

Portfolio	Regulatory
Ward(s) Affected:	All

Purpose

To provide a progress report on the Planning and People Portfolio

1. Background

1.1 The Planning and People Portfolio comprises a wide range of public facing services. Services such as Development Management, Local Plans, Planning Enforcement, Housing Register, Homelessness Reduction, Local Land Charges and Drainage are statutory. Family Support and Camberley Theatre are discretionary. A summary of the key issues arising to date in 2018 for each of these is set out below.

2. Planning Policy and Conservation

2.1 The key work area for this team is the production of the Local Plan review. The Issues and Options document has progressed through public consultation and the responses have been considered by the Local Plan Working Group. The Team will now begin drafting up the policy wording for consideration by the Executive and Full Council in Summer 2019.

2.2 The team produces an Annual Monitoring Report which records, amongst other data, housing completion rates in the Borough. In the last 5 years overall housing completion rates have been as follows.

Year	Net completions	Objectively Assessed Housing Need Target
2013/2014	127	191 (Core Strategy figure)
2014/2015	187	191
2015/2016	305	191
2016/2017	226	382 (2016 SHMA figure)
2017/2018	224	382

2.3 For affordable housing the completion rates have been below target overall.

Year	Affordable Housing Completions	Target
2013/2014	0	65
2014/2015	6	65
2015/2016	21	65
2016/2017	74	65
2017/2018	36	65

2.4 The main reason for failure to provide affordable housing continues to be viability. All viability assessments provided by developers are independently checked before any agreement over a reduction in contributions is reached. Commuted payments have been taken in lieu in some cases but the total sum collected to date of £1.6m for alternative provision will fund only a small proportion of the shortfall.

- 2.5 The team has also been supporting the production of the Windlesham Neighbourhood Plan with the submission of the proposed plan and appointment of an Assessor. The examination of the Neighbourhood Plan is now underway and we await the Examination Report.
- 2.6 The examiner, Ms Deborah McCann MRTPI has been appointed and is currently conducting the examination via written reps. Her preliminary date for completing the examination is the end of November.
- 2.7 Following completion of the examination we will arrange publication of the Examiner's Report and advise whether this concludes that the plan can proceed to referendum. The Council is also required to produce a Decision Statement.
- 2.8 Democratic Services will then be asked to organise a referendum for the Neighbourhood Plan Area, following the issue of the Decision Statement (and subject to the examiner concluding that the WNP meets the basic conditions set out in paragraph 8 (2) of Schedule 4B to the Town & Country Planning Act 1990 (as amended)).
- 2.9 A new Planning Policy Manager Jane Reeves started work in November.

3. Private Sector Housing Enforcement

- 3.1 This area of activity is undertaken by the Homes Solutions Team. The team works to ensure that homes in the borough are safe and hazard free. Much of their work is with private landlords, supporting them to meet their responsibilities and provide decent homes and, when necessary, undertaking enforcement action to achieve this when landlords do not co-operate.
- 3.2 One area of activity is the licencing of shared houses, known as Houses in Multiple Occupation (HMOs). Not all HMOs require a licence but the definition for those that do recently changed. From 1st October 2018 new legislation came into force that means a landlord letting a property to five or more tenants who form two or more households and who share some basic facilities such as the bathroom and kitchen are required to have a licence. If a landlord does not have a licence for such a HMO then it is a strict liability offence (like driving without a driving licence).
- 3.3 As a proactive approach is taken in inspecting all HMOs irrespective of the requirement for a licence the Home Solutions Team has a database of shared housing. Officers wrote to all landlords on the database drawing their attention to the new legislation and advising of the need for apply for a licence if they met the definition.
- 3.4 Prior to the change the Council had 129 HMOs on the database, 19 of which required a licence (averaging 4 applications a year as licenses are for a 5 year period). Since the change in definition the Council has received an additional 41 applications for licences from landlords on the database now caught by the new legislation. This has significantly increased the workload of the Team and while it is important that licence applications are processed and licenses issued work is also underway to ensure that qualifying landlords who have not applied are identified and pursued. Since April the Home Solutions Team has also dealt with 51 housing complaints, dealing with disrepair, damp and mould and other poor housing conditions, the most serious requiring the serving of a Prohibition Notice as the conditions were such that it was reasonable for the tenant to continue in occupation (the Team are now monitoring the refurbishment of that property so the tenant can return to a fit and safe home).

