

To: All Members of the EXECUTIVE

When calling please ask for:

Emma McQuillan, Democratic Services
Manager

Policy and Governance

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Calls may be recorded for training or monitoring

Date: 19 February 2016

Membership of the Executive

Cllr Robert Knowles (Chairman)
Cllr Julia Potts (Vice Chairman)
Cllr Brian Adams
Cllr Kevin Deanus
Cllr Carole King

Cllr Tom Martin
Cllr Wyatt Ramsdale
Cllr Stefan Reynolds
Cllr Simon Thornton

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 1 MARCH 2016

TIME: 6.45 PM

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR
Head of Policy and Governance

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This meeting will be webcast from the conclusion of Informal Question Time and can be viewed by visiting www.waverley.gov.uk/committees

NOTES FOR MEMBERS

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

Prior to the commencement of the meeting, the Chairman to receive any informal questions from members of the public, for a maximum of 15 minutes.

AGENDA

1. **MINUTES**

To confirm the Minutes of the Meeting held on 2 February 2016 (to be laid on the table half-an-hour before the meeting).

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

3. **DECLARATIONS OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

4. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman to respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

5. **EXECUTIVE FORWARD PROGRAMME** (Pages 9 - 12)

To receive the forward programme of Executive decisions for Waverley Borough Council.

6. **BUDGET MANAGEMENT REPORT** (Pages 13 - 20)

[Portfolio Holder: Councillor Wyatt Ramsdale]
[Wards Affected: All Waverley Wards]

The report provides a review against the 2015/16 budget for the General Fund and the Housing Revenue Account forecast to 31 March 2016 based on the

latest information available.

Recommendation

It is recommended that the Executive notes the report and gives approval to

- 1. the setting aside of £50,000 of the additional car park income generated from the new tariffs into an earmarked reserve at year end be approved to cover the cost of modifying the car park machines;**
 - 2. the rescheduling of £40,000 of the 2015/16 budget for Frensham Common Site Facilities Development into 2016/17 be approved, see paragraph 14;**
 - 3. the rescheduling of £120,000 of the 2015/16 budget for The Philips Memorial project into 2016/17 be approved, see paragraph 15;**
 - 4. the rescheduling for the Customer and Corporate Services projects set out in paragraph 16 be approved;**
 - 5. the rescheduling of £50,000 of the 2015/16 budget for the car park rolling programme into 2016/17 be approved, see paragraph 17; and**
 - 6. a virement of £50,000 from HRA Cyclical and Planned work into HRA Void work be approved, see paragraph 19.**
7. THAMES BASIN HEATHS SPECIAL PROTECTION AREA (SPA) AVOIDANCE STRATEGY REVIEW: DRAFT FOR CONSULTATION (Pages 21 - 44)

[Portfolio Holder: Councillor Brian Adams]
[Wards Affected: All Waverley Wards]

New visitor survey information for Farnham Park shows scope for increasing the capacity of the park to provide Suitable Alternative Natural Greenspace (SANG) in accordance with the SPA Avoidance Strategy. In order to release the extra capacity, the Avoidance Strategy needs to be reviewed, including the current tariff for developer contributions towards the provision of SANG and the programme of Strategic Access Management and Monitoring (SAMM). Consultation is required with Natural England and other constituent members of the SPA Joint Strategic Planning Board.

Recommendation

It is recommended that the draft Thames Basin Heaths SPA Avoidance Strategy (Review) be approved for public consultation.

8. APPROVAL TO SUBMIT PLANNING APPLICATIONS FOR THE CONVERSION OF FOUR COMMUNITY ROOMS (Pages 45 - 48)
[Portfolio Holder: Councillor Carole King]
[Wards Affected: All Waverley Wards]

The purpose of this report is to seek approval to submit planning applications to enable the conversion of four of the community rooms to affordable homes.

Recommendation

It is recommended that approval be given to the submission of planning applications to enable the four community rooms at Griggs Meadow, Gorselands, Stonepit Close and Woodyers Close to be converted to provide 5 affordable homes to meet local housing need.

9. FRENHAM GREAT POND AND COMMON SITE AMENITIES UPGRADE PROJECT (Pages 49 - 62)
[Portfolio Holder: Councillor Simon Thornton]
[Wards Affected: Frensham Dockenfield and Tilford]

The purpose of the report is to provide the Executive with an update on progress in delivering the Frensham Great Pond and Common amenities upgrade project and to seek various approvals to progress the project further.

Recommendation

It is recommended that

1. **a Common Land consultation be undertaken and an application for Common land consent be submitted to the Planning Inspectorate (PINS) in September 2016;**
2. **a planning application be submitted for the construction of a new facility, carpark reconfiguration, new play area and the demolition of existing building following the application to PINS; and**
3. **subject to the above being approved and a satisfactory business case, to give delegated authority to undertake a construction tender process to the Director of Finance and Resources and Director of Operations in consultation with the Portfolio Holders for Finance and Community Services.**

10. POST PAYMENT PARKING SCHEME PILOT (Pages 63 - 68)
[Portfolio Holder: Councillor Kevin Deanus]
[Wards Affected: Cranleigh East; Cranleigh West]

One of the commitments in the Parking Strategy Review was to continue to explore alternative payment systems to maximise flexibility for the customer and encourage increased use of Waverley car parks.

The report considers a system known as 'Post Payment Parking' which enables customers to pay for the time they have stayed when they leave the car park rather than pay and display in advance. The proposal was considered previously but was not recommended due to the set up costs. An opportunity has now arisen to obtain external funding for the installation of the system on a trial basis.

Experience in other Councils has shown an increase in car park use and income levels as a result of the introduction of this system. It is therefore proposed that, subject to a successful application for funding, a trial of the system is implemented in Village Way and Stocklund Square Car Parks in Cranleigh.

Recommendation

It is recommended that

- 1. officers be authorised to proceed with the bid for grant funding from the Surrey County Council Town Centre Revitalisation Fund (£250,000 to £350,000) and if unsuccessful proceed with a bid for grant from the Surrey County Council Local Centre Improvement Fund (up to £30,000);**
- 2. subject to obtaining the required external funding, officers be authorised to proceed with the installation of the Post Payment Parking Scheme in Village Way and Stocklund Square car parks in Cranleigh for a trial period of one year; and**
- 3. a review of the impact of the scheme on use and income be carried out at the end of the trial period of one year.**

11. WEYDON LANE FORMER LANDFILL SITE - OPTIONS REVIEW (Pages 69 - 90)

[Portfolio Holder: Councillor Simon Thornton]
[Wards Affected: Farnham Firgrove]

The Council has been exploring the scope and viability of undertaking works on the former Landfill site on Weydon Lane, Farnham to enable greater public use, for example, for formal recreational use.

At its meeting on 25 November 2014, the Corporate Overview and Scrutiny Committee endorsed the short term management plan for the site and recommended to the Executive that a Special Interest Group (SIG) be established to assist the Portfolio Holder in reviewing future options for the site. The Executive subsequently agreed that a SIG be formed. The SIG was chaired by the Portfolio Holder for the Environment, Cllr Simon Thornton, and comprised Cllrs Pat Frost, Michael Goodridge, Jill Hargeaves and Chris Storey.

The Terms of Reference of the SIG are attached as Annexe 1. This report summarises the options identified for the future use of the site, appraises their viability and recommends a way forward to the Executive.

Recommendation

It is recommended that the Executive considers the findings of the Weydon Lane Special Interest Group and recommends to the Council that

- 1. a supplementary estimate of £50,000 be approved to undertake a detailed feasibility study into relocating the Farnham Football Club on to the Weydon Lane Site and making available their current site for housing; and**
- 2. Ward Councillors and Farnham Town Council be consulted on this option.**

12. SURRENDER AND RENEWAL OF GROUND LEASE - FARNCOMBE WANDERERS CRICKET PAVILION (Pages 91 - 94)

[Portfolio Holder: Councillor Tom Martin, Councillor Simon Thornton]
[Wards Affected: Godalming Farncombe and Catteshall]

Agreement is sought for the surrender of the existing lease and the grant of a new lease of up to 50 years for the Farncombe Wanderers Cricket Club.

Recommendation

It is recommended that Farncombe Wanderers be permitted to surrender its existing lease and be granted a new lease on terms and conditions set out in the (Exempt) Annexe with other terms and conditions to be negotiated by the Estates and Valuation Manager.

13. EXECUTIVE DIRECTOR'S ACTIONS

To note the following action taken by the Executive Director after consultation with the Chairman and Vice-Chairman since the last meeting. The Register of Decisions will be laid on the table half an hour before the meeting:

i. Tree Risk Management

To authorise a virement of £25,000 to supplement the tree safety budgets in Parks and Countryside and enable urgent tree works to be carried out.

14. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

15. PROPERTY DISPOSAL- FARNCOMBE (Pages 95 - 98)
[Portfolio Holder: Councillor Carole King]

To consider the (Exempt) report, attached.

16. DISPOSAL OF LAND - FARNHAM (Pages 99 - 104)
[Portfolio Holder: Councillor Tom Martin]

To consider the (Exempt) report, attached.

17. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone
Emma McQuillan, Democratic Services Manager, on 01483 523351 or
by email at emma.mcquillan@waverley.gov.uk**

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Waverley Borough Council Key Decisions and Forward Programme

This Forward Programme sets out the decisions which the Executive expects to take over forthcoming months and identifies those which are key decisions.

A key decision is a decision to be taken by the Executive which (1) is likely to result in the local authority incurring expenditure or making savings of above £20,000 and/or (2) is significant in terms of its effects on communities living or working in an area comprising two or more wards.

Please direct any enquiries about the Forward Programme to the Democratic Services Manager, Emma McQuillan, at the Council Offices on 01483 523351 or email committees@waverley.gov.uk.

Executive Forward Programme for the period 2 March 2016 onwards

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O AND S
POLICY AND GOVERNANCE, HUMAN RESOURCES – CLLR ROBERT KNOWLES (LEADER)						
1. Performance Management	To receive an exception report for over and under performance in the appropriate Quarter	Executive		April 2016	Louise Norie	CORP/COMM
2. Electoral Reviews	To conduct a parliamentary and possibly Waverley review	Executive and Council	√	May 2016	Robin Pellow	CORPORATE
MAJOR PROJECTS, LEP, WAVERLEY TRAINING SERVICES – CLLR JULIA POTTS (DEPUTY LEADER)						
1. Brightwells Redevelopment, Farnham [E3]	To agree funding arrangements	Executive and Council	√	March 2016	Kelvin Mills	CORPORATE

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O AND S
PLANNING – CLLR BRIAN ADAMS						
1. Shopfronts SPD	For adoption of the SPD	Executive and Council		April 2016	Sarah Wells	COMMUNITY
2. Cranleigh CAA	Adoption of CAA	Executive and Council		May 2016	Sarah Wells	COMMUNITY
3. Local Plan	Approval of the plan for publication	Executive and Council	√	April 2016	Matthew Evans	COMMUNITY
4. Thames Basin Heath Special Protection Area	Approval of the new Avoidance Strategy	Executive and Council	√	July 2016	Gareth Williams	COMMUNITY
OPERATIONAL SERVICES – CLLR KEVIN DEANUS						
HOUSING – CLLR CAROLE KING						
1. Housing Delivery Board [E3]	Potential to approve and adopt policies and make decisions to assist in the delivery of affordable homes in the Borough	Executive (and possibly Council)	√	Potentially every Executive meeting	Jane Abraham	CORPORATE

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O AND S
2. Better Care Fund	To identify how to make best use of this fund for Waverley (picks up DFG future funding)	Executive		April 2016	Jane Abraham	CORPORATE
CUSTOMER AND CORPORATE SERVICES – CLLR TOM MARTIN						
1. Age Concern Farncombe	To agree new lease arrangements	Executive		April 2016	Kelvin Mills	CORPORATE
FINANCE – CLLR WYATT RAMSDALE						
1. Budget Management [E3]	Potential for seeking approval for budget variations	Executive (and possibly Council)	√	Every Executive meeting	Peter Vickers	CORP/COMM
COMMUNICATIONS AND GRANTS - CLLR STEFAN REYNOLDS						
LEISURE AND ENVIRONMENT – CLLR SIMON THORNTON						
1. Cultural Strategy	To adopt a revised Cultural Strategy	Executive and Council	√	July 2016	Kelvin Mills	COMMUNITY

Background Information

The agenda for each Executive meeting will be published at least 5 working days before the meeting and will be available for inspection at the Council Offices and on the Council's Website (www.waverley.gov.uk). This programme gives at least 28 days notice of items before they are considered at a meeting of the Executive and consultation will be undertaken with relevant interested parties and stakeholders where necessary.

Exempt Information - whilst the majority of the Executive's business at the meetings listed in this Plan will be open to the public and press, there will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information which will be discussed in exempt session, i.e. with the press and public excluded. These matters are most commonly human resource decisions relating to individuals such as requests for early or flexible retirements and property matters relating to individual transactions. These may relate to key and non-key decisions. If they are not key decisions, 28 days notice of the likely intention to consider the item in exempt needs to be given.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Executive meetings listed below may be held in private because the agenda and reports or annexes for that meeting contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), and that the public interest in withholding the information outweighs the public interest in disclosing it. Where this applies, the letter [E] will appear after the name of the topic, along with an indication of which exempt paragraph(s) applies, most commonly:

[E1 – Information relating to any individual; E2 – Information which is likely to reveal the identity of an individual; E3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information); E5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings; E7 – Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime].

WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 1 MARCH 2016

Title:

BUDGET MANAGEMENT REPORT

[Portfolio Holder: Cllr Wyatt Ramsdale]

[Wards Affected: All]

Summary and purpose:

This report provides a review against the 2015/16 budget for the General Fund and the Housing Revenue Account forecast to 31 March 2016 based on the latest information available.

How this report relates to the Council's Corporate Priorities:

The monitoring and management of the Council's budgets ensures there is financial control over the services that contribute to the Corporate Priorities. Savings identified can be redirected towards Corporate Priorities or action can be taken to rectify overspends.

Resource/Value for Money implications:

This report reviews the position against the budget to date for the General Fund, the Housing Revenue Account and Capital Programmes and reports on an exception basis. It reviews the progress of service delivery against budget, taking into account 2014/15 outturn implications where necessary, projecting the potential year-end position after impact of management actions.

Legal Implications:

There are no direct legal implications relating to this report.

Introduction

1. Throughout 2015/16 all budgets are monitored on a monthly basis and performance against budget reported monthly.
2. Financial position reporting will also focus on performance against financial targets such as income, establishment and Star Chamber savings. Financial risk is always inherent in service delivery and service managers will be assisted in identification, evaluation and mitigation of significant risks and these will be reported throughout budget management as necessary.

General Fund

3. The forecast year-end outturn position against the approved net budget of £14million is given in the table below. The table presents any significant variances by service. The latest forecast is an overspend of £64,000, after

allowing for all requested approvals, compared to an underspend of £16,000 reported previously. The reasons for this change are detailed below.

