

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 16 July
2019**

+ Cllr Richard Brooks (Chairman)

+ Cllr Dan Adams	+ Cllr Josephine Hawkins
+ Cllr Vivienne Chapman	+ Cllr Charlotte Morley
- Cllr Paul Deach	+ Cllr Adrian Page

+ Present

- Apologies for absence presented

In Attendance: Cllr Graham Alleway, Cllr Rodney Bates, Cllr David Lewis, Cllr David Mansfield, Cllr Emma-Jane McGrath, Cllr Sashi Mylvaganam, Cllr Morgan Rise, Cllr Graham Tapper, Cllr Victoria Wheeler, Cllr Valerie White and Cllr Kristian Wrenn

19/E Minutes

The open and exempt minutes of the meeting held on 18 June 2019 were confirmed and signed by the Chairman.

20/E Update on the Southampton to London Pipeline Project.

The Executive received an update on the replacement of the Southampton to London Pipeline Project (SLP). ESSO Petroleum Company Limited had published the final pipeline route on 27 March 2019.

Esso had submitted the Development Consent Order (DCO) for the SLP to the Planning Inspectorate on 15 May 2019. The application had been accepted for examination by the Planning Inspectorate on 10 June 2019. The Council would have the opportunity to register as an interested party up to 27 July 2019 and be involved in the examination process.

It was reported that there would be two documents that the Council would be expected to produce as part of this process, namely a Statement of Common Ground (SoCG) with ESSO and a Local Impact Report (LIR) for Surrey.

The SoCG would detail areas of agreement with Esso and any areas where there was a difference in opinion between the two parties. The submission of the SoCG would be expected in advance of the examination of the DCO.

The LIR was likely to be produced jointly with Runnymede BC, Spelthorne BC and Surrey CC and would give details of the anticipated impact of the proposed development upon the local authorities' areas, for example the short term impact of the pipelines construction on the local road network. The deadline for the submission of an LIR would be set by the Examining Authority following the preliminary meeting.

The Executive considered the matters that were likely to be included in the SoCG and LIR. It was advised that the agenda report summarised the key points that had been identified to date, but further details would be worked on in due course. Members recognised that residents had raised concerns about the change in the pipeline route since the previous consultation and reference to this would be included in the Council's response.

It was noted that residents had expressed notable concern about the proposals and Members emphasised that they should register as interested parties.

RESOLVED that

- (i) the production of a Statement of Common Ground with ESSO be agreed;**
- (ii) the production of a Local Impact Report with other impacted local authorities in Surrey be agreed; and**
- (iii) due to uncertainty over submission timescales, authority be delegated to the Executive Head of Regulatory in consultation with the Finance Portfolio Holder and Planning & People Portfolio Holder to agree the content of these documents.**

Note: Cllr Rodney Bates declared a non-pecuniary interest as he was a community representative on the Frimley Fuel Allotments charity, whose land would be affected by the proposed pipeline route.

21/E Suitable Alternative Natural Greenspace (SANG) capacity for Surrey Heath

The Executive was reminded that the provision of or financial contribution to Suitable Alternative Natural Greenspace (SANG) was a requirement for all planning applications involving new residential development to mitigate the adverse impacts of human activity on the Thames Basin Heaths Special Protection Area.

It was reported that SANG capacity in the west of the borough was becoming limited and, without further provision, by 2020 applications for new residential development were at risk of being refused due to no SANG capacity being available.

Members were reminded that Shepherds Meadows SANG was the main SANG that provided capacity for the Western Urban Area, including Camberley Town Centre, and was owned by Bracknell Forest Council (BFC). In 2015, the Council had signed a Memorandum of Understanding with BFC for the provision of capacity at Shepherds Meadows, equivalent to 1200 people.

To date, the monies that had been sent to BFC equated to 256 people. However, unimplemented applications had 'banked' an allocated capacity of 715 people, but had not yet made the relevant SANG contribution. Thus, the capacity remaining for allocation was actually 229 people. Approximately 80% of applications holding

capacity at Shepherds Meadows SANG related to Prior Notifications for the change of use from office uses to residential uses.

The Executive was informed that there was a need to limit SANGs capacity committed to applications that had not commenced, and thereby ensure that applications that would be delivering housing had capacity. It was therefore proposed to reduce the time period for which a planning application was valid from 3 years to 1 year for all applications involving net new residential development, as appropriate. This approach has been adopted by other authorities, including Rushmoor Borough Council.

It was advised that in specific cases, for example larger development proposals in excess of 100 units, discretion would be applied by the case officer in determining whether it is appropriate for a one year expiration of planning permission to be applied. Furthermore, this change would not be applied to development proposals providing their own SANG.