3.6 The Home Solutions Team also administers the Council's delivery of Disabled Facilities Grants and Home Improvement Agency functions which will be reported as part of the Community Portfolio functions in March 2019.

4. Housing and Homelessness

4.1 The Homelessness Reduction Act 2017 came into force in April 2018, with a greater focus on preventing homelessness rather than dealing with those who are actually homeless.

4.2 The legislation is in large part a response to poor practice by local authorities who offered little or no assistance to certain homeless households. For the Surrey Heath Housing Solutions Team the ethos of the Act, in promoting early intervention and seeking to prevent homelessness, fits with the team's approach. Unfortunately the accompanying bureaucratic framework for delivery is offering a challenge. In particular, to meet the increased reporting requirements it has been necessary to increase the staff team and procure a new IT system.

4.3 Some new burdens funding was made available by the Ministry Of Housing, Communities and Local Government (MHCLG) however this has not fully covered the cost of the additional member of staff needed. The new burden funding provided specifically for IT costs covered initial procurement but not the ongoing licensing costs now.

4.4 The Homelessness Reduction Act increases the length of time Case Officers work with residents to find a housing option. It does not deliver any additional housing and does not change who the Council has a duty to provide temporary accommodation for. Single people and couples who are not considered vulnerable can still end up with no fixed abode.

4.5 Since April 2018 the Housing Solutions Team has worked with 108 households who are homeless or threatened with homelessness. Of the 108 cases, 81 had had a positive outcome where homelessness was either prevented (i.e. they were able to remain in their current home) or relieved (i.e. a move to an alternative home was found).

4.6 48 households were or became homeless while working with the Team. Of these 18 were households with a priority need (having children or a health or other vulnerability), 27 were single people and 3 were couples who were not been considered to be vulnerable under the legislation.

4.7 The increase in single homelessness is at its most acute and visible with rough sleeping. In response to increasing levels of single homelessness the Council funded the a feasibility project to look at providing day services to single homeless residents and this has led the support to establish the Hope Hub, a new local charity. A successful bid was also made to the Local Government Association for Housing Advisor support to look at providing accommodation for single homeless people. The report has made a number of recommendations to support the Council in increasing the supply of single person accommodation which will be taken forward in 2019/20.

4.8 A significant barrier to preventing homelessness and for residents being able to find their own housing solutions is the lack of availability of social and affordable private rented accommodation. Notably the help that a resident can receive towards their rent in the private sector if they are on a low income or benefits has been frozen for 4

years as part of the welfare reform agenda. This means that local rents far outstrip the help available through Local Housing Allowance (see table 1).

Table 1

Camberley rents 1.11.18	Room	1 bedroom	2 bedroom	3 bedroom
Average rent pcm	£484	£808	£1033	£1402
Local Housing Allowance pcm	£346	£612	£765	£913

