meeting.

### **3. Options**

3.1 The Executive has the option to make appointments to the outside bodies set out at Annex A or not to make some or any of the appointments.

### **4. Proposals**

4.1 The Executive is asked to appoint representatives to the bodies set out at Annex A.

### **5. Local Government Act 1972 - Approved Duties**

5.1 The outside bodies referred to at Annex A meet the requirements of the Council's Members Allowances Scheme in respect of an approved duties for the payment of travelling expenses.

<b>Annexes</b>	Annex A – list of outside bodies for 2019 and current representatives.
<b>Background Papers</b>	None
<b>Author/Contact Details</b>	Rachel Whillis – Democratic Services Manager <a href="mailto:rachel.whillis@surreyheath.gov.uk">rachel.whillis@surreyheath.gov.uk</a>
<b>Executive Head of Service</b>	Richard Payne - Executive Head - Corporate



### Appointment of Representatives to serve on Outside Bodies

<u>Organisation</u>	<u>Number of Representatives</u>	<u>Representative in 2018/19</u>
<b>Basingstoke Canal Joint Management Committee</b>	One plus one sub	<i>Cllr David Lewis</i>
<b>Blackwater Valley Advisory Committee for Public Transport</b>	Two plus two subs	<i>Cllr Paul Ilnicki Cllr Valerie White Cllr Chris Pitt (sub) Vacancy (sub)</i>
<b>Blackwater Valley Countryside Partnership</b>	Two	<i>Cllr Chris Pitt Cllr David Lewis</i>
<b>Briars Centre Management Committee</b>	One	<i>Cllr John Winterton</i>
<b>Camberley Town Football Club – Observer</b>	One	<i>Cllr Valerie White</i>
<b>Chobham Common Liaison Group</b>	Two	<i>Cllr Pat Tedder Cllr Victoria Wheeler</i>
<b>Citizens Advice Bureau Management Committee</b>	One	<i>Cllr Robin Perry</i>
<b>Community Noise Forum</b>	Two	<i>Cllr Rebecca Jennings-Evans Cllr Conrad Sturt</i>
<b>Deepcut Village Association</b>	One	<i>Cllr Paul Deach</i>
<b>Fairoaks Airport Consultative Committee</b>	One	<i>Cllr Pat Tedder</i>
<b>Farnborough Aerodrome Consultative Committee</b>	One plus one sub	<i>Cllr Josephine Hawkins Cllr Chris Pitt (Sub)</i>
<b>Frimley Community Centre Management Committee</b>	One	<i>Cllr Bruce Mansell</i>
<b>Frimley Fuel Allotments Charity (4 year appointments)</b>	Four Trustees  4 appointments this year	<i>Cllr Paul Ilnicki (to 2019) Cllr Bruce Mansell (to 2019) Cllr Robin Perry (to 2019) Cllr Joanne Potter (to 2019)</i>
<b>Heatherside Community Centre Council</b>	One plus one sub	<i>Cllr Paul Ilnicki Cllr Jonathan Lytle (sub)</i>
<b>Heathrow Community Engagement Board</b>	One plus one sub	<i>Cllr Charlotte Morley Cllr Robin Perry (Sub)</i>
<b>Heathrow Community Noise Forum</b>	One plus one sub	<i>New Outside Body – no previous membership</i>