It was recognised that, for Prior Approvals, it was not possible to limit the approval to a year; however, as the landowner of strategic SANGs, the Council could enter into an agreement with developers seeking Prior Approval to reserve SANG capacity for a one year period.

The Executive considered the current position in respect of payments to BFC and the proposal to make a forward payment of £300,000.00 for a proportion of capacity that had been reserved, but for which contributions had not been provided. In combination with applications that were due to make the relevant SANG in the coming months, for example Prior Notifications that were due to complete and were therefore required to pay SANG monies prior to occupation, this payment would enable the Council to provide the second maintenance contribution to BFC.

RESOLVED that

- (i) the Executive Head of Regulatory be asked to include a condition in all delegated planning applications, or a recommendation to the Planning Applications Committee, as appropriate, that planning applications for new residential development be valid for one year following the grant of planning permission, rather than three years as at present;**
- (ii) a forward payment of £300,000.00 be made to Bracknell Forest Council to reserve SANG capacity at Shepherds Meadows; and**
- (iii) the Chief Executive be asked to work with the Land & Property Board to identify sites within the borough for use as SANG and report back to the Executive by December 2019.**

22/E Homelessness and Rough Sleeping Strategy

The Council had a duty to produce a strategy that sought to tackle homelessness against its main causes, support those who could be, were, or had been homeless, and increase the supply of accommodation to meet identified needs. From November 2019 the Government intended to introduce regulations to require local authorities to produce a Rough Sleeping Strategy.

The Executive considered a revised Homelessness and Rough Sleeping Strategy. The Strategy built on the work of the previous strategies that had been in place since 2002. Whilst many of the challenges remained, there were new actions proposed around welfare reform and single homelessness/rough sleeping, as these had been identified as issues for which some residents need additional support.

Members were reminded that in 2017/18 a Task & Finish Group had reviewed the impact of changes to benefit reforms and had identified a number of action points. It was agreed that the progress on these actions would be reviewed.

Arising from the discussion on the content of the revised Strategy, it was agreed to pursue a suggestion to introduce a tenants' forum

RESOLVED to adopt the Homelessness and Rough Sleeping Strategy 2019-23, as set out at Annex B to the agenda report, as the Council's strategic approach to preventing homelessness and supporting those residents who do become homeless.

23/E Community Infrastructure Levy funding for improvements to Southcote Park

The Executive considered a report seeking the agreement to use Community Infrastructure Levy (CIL) funds for capital works to provide improved play equipment at Southcote Park Recreation Ground. The capital works would be funded from the CIL fund for Parkside Ward.

Members were informed that the provision of equipment in Southcote Park to accommodate children in the age ranges of 8 – 12 years was minimal. The use of this fund would allow the Council to install improved facilities, including an activity net, a rope swing and a surf rider as well as new safety surfacing to all of the above equipment. A new gate was also required to replace the damaged one.

RESOLVED that the capital bid for £25,740 for the funding of works to improve the play equipment at Southcote Park be agreed.

24/E Requests for Carry Forward of Unspent Budget from 2018/19 to 2019/20

The Executive considered a report seeking authority to carry forward unspent budget from 2018/19 to 2019/20, in line with financial regulations.

Carry forwards fell into two categories:

- (i) Those which arose from budget underspends in the previous year, which were a result of works being deferred into the current year.
- (ii) Those which arose from the receipt of Government Grants which were received too late in the year to be spent.

The carry forwards would result in £1,717,303 being charged against general fund reserves in 2019/20.

RESOLVED that the budget carry forwards for 2019/20 totalling £1,717,303, as set out at Annexes A and B to the agenda report, be agreed.

25/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:

Minute	Paragraph(s)
19/E (part)	3
26/E	3
27/E	3
28/E	3

26/E Funding for Direct Action to secure compliance with notices served under the Town and Country Planning Act 1990

The Executive considered a report seeking approval for a variation to revenue expenditure of £500,000 to enable works to be arranged to secure partial compliance with extant planning enforcement notices.

Members noted the contents of an exempt annex providing further details on these matters.

RESOLVED that a supplementary estimate of £500,000 for specific site direct action on planning matters be agreed.

27/E Urgent Action

The Executive noted Urgent Action which had been taken in accordance with the Scheme of Delegation of Functions to Officers in respect of agreeing the surrender of a lease and granting a new lease for a unit at Trade City, Frimley.

RESOLVED to note the urgent action taken under the Scheme of Delegation of Functions to Officers.

28/E Review of Exempt Items

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

RESOLVED that

- (i) the information in the exempt annex associated with minute 27/E remain exempt for the present time; and**
- (ii) the decision reported at minute 28/E be made public but all contractual and financial information associated with the decision remain exempt for the present time.**

Chairman