- 4.11 Due to the level of rents in the Borough families on low incomes or full benefits are further disadvantaged in finding accommodation by the Benefit Cap, which restricts the amount of benefit a household can receive. If the rent level places a family above the Cap then their Local Housing Allowance/Housing Benefit is reduced. This is also affecting larger families in social housing and those in new housing association homes delivered at affordable rent levels (i.e. 80% of local markets rents).
- 4.12 The rollout of Universal Credit will also have an impact on the housing of residents. Universal Credit brings together 6 benefits, including those that help with housing costs, into one payment that is then paid monthly. Surrey is one of the last rollout areas and evidence from other areas indicate that it has been associated with an increase in arrears, along with vulnerable and disadvantaged groups experiencing difficulty in managing the application process and the method of receiving money leading to delays in payments and even loss of entitlement.
- 4.13 Locally the experience for single people who have moved to Universal Credit is that landlords have been less willing to consider them knowing that they receive their benefit to help with their rent direct whereas in the past the Council has been able to make direct payments to landlords of the Local Housing Allowance for those who are homeless or at risk of homelessness.
- 4.14 As well as the case work undertaken with residents who are homeless or at risk of homelessness the Housing Solutions Team delivers general housing advice to residents on a range of issues from landlord and tenants disputes, mortgage and debt issues, relationship breakdown and applying for social housing (also managing the Housing Register, assessing applicants and making nominations to housing association homes).
- 4.15 To deliver the work the Team works with a number of statutory and voluntary partners. Work includes Multi Agency Public Protection Arrangements (MAPPA) dealing with high risk offenders, Multi Agency Risk Assessment Committees (MARAC) dealing with serious domestic abuse, protocols on supporting people with mental health issues, hospital discharge, vulnerable 16/17 year olds and care leavers as well as participating in case conferences for individual housing clients (e.g. child protection).
- 4.16 The Council has a statutory duty to have in place a Homelessness Strategy setting out the approach to the prevention of homelessness in the Borough and an Allocation Policy detailing how residents are prioritised when they apply for social housing. Both are under review to ensure they meet the requirements of the new legislation and deliver the right services for vulnerably housed and homeless residents locally.

- 4.17 The Strategy will also be used as the basis to bid for any additional funding to support schemes to increase housing supply and prevent homelessness. Most of the work that the Housing Solutions Team carries out to prevent homelessness, both through project work and supporting individual households, is reliant on external funding. If this funding ceases to be available it will reduce the ability to prevent homelessness and is likely to lead to an increase in bed and breakfast and temporary accommodation use, with the associated social and financial costs.
- 4.18 It is also important to note that one Case Officer in the Housing Solutions Team is currently on a fixed term contract that is grant funded. The loss of that post would have a detrimental impact both on customer outcomes and on other members of the Team who are already working to capacity.

5 Planning Enforcement Policy

- 5.11 The service has moved to the Corporate Enforcement Team and that additional resource has enabled investigations to be undertaken faster.
- 5.12 A continuing problem remains the lack of resource to prepare enforcement notices. As previously advised to the Committee the service has tried to recruit a permanent Planning Officer (Enforcement) funded by the increase in Planning fees. There were no applicants for the post. Contract staff have been recruited, but do not stay long and this lack of continuity is disruptive to progressing enforcement cases.
- 5.13 Looking at caseloads a total of 155 compliance/ enforcement cases have been reported during 2018 so far and dealt with as follows.

Case type/action	Number
No breach found	46
Breach discontinued/ compliance achieved	15
Enforcement Notice/ Injunction served on site	1
Planning permission required and no notice served	28
Planning permission being sought/at appeal	11
Planning permission/ Appeal allowed	12
Still ongoing	42
Not yet checked	0

- 5.14 The work on the Swift Lane enforcement action continues with further prosecutions and defence of appeals against these now underway. Work to cost and assess direct action on a number of other sites is now underway.
- 5.15 An injunction was served on Land at Woodhall Lane in Windlesham to prevent any operational development following unauthorised felling of trees over a weekend. The time taken from notification to officers, through obtaining a court hearing to serving on site was 3 days

6 Drainage

- 6.11 Following receipt of funding from the Environment Agency in 2017/18 work is now underway on a number of minor flood alleviation schemes around Chobham. These are located at Broadford Lane area, Station Road, Sandpit Hall Road and Staple Hill Pond

- 6.12 Work has been undertaken to provide a new access to Doman Road Depot. Works to realign the river channel will allow for the separation of drainage responsibilities and maintenance costs in any future re-use of the area.
- 6.13 No flooding has been reported in 2018 to date.