4. The figures are reported on an exception basis, with explanations given for changes in forecasts. Variances identified in the last report are detailed in the previous Budget Management Report presented to the Executive on 1 December 2015.
5. Current forecast outturn variance against budget:

Estimated variance against budget at outturn			
Service Variations	Previously reported £'000	Current Position £'000	Change £'000
Policy and Governance			
Land Charges Income	(113)	(113)	0
Legal Income	13	13	0
Environment			
Car Parks – income (see 6)	(48)	(48)	0
Waste Recycling	50	50	0
Finance			
Financial expenses	10	10	0
Council Tax Summons Costs	25	25	0
Council Tax Support Hardship Relief (see 7)	(50)	(50)	0
Rent Allowances and Rent Rebates	50	50	0
Inflation provision	(50)	(50)	0
Housing			
Homelessness	30	30	0
Planning			
Building Control (see 8)	16	24	8
Development Control – costs & income (see 9)	35	178	143
Community			
Memorial Hall Project	16	16	0
Monitoring and Returning officer			
Register of Electors (see 10)	0	14	14
Staff vacancy budget	0	(85)	(85)
Overspend/(underspend) against budget	(16)	64	80

6. Car Parks

The new car park tariffs have generated additional income of £50,000 on top of the £48,000 reported previously. However, it is proposed to set this aside in an earmarked reserve at year end to cover the cost of modifying the car park machines.

7. Council Tax Support – Hardship Relief

In April 2013 the government replaced the national council tax benefit scheme with local council tax support. Since the introduction of Waverley's Council Tax Support Scheme an amount of £35,000 has been included in the budget for transitional hardship relief. The scheme has proven to be successful as evidenced by a small and reducing need for relief. It is proposed that, if there

is sufficient underspend on the General Fund overall at year end, the unspent budget of £50,000 (£15,000 from 2015/16 plus £35,000 brought forward from 2014/15) be placed in an earmarked reserve, as previously agreed, and any future requests for assistance met from this fund.

8. Building Control

The previous Budget Management report identified a net shortfall of £16,000 from under achievement of income of £66,000 less projected savings in staff and other costs of £50,000. Current projections show that the position is now likely to be a shortfall of £24,000 as a result of spend on IT related works and subscriptions amounting to £8,000.

9. Development Control

The £178,000 reported overspend is made up as follows:

		£'000
Enquiry fees	Underachievement of income	45
PIC monitoring fee	Underachievement of income as cannot collect on new applications. Once Community Infrastructure Levy is adopted then a monitoring fee can be reintroduced.	30
Development Control overspends	Increased number of developments - legal fees	15
	Increased number of developments – agricultural planning appraisals	28
Planning fee income	Underachievement of income. Although income from a planning application fee in respect of Dunsfold has been received of £125k, it is proposed to transfer this to an earmarked reserve to meet future spend incurred.	60
		£178

10. Register of Electors

Work is being undertaken to ensure the register is up to date and will require new household forms at an additional cost of £14,000 above the budget.

Staffing Establishment

11. The staffing establishment is monitored closely. Projections to the end of the year indicate an £85,000 overachievement of the vacancy target of £250,000.

General Fund Capital

12. The General Fund Capital programme is monitored closely each quarter. The figures below show the movements following the report or the progress of the programme put to the Executive on the 2 February 2016.

The total capital programme budget for 2015/16 is made up as follows:

Capital Programme for 2015/16		£'000
Original budget approved by Council in February 2015		3,346
Revenue Projects		570
Carry forward from 2014/15		964
New schemes and additional budget approved during 2015/16		43
Farnham Memorial Hall Project – additional budget July 2015 Council		700
Other small projects (mainly funded from PIC money)		106
Reschedule to 2016/17 agreed by Council Oct 2015		(1,108)
Reschedule to 2016/17 agreed by Council Feb 2016		(1,110)
		3,511

13. The table below summarises the movements as detailed in the report:-

	Current Budget	Forecast Outturn	Reschedule	(Underspend) /Overspend	Comment
Service	£'000	£'000	£'000	£'000	
Community	1,878	1,718	160	0	See 14 & 15 below
Customer & Corporate	752	645	94	(13)	See 16 below
Environment	418	352	50	(16)	See 17 below
Other Projects	463	413	0	(50)	
Urgent schemes budget	0	0	0	0	
Use of savings				50	
Total programme	3,511	3,128	304	(29)	

14. The Frensham Common Site Facilities Development project is making progress on feasibility studies, however it is requested that £40,000 is rescheduled into 2016/17 to enable further works on the planning application and commons consent to continue.

15. The Phillips Memorial project which has been underway since 2010 has slowed due to permissions from the Environment Agency taking more time than expected. Therefore it is requested that £120,000 is rescheduled into the next financial year to enable the last of the works to be completed. It should be noted the funding has a final deadline of summer 2016 so works will be completed in 2016/17.

16. Within the Customer and Corporate Service there are a number of projects for which rescheduling is requested as follows:

Project	2015/16 Reschedule	Comment
	£'000	
Call Management	20	To carry forward to enable Customer Care project to undertake necessary works in 2016/17.
Records Scanning	15	Services have not had resource to thin documents before sending to contractors.

Employee Services Scanning	15	Awaiting a solution from suppliers.
Agresso Upgrade	15	Delayed as required an upgrade to the SQL server. Please see request below.
Contact Manager	6	Not all works will be complete.
Sound Insulation	5	Not all works will be complete.
Sheltered Housing Wi-Fi	2	Small additional works to be completed next financial year.
Orchard/Agresso interface	10	Awaiting upgrade to SQL server as with Agresso upgrade project.
Health and Safety	6	Training to be carried out next financial year.
Grand Total	94	

17. The car park rolling programme is underway, with quotes being sought for works to be done before year end. However, it is expected that the full budget will not be spent by the financial year end as works are being re-prioritised and the current plan under review. Therefore, it is requested that £50,000 of the programme is rescheduled into 2016/17 to enable the works to continue.
18. Due to the Contaminated Land Strategy being revised, some of the budget for Contaminated Land will not be spent this financial year. This is due to site assessments having been held for the new strategy which has only recently been approved. Therefore, there will be a £20,000 saving on this budget.

Housing Revenue Account (HRA)

19. The HRA is forecast to break even against approved budget to the year end. The revenue account contains the day to day running cost of managing the Housing Service such as staff costs and repairs. Revenue spend on maintenance of properties is currently high due to increased demand and is projected to overspend. However, steps are being taken to manage this situation and any overspend at year end should be contained within the maintenance budget overall. There is a predicted underspend on Fire Safety Installation and Maintenance of £50,000 which it is requested be vired into the Voids budget to cover the additional expenditure required on new voids as the budget has now been used.
20. Following a mid year recalculation, the rent rebate subsidy limitation payment is expected to be £35,000 less than budgeted.
21. Staff costs are projected to fall short of the £50,000 vacancy target. The position will be monitored closely for the rest of the financial year.

HRA Capital

Core Capital

22. The total capital programme approved budget for 2015/16 is made up as follows:

Approved Budget for 2015/16

	£'000
Original budget approved by Council in February 2015	6,870
Carry forward from 2014/15	1,824
Approved rescheduling to 2016/17	(810)
Total	£7,884

23. The budget has been reviewed in light of the work progressing and the table below summarises the spend and committed work to date:

Work Stream	Latest Approved Budget 2015/16 £'000	2015-16 Expenditure including commitments £'000	Budget Remaining £'000	Reschedule £'000	Saving
Decent Homes	5,086	4,569	517	0	30
Other Capital Work	2,798	2,114	684	356	109
Grand Total	£7,884	£6,683	£1,201	£356	£139

Stock Remodelling

24. Following re-alignment of budgets as part of the mid-year budget review, there has been little activity in this area as schemes continue to be shaped:

Work Stream	Latest Approved Budget 2015/16 £'000	2015-16 Expenditure including commitments £'000	Budget Remaining £'000	Reschedule £'000
Development Staff Costs	66	66	0	0
Approved Schemes	89	9	80	0
Potential Schemes	790	47	603	140
Total	£945	£122	£683	£140

New Build

25. The 2015-16 budget for new build has been re-aligned and reduced to £9.2m following the mid-year budget review, with £7.9m rescheduled to 2016/17. Of this, more than half has been spent, with the balance expected to be spent on schemes that will complete within the financial year.

Work Stream	Latest Approved Budget 2015/16	2015/16 Expenditure including commitments	Budget Remaining	Reschedule
	£'000	£'000	£'000	£'000
Project management	351	351	0	0
Pre-development Expenditure	84	55	29	0
Committed schemes	4,623	2,867	1,296	460
Proposed schemes	446	25	271	150
Land and asset purchase	3,736	2,794	782	160
Total	£9,240	£6,092	£2,378	£770

Recommendation

It is recommended that the Executive notes the report and gives approval to

1. the setting aside of £50,000 of the additional car park income generated from the new tariffs into an earmarked reserve at year end be approved to cover the cost of modifying the car park machines;
2. the rescheduling of £40,000 of the 2015/16 budget for Frensham Common Site Facilities Development into 2016/17 be approved, see paragraph 14 above;
3. the rescheduling of £120,000 of the 2015/16 budget for The Philips Memorial project into 2016/17 be approved, see paragraph 15 above;
4. the rescheduling for the Customer and Corporate Services projects set out in paragraph 16 above be approved;
5. the rescheduling of £50,000 of the 2015/16 budget for the car park rolling programme into 2016/17 be approved, see paragraph 17 above; and
6. a virement of £50,000 from HRA Cyclical and Planned work into HRA Void work be approved, see paragraph 19 above.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

CONTACT OFFICERS:

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 1 MARCH 2016

Title:

**THAMES BASIN HEATHS SPECIAL PROTECTION AREA (SPA)
AVOIDANCE STRATEGY (REVIEW): DRAFT FOR CONSULTATION**

**[Portfolio Holder: Cllr Brian Adams]
[Wards Affected: All Farnham wards]**

Summary and purpose:

New visitor survey information for Farnham Park shows scope for increasing the capacity of the park to provide Suitable Alternative Natural Greenspace (SANG) in accordance with the SPA Avoidance Strategy. In order to release the extra capacity, the Avoidance Strategy needs to be reviewed, including the current tariff for developer contributions towards the provision of SANG and the programme of strategic access management and monitoring (SAMM). Consultation is required with Natural England and other constituent members of the SPA Joint Strategic Planning Board.

How this report relates to the Council's Corporate Priorities:

SANG is part of the Council's strategy for providing appropriate mitigation of the impact of new residential development within the zone affected by the SPA and accords with the Council's priority of protecting the environment. The Avoidance Strategy allows planning permission to be granted for new housing in Farnham in accordance with the Council's priorities. If further SANG is not released, acceptable schemes in Farnham may not be able to be progressed

Financial Implications:

The current SANG tariff has been reviewed in the light of the potential increase in the SANG capacity of Farnham Park.

Legal Implications:

In order to discharge its legal obligations under the Conservation of Habitats and Species Regulations 2010, the Council must have in place avoidance measures in the form of SANG and SAMM.

Introduction

1. SANG capacity at Waverley's only current resource at Farnham Park is monitored in accordance with the Thames Basin Heaths SPA Avoidance Strategy (adopted 2009; update May 2013). Regular reports to the Council's Western Planning Committee (WPC) have shown a slowly declining capacity in terms of dwelling numbers. In August 2015, the WPC noted an adjustment to the SANG capacity of the park, based on monitored occupancy levels of permitted new housing.

2. At the latest WPC meeting (3rd February 2016), it was reported that the unallocated SANG capacity stood at 307 dwellings (equivalent to 610 residents at the current average occupancy rate of 1.99 ppd). This will be sufficient, in the short term, to allow appropriate new housing sites to come forward. The more critical long-term issue, however, is the identification and delivery of enough SANG to support the emerging spatial strategy of the local plan.
3. The most appropriate opportunity to address this issue lies in investigating the scope for enhanced SANG capacity at Farnham Park. In that respect, a new visitor survey of Farnham Park, undertaken in May/June 2014 by Footprint Ecology, showed that the overall capacity of the park can be significantly enhanced. The method of re-assessment has been endorsed by Natural England, including the survey results that showed that current levels of car parking are sufficient to serve the enhanced capacity.
4. If the overall SANG capacity at Farnham Park was to be increased in accordance with the findings of the visitor survey, the current unallocated capacity would increase to 1,462 dwellings. To what extent this enhanced capacity would act as sufficient long-term mitigation, however, will depend on the scale of the housing allocations for the Farnham area that will be included in the local plan.
5. Given that any potential new SANGs are very much long term options, the immediate opportunity to increase capacity at Farnham Park should now be taken as a matter of urgency. This will not only allow the Council to continue to discharge its duties as local planning authority in determining planning applications, but will also demonstrate that sufficient SANG can be identified to support housing allocations well into the local plan period, and at least until any new sites that may be required can be identified.
6. In order to release this enhanced capacity, it is necessary to revise the SPA Avoidance Strategy. As well as recognising the enhanced capacity, the revised Strategy will need to include updated guidance on the calculation of financial tariffs, and the extent to which new or improved enhancement and management measures may be required.
7. The revised Strategy will form part of the evidence base for the new local plan. The preliminary timetable for its preparation and approval is -

(i) Draft Avoidance Strategy approved for consultation	1 st March 2016
(ii) Public consultation (6 weeks)	March/April 2016
(iii) Community O & S Committee	8 th March 2016
(iv) Review representations and amend document	April/May 2016
(v) Executive approves new Avoidance Strategy	7 th June 2016
(vi) Council adopts new Avoidance Strategy	19 th July 2016

Recommendation

It is recommended that the draft Thames Basin Heaths SPA Avoidance Strategy (Review) be approved for public consultation.

Background Papers

Farnham Park Visitor Survey, Footprint Ecology (September 2014)

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**THAMES BASIN HEATHS
SPECIAL PROTECTION AREA**

**AVOIDANCE STRATEGY
REVIEW 2016**

CONSULTATION DRAFT

March 2016



Dartford Warbler



Nightjar



Woodlark

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1. BACKGROUND TO THE REVIEW

- 1.1 The Thames Basin Heaths Special Protection Area (SPA) Avoidance Strategy was adopted by Waverley Borough Council in December 2009. Its purpose is to provide guidance to developers when making planning applications for new housing which may have an effect on the conservation interests of the SPA. The Strategy sets out the Council's approach in seeking to avoid the effect of a net increase in population within 5 km of the SPA, and how it proposes to discharge its legal obligations under the [Conservation of Habitats and Species Regulations 2010](#) ("the Habitats Regulations").
- 1.2 Under the Habitats Regulations, the Council is the "competent authority" to consider whether applications for development "are likely to have a significant effect" on a designated European site, such as the Thames Basin Heaths SPA. On completion of an Appropriate Assessment of such a proposals, the Council can agree to a plan or project (such as an application for housing) only after having ascertained that it will not adversely affect the integrity of the European site. Any significant effect on the SPA (with the consequence that an Appropriate Assessment is required) must be ascertained by considering the proposal both alone and in combination with other plans or projects. In practice, Natural England advises that any application for residential development resulting in an increase in the number of dwellings within 5 km of the SPA will, without avoidance measures, be likely to have a significant effect within the meaning of the Habitats Regulations.
- 1.3 The Avoidance Strategy provides guidance to developers on the level of avoidance measures that the Council expects to see incorporated within planning applications in the light of Natural England's advice. In this instance, "avoidance measures" means providing or contributing towards **Suitable Alternative Natural Greenspace** (SANG) and contributing towards a programme of **Strategic Access Management and Monitoring** (SAMM) of the SPA.
- 1.4 The Strategy relates only to proposals for residential development, i.e. Use Class C3 [Dwellinghouses] (excluding householder development), as well as staff accommodation in Classes C1 [Hotels] and C2 [Residential Institutions]. There are likely to be cases where non-residential development would have a significant effect on the integrity of the SPA, but this Avoidance Strategy does not provide guidance in relation to such development. In order to meet the requirements of the Habitats Regulations, proposals for such development may therefore require an Appropriate Assessment in consultation with Natural England.
- 1.5 The Avoidance Strategy will be taken into account for development control purposes as a material planning consideration. An update of the strategy in May 2013 reflected the results of the Council's monitoring of its effectiveness since its adoption in 2009. This current review arises out of more recent information on visitor capacity at Farnham Park, along with that from the monitoring of the occupancy rates of approved housing (Section 6).