<b>Henry Smith Charity (4 year appointments)</b>	Three Trustees  One vacancy this year	<i>Cllr Chris Pitt (to 2019) Cllr Bruce Mansell(to 2020) Cllr Ian Sams (to 2020)</i>
<b>Joint Waste Collection Services Committee</b>	Environment & Health Portfolio Holder plus sub (member of the Executive)	<i>Cllr Mrs Vivienne Chapman Cllr Josephine Hawkins (sub)</i>
<b>Local Government Association - General Assembly</b>	One plus one sub	<i>Leader of the Council – Cllr Moira Gibson Cllr Richard Brooks (sub)</i>
<b>Miss Gomms Trust (4 year appointments)</b>	Six Trustees  One vacancy this year	<i>Martin Goodway (to 2022) Cllr Chris Pitt (to 2020) Cllr Joanne Potter (to 2020) Rev Russell (to 2020) Cllr Pat Tedder (to 2022) Cllr Nick Chambers (to 2019)</i>
<b>Mytchett Community Association General Committee</b>	One plus one sub	<i>Cllr Craig Fennell Cllr Joanne Potter (sub)</i>
<b>Parking and Traffic Regulation outside London Adjudication Joint Committee (4 year appointments)</b>	One plus one sub – 1 vacancies and 1 sub vacancy this year	<i>Cllr Craig Fennell (to 2019) Cllr Paul Deach (sub)(to 2019)</i>
<b>RELATE North East Hants and Borders</b>	One	<i>Cllr Katia Malcaus Cooper</i>
<b>South East England Councils</b>	One plus one sub	<i>Leader of the Council -Cllr Moira Gibson Cllr Alan McClafferty (sub)</i>
<b>Surrey County Playing Fields Association</b>	One	<i>Cllr Victoria Wheeler</i>
<b>Surrey Energy and Sustainability Partnership</b>	Executive Appointment	<i>No representative as in abeyance</i>
<b>Surrey Heath Age Concern</b>	One	<i>Cllr Chris Pitt</i>

<b>Surrey Heath Arts Council</b>	Three	<i>Cllr Ian Cullen Cllr Edward Hawkins Cllr Ian Sams Cllr John Winterton (Sub)</i>
<b>Surrey Heath Duke of Edinburgh Award Forum</b>	One	<i>Cllr Jonathan Lytle</i>
<b>Surrey Heath Local Area Committee</b>	Six plus two subs	<i>Cllr Vivienne Chapman Cllr Josephine Hawkins Cllr Paul Ilnicki Cllr Rebecca Jennings-Evans Cllr Pat Tedder Cllr Valerie White Cllr Jonathan Lytle (sub) Cllr John Winterton (sub)</i>
<b>Surrey Heath Partnership</b>	Two	<i>Leader of the Council – Cllr Moira Gibson Cllr Vivienne Chapman (Portfolio Holder)</i>
<b>Surrey Heath Sports Council</b>	Four	<i>Cllr Craig Fennell (Portfolio Holder) Cllr Charlotte Morley Cllr Max Nelson Cllr Victoria Wheeler</i>
<b>Surrey Heath Youth Focus</b>	Two	<i>Cllr Paul Deach Cllr Ruth Hutchinson</i>
<b>Surrey Leaders Group</b>	Leader of the Council	<i>Cllr Moira Gibson</i>
<b>Surrey Waste Partnership</b>	Environment & Health Portfolio Holder	<i>Cllr Mrs Vivienne Chapman</i>
<b>Thames Basin Heaths Joint Strategic Partnership Board</b>	One (Planning & People Portfolio Holder) plus one sub	<i>Cllr Moira Gibson</i>
<b>Voluntary Support North Surrey</b>	One plus one sub	<i>Cllr Paul Deach Cllr Josephine Hawkins (Sub)</i>

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## **Appointments to Surrey Leaders' Group Outside Bodies**

### **Summary**

The Executive is asked to consider making nominations to Surrey Leaders' Group outside bodies.

**Portfolio:** Leader

**Date Portfolio Holder signed off report:** 16 May 2019

**Wards Affected:** All

### **Recommendation**

The Executive is advised to make any nominations to the Surrey Leaders' Group Outside Bodies, as listed at Annex A, as considered appropriate.

#### **1. Resource Implications**

- 1.1 Under the Members' Allowance Scheme, Members are entitled to claim travelling expenses to meetings of outside bodies for journeys in excess of 3 miles. The only expense relating to these appointments is the payment of travelling allowances, which can be met by the existing budget.