7 Land Charges

- 7.11 This service has provided 1895 Land Charges searches in the last 12 months and 1178 in the year to date as compared with 1254 in the same time period last year. Most are provided within 24 hours, well within the target of 3 days. However, numbers have continued to drop slightly as the housing market slows down.
- 7.12 The main challenge facing this service continues to be the roll out of the government project to move delivery of land charges away from local authorities. As yet the Council still has no date as to when this will affect us.
- 7.13 The team is currently heavily involved in helping to progress the roll out of the new Uniform system across the Council. This will impact, for a few weeks, on the time taken to turn round of searches when the data transfer takes place in Spring 2019.

8 Development Management

- 8.11 The numbers of planning applications (excluding certificates of lawful use etc) received in the first 2 quarters of 2018 is 529 this compares with 436 in the same time period in 2017 and 900 in the whole of 2017. The number of major applications received continues to be higher than surrounding boroughs, with such applications being more complex to deal with.
- 8.12 The recent increase in planning application fees is being used to fund the recruitment of additional staff. In particular, to support work on major planning applications such as Princess Royal Barracks and Fairoaks Airport.
- 8.13 The team was awarded government funding for 2017/18 (£15,000) and 2018/19 (£70,000) to support its work in improving the quality of design in new development. As with other areas it has proved difficult to recruit anyone with the right expertise and the search for a suitable applicant continues. Some of the money is being used to update design advice.
- 8.14 The team is currently heavily involved in helping to progress the roll out of the new Uniform system across the Council.

9 Family Support

- 9.1 Within 2017/18, the Family Support Programme worked with 49 families living within Surrey Heath and 47 families living within Runnymede. So far in 2018/19, the Family Support programme has worked/working with 35 families living within Surrey Heath and 23 families living within Runnymede.
- 9.2 Work undertaken with families includes the following:
- Working with 5 families who had significant rent arrears, putting them at risk of eviction. Of these 4 families have successfully reduced their arrears. This is supported often with discretionary housing payments from the Borough Council,

support with budgeting their finances and ensuring they are claiming benefits they are entitled to such as housing benefit.

- Of the 2 families we have worked with where there has been a young person aged 16-18 not accessing education employment or training, we have successfully supported both these young people into education, employment or training.
- Working with 7 families who are currently homeless and in temporary accommodation. 3 of these have been supported into permanent accommodation during our work with them. The remaining families were continuing their homelessness investigations with housing at the end of our support.
- Successfully supported 1 individual with their substance misuse issue, ensuring they have appropriate support to rehabilitate which has reduced their usage.

9.3 Families are scored against outcomes to check for progress. The table shows the average first and last scores for all families worked with between Apr 17-March 18. The difference between these two is the 'change', or outcome, shown in the last column and as can be seen families are showing improvement across all categories.

9.4

Scale	Initial	Last	Change
Physical health	5.8	6.5	0.7
Your well-being	4.2	5.7	1.4
Meeting emotional needs	5.3	6.5	1.2
Keeping your children safe	7.0	7.4	0.4
Social networks	5.5	6.4	0.8
Education and learning	5.2	6.2	1.0
Boundaries and behaviour	4.9	6.1	1.2
Family routine	5.6	6.6	1.0
Home and money	5.6	6.3	0.8
Progress to work	5.7	6.1	0.4
Average	5.5	6.4	0.9

he current proposed changes in Surrey County Councils Children's services mean that it is difficult to understand what more can be offered through this service at the current time. In addition the government funding for the service ends in 2020. Surrey County Council is now in discussion with Districts and Boroughs to determine whether it is possible to continue funding this service.