2. THE THAMES BASIN HEATHS SPECIAL PROTECTION AREA (SPA)

- 2.1 The SPA was designated on 9th March 2005 and has since been protected by the Habitats Regulations. It has several conservation objectives, but in particular it is a European designation for rare wild birds, and provides specific protection for three species - *Dartford Warbler*, *Nightjar* and *Woodlark*. Because these birds nest on or near the ground, they are particularly prone to disturbance from walkers, dog walking and cat predation.
- 2.2 Only a small part of the SPA (about 80 hectares) lies within Waverley, north of Sandy Hill, Farnham. However, for the purposes of this Avoidance Strategy, a “Zone of Influence” affects most of Farnham. This zone is defined as the area between 400 metres from the SPA perimeter (measured as a straight line to the nearest part of the curtilage of the dwelling) and 5 km from the perimeter (a straight line from the primary point of access to the curtilage of the dwelling). These ‘buffer zones’ are shown on **Plan 1**.

SPA Delivery Framework

- 2.3 The [SPA Delivery Framework](#) (2009) was produced by the TBH Joint Strategic Partnership Board (JSPB) on behalf of the member local authorities and other stakeholders. It is a non-statutory document within the context of the South East Plan (3.1 below), and has an important bearing on the way the Council deals with applications that may have a significant effect on the SPA. It gives guidance to all the affected local authorities on how to deal with development proposals within the Zone of Influence. Its objectives and key principles are to recommend –
- a consistent approach to the protection of the SPA from the effects of residential development;
 - the type and extent of residential development that may have a significant effect alone or in combination on the SPA; and
 - key criteria for the delivery of avoidance measures.
- 2.4 The following key principles of the Framework summarise the overarching context for its recommendations:
- All net new residential development - when considered alone or in combination with other plans and projects - is likely to have a significant effect on the SPA and should therefore provide or contribute to the provision of avoidance measures.
 - Development can provide - or make a contribution to the provision of - measures to ensure that they have no likely significant effect on the SPA. In doing so, residential development will not have to undergo an Appropriate Assessment (AA). The option remains for developers to undertake a Habitats Regulations screening assessment and, where necessary, a full AA to demonstrate that a proposal will not adversely affect the integrity of the SPA.

- A focus on the provision of SANG and access management, considered as the most appropriate avoidance measures.
 - Consistent standards for the application and provision of avoidance measures. However, there may be exceptional circumstances where a more or less prescriptive approach needs to be taken, or greater local specificity is needed. Such circumstances should be carefully justified.
- 2.5 The JSPB has no formal control over planning decisions made in respect of the SPA, nor does it set any formal planning policy. However, it does retain an overview of local authorities' avoidance strategies and other planning policy guidance, and seeks to ensure that a consistent approach is being applied and sufficient avoidance measures are being provided.
- 2.6 The Delivery Framework states that the recommended avoidance measures should be applied within the Zone of Influence (2.2 above). In exceptional circumstances, it may be appropriate to make small scale modifications to the zone to account for physical obstructions to cat or human movement or access. Large scale proposals beyond the zone may also be capable of affecting the SPA and will be assessed on a case-by-case basis.
- 2.7 **Within 400 metres of the perimeter of the SPA, the impact of additional residential development is likely to be such that it is not possible to conclude no adverse effect on the SPA. There is, therefore, a presumption against development in this 'exclusion zone'.**
- 2.8 Avoidance measures should be sought in relation to development for one or more net new dwellings, including staff residential accommodation (see 1.4).
- 2.9 The Delivery Framework also provides guidance on the type and size of land suitable as SANG, the amount of SANG needed and the broad principles of the access management of the SPA. The measures set out in this Avoidance Strategy are consistent with that guidance.

3. POLICY BACKGROUND: THE SOUTH EAST PLAN

- 3.1 The *Regional Spatial Strategy for the South East* (the 'South East Plan') was formally revoked in March 2013. Policy NRM6 that deals with the Thames Basin Heaths SPA was one of only two policies that were retained. The policy recognises the implications of new residential development on the ecological integrity of the SPA and forms the basis for the Avoidance Strategy and Delivery Framework (see **Appendix 1**).
- 3.2 The policy identifies the same Zone of Influence as that defined in the Delivery Framework. It states that where development is proposed within the zone, mitigation measures will be delivered prior to occupation and in perpetuity. It adds that these measures will be based on a combination of access management and provision of SANG, and sets out the respective standards and arrangements for these measures.

4. PROVIDING SUITABLE ALTERNATIVE NATURAL GREENSPACE (SANG)

- 4.1 The Council's role in enabling avoidance measures is crucial. There are very few areas of informal open land in the Farnham area that are potential SANGs, and only one significant area that is within the Council's ownership¹.
- 4.2 **Farnham Park** is a 130 ha medieval deer park associated with Farnham Castle (**Plan 2**). Of the total area, around 85 hectares (ha) of semi-natural grassland, woodland and scrub has been confirmed by Natural England as meeting the site quality criteria for an individual SANG (**Appendix 2**). Its nearest entrance is 200 metres north of the town centre and its northern boundary is about 800 metres from the SPA perimeter. It lies wholly within the Zone of Influence and is well placed to provide avoidance measures for developments in the Farnham area. The park is Waverley's only SANG resource, although opportunities to provide new areas of SANG in the future are being investigated (Section 6 below).
- 4.3 The overall size and location of Farnham Park means that it can serve a development catchment of 5 km from its boundaries covering all of the Zone of Influence in Waverley. However, the (notional) amount of SANG that can be effectively enhanced and linked to development contributions in accordance with Natural England's green space standards is only a proportion of the park's total area. This is a function of (i) existing visitor capacity; and (ii) the range of potential enhancement measures that, if implemented, would serve to attract potential SPA visitors to Farnham Park. Users of the park are well distributed over its area, due in part to its overall extent, but also because the access points are well located all around the perimeter.

Visitor Capacity

- 4.4 The Council's first estimates of the visitor capacity of the park were based on visitor surveys and long-term observation of its usage. Originally set at 50%, this was raised to 75% in response to Natural England's recommendation of a more precautionary approach. Whilst this initially yielded a potential SANG capacity of 21.25 ha, Natural England, when agreeing to the earlier SPA "Miniplan", further required a reduced capacity to 10.9 ha, taking account of the situation at the time and potential future improvements, including car parking.
- 4.5 Since then, some of the car parks have seen improvements to the surfaces and layout and by signing, and by the provision of information boards and leaflets. In 2009, with the agreement of Natural England, further access was provided from a parking area at Hale Road outside the park on its eastern side. The effect was to increase the SANG area by 3.45 ha. In March 2013, the Council released the remaining 6.9 ha, reinstating the overall area of SANG to its original 21.25 ha.

¹ Most of the **Rowhill Copse Local Nature Reserve** lies within Waverley, but is owned by Rushmoor Borough Council and is used as SANG to mitigate developments in its own administrative area.

Improvement and Enhancement

- 4.6 The scope to improve and enhance Farnham Park enables it to contribute as avoidance space. Whilst it is a Local Nature Reserve, Site of Nature Conservation Importance and a Historic Park & Garden, Natural England accepts that it has the capacity to divert recreational use of the SPA during the bird nesting season, and to cope with an increase in use without environmental damage. Since the original Avoidance Strategy was adopted, a number of initiatives have been developed, such as -
- **A full-time ranger**, who manages the impact of additional visitors and provides reassurance and security for users and delivers the park's long-term management plan, including monitoring and responding to biodiversity and landscape changes.
 - **Improved interpretation and education**: leaflets, walks and talks enhance visitors' understanding of the importance of the site.
 - **Public access points** with orientation maps and park information direct users to appropriate areas to meet their recreational needs and ensure appropriate behaviour.
- 4.7 These measures have enhanced the role of Farnham Park as SANG, and the ongoing programme of improvements will continue the process.

5. STRATEGIC ACCESS MANAGEMENT AND MONITORING (SAMM)

- 5.1 In February 2009, Natural England reported to the JSPB on Strategic Access Management and Monitoring (SAMM) arrangements for the SPA. This was in response to the three-prong approach referred to in the Delivery Framework. The second of these is referred to as 'access management' in the document, but it also includes monitoring.
- 5.2 The SAMM project aims to limit the damage caused by visitors to the SPA. This can include "hard" measures, such as limiting car parking or providing pathways, and "soft" measures such as -
- a wardening service;
 - monitoring of visitors, providing bird surveys, planning applications;
 - education and communication with key organisations; and
 - working with landowners.
- 5.3 The SAMM measures are funded by the affected local authorities that collect Section 106 payments in addition to any contributions for providing or enhancing SANG. This is based on an assumption about the amount of new housing to be built within the Zone of Influence, set against a detailed programme of works. The additional tariff was agreed by the JSPB.
- 5.4 All districts have also signed a Memorandum of Agreement with Natural England that formalises the arrangements for collecting the additional tariff. Money collected for monitoring purposes are passed to Natural England.

- 5.5 Developer contributions agreed and/or collected by Waverley towards the provision of SANG and the SAMM project have totalled over £980,000 since 2007 (as at 31.12.15, excluding Natural England monitoring fees). Examples of further planned improvements at Farnham Park are set out in **Appendix 4**.
- 5.6 The monitoring of housing permissions and site improvements is an integral part of the Avoidance Strategy and is a vital part of the process of assessing the effectiveness of SANG. This review of the Strategy has been triggered, and will be informed, by the results of the Council's monitoring practices.

Monitoring SANG capacity

- 5.7 The standard for providing SANG (at 8 ha per 1000 population) is derived from the original Natural England Delivery Plan which preceded the Delivery Framework. The same standard was carried through into the Delivery Framework and the South East Plan Policy NRM6. To convert the population numbers into an equivalent number of dwellings, the Framework assumed an occupancy rate of 2.4 persons per dwelling (ppd). This was derived from the Surrey Planning Collaboration Project work on Section 106 agreements and was based on the 2001 Census outputs for Surrey.
- 5.8 Using this standard, the total area of SANG available as mitigation at Farnham Park (21.25 ha) was converted to a figure of 1,104 dwellings and which has been used as the basis for monitoring the take-up of the SANG. While there remains sufficient SANG capacity, the Council can continue to discharge its duty as local planning authority in granting planning permission for new housing within the 5 km zone.
- 5.9 The monitoring of residential permissions is an integral part of the Delivery Framework and Avoidance Strategy. By mid 2015, the unallocated capacity had been reduced to fewer than 200 dwellings: if permissions were to continue at the same rate, the Council's SANG could be exhausted in less than two years. Alternatively, it would only take a small number of large-scale consents to effect the same outcome.
- 5.10 In August 2015, the Council undertook a detailed examination of all planning permissions that have been liable for contributions since monitoring began in 2007. Each permitted dwelling was attributed an occupancy rate according to the number of bedrooms, using the same data as the Surrey Planning Collaboration Project (above). The various occupancy rates are those which are routinely used for the Council's SANG/SAMM tariff that determines the scale of contributions arising from a development. Payments are calculated on a per-person basis.
- 5.11 This particular monitoring exercise showed that the total number of dwellings permitted had achieved an average occupancy rate, at the time, of 1.97 ppd. At February 2016, it stood at 1.99 ppd (Table 1 below).

Table 1: Permissions for New Dwellings (SPA 5 km zone) 2007 – 2016

Dwelling size	Nos. of dwellings permitted*	Occupancy rate (ppd)	Total persons
1 bedroom	217	1.31	284.3
2 bedrooms	497	1.76	874.7
3 bedrooms	203	2.51	509.5
4 bedrooms	104	2.86	297.4
5/+ bedrooms	36	3.73	134.3
Total	1,057	1.99	2,100.2

* Includes expired permissions

- 5.11 The SANG capacity of Farnham Park is now determined, and monitored, according to the evolving average occupancy rate.

Enhanced SANG capacity

- 5.12 Visitor surveys in 2007 and 2009 provided baseline data against which changes in use of the Farnham Park SANG could be measured over time. In accordance with the monitoring strategy, a new visitor survey was carried out in May/June 2014 on behalf of the Council by Footprint Ecology. This showed that Farnham Park is at 52.7% capacity, compared with the prevailing (precautionary) figure of 75% used as a basis for monitoring SANG capacity.
- 5.13 Natural England was consulted on the Footprint report and, while it agreed with the study's methodology and general conclusions, it put the capacity figure slightly higher at 59.3%. This would leave 40.7% available for SANG, equivalent to an area of 34.6 ha, an increase of 63% over the previously assumed area. Converting this figure using the 8 ha/1000 population standard alongside the current monitored occupancy rate (1.99 ppd) gives a revised total dwelling capacity of 2,173, almost double the original figure. This will vary over time by virtue of adjustments to the occupancy rate as the size of permitted new dwellings is monitored.
- 5.14 This method of re-assessment has been verified by Natural England and represents a significant increase in the amount of SANG available as an avoidance measure. This will not only enable the Council to continue to approve appropriate planning applications for new housing in the Farnham area, but will also provide significant mitigation for housing allocations that will come forward through the local plan.
- 5.15 The enhanced capacity also has financial implications for the future funding of access and management measures for SANG. The monitored occupancy rate means that there has been mitigation for fewer people than originally anticipated. This has meant lower income levels from developer contributions than forecast and, along with the increased capacity, a need to review the developer tariff (Section 8 below).