#### **2. Key Issues**

- 2.1 Every year, the Council is asked to nominate and make appointments to a number of outside bodies.
- 2.2 The Council has also been invited by the Surrey Leaders' Group, which consists of the eleven districts councils in Surrey and Surrey County Council, to nominate representatives to serve on various outside bodies. The Surrey Leaders' Group has advised that there will be two positions to be filled for 2019/20, as shown at Annex A.
- 2.3 Nominations are required by 29 May 2019. A nomination application is attached at Annex B.

#### **3. Options**

- 3.1 The Executive has the option to make nominations to the Surrey Leaders' Group for the bodies as set out at Annex A or not to make some or any of the nominations.

#### **4. Proposals**

- 4.1 The Executive is asked to consider whether to make any nominations to Surrey Leaders' Group for the bodies as set out at Annex A.

## 5. Local Government Act 1972 - Approved Duties

- 5.1 The outside bodies referred to at Annex A meet the requirements of the Council's Members Allowances Scheme in respect of approved duties for the payment of travelling expenses.

<b>Annexes</b>	Annex A – list of outside bodies Annex B – nomination form
<b>Background Papers</b>	None
<b>Author/Contact Details</b>	Rachel Whillis – Democratic Services Manager <a href="mailto:rachel.whillis@surreyheath.gov.uk">rachel.whillis@surreyheath.gov.uk</a>
<b>Executive Head of Service</b>	Richard Payne - Executive Head of Corporate

## Nominations to the Surrey Leaders' Group Outside Bodies

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### SCC Wellbeing and Health Scrutiny Board (formerly Health Scrutiny Select Committee)

Body	Duration	Retiring Representative(s)	Number of appointments available
SCC Wellbeing and Health Scrutiny Board	3 years	Cllr Ratiram, Surrey Heath	1

The Wellbeing and Health Scrutiny Board performs a statutory function looking at the work of the Clinical Commissioning Groups (CCGs) and National Health Service (NHS) provider trusts. It acts as a 'critical friend' by suggesting ways that health related services might be improved.

It also looks at the way the health service interacts with our social care services, the voluntary sector, independent providers and other council services to jointly provide better health services to meet the diverse needs of Surrey residents and improve their well-being. It is a scrutiny committee of the County Council.

**NOTE:** Nominees cannot be a Member of the Council's Executive (or equivalent) and should be members of the Council's Scrutiny (or equivalent) committee.

Meets: Varies

Time: Daytime

Venue: Surrey County Council

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### Surrey & Borders NHS Trust

Body	Duration	Retiring Representative(s)	Number of appointments available
Surrey & Borders NHS Trust	3 years	Cllr Sarti, Guildford	1

Surrey and Borders Partnership NHS Trust provides health and social care services for people with mental health illness, drug and alcohol addictions and learning disabilities across Surrey and North East Hampshire. As one of the largest mental health and learning disability Trusts in the country the Trust employs over 3,400 people who work across 127 sites serving 1.3 million people of all ages. The overall aspiration of the Surrey and Borders

Partnership NHS Trust is to ensure that people living within its catchment area enjoy consistently good mental health and well being.

Time: Afternoons

Venue: Various venues around central Surrey



## Nominations to outside bodies on behalf of Boroughs/Districts

Name of outside body to which nomination is being proposed	
<b>Section 1 – Details of nominee</b>	
Name	
Authority	
Date elected to Borough/District Council	
Date elected to County Council (if applicable)	
Political affiliation	
Address	
Phone number	
Email	
<b>Section 2 – Detail of nomination</b>	
Please confirm that this nomination has been confirmed by the council or its appropriate committee (including the date of the meeting)	

### **Section 3 – Background and experience**

Please give details of any relevant background or experience

Please explain your interest in this position and why you would be suited to fill it (continue on a separate sheet if necessary)

Please use this space to provide any other information you wish to have considered