9.5 Families are asked for feedback on the service provided. Examples of feedback are as follows.

- *A service that every family should have access to... has helped us make huge strides in the right direction on our journey. There are stigmas relating to asking for help, but being on the other side ... has really made me wonder why I waited so long.*

- *I'm very grateful of the support provided and wish I had accepted it earlier. It has really helped me to feel like I can do things on my own and manage family life more confidently.... professional but also extremely approachable and non-judgemental*
- *Our family support worker has been a great help to our family and very supportive. She has taken the time to really understand what support we have needed and helped greatly with my son's school placement and given us strategies to get through difficult situations and pointed us in the right direction of other support systems we can access.*
- *The children have really responded well and we've learnt some really useful strategies to combat some of the issues we were having. We are very grateful for all the help we've received.*
- *I would just like to thank you for the services you provide it is a literal lifeline for people and families like ours*
- *Unsure before it started of how the process would be, felt judged and ignored at meetings with professionals in the past. This was not the case within this process which has been a pleasant change, supported rather than judged.*
- *It's a huge thing to know you have someone on your side to help you find the support you need.*

Vulnerable Persons Relocation Scheme

- 9.6 The Family Support Programme has successfully settled 1 family within the Borough and also supports families in Runnymede. To date they have:
- Registered children at schools where they have begun and schools report they are progressing well.
 - Registered the family to GP and Dentists.
 - Set up the family to claim all relevant benefits.
 - Both parents are accessing English classes.
 - Supporting the family to integrate into the community, reducing their isolation.
 - The father is currently working with the family support employment advisor to put together a CV to then begin looking for paid/unpaid employment.
 - We are keen to welcome further families into the borough once housing has been sourced.

10 Camberley Theatre

- 10.1 Camberley Theatre team is divided into the following areas; Front of House, Technical and Marketing. Marketing support is from the central marketing team at Surrey Heath Borough Council. There are 3 full time Front of House staff and 2 part time staff. The rest of the Front of House team are casual staff. In the technical team, there are 2 full time staff and 1 part time role. There is a small team of technical casuals who provide additional support our shows and events.
- 10.2 The theatre works with external contractors and suppliers for catered events such as dinner shows and Business Breakfast.
- 10.3 The current staffing structure has been in place since October 2016 and this has had a huge impact on improved performance, customer service and reduced subsidy.
- 10.4 Generally, the Theatre book three professional shows per week with key dates (where possible) being Thursday – Saturday.

- 10.5 From Sunday – Wednesday the venue is available for hire and our usage ranges from corporates, charities, local schools, dance schools and for functions such as parties, weddings and meetings.
- 10.6 In 2016, the theatre's Youth Theatre offering was changed and is now operated by Creative Minds Academy in the form of an Arts Partnership. In simple terms, the Theatre receives a hire fee for the workshop spaces instead of paying out for tutors and other costs directly. This has also helped expand the range of classes offered and the theatre now hosts over 30 classes per week, compared to the 7 that were offered when delivered directly.
- 10.7 The Theatre has performed strongly compared to previous years with increase in ticket sales, income, reduction in cost and the way in which customers purchase tickets. This improvement has been down to the better structure in place which is more agile and flexible, smarter programming and listening to our customers and looking at trends and improving upselling capabilities at the bar and Box Office.

By way of comparison, the following shows the improvement from 15/16 to 17/18:

Date	Ticket Sales	Tickets Sold	Sales Method
1/4/15 – 31/3/16	£619,185.10	41, 986	Web: 35% Phone: 29% Counter: 36%
1/4/17 – 31/3/18	£908,757.51	56, 930	Web: 54% Phone: 28% Counter: 18%

Sales have increased 31% compared to 15/16 and due to an improved website and ticketing system, online sales have increased by 21%.

Phone sales are now being handled by the council's Contact Centre, allowing those customers who wish to book in this way to be served quicker while allowing the Box Office staff to focus on counter customers who prefer a face-to-face service.

- 10.8 In the summer 2018, the Theatre underwent internal refurbishment to improve and upgrade the toilets, hire spaces, foyers and dressing rooms. These works will serve our current visitors and help attract new room hire users. The works will also help reduce our energy and utility bills with double glazed windows and LED lighting installed backstage and waterless urinals in the customer toilets saving 1,416,000 litres of water per year.
- 10.9 The coffee cups, "plastic" glasses and straws used in the bar are now 100% compostable to reduce impact on the environment.
- 10.10 In addition to the regular programme of shows the theatre also hosts a number of events off-site in the town centre and around the borough. These include Theatre in the Park at London Road Rec and Frimley Lodge Live at Frimley Lodge Park. The Theatre team also support a number of other council led events such as the Camberley International Festival, Camberley Carnival, Surrey Heath Show and Christmas Lights Switch On.
- 10.11 Room Hire at the Theatre generates an income of approximately £100,000 per year and offers discounted rates for repeat corporate bookers (such as Bam Nuttal) and discounted rates for charities and community groups. This includes the main