6. POTENTIAL NEW SANG SITES

6.1 As part of the process of preparing the new local plan, the Council appointed consultants *AECOM* to undertake an assessment of potential opportunities for new SANG in the Farnham area. The search for, and analysis of, potential sites included –

- A re-assessment of sites identified in the 2009 Avoidance Strategy
- Sites in the Farnham area that were considered unsuitable for development in the Council's 2014 Strategic Housing Land Availability Assessment (SHLAA), but which could be suitable for SANG
- Sites within adjoining districts (Rushmoor, Guildford, Hart and East Hampshire) that were considered unsuitable for development by those authorities' SHLAAs, but which could be suitable for SANG
- 'Call for SANG Land' undertaken for the Farnham Neighbourhood Plan
- Past and current quarry/sandpit sites with potential to be restored to a favourable final form for SANG
- Offers by site promoters for bespoke SANG (on- or off-site)
- A map review of suitably-sized land that would not require total habitat creation from first principles and that lay within an appropriate location (i.e. within 5 km of the SPA).

6.2 A total of 45 sites were assessed against the site quality criteria for an individual SANG (**Appendix 2**). Several were discounted because of their inadequate size, existing habitats, location, unwilling landowner and/or generally not meeting enough of the site quality criteria (even with enhancements). Apart from existing areas of SANG (at Farnham Park and Rowhill Copse), only part of the restored Farnham Quarry site was considered *be "suitable and with good potential to be brought forward as strategic SANG"*, i.e. part of a 'pool' of SANG to mitigate housing development.

6.3 Several sites and locations that were *"suitable, but with unknown potential to be brought forward as strategic SANG"*, were also identified -

- Tongham Pools (in conjunction with Farnham Quarry)
- Runfold North and South Sandpits
- Bishop's Meadow
- Land off Hale Road (extension to Farnham Park)
- Homefield and Jolly Farmer Sandpits
- Alton Road Sandpit
- Waverley Lane (if not appropriate for housing)

6.4 The 'Hop Fields' site off Crondall Lane was also identified as potentially suitable, but has subsequently been discounted by virtue of the planning permission for housing granted in September 2015. In a bespoke agreement with the developer, the SANG identified as mitigation for this scheme is an existing site in the developer's ownership at Church Crookham in Hart District.

6.5 The Council has commenced discussions with some of the landowners to determine whether their sites are genuinely suitable, available and, importantly, deliverable as SANG. The outcome of these discussions will be reflected in future reviews of the Avoidance Strategy.

7. OPTIONS FOR A DEVELOPER TO MEET AVOIDANCE REQUIREMENTS

7.1 In terms of providing SANG, developers have three options:

- buy into 'strategic' SANG through S106 agreements;
- contribute to the upgrading of an existing SANG site; or
- provide new (bespoke) SANG themselves.

7.2 **Regulation 61** of the Habitats Regulations sets out the Council's obligations as the "competent authority" -

61(1) A competent authority, before deciding to undertake, or give any consent, permission or other authorisation for, a plan or project which -

- (a) is likely to have a significant effect on a European site ... (either alone or in combination with other plans or projects), and*
- (b) is not directly connected with or necessary to the management of that site,*

must make an appropriate assessment of the implications for that site in view of that site's conservation objectives.

.....

61(5) In the light of the conclusions of the assessment... the competent authority may agree to the plan or project only after having ascertained that it will not adversely affect the integrity of the European site...

7.3 All applications for new housing will be determined on a case-by-case basis and assessed against any concerns of adverse effect on the SPA identified by Natural England. When submitting an application for residential development, applicants need to consider how the impact of their proposal can be avoided or mitigated. If developers are not providing their own land (on- or off-site) to avoid significant effect on the SPA, they will be required to make a financial contribution based upon the (revised) tariff set out in this Avoidance Strategy. Contributions made in line with the Strategy are deemed to mitigate the effect on the SPA and development proposals will therefore not be required to undertake an Appropriate Assessment.

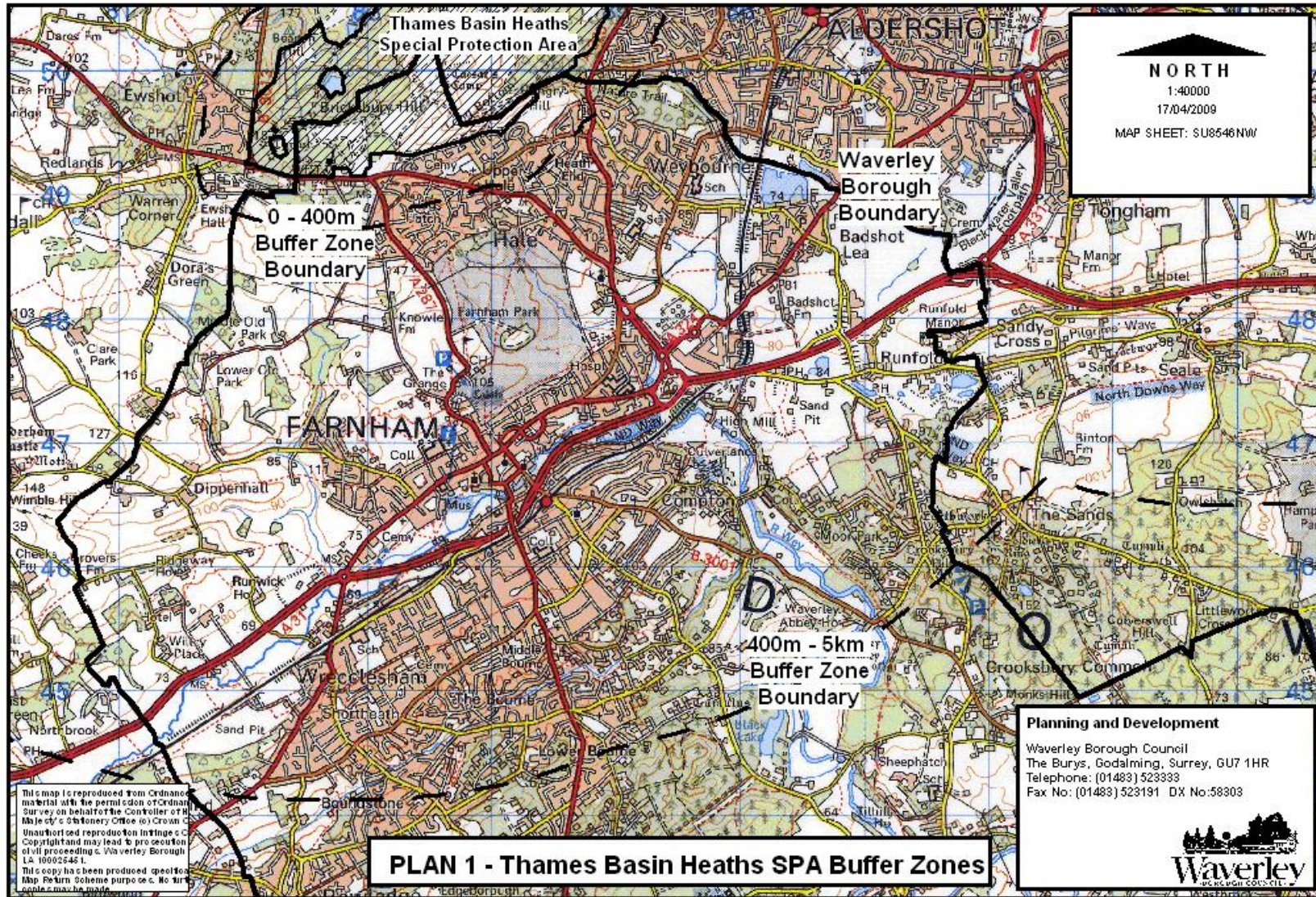
7.4 Because SANG/SAMM contributions are based upon occupancy levels (number of bedrooms), the Strategy does not differentiate between types of residential development, e.g. flats or houses. Furthermore, on legal advice, the Council cannot reserve SANG capacity to give priority to previously-developed ('brownfield') sites over proposed greenfield sites. The remaining capacity is allocated strictly according to when permissions are granted, including Council resolutions to grant consent subject to S106 agreements. Where developers are able provide bespoke SANG, they are still required to make the appropriate SAMM payment.

- 7.5 Outline planning applications must provide details of the number and size of bedrooms for each proposed dwelling to enable the contributions to be calculated. Without this information the Council cannot be satisfied that the SPA contribution is adequate and, legally, would be unable to grant planning permission. For the purposes of this requirement, a bedroom is defined in the Council's [Supplementary Planning Guidance](#) on the density and size of dwellings. Any room shown as a study, nursery, bonus room or other name, but which could effectively be considered as a bedroom for the purposes of Policy H4 of the adopted 2002 Local Plan, shall be regarded as a bedroom.
- 7.6 Financial contributions will be secured through a Section 106 Unilateral Undertaking. Payment is normally due within 28 days of the commencement of the development, but this may vary according to the terms of the agreement. Interest will be charged for overdue payments in accordance with the Council's procedures.
- 7.7 If developers are unable, or unwilling, to make such contributions, the expectation remains, on the basis of Natural England's advice, that the proposed development will be likely to have a significant effect on the SPA and the requirement for an Appropriate Assessment will arise in accordance with Habitats Regulation 61 (7.2 above).

8. THE REVISED CONTRIBUTIONS TARIFF

- 8.1 As a result of the increase in SANG capacity in Waverley, the developer tariff for SANG/SAMM contributions has also had to be reviewed. It has been calculated with the following assumptions –
- (i) A base date of 3rd February 2016, being the date of the latest update on SANG capacity reported to the Council's Western Planning Committee.
 - (ii) A current average occupancy rate of 1.99 persons per dwelling, as reported to the committee.
 - (iii) The enhanced capacity for the Farnham Park SANG arising from the findings of the 2014 visitor survey.
 - (iv) For the purposes of determining current (unallocated) SANG capacity, a new base date of June 2014 (that of the new visitor survey).
- 8.2 Given these assumptions, the unallocated (enhanced) SANG capacity, for the purposes of calculating the revised tariff, stands at **1,462 dwellings** (at February 2016).
- 8.3 The review of the costs associated with managing and maintaining Farnham Park as SANG has resulted in some minor additional works being identified and included in the amount to be recovered. Also, when the SANG tariff was first calculated, it was based on the prevailing interest and inflation rates. These are important factors in the calculation because they ensure that the Council has sufficient funds generated from developer contributions for the

running and upkeep of the park in perpetuity i.e. approximately 80 years. There have been significant movements in interest and inflation rates in recent years, and the current levels and projections for the future have now been taken into account. The net result is that the tariffs have been recalculated at a similar level to the current rate (**Appendix 3**). They will, however, be kept under review to ensure that sufficient funding is available to fulfil the Council's obligations in avoiding significant impact on the SPA.



PLAN 1 - Thames Basin Heaths SPA Buffer Zones

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PLAN 2

FARNHAM PARK



APPENDIX 1

SOUTH EAST PLAN POLICY NRM6 – THAMES BASIN HEATHS SPA

New residential development which is likely to have a significant effect on the ecological integrity of Thames Basin Heaths Special Protection Area (SPA) will be required to demonstrate that adequate measures are put in place to avoid or mitigate any potential adverse effects. Such measures must be agreed with Natural England.

Priority should be given to directing development to those areas where potential adverse effects can be avoided without the need for mitigation measures. Where mitigation measures are required, local planning authorities, as Competent Authorities, should work in partnership to set out clearly and deliver a consistent approach to mitigation, based on the following principles:

- i. a zone of influence set at 5km linear distance from the SPA boundary will be established here measures must be taken to ensure that the integrity of the SPA is protected
- ii. within this zone of influence, there will be a 400m “exclusion zone” where mitigation measures are unlikely to be capable of protecting the integrity of the SPA. In exceptional circumstances, this may vary with the provision of evidence that demonstrates the extent of the area within which it is considered that mitigation measures will be capable of protecting the integrity of the SPA. These small locally determined zones will be set out in local development frameworks (LDFs) and SPA avoidance strategies and agreed with Natural England
- iii. where development is proposed outside the exclusion zone but within the zone of influence, mitigation measures will be delivered prior to occupation and in perpetuity. Measures will be based on a combination of access management, and the provision of Suitable Accessible Natural Greenspace (SANG).

Where mitigation takes the form of provision of SANG the following standards and arrangements will apply:

- iv. a minimum of 8 hectares of SANG land (after discounting to account for current access and capacity) should be provided per 1,000 new occupants
- v. developments of fewer than 10 dwellings should not be required to be within a specified distance of SANG land provided it is ensured that a sufficient quantity of SANG land is in place to cater for the consequent increase in residents prior to occupation of the dwellings
- vi. access management measures will be provided strategically to ensure that adverse impacts on the SPA are avoided and that SANG functions effectively
- vii. authorities should co-operate and work jointly to implement mitigation measures. These may include, inter alia, assistance to those authorities with insufficient SANG land within their own boundaries, co-operation on access management and joint development plan documents
- viii. relevant parties will co-operate with Natural England and landowners and stakeholders in monitoring the effectiveness of avoidance and mitigation measures and monitoring visitor pressure on the SPA and review/amend the approach set out in this policy, as necessary
- ix. local authorities will collect developer contributions towards mitigation measures, including the provision of SANG land and joint contributions to the funding of access management and monitoring the effects of mitigation measures across the SPA
- x. large developments may be expected to provide bespoke mitigation that provides a combination of benefits including SANG, biodiversity enhancement, green infrastructure and, potentially, new recreational facilities.

Where further evidence demonstrates that the integrity of the SPA can be protected using different linear thresholds or with alternative mitigation measures (including standards of SANG provision different to those set out in this policy) these must be agreed with Natural England.

The mechanism for this policy is set out in the TBH Delivery Framework by the TBH Joint Strategic Partnership and partners and stakeholders, the principles of which should be Incorporated into local authorities' LDFs.

APPENDIX 2

SITE QUALITY CRITERIA FOR AN INDIVIDUAL SANG

'Must/Should have's'

1. For all sites larger than 4ha there must be adequate parking for visitors, unless the site is intended for local use, i.e. within easy walking distance of the developments linked to it. The amount of car parking should be determined by the anticipated use of the site and reflect the visitor catchment of both the SANG and the SPA.
2. It should be possible to complete a circular walk of 2.3 – 2.5 km around the SANG.
3. Car parks must be easily and safely accessible by car and should be clearly sign posted.
4. The accessibility of the site must include access points appropriate for the particular visitor use the SANG is intended to cater for.
5. The SANG must have a safe route of access on foot from the nearest car park and/or footpaths.
6. All SANGs with car parks must have a circular walk which starts and finishes at the car park.
7. SANGs must be designed so that they are perceived to be safe by users: they must not have tree and scrub covering parts of the walking routes.
8. Paths must be easily used and well-maintained but most should remain unsurfaced to avoid the site becoming urban in feel.
9. SANGs must be perceived as semi-natural spaces with little intrusion of artificial structures except in the immediate vicinity of car parks. Visually sensitive way-markers and some benches are acceptable.
10. All SANGs larger than 12ha must aim to provide a variety of habitats for users to experience.
11. Access within the SANG must be largely unrestricted with plenty of space provided where it is possible for dogs to exercise freely and safely off lead.
12. SANGs must be free from unpleasant intrusions (e.g. sewage treatment works smells, etc.).
13. SANGs should be clearly sign-posted or advertised in some way.
14. SANGs should have leaflets and/or websites advertising their location to potential users. It would be desirable for leaflets to be distributed to new homes in the area and be made available at entrance points and at car parks.