auditorium which is well used by local schools and societies such as Am-Dram groups and Dance Schools. Dance Schools in particular is an area where the Theatre is very popular and this year it has welcomed 16 different groups to perform in the auditorium.

- 10.12 In 2017, the Theatre launched hosted “Kids Parties” to improve engagement with families and young people and these expanded earlier this year to offer outdoor parties at Frimley Lodge Park. Feedback has been extremely positive with 90% rating us good or excellent and 95% recommending us to friends and family.
- 10.13 Every year the Theatre produces its own in-house pantomime which has seen improve sales and reviews each year. Peter Pan (2017) became the most successful pantomime in the theatre’s history with a in terms of tickets sales and income. This year’s pantomime is a new production of Sleeping Beauty and in 2019 the theatre will present Robin Hood.
- 10.14 Looking ahead to 2019, the Theatre will be working with partners on events such as the Surrey Heath Show, Camberley International Festival, Carnival and Beer Festival as well as hosting the 6th Frimley Lodge Live on 3rd and 4th August.
- 10.15 The Theatre’s membership scheme will also be reviewed a look at ways to expand membership , further reward customer loyalty and explore new ways of generating income including legacy / donations as tiered membership schemes.

11. Gypsies and Travellers

- 11.1 The Gypsy and Traveller Community within the UK is one of the most marginalised groups within society. Their life expectancy and health outcomes are amongst the worst and there are significant levels of mental health problems. The community is particularly disadvantaged by the lack of provision for sites. The community is small but often visible and is seen in many quarters as being associated with criminal and anti-social behaviour. This latter perception is closely linked to the issue of unauthorised encampments.
- 11.2 There is a need within Surrey Heath for at least 15 additional pitches in the period up to 2032. This in part, results in the problems that we see with incursions within Surrey Heath. Annex A attached lists all recorded incursions in the Borough since 2015. The problem of incursions is far greater in other parts of Surrey. One of the areas of debate around such sites has been the alleged unwillingness of the Police to assist in moving on unauthorised encampments.
- 11.3 S61 of the Criminal Justice and Public Order Act 1994 (as amended) gives Police the power to move on unauthorised encampments. The Police, however, have sometimes been reluctant to do so due to the lack of alternative sites and believe their powers would be strengthened if Transit Sites could be made available.
- 11.4 S62 of the act advises as follows;

S62A Power to remove trespassers: alternative site available

(1) If the senior police officer present at a scene reasonably believes that the conditions in subsection (2) are satisfied in relation to a person and land, he may direct the person—

(a) to leave the land;

(b) to remove any vehicle and other property he has with him on the land.

(2) The conditions are—

(a) that the person and one or more others (“the trespassers”) are trespassing on the land;

(b) that the trespassers have between them at least one vehicle on the land;

(c) that the trespassers are present on the land with the common purpose of residing there for any period;

(d) if it appears to the officer that the person has one or more caravans in his possession or under his control on the land, that there is a suitable pitch on a relevant caravan site for that caravan or each of those caravans;

(e) that the occupier of the land or a person acting on his behalf has asked the police to remove the trespassers from the land.

(3) A direction under subsection (1) may be communicated to the person to whom it applies by any constable at the scene.

(4) Subsection (5) applies if—

(a) a police officer proposes to give a direction under subsection (1) in relation to a person and land, and

(b) it appears to him that the person has one or more caravans in his possession or under his control on the land.

(5) The officer must consult every local authority within whose area the land is situated as to whether there is a suitable pitch for the caravan or each of the caravans on a relevant caravan site which is situated in the local authority’s area.