'Desirable'

15. The ability of owners to take dogs from the car park to the SANG safely off the lead.
16. Where possible, choose sites with a gently undulating topography.
17. Access points to have signage outlining the layout of the SANGS and the routes available to visitors.
18. To provide a naturalistic space with areas of open (non-wooded) countryside and areas of dense and scattered trees and shrubs. The provision of open water on part, but not the majority of sites is desirable.
19. Where possible, to have a focal point such as a viewpoint, monument etc. within the SANGS.

APPENDIX 3

REVISED SANG/SAMM TARIFF FOR DEVELOPER CONTRIBUTIONS

	WBC budget £	WBC input £	Balance needed £	Replacement (yrs)	Annual Replacement / Depreciation £
Capital costs of improvements [1]					
• Improvements to access points					
Main entrance	20,000	10,000	10,000	20	1,000
Pedestrian entrances	45,000	10,000	35,0 00	20	2,250
Car parking (Main, Ranger, Upper Hale)	65,000	0	65,000	20	3,250
Path surface improvements	18,500	0	18,500	10	1,850
Signage	5,000	0	5,000	10	500
Access from eastern car parking (purchase 0.4 ha)	20,000	0	20,000		
(& fencing/hedging)	3,500	0	3,500	10	350
• Management improvements					
Fencing & gates	7,500	0	7,500	10	750
Conversion of park lodge to ranger office/interpretation area	150,000	50,000	100,000	30	5,000
Interpretation panels at key park entrances (10)	20,000	0	20,000	5	4,000
Park leaflets	8,000	0	8,000	5	1,600
Ranger van & mini tractor	17,500	0	17,500	7	2,500
Office equipment & tools	5,000	0	5,000	5	1,000
Professional fees (on 6,7,8,11,15)	58,000	0	58,000		
To replace the ageing sleeper footbridges across the Nadder stream and its tributaries	2,000	0	2,000	20	100
To replace five smaller footbridges similar to above	2,000	0	2,000	20	100
Install scalplings/grass-crete matting for two main entrance gates	1,000	0	1,000	15	67
Car park re-landscaping at the park café/golf club entrance	3,000	0	3,000	20	150
Bench replacement Hampton road entrance	2,000	0	2,000	20	100
Vehicle bridge repair	750	0	750	10	75
Culvert/bridge replacement eastern boundary path	5,000	0	5,000	25	200
Install new oak barway	750	0	750	20	38
Total capital costs	459,500	70,000	389,500	-	24,879

Annual costs [1]			
Park ranger (current cost incl. on-costs)	38,000	11,000	27,000
Park management	55,000	27,500	27,500
Visitor surveys & monitoring (annual average)	4,500	0	4,500
Total annual costs	97,500	38,500	59,000
Annual Depreciation/Replacement Allowance			24,879
Increased Annual Requirement			83,879
Capital Sum required to provide above (£83,879) at 2%			4,193,950
Capital Costs (Net)			389,500
Total Required though Section 106 Agreements			4,583,450
Cost/ha (based on SANG capacity of 34.6 ha) [2]			132,469.65

Predicted utilisation of avoidance capacity - 11 yrs [3]	No. of people	Standard [4]	Avoidance space needed	Tariff / person
Zone B: 1462 dwellings at 1.99 persons per dwelling (ppd)	2,909	8ha per 1000	23.28 ha	£1,060

Dwelling size	Occupancy rate (ppd) [5]	Tariff per person (subject to annual inflationary increase)	Delivery Framework Tariff (SAMM) [6]	Total Tariff [7]
1 bedroom	1.31	£1,388	£415	£1,804
2 bedrooms	1.76	£1,865	£558	£2,423
3 bedrooms	2.51	£2,660	£796	£3,456
4 bedrooms	2.86	£3,031	£907	£3,938
5/+ bedrooms	3.73	£3,953	£1,182	£5,135

Notes

[1] Based on costs from Farnham Park Historic Landscape Survey & Restoration Management Plan 2004

[2] Increased capacity demonstrated by 2014 visitor survey

[3] Based on permissions granted in Zone B (Jan 2007 to Feb 2016) = 1,057 dwellings (average 116 / year)

[4] From SPA Delivery Framework (2009)

[5] Based on Surrey wide census data

[6] Based on £630 per dwelling at average occupancy of 1.99ppd giving tariff of £317 per person (rounded up).
11 year projection: 1462 dwellings x £630 = £921,060; 2909 people x £317 = £922,153.

[7] New tariff rate from 1.4.12 based on RPI of 204.4 at 1.4.2007 and 240.8 at 1.4.2012 (an increase of 17.8%)

APPENDIX 4

IMPROVED VISITOR EXPERIENCE AT FARNHAM PARK: FUTURE PROJECTS

ITEM	COST
To replace the ageing sleeper footbridges across the Nadder Stream and its tributaries. Many of these are rotting and in a poor state of repair, the two largest ones are being undermined by the erosion of the stream bank and need re-siting. The volunteers have done what they can in the past few years but their lifespan is running out.	£2,000
To replace five smaller footbridges similar to above.	£2,000
Install scalplings/grass-crete matting for two main entrance gates. The two entrance gates off the main car park get a lot of vehicle use and are rutted, unsightly and difficult to walk over.	£1,000
Car park re-landscaping at the park café/golf club entrance. This area was not improved when the car park was re-laid seven years ago. An large old tree stump needs grinding out and a new gate/fence installed to prevent run-over from cars. Potential for the Golf Club to contribute to improve their signage at the entrance.	£3,000
Bench replacement Hampton road entrance. The iconic ‘cross bench’ (four 6ft benches at right angles) at the Hampton Road entrance is the highest point of the park. It is reaching the end of its life and needs replacing with an appropriate large sculptural bench structure.	£2,000
Vehicle bridge repair. The surface of the large vehicle/pedestrian bridge across the Nadder Stream is being badly eroded by water run-off and the concrete sandbag edging is part collapsed	£750
Culvert/bridge replacement eastern boundary path. The culvert over a seasonal ditch is part collapsed. This forms part of the proposed ‘shared use’ tarmac path on the eastern boundary.	£600 to repair £5,000 to replace to ‘shared use’ standard
Install new oak barway. Folly Hill upper entrance to replace ageing metal gate.	£750

WAVERLEY BOROUGH COUNCIL

EXECUTIVE - 1 MARCH 2016

Title:

**APPROVAL TO SUBMIT PLANNING APPLICATIONS FOR THE CONVERSION
OF FOUR COMMUNITY ROOMS**

**[Portfolio Holder: Cllr Carole King]
[Wards Affected: All]**

Summary and purpose:

The purpose of this report is to seek approval to submit planning applications to enable the conversion of four of the community rooms to affordable homes.

How this report relates to the Council's Corporate Priorities:

This report relates to the Council's corporate priorities of providing more affordable housing in the Borough and understanding residents' needs.

Financial Implications

The cost of management and maintenance of the community rooms is funded by the HRA, including income generated from bookings. As some of the community rooms are under utilised, there is an overall financial cost in continuing to provide the community rooms. Conversion to affordable housing offers better value for money. There is a budget allocation for this proposal.

Legal Implications

The Council will consult with the tenants within these communities who will be affected by these proposals.

Background

1. The Council has 13 community rooms that provide communal spaces for older residents, primarily those living in neighbouring properties, similar to communal lounges in sheltered housing. When they were created they were managed by on-site staff and used by tenants or let to local groups on an hourly rate as required. Over time, the use of community rooms has declined and their size and location has made it difficult to attract other users.

Review of Community Rooms

2. A working group was set up, comprising officers, representatives from the Tenants Panel and the Portfolio Holder for Housing. The group assessed each of the community rooms against agreed criteria, including how well each was used, other facilities in the local area, income and expenditure information and potential for conversion to affordable housing.

3. The assessment concluded that the following community rooms were underused and had potential for conversion:
 - Gorselands, Farnham
 - Stonepit Close, Godalming
 - Griggs Meadow, Dunsfold
 - Woodyers Close, Womersley
4. Feasibility drawings for each of the rooms were prepared. Gorselands has potential for conversion to two x 1 bedroom flats; Stonepit Close and Woodyers Close have potential for conversion to 1 bedroom flats and Griggs Meadow has potential for conversion to one x 2 bedroom flat. A budget allocation of £360,000 has been included in the 2016/17 Housing Capital Programme for these works.

Consultation

5. Ward Councillors have confirmed that they support the proposal to convert the underused community rooms in their wards to residential accommodation to make better use of the Council's resources and contribute towards meeting local housing need. Town and Parish Councils have indicated their support for these proposals.
6. Due to the current use of Gorselands for local elections and the potential for the room to provide short term office accommodation for a local charity, drop-in consultation events were held at this location in August and October 2015. The community room is now being used by Farnham Christian Community Trust as an overspill storage facility for Farnham Foodbank in the short term and will continue to be made available for elections until a suitable alternative venue has been identified.
7. The Corporate Overview and Scrutiny Committee was presented with a report at its meeting in January 2016. It supported the proposals, whilst recognising the balance between making the best use of the Council's assets to provide affordable homes, alongside the need for community facilities to be available for local residents across the borough and delivering value for money.

Timetable

8. The following timetable sets out the next steps:

Activity	Date
Confirm timetable for delivery with Ward Members	March 2016
Confirmation from Parish and Town Councils of their comments	March 2016
Newsletter to local residents informing them of the future use of their local community room	March 2016
Executive Permission to submit Planning Application	March 2016
Submission of Planning Application	April 2016
Planning Decision	June 2016
Newsletter to local residents and Ward Members to inform	June 2016

of outcome of planning application	
Appointment of a Contractor	July 2016
Newsletter to residents and Ward Members	July 2016
Construction commencement	August 2016
Construction Completion	April 2017
Available for letting	April 2017

Conclusion

9. Of the 13 community rooms in Waverley, the working group identified four which were significantly under-used and had potential to convert to additional affordable homes.

Recommendation

It is recommended that approval be given to the submission of planning applications to enable the four community rooms at Griggs Meadow, Gorselands, Stonepit Close and Woodyers Close to be converted to provide 5 affordable homes to meet local housing need.

Background Papers

There are no background papers (as defined by Section 100D (5) of the Local Government Act 1972) relating to this report.

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE - 01 MARCH 2016

Title:

FRENSHAM GREAT POND & COMMON SITE AMENITIES UPGRADE PROJECT

**[Portfolio Holder: Cllr Simon Thornton]
[Wards Affected: Frensham, Dockenfield and Tilford]**

Note pursuant to Section 100B(5) of the Local Government Act 1972

An annexe to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Summary and purpose:

The purpose of this report is to provide the Executive with an update on progress in delivering the Frensham Great Pond and Common amenities upgrade project and to seek various approvals to progress the project further.

How this report relates to the Council's Corporate Priorities:

Customer Service

Through a proposed revision to car park management on site, there will be improved customer service delivery from the Council's ranger team, who will be able to spend more time managing the site and the visitors rather than taking car parking income.

Environment

The project supports the Environment, by protecting the Frensham Common and Pond SSSI through the careful planning and designing of the scheme and ensuring this development is sensitive to the planning constraints of the local area. The proposed area for the new building and reconfigured carpark is just outside the SSSI area. The building will aspire to be as close to zero carbon as possible, with the use of sustainable materials throughout as well as minimum energy requirement during its operation. When the existing facility is demolished this area will be returned to heathland common and will increase the area of SSSI, through a carefully managed restoration plan.

Value for Money

The project will seek Value for Money, by ensuring that local development in Waverley contributes towards the capital cost of this scheme through PIC and CIL payments. Further funding will be sought through seeking out external grant funds where applicable to reduce the capital outlay of the Council. The proposed project is

anticipated to provide financial savings to the Council through a reduction in the facility running costs. The current facility requires extensive refurbishment in order to maintain it and keep it safe, however it would still fall a long way short of delivering the improvements we will gain from the proposed new development.

Financial Implications:

A provisional capital budget of £800,000 has been agreed for the redevelopment of the facilities at Frensham Great Pond. The project will be an invest to save project with expectations of reduced running costs, improved efficiencies and income received, generating an anticipated annual saving of £38,000.

It is estimated that a return on investment of 4.2% per annum will be achievable and the project should pay back within 23 years, a business plan detailing the expected costs and income has been drafted.

If the current facility was completely refurbished and extended to its largest possible extent (subject to planning rules) and kept on the same site, the capital costs (including reconfigured carpark but excluding a new play area) would be approximately £515,000, however this refurbishment would not provide the significant benefits of the proposed scheme and offer little in the way of increased accommodation and café space.

The application for commons consent and planning permission will incur small costs and have internal staffing resource implications. However the current approved budget in 2015/16 of £77,320 will be sufficient to cover the costs arising.

It is anticipated that external funding either from grant funds or local development gain such as Planning Infrastructure Charge (PIC) or the forthcoming Community Infrastructure Levy (CIL) will be secured for the project, to both reduce the Councils overall capital investment and provide supplemental budgets.

Legal Implications:

This site is held by the Council on a long lease from the National Trust that will expire in 2070. The terms of this lease are somewhat restrictive, so variations will need to be agreed with the National Trust as landlord. Heads of Terms have been submitted to the National Trust for their approval. None of the proposed lease variations will increase the Council's liabilities at the site, but merely permit the development and the formalisation of a Management Plan to govern the practical day to day management of the site.

A full review of the Council's title to the site has been undertaken and no significant encumbrances have been found. However, this site is located on common land and an appointment of a consultant will be required to assist the Council in obtaining Commons Consent for the project.

A review of the current café lease has been undertaken and the risks and liabilities of terminating the tenancy have been identified and costed into the programme. It is anticipated that a lease variation allowing subletting of the new commercial café on

the site will be agreed together with more flexible terms to allow the hiring out of the educational facility. An excluded commercial tenancy will be granted of the new café to allow greater management and control of this business.

Introduction

1. The Frensham Great Pond and Common site is a 'Jewel in the Crown' site for the Council providing fantastic visitor attractions of, a large 26 ha freshwater pond, two beach areas and approximately 400 ha of heathland and common land with high national designations of; Site of Specific Scientific Interest (SSSI), Special Protection Area (SPA), Special Area of Conservation (SAC), Local Nature Reserve (LNR). The whole site rests within the Surrey Hills Area of Outstanding Natural Beauty (AONB).
2. However, the current site facilities (Annexe 1) at Frensham Great Pond and Common are lacking, ageing and are no longer fit for purpose unable to cope with the current and future demands from visitors to the site. The visitor information area is poor, outdated, infrequently used by the visiting public and presents a poor image of the service.
3. The building was constructed in 1985 (partially rebuilt 1991 following a fire) and is of an old, inefficient construction, containing materials that include; glass fibre, aertex ceiling panels and roof tiles containing asbestos. The constant demand for ongoing repairs, maintenance works resulting from poor water and waste service supply has resulted in regular public toilet closures during busy visiting periods.
4. The carpark configuration is restrictive on numbers and has led to lengthy queues forming along Bacon Lane and the Frensham area. This has led to inconsiderate parking along Bacon Lane, preventing access to the site and beyond for emergency vehicles. The carpark requires carpark fees to be collected via a 'cash in hand' system by seasonal staffing resulting in less site management being undertaken. The current charging scheme only operates at weekends and bank holidays from April to September.
5. The current café facility is very small and is only able to serve a very small range of food and drink to the public. Presently there is no indoor seating and the outdoor seating area is extremely limited. The result is a restricted income for the lessee and a reduced rental income for the Council. The facilities poorly provide for our ranger service in terms of storage, suitability and accommodation.

The New Facility Proposal

6. The proposal is to relocate the facility on site (Annexe 2) and build a modern, more sustainable and energy efficient building offering; public toilets, ranger office, educational/multifunction room, an interactive visitor information area and a café facility creating a welcoming and enhanced visitor experience. Annexe 3 shows the proposed facility.

7. One of the major attractions on site will be an improved café offering a wider variety of food and drinks, local produce, healthy options and internal and external seating areas. Linked to the café will be the provision of a significantly improved public conveniences, where the management and maintenance of the facility will be included in the café lease, providing a financial saving to the Council.
8. The new building will aspire to be an exemplar in terms of sustainability, as close to zero carbon as possible. The building fabric and the orientation of the new site will be designed for optimum energy efficiency. The use of sustainable materials will be a key element of the build and will also incorporate renewable technologies, making the facility less costly to run longer term. Water conservation and efficiency are also key to the design of the building.
9. A new play area is to be constructed to provide an extra facility for visiting families and attract more year round visits to improve the viability of the café throughout the year and provide a focal point for visitors without impacting the SSSI.
10. In order to serve the facility better, a re-configured car park will be required that increases capacity and implements a revised charging and management scheme freeing up staff to deliver other work priorities on site. A revised car parking scheme should also resolve some of the anti-social parking issues that the site has experienced and also reduce local congestion along Bacon Lane.
11. The final phase of the project will be to demolish the old facility and return the ground to heathland and common land through a restoration scheme. Further potential gains or improvements are listed below:
 - Reduced health and safety risks from removed asbestos
 - Improved visitor experience to facility and site
 - Reduced running costs due to; less repairs and maintenance, sustainable energy technologies and reduced resource consumption
 - Improved working environment, accommodation and storage for ranger service.

Major Project Risks

12. Table 1 identifies the five major risks to the project, how they will be mitigated and progress made in doing so. For the project to move forward, Commons consent and National Trust consent are critical to success.

Table 1.

Risk	Mitigation	Progress
Commons Consent	<ul style="list-style-type: none"> • Employ specialist commons consultant • Undertake consultation and paperwork preparation • Seek Counsel opinion • Submit application to PINS 	<ul style="list-style-type: none"> • Footprint Ecology Employed • Risk Assessment undertaken on Commons consent
National Trust (NT) Permission and Lease	<ul style="list-style-type: none"> • Seek consultation discussion over project proposals • Write formally to NT about proposed project • Submit proposals for a revised lease or heads of terms for new lease to NT 	<ul style="list-style-type: none"> • Discussions held with NT • Drafting of formal letter to NT regarding project intention and to request land owner permission underway
Planning Permission	<ul style="list-style-type: none"> • Employ Architect Consultant • Submit pre planning advice application • Submit planning application 	<ul style="list-style-type: none"> • Architect consultant employed • Pre planning advice gained (very favourable) • Risk assessment undertaken on Habitat regs screening
Natural England Permission	<ul style="list-style-type: none"> • Consult with Natural England over impacts on SSSI • Submit Planning application 	<ul style="list-style-type: none"> • Initial discussions held, project has been viewed favourably
Project Funding	<ul style="list-style-type: none"> • Seek external grant funds • Identify local development contributions 	<ul style="list-style-type: none"> • Investigating available external grants • First planning application identified

Outline Project Plan

13. Annexe 4 sets out the outline project plan and timescale for delivery. It is expected that the new facility will be open around April 2018 in time for the summer season, due to the length of time required with the processes involved to get common land consent. The building and carpark tender process could be brought forward to reduce the overall project delivery time, however this would be a risk for the Council to take, should Common Land consent not be given.

Common Land Consent

14. It is vital that the Council seeks to undertake a well thought through and planned approach to gaining Common Land consent, in order to fully

understand the processes and risks involved. In order to facilitate this, officers have sought expert help from a common land specialist, the Council's legal team and will be looking to seek Counsel opinion, in order that the best possible advice can be obtained.

15. The processes involved in gaining commons consent are lengthy (Annexe 1), the worst case scenario is that it is likely to be 1 year and 3 months before there is an official answer. Without commons consent the project will not be able to be delivered and will therefore need to be either heavily revised or cancelled. It is proposed that a common land consent application be submitted to the Planning Inspectorate (PINS) in September 2016 following the undertaking of a common land consultation with interested parties.

National Trust Permission and Lease

16. The land and pond at Frensham is held by WBC on a long lease from the National Trust for a term of 73 years from 1 October 1997 at a peppercorn rent. This lease contains various clauses which govern and restrict WBC's use of the Frensham Pond site. For example, WBC is not permitted to erect any buildings on the demised premises or develop it in any way (without consent from the National Trust); is not permitted to sublet any part of the site; and is not to make any further parking places in addition to those already provided without prior consent from the National Trust.
17. The National Trust has recently been presented with the proposals for the new facility at Frensham Pond and consulted with a view to granting the necessary consents and also varying or deleting certain restrictive clauses so as to ensure that WBC will be compliant with its lease obligations going forward. The National Trust has requested in writing, a full proposal of the amendments being proposed and this is currently being progressed.

Planning Permission

18. Pre-application advice has been sought for the project proposal to:
 - Demolish the existing visitor centre and restore site to heathland
 - Erection of a new visitor centre
 - Extension to and reconfiguration of car parking area
 - Provision of a new play area.
19. A positive response to the proposals has been received and planning officers are likely to support the proposal, when an application is submitted. It is the intention to submit a planning application at the same time as submitting the common land consent application.

Existing Kiosk Lease

20. The (Exempt) Annexe to this report sets out the situation with regard to the existing kiosk lease.

Carpark Management

21. A key element of the scheme is how the carpark will be managed with regard to the charging scheme, payment collection and enforcement. Depending on the solution(s) chosen, there could potentially be an impact on the business plan payback from the management/maintenance costs associated.
22. Presently, the carpark charge is £4 per day, charged at weekends and bank holidays, 1 April – 30 September. It is anticipated that this charging scheme be revised and that a charge is implemented all year round, every day. There is potential to consider a range of charges dependent on the time spent on site during the day. In addition to this, consideration should perhaps be given to a concession scheme to local residents and also the NT members.
23. The main carpark management options are listed below and are not mutually exclusive of each other, so they can be combined:
 - Pay and Display machines using our existing provider NSL or another
 - Entrance/Exit barrier system
 - Number plate recognition
 - Post payment system (no barrier or cash)
 - Mobile phone payment system
 - Contactless payment system (such as applepay and others)
 - No enforcement options (such as the NT presently)
 - Season ticket holder
 - Local concessions for residents and NT members
24. It is intended to undertake a project in due course to fully consider all the car park management options and undertake a cost/benefit analysis of each.

Conclusion

25. The Frensham Great Pond & Common amenities upgrade project aims to provide a significantly improved visitor experience to the site from improved facilities and offer financial savings to the Council long term, whilst still protecting the very special and rare heathland habitat of the common areas.
26. Whilst there is an initial capital outlay required, the project should be viewed as an 'Invest to Save' project, the investment provides a capital payback within at least half the life expectancy of the building. Furthermore, the Council would be required anyway to invest in refurbishment and repair of the existing facility in order to keep it running without realising any significant benefits to its provision of visitor amenity.
27. The project is complicated and has various key stages that require consent being granted in order that it succeeds and can be delivered within the identified timescale. Gaining Common land and National Trust consent is vital to the project's success as is gaining planning permission. It should be noted that in order to assist in the project delivery timeline, an application for planning permission should be submitted during the period of the application

to PINS for Common Land consent, followed by the construction tender process otherwise; there could a nine month delay should a favourable decision be made on the Common land consent application.

Recommendation

It is recommended that

1. a Common Land consultation be undertaken and an application for Common land consent be submitted to the Planning Inspectorate (PINS) in September 2016;
2. a planning application be submitted for the construction of a new facility, carpark reconfiguration, new play area and the demolition of existing building following the application to PINS; and
3. subject to the above being approved and a satisfactory business case, to give delegated authority to undertake a construction tender process to the Director of Finance and Resources and Director of Operations in consultation with the Portfolio Holders for Finance and Community Services.

Background Papers

There are no background papers (as defined by Section 100D (5) of the Local Government Act 1972) relating to this report.

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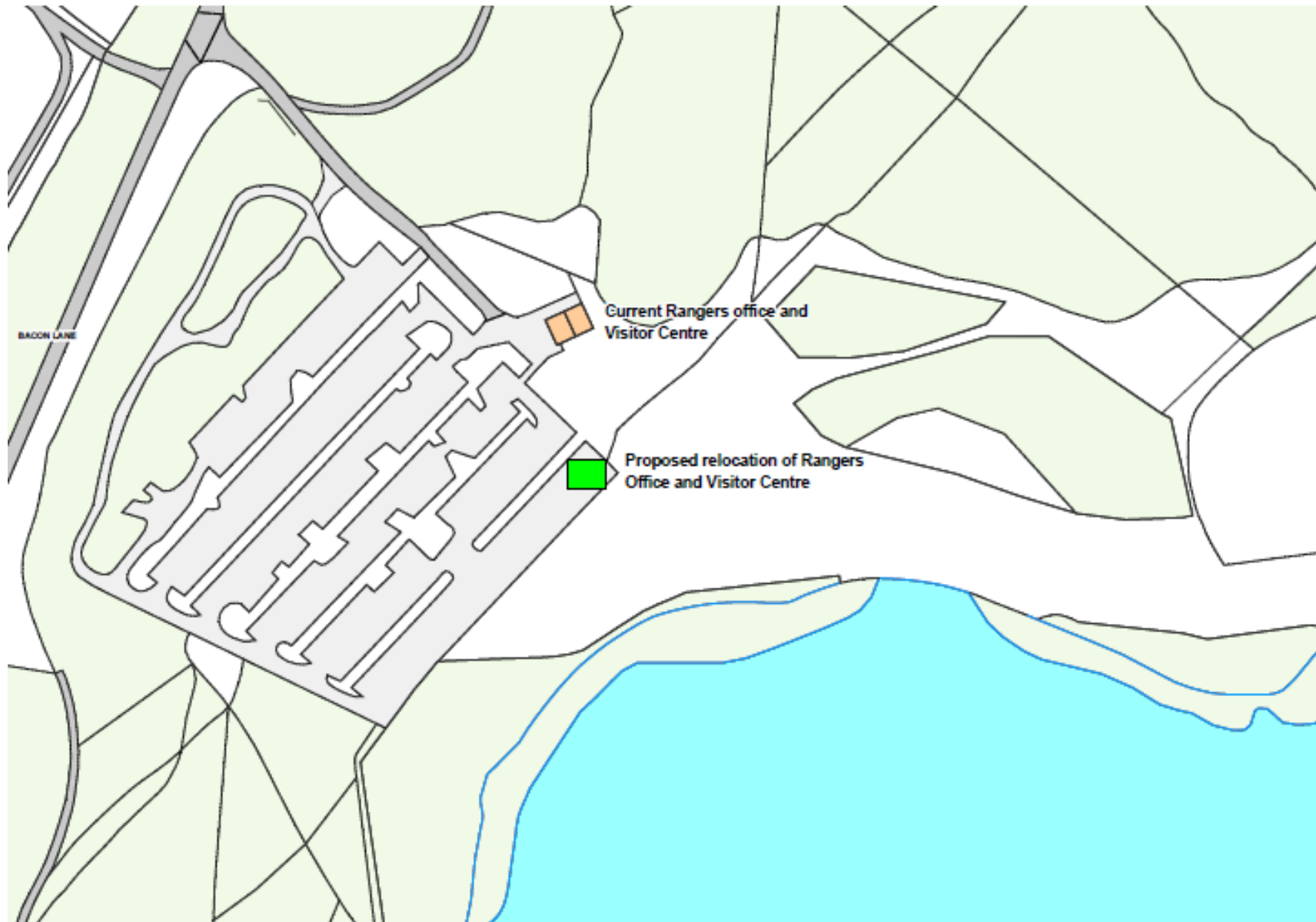
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ANNEXE 1



ANNEXE 2

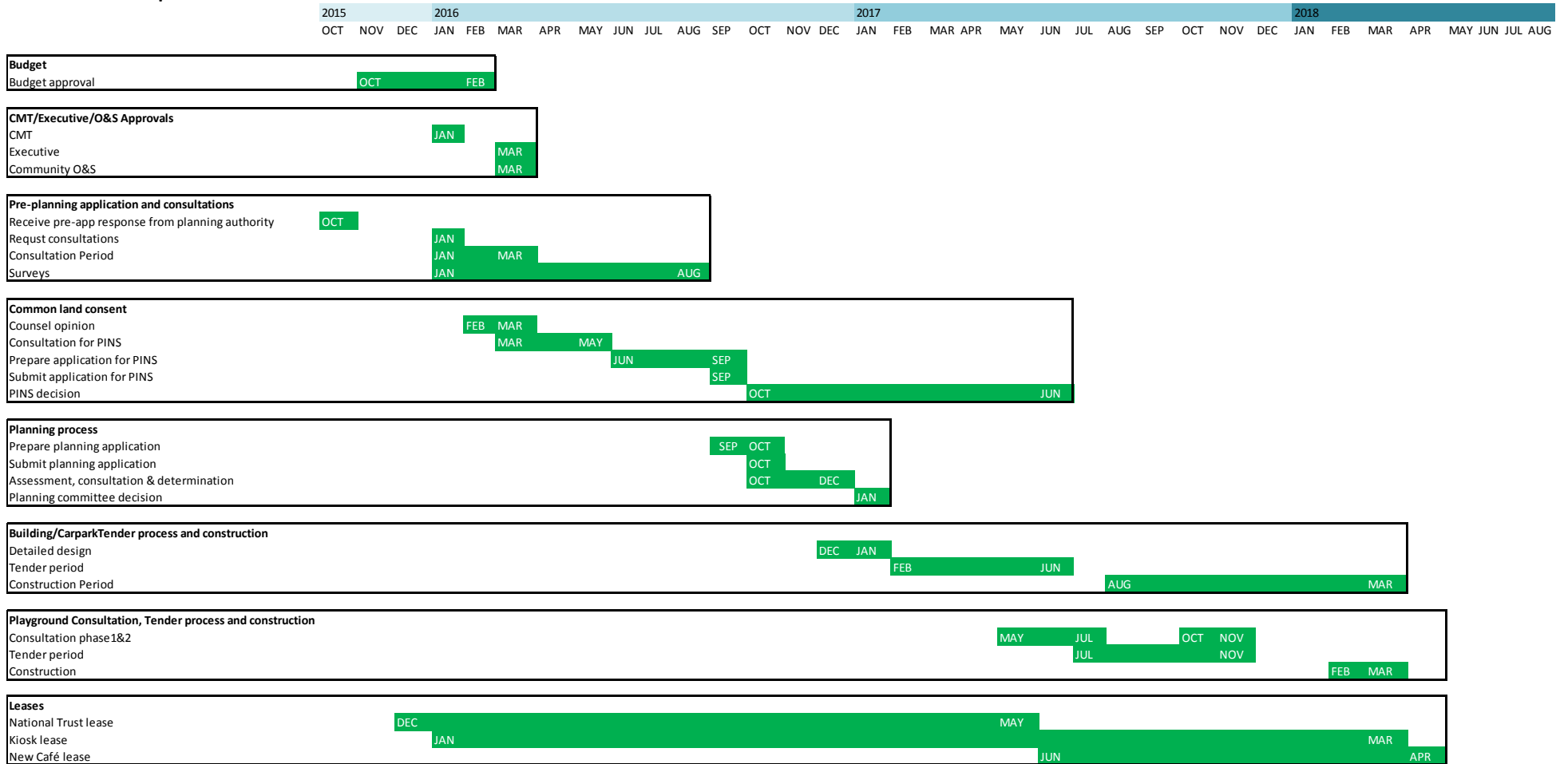


ANNEXE 3



ANNEXE 4

Frensham Development



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

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 1 MARCH 2016

Title:

POST PAYMENT PARKING SCHEME PILOT

[Portfolio Holder: Cllr Kevin Deanus]

[Wards Affected: Cranleigh East & Cranleigh West]

Note pursuant to Section 100B(5) of the Local Government Act 1972

An annexe to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Summary and purpose:

One of the commitments in the Parking Strategy Review was to continue to explore alternative payment systems to maximise flexibility for the customer and encourage increased use of Waverley car parks.