- 11.5 As all Surrey authorities have unmet need for Gypsy and Traveller sites in their Boroughs, to date the view has been taken that no alternative sites are available and the power under S62A cannot be used by the Police.
- 11.6 As a result of the high number of unauthorised incursion during 2018 there is now an ongoing discussion within Surrey about the need to provide transit sites. Transit sites are temporary stopping places and could be managed so as to be available only when unauthorised encampments appear and for an agreed limited period of time. Surrey Chief executives are now discussing with Surrey whether possible sites for such sites exist and which authorities are willing to provide sites.
- 11.7 It must be noted, however, that S62A only applies if alternative sites are available and the concern amongst authorities is that once the transit sites are full then again no alternative site exists. In addition if a traveller group refuses to leave a Transit Site it is not clear how easy will it be to move them on given the known lack of permanent pitches.
- 11.8 The issue of Gypsy and Traveller Accommodation needs will be considered as part of the work on the Local Plan Review and will be taken forward through the Local Plan Working Group.

Annexes:	Annex A: Traveller Incursions since 2016
Background Papers:	None
Report contributors:	Emily Burrill – Family Support Manager Clive Jinman – Housing Services Manager Jonathan Partington – Development Manager Jane Reeves – Planning Policy Manager Jane Luker – Technical Support Team Leader Julia Greenfield – Corporate Enforcement Manager Andy Edmeads, Theatre Manager
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TRAVELLER INCURSIONS SINCE 2016**Incursions on Surrey Heath Borough Council Land**

Date	Location
July 2016 4 days	Chobham Road Recreation Ground, Station Road, Chobham (For Chobham Parish Council)
7 th – 9 th June 2016 3 days	Frimley Green, Frimley
21 st – 23 rd March 2017 3 days	Arena Car Park, Camberley
7 th – 11 th April 2017 5 days	London Road Recreation Ground, Camberley
8 th – 11 th June 2017 4 days	Behind the Kings Arms Pub in the Council Car Park – Bagshot (5 caravans)
21 st - 22 nd July 2017 2 days	Arena Car Park, Camberley – 1 Caravan initially on 21 st July then an additional 50 caravans arrived at weekend – Left on Thursday 27 th July 2017
30 th July 2018 - 6 th August 2018	Windlemere Golf Club, Windlesham Road, West End, Woking GU24 9QL
16 th - 19 th October 2018 3 days	Rear of West End Bowls Club

Incursions on Non-Surrey Heath Borough Council Land

Date	Location
Prior to June 2016	Windleham Field of Remembrance
End June 2016	Brick Hill, Chobham
25 th May 2016	Opposite 4 Horse Shoes Public House, Windsor Road, Chobham (2 caravans)
17 th November 2017	Guildford Road, Bagshot – Cllr. Brooks reported that padlock had been broken and load of rubbish dumped by travellers. Incursion of 15 caravans (Enforcement Bailiffs attending 18.11.17 with Police)
27 th April 2018 to 10 th May 2018 12 days	Willow Farm, Chobham – numerous reports of incursion

9 th – 10 th May 2018 1 day	Chobham Common – 18 caravans/vehicles Looks to be same as those previously at Willow Farm, Chobham
18 th July 2018 – 1 st August, 2018 14 days	Chobham Common – 20+ vehicles/caravans
6 th August, 2018 Duration unknown	Land North-East of Windsor Road, Chobham 14 caravans/vehicles
30 th August, 2018 Duration unknown	Chobham Common - 16 vehicles/caravans
2 nd – 5 th September 2018 4 days	Playing Field, Broadway Road, Lightwater 6 caravans & 7 vehicles
5 th - 5 th September, 2018 1 day	Field Outside Four Horseshoes, Chobham 6 caravans & 7 Vehicles (as above)
5 th - 12 th September 2018 8 days	Burrow Hill, Chobham 6 caravans & 7 Vehicles
12 th - 25 th September 2018 13 days	Brick Hill, Chobham
25 th - 26 th September 2018 1 day	Windlesham Field of Remembrance