This report considers a system known as 'Post Payment Parking' which enables customers to pay for the time they have stayed when they leave the car park rather than pay and display in advance. The proposal was considered previously but was not recommended due to the set up costs. An opportunity has now arisen to obtain external funding for the installation of the system on a trial basis.

Experience in other Councils has shown an increase in car park use and income levels as a result of the introduction of this system. It is therefore proposed that, subject to a successful application for funding, a trial of the system is implemented in Village Way and Stocklund Square Car Parks in Cranleigh.

How this report relates to the Council's Corporate Priorities:

The report supports the Waverley Borough Council Economic Strategy, published in 2015, which prioritises the safeguarding of the unique character of its towns and villages whilst ensuring their economic prosperity. The Strategy notes the importance of 'ensuring the vitality and viability of Waverley's town centres' and to develop more initiatives to encourage people to visit and stay longer.

Value for Money

The proposal will demonstrate value for money by adhering to the Council's commitment to 'invest to save'. The increased turnover that will be generated by the new system will meet the costs of installation and monitoring, providing a net gain in future years.

Leisure & Lives

Within our large and rural borough, a key challenge is improving connectivity for our residents. Most people travel by car and parking is a key concern for both residents

and businesses. Moves to make the process of visiting to town centres to access leisure and health services easier will improve people's lives.

Understanding residents needs

The number one priority for the four chambers of commerce in the borough is parking. A commitment to the trial of a scheme of this nature will be a clear example of listening to the needs of residents and supplying a tangible solution that has a measureable impact.

Financial Implications:

The opportunity to obtain external funding for the initial installation and set up costs of the system on a trial basis makes the proposal potentially viable, even if it only results in a modest increase in use and income.

Introduction

1. The review of the parking strategy made a commitment to continue to investigate alternative payment options for customers to increase flexibility and encourage longer stays.
2. The Post Payment System is being introduced in a number of local authority areas and is increasing in popularity as it addresses a number of concerns raised by motorists and local businesses. These concerns include:
 - Stress of always having to have the right change
 - Deciding how much parking time you need in advance
 - Pay and display machines don't give change
 - PaybyPhone is too time consuming to use
 - Pay on exit system would encourage more people to shop in the village
 - Not able to take debit/credit card
3. The perceived benefits for businesses and customers are:
 - Longer parking stays will benefit traders in the towns – improving business retention and attracting new businesses;
 - More flexible parking will be more convenient and cost effective for residents giving them more choice about length of stay;
 - It will improve footfall in the shops and lengthen dwell time of shoppers;
 - It will attract new visitors to the town centres;
 - Less pressured parking will improve the visitor experience and their wellbeing, more convenient for the less physically able;
 - It would fulfil a request from the Chambers, representing positive local stakeholder engagement and fit with the borough's Economic Strategy;
 - It would potentially benefit all of Waverley's towns and villages; and

- It would present a positive initiative from both WBC and SCC that would be felt by the general public and the business community.
4. The Post Payment System was considered during the budget process but was discounted because the anticipated 'pay back' period was too long. An opportunity has now arisen to apply for external funding for the installation and set up costs from Surrey County Council's 'Town Centre Revitalisation Fund'.
 5. This fund is designed to support initiatives which will support the economic prosperity of secondary town centres and would support the Waverley Borough Council Economic Strategy, published in 2015. There are two options available. The first is a one off grant up to a maximum of £30,000 to fund individual projects. The second is for grants of up to £250,000 but this requires 'matched funding'. The latter scheme would offer the opportunity to fund the review of the trial in year two and if appropriate a roll out of the scheme to further car parks. We are able to demonstrate matched funding in kind using the proposed increase in resources for managing our car parks included in the budget for 2016/17 etc. if it were considered appropriate to apply for a grant from the larger fund. The scheme is also supported by local Chambers of Commerce and Town Councils who might also contribute to the funding match.
 6. The proposal for a trial was based on the two main car parks in Cranleigh (Village Way and Stocklund Square) for a year. Should the Council be successful with the bid, new payment machines would be installed in those two car parks and a trial carried out for a year to see if the system results in increased use, income and customer satisfaction as predicted.
 7. Experience in a trial in Tunbridge Wells was very positive with an increase in the number of users and the amount of revenue each month. It also showed an increase in longer stays.
 8. The estimated installation costs using 4G connection are set out in the (Exempt) Annexe and there are ongoing revenue costs of between £4,000 and £6,000 for software licences and transmission costs. It is also estimated that there would be lost PCN and overpayment income of around £5,000 per annum.
 9. Income from the two car parks is currently in the region of £500,000. Consequently, even a modest increase in use and income in Cranleigh would potentially cover the ongoing revenue costs and make it cost neutral.
 10. The financial effect of these costs and a range of projected increases in income are set out in the (Exempt) Annexe to this report.

Recommendation

It is recommended that

1. officers be authorised to proceed with the bid for grant funding from the Surrey County Council Town Centre Revitalisation Fund (£250,000 to £350,000) and if unsuccessful proceed with a bid for grant from the Surrey County Council Local Centre Improvement Fund (up to £30,000);

2. subject to obtaining the required external funding, officers be authorised to proceed with the installation of the Post Payment Parking Scheme in Village Way and Stocklund Square car parks in Cranleigh for a trial period of one year; and
3. a review of the impact of the scheme on use and income be carried out at the end of the trial period of one year.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 01/03/2016

Title:

WEYDON LANE FORMER LANDFILL SITE – OPTIONS REVIEW

**[Portfolio Holder: Cllr Simon Thornton]
[Wards Affected: Farnham Firgrove]**

Note pursuant to Section 100B(5) of the Local Government Act 1972

An annexe to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Summary and purpose:

The Council has been exploring the scope and viability of undertaking works on the former Landfill site on Weydon Lane, Farnham to enable greater public use, for example, for formal recreational use.

At its meeting on 25 November 2014, the Corporate Overview and Scrutiny Committee endorsed the short term management plan for the site and recommended to the Executive that a Special Interest Group (SIG) be established to assist the Portfolio Holder in reviewing future options for the site. The Executive subsequently agreed that a SIG be formed. The SIG was chaired by the Portfolio Holder for the Environment, Cllr Simon Thornton, and comprised Cllrs Pat Frost, Michael Goodridge, Jill Hargeaves and Chris Storey.

The Terms of Reference of the SIG are attached as Annexe 1. This report summarises the options identified for the future use of the site, appraises their viability and recommends a way forward to the Executive.

How this report relates to the Council's Corporate Priorities:

This report relates to the Council's **Environment** priority; monitoring contaminated land is an important duty that the Council performs.

It also relates to the Council's **Leisure & Lives** priority, and the aim to "encourage residents to use the Borough's open spaces and countryside as an important recreational resource, and to work with local residents and park users to develop appropriate management plans".

Financial Implications:

A wide range of future costs may result, depending on the decision on future use of the site. The costs for the larger scale options are very significant, and the Council does not currently have a budget for these works.

Legal Implications:

Waverley Borough Council owns the Weydon Lane Former Landfill Site and has a duty of care to users of the land. The land was conveyed to Farnham Urban District Council in 1972. The terms of the conveyance deed require that the land should not be used for any purpose other than that of a recreation ground or public open space. Further detailed legal advice is provided in (Exempt) Annexe 6.

Introduction

1. The Weydon Lane SIG met on 3 occasions and considered and consulted on a number of options for the future use of the former landfill site.
2. The high level options considered were:
 - a. Do nothing;
 - b. The Brambleton Park proposals;
 - c. Park & Ride;
 - d. Housing development;
 - e. New location for Farnham Football Club (subject to funding);
 - f. Suitable Alternative Natural Green Space (SANGS);
3. Each of these options, or a combination of them, has been considered by the SIG with input from interested parties and expert witnesses where appropriate.

Option a. – Doing Nothing

4. This option will still incur costs for the Council despite not being developed for an alternative use. This is because the Council has a duty of care to keep the site safe and also safe for persons who enter the site. There is a suggested cost of £71,000 for localised temporary clay-cap augmentation just to keep the current landfill cap viable for interim protection.
5. An alternative would be to reinstate the fence boundary using palisade fencing (to keep people out) along with minimal safety works, costs were estimated at £75,000. There is also an ongoing requirement to continue monitoring of the site, which presently costs approximately £21,000 per year. In the longer term, complete re-instatement of the clay cap will be necessary at significant cost. Estimates vary considerably but the range is indicated in the (Exempt) Annexe.
6. Clearly the public have had access to the site for many years (dog walking and short cuts) despite there originally being a fence to keep people out, however the Council have not actively prevented access to site and informal

access by the public has continued. So to actively prevent access now, would perhaps provoke a strong reaction from the local public

Option b. – The Brambleton Park Proposals

7. The Brambleton Park proposals developed by members of the local community seek to develop the site as a natural park and recreation area, possibly including sports facilities for the local community (see Annexes 2 and 3). This would involve formalising the current informal use which would need planning permission. It would be an acceptable use in planning terms but would be subject to the Council being satisfied that the development would not affect the integrity of the clay cap or impede any subsequent works to maintain and augment the clay cap and monitoring of gas emissions set out in option a above.
8. Whilst the proposers estimate that the creation of a natural park would cost in the region of £150,000, this would only include the temporary, localised augmentation of the clay cap and minor landscaping work. Complete augmentation of the clay cap and creation of a formal park to provide a long term solution is estimated to cost significantly more at around £2.75m. There is not, however, currently any source of funding identified for this proposed use of the site.
9. There are also concerns from technical advisers that, in view of the inconsistent and inadequate topsoil cover and the deteriorating condition of the clay cap, planting trees and shrubs would create an unacceptable risk of this penetrating the clay cap and releasing contamination.

Option c. – Park and Ride

10. Given the restrictive covenants on the land, it would not be possible to dedicate the whole site to a park and ride facility. Any such facility would have to be combined with recreation facilities and/or public open space. The park and ride option has been considered in this context.

Strategic Transport and Traffic Management considerations.

11. In a predominantly rural Borough such as Waverley, it has to be acknowledged that car travel is, and will probably remain, the most important form of transport. The car will continue to be the primary mode of travel for people visiting towns such as Farnham and the particular challenge is therefore to support the regeneration of Farnham whilst balancing the competing demands for a sufficient supply of parking for commuter, retail, leisure, tourist and business needs and at the same time keeping congestion and its related environmental problems in check.
12. Ensuring adequate parking supply is available within Farnham to meet demand is fundamental to support the local economy and future growth. The current level of provision in Farnham is 1,793 spaces and occupancy surveys indicate that apart from one or two of the car parks at peak periods, there is still some spare capacity in most of them which should be more than sufficient to meet increased demand from the predicted housing growth in the area for

the foreseeable future (Annexe 4). Guidelines suggest there should be at least 10% spare capacity within each town to efficiently manage parking demand, limit search times and reduce unnecessary car use and that long-stay parking arrangements should be located further from the town centres to ensure short-stay parking supply for shoppers and visitors is easily accessible and available in the centre of the town. The current level of spare capacity exceeds 10% and the current charging regime supports this approach.

13. There is no obvious unmet demand for parking to serve people coming into Farnham. The only argument for considering the provision of park and ride facilities is about reducing congestion and the associated environmental impact of it.
14. Park and ride facilities are only normally provided where demand for parking exceeds supply for significant periods and where there is a need to accommodate more visitors etc. for economic reasons. To be effective in managing parking demand park and ride facilities need to be located on or easily accessible from all of the primary roads leading into the town. Examples of this radial layout of park and ride sites around the perimeter of a town are seen with Guildford and Salisbury (Annexe 5) where a number of park and ride sites surround the town, capturing motorists as they approach the town from all directions.
15. It is also generally recognised that park and ride sites need to cater for 400+ spaces to be financially viable in terms of supporting park and ride bus services and that there needs to be effective access to the sites from various radial routes approaching the town. Such a significant increase in the volume of traffic would have a detrimental impact on the area. It is also generally acknowledged that clear and free flowing vehicle routes would need to be in place to enable an effective and efficient bus service to operate.
16. In terms of desirability, the routes taken by motorists travelling to Farnham have been evaluated.
 - Traffic from the East arriving on the A31 would naturally enter Farnham via Guildford Road and East Street where there are several car parks available (Riverside 1, 2 and 3 and St James).
 - Traffic arriving from the North via Castle Hill would have to enter the town and would have to cross the town and exit it onto the A31 to reach Weydon Lane. In doing so it would pass close to the Upper and Lower Hart, South Street, Central and Wagon Yard car parks most of which have spare capacity throughout most of the day.
 - Traffic from the South and South East could access the Weydon Lane site but to do so would have to travel through narrow residential streets.
 - Traffic arriving in Farnham from the West and South West would relatively easily access the site by exiting the A31 at the Coxbridge roundabout, travelling along Wrecclesham Road and into Weydon Lane.
17. In terms of the Shuttle bus route into and out of Farnham, the shortest route from the site into Farnham would be through the traffic light controlled single carriageway bridge over the railway line leading on to the A31 through a traffic

light controlled junction and into a suitable dropping off point in Farnham Town Centre.

Capacity of potential Park and Ride Site

18. On the basis that any park and ride facility would have to be subsidiary to recreational or public open space, a rough approximation of the area that could be made available for car parking is 3,060 sq.m. Taking into account the standard sizes for parking bays (disabled parking bays have not been included for this calculation) and also the minimum manoeuvring space required, the number of parking bays which could be accommodated is approximately 121 spaces.
19. The proposed site would not, therefore, meet the recognised viability threshold of 400+ spaces.

Shuttle bus service charges and income

20. Most park and ride sites operate on the basis of free parking with charges for using the buses to and from the town. In most cases a frequent service every ten to fifteen minutes, as a minimum, is necessary to make park and ride an attractive alternative to parking in the town.
21. Indicative costs of providing a shuttle bus service are around £300 per day to operate. To provide a frequent enough service there would probably need to be a minimum of two minibuses operating which would mean a minimum cost of £600 per day.
22. The cost of the bus travel in Guildford and Salisbury ranges from £1.80 to £2.50 for an adult (although Salisbury offer a group ticket for £3.50 for up to four people travelling in one car). If full occupancy of the 121 spaces and an average of 2 persons per vehicle was assumed this could potentially generate an income of between £435 and £605 per day which would barely cover the cost of providing the shuttle bus service. Given that the existing car parks already have spare capacity, however, full occupancy seems unlikely and there could also be a reduction in income from the existing car parks if vehicles moved from one to the other. A more realistic figure is probably therefore closer to £250 per day.
23. At this level the shuttle bus service would have to be subsidised quite heavily and there would be no scope for recovering the construction and maintenance costs of the park and ride car park.

Option d. – Housing Development

24. The site lies within the urban area and may be acceptable in principle for housing. However this would be dependent on the site being remediated to a level where there would not be unacceptable risks in term of health impacts on future residents. The cost of extensive decontamination to enable the site to be used site for residential development would be so high as to make the site unviable for housing even though it would make a useful contribution to housing supply in an area of high housing need.

25. If the site were to be considered for housing development, the land would also need to be “appropriated for planning purposes” in order to overcome the restrictions and covenants on the Land Registry title.

Option e. – New Location for Farnham Football Club

26. In planning terms, the use of the site for football pitches is likely to be acceptable, subject to the careful assessment of the siting and impact of floodlights and the decontamination of the site to an acceptable standard for this use. This option would include bringing together the senior Farnham team with the junior team, Bourne Blades that currently train in South Farnham and address the undersupply of playing pitches in the area. The site is big enough to allow for football pitches alongside informal recreation space for local people.
27. There is a significant cost implication of relocating Farnham Football Club to Weydon Lane which would be expected to be covered by the generation of a capital receipt from their existing site behind the Memorial Hall on West Street, Farnham. By moving the football club to a site that is suitable for recreation purposes, but unsuitable for housing for viability reasons, potentially makes a suitable site on the edge of the town centre available for residential development.
28. For this option to proceed, it would be expected that Farnham Football Club would assist in securing funds in addition to the potential capital receipt from their present ground. They will be eligible to apply for external grants from Sport England, Football Foundation and other funders to assist in their relocation and construction of a new pitch, floodlights, stands, carpark and pavilion. The club would require a long term lease in order to meet some of the criteria from external funding partners.
29. There are significant costs involved in the relocation of the football club, remediation of the Weydon lane site and the provision of a park/open space area. Initial approximate cost proposals have been sought, however, much more detailed investigation and consultation into its feasibility and cost would need to be undertaken in order to accurately assess the financial viability.
30. The provision of a park/open space alongside the more formal sporting areas is certainly possible. It is difficult to assume the costs involved in the provision as there could be considerable variety of provision to choose from, such as formal areas for instance a playground, or, perhaps more informal such as a wildlife area/grass land. Irrespective of these cost, the remediation cost of the soil and clay cap would still need to be applied.

Option f. – Suitable Alternative Natural Green Space (SANGS)

31. The site does not meet the criteria for designation as SANG. Natural England’s ‘Site Quality Criteria for an Individual SANG’ run to 19 in all (14 ‘must/should have’s’ + 5 ‘desirables’). The site is too small to accommodate the requirement for a (minimum) circular 2.3 km walk around the site. It would

need to be around 12 ha for such a walk and would appear to be only around 4ha.

32. A SANG should also be perceived as “semi-natural space”, or provided as a “naturalistic space with areas of (non-wooded) countryside and dense and scattered trees and shrubs.” This is not the case as the site is within the built up area with strong urban characteristics.

Conclusion

33. Doing Nothing (option a) will result in significant cost to the Council in augmenting the clay cap in both the short term and longer term or securing the site along with ongoing monitoring.
34. The Brambleton Park proposal (option b) is not a viable proposal as there is currently no funding identified to meet the costs. In addition, there are concerns over the potential effect of such development and use of the site and its impact on the integrity of the clay cap which could significantly increase the future maintenance costs for the site.
35. There would not appear to be the demand for a park and ride facility for Farnham (option c), there is no business case to support it and the Weydon Lane site, on its own, would not provide a suitable location for such a facility either in terms of capacity or its strategic location in relation to the primary routes into the town.
36. Development of the site for Housing (option d) is not a viable proposition given that this would not generate sufficient funds to pay for the likely remediation costs to make the site suitable for this use.
37. Relocating the Football Club and redeveloping their existing site for Housing (including a proportion of affordable housing) (option e) would seem to provide a viable future for the site although further detailed work would be required to fully evaluate the works required, refine the cost estimates and test its viability further.
38. The site does not meet the criteria for designation as a SANGS (option f). On the basis of these findings option ‘e’ (relocating the football club and using the existing club site for housing development would seem to offer the only viable way forward (subject to a further detailed feasibility study).

Recommendation

It is recommended that the Executive considers the findings of the Weydon Lane Special Interest Group and recommends to the Council that

1. a supplementary estimate of £50,000 be approved to undertake a detailed feasibility study into relocating the Farnham Football Club on to the Weydon Lane Site and making available their current site for housing; and
2. Ward Councillors and Farnham Town Council be consulted on this option.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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Terms of Reference

The Terms of Reference for the Weydon Lane SIG are set out below:

- a. To identify the scope of work, cost-range and time-scale required to bring the Weydon Landfill site from its present state to one at which its development for recreational purposes would be feasible.
- b. To identify the options for such development, as well as the technical, environmental and planning challenges involved, and the cost range for each such option;
- c. To identify the necessary timing and funding strategies that would be appropriate for the realisation of each development option;
- d. To consult other stakeholders and the local community on the issues identified.
- e. To report findings back to the Executive in September 2015 at the latest, alongside any recommendations for follow-up in the immediate term.

Brambleton Park Proposals

Brambleton Park Group

Proposals for the Waverley Council Special Interest Group for the Weydon Lane landfill site, following Council SIG Meeting 13th Nov 2015, Waverley Council, Godalming.

Author: Jonathan Austen, 19th Nov 2015

General notes

The site has been vacant and neglected for over 30 years, with no improvements made in that time, despite past promises to residents.

Many improvements, e.g to the perimeter, can be made without clay cap augmentation.

Corporate Overview & Scrutiny Committee was expected: *“To report findings back to the Executive in September 2015 at the latest, alongside any recommendations for follow-up in the immediate term”*

Clay Cap

The main dilemma is the impasse with regards to emissions and the clay cap at the site.

The site has a clay cap and venting trench and has been monitored since 1981 with no abnormal findings.

The key question is the integrity of the clay cap. It would appear (to the layman) that there is no problem at all with the cap as it stands – it has been in place for many years with no problems. We would like to suggest the council gains full assurance that the current cap will be viable for the foreseeable future once it has been partially augmented.

Trees

It was suggested at the meeting that tree-planting was not viable. There have been a number of studies showing that it is possible for trees to be planted and grow successfully on former landfill sites.

The Forestry Commission has restoration guidance for landfill sites, with *“with great potential to support woody vegetation as part of sustainable reclamation”*:

<http://www.forestry.gov.uk/fr/infid-5wqd6d>

Further information of tree-planting at landfill sites:

<http://www.merseyforest.org.uk/files/landfillreport1004.pdf>

Also, if trees were a problem, why have the existing trees not been removed?

Extract from CGL site description, 2013: *“The site is generally covered with grass and a variety of trees and shrubs. “*

Pond

The underlying clay and its settlement over time has created seasonal ponds. Localised clay cap augmentation could create a central seasonal pond, filled by rainwater.

It cannot be raised above the site as suggested at the meeting as gravity dictates it must be lower than its surroundings. The clay cap augmentation should be designed to facilitate the pond-filling process.

CGL report

The five options from the CGL report are:

1.	Do nothing. Leave everything as it is.	£0
2.	Close the site off completely from public access.	£75,000.
3.	Formalise current use with localised clay cap augmentation.	£71,000
4.	Create a formal park.	£2.75M
5.	Develop as a sports facility.	Over £3.5M

Our Proposals

We propose option 3 from the CGL list as it is the most viable, cost effective and rapid choice to bring the area in to public use as it should be. Additional augmentation could be carried out to ensure the long term viability of the site, at a greater cost. This may increase the cost to approximately £150k(est), but this is still less than 10% of the cost of options 4&5 and should be considered.

The Brambleton Park Group opposes options 4&5 above (in the short term at least) on the grounds that:

1. The extra 1m of clay required for the site would cause major disruption to the area.
2. The existing grassland would be destroyed, along with new trees that have self-seeded in the last 30 years.
3. There is no evidence that there is any problem with the existing cap that could not be remedied with localised cap augmentation.
4. Residents, who have become accustomed to the area, would be upset by unnecessary destruction to wildlife.
5. Spending of such large sums purely on a clay cap are excessive and unnecessary.
6. Funding of approximately £3m for such work is unlikely to be available in the near future.

Therefore we consider a **two phase** approach to be the most sensible.

Phase 1, completed before the end of 2016

Improvements that can be made regardless of the clay cap dilemma:

- Removal of old fencing from the north and south sides.
- Rubbish bins. Required as the site is has been used as a rubbish dump due to its current appearance.
- Renaming of the area.
- Installing seating areas. The seats can be positioned in areas on the raised south side that would not be affected by any later cap augmentation.
- Creation of new public entrances. Currently the entrances are very poor and not official in any way. Clean, welcoming public entrances would, by themselves, improve the area.

Phase 2, 2016-2017

Assuming the SIG makes a decision to go ahead with augmentation work

- Clay cap augmentation where deemed appropriate after expert site survey.
- Circular path around the land – this path would be raised slightly, should not be tarmac. It should allow drainage and fit in with the naturalistic surroundings.
- Landscaping and grassing of part of the land so it can be walked on more easily.
- Planting of trees and shrubs to enhance the natural environment and add interest.
- Removal of some/all gas monitoring points. (How long does monitoring need to continue for?)
- Create a large central wildlife pond.
- Make the area accessible to the old and young. Older residents are deterred by the uneven surfaces.
- Installing Public Park signs.

Questions for the SIG

1. Could we be given an estimated date for the publication of an initial report from the SIG.
2. If there is a problem with the existing clay cap, why does option 3 from CGL, above exist?
3. Could we be provided with names of the SIG members.
4. Please provide historic and ongoing costs for site monitoring from CGL.
5. Is it necessary to continue monitoring with the existing high number of monitors? The site has been monitored for many, many years and a number of them must surely be superfluous to requirements.
6. Could we have estimated timescales for the consultation and for work to be approved, funded and commence?

Brambleton Park Proposals

Welcome to Brambleton Park

Brambleton Park is a 10 acre piece of land currently known as 'Weydon Lane Landfill site' in Farnham, Surrey. This website is for anyone interested in its future and contains all the facts and current status of the land.



MP Jeremy Hunt and Farnham Town Council and support the project. On 25th November 2014 Brambleton Park was discussed at Waverley Council's Corporate Overview & Scrutiny Committee. The Committee agreed to recommend the creation of a Special Interest Group to the Executive. The overwhelming response has been that the project should go ahead and would be of benefit to the local community.

CGL report released After a very long wait, the 49 page report from CGL was released in 2014. The purpose of the report was to give Waverley council options and costs for developing the area.

Current Position The Waverley Council

Special Interest Group(SIG) for Brambleton Park consulted with interested parties on proposals for the area on 19th Nov 2015. The Brambleton Park group presented their case. The SIG is due to report back with its findings and proposals in March 2016.

It is proposed that the aims of the Group are:

- a. To identify the scope of work, cost-range and time-scale required to bring the Weydon Landfill site from its present state to one at which its development for recreational purposes would be feasible.
- b. To identify the options for such development, as well as the technical, environmental and planning challenges involved, and the cost range for each such option;
- c. To identify the necessary timing and funding strategies that would be appropriate for the realisation of each development option;
- d. To consult other stakeholders and the local community on the issues identified.
- e. To report findings back to the Executive in September 2015 at the latest, alongside any recommendations for follow-up in the immediate term.

A number of local interest groups will be invited to participate in the SIG.

Our Proposal The 4.3 hectare (10 acre)

site could very easily be transformed from its current poor state into a beautiful natural park and recreation area, possibly including sports fields, for the local community. The site is perfectly positioned in an area of south Farnham surrounded by housing with no other parks in the immediate vicinity.

The options presented in the report are:

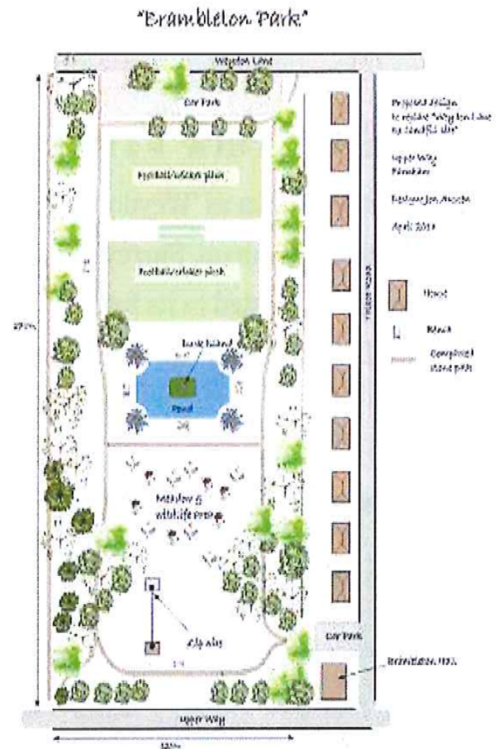
Cost

1. Do nothing. Leave everything as it is.
£0
2. Close the site off completely from public access.
£75,000.
3. Formalise current use with localised clay cap augmentation.
£71,000
4. Create a formal park. No available funding.
£2.75M
5. Develop as a sports facility. No available funding.
Over £3.5M

Options 4 & 5 require full clay-cap augmentation by the importation of 36,000m³ of clay and soil. All options have ongoing costs of between £10k and £20k per annum.

- We can clearly see that of the five options presented, numbers 1 and 2 are not options as something must be done with the site.
- Numbers 4 & 5 require millions of pounds and thousands of tons of soil and so are unfundable and unrealistic for many years.

The only viable solution, as Goldilocks (who didn't need a 49 page report) said, "I'll have the one in the middle please, that's just right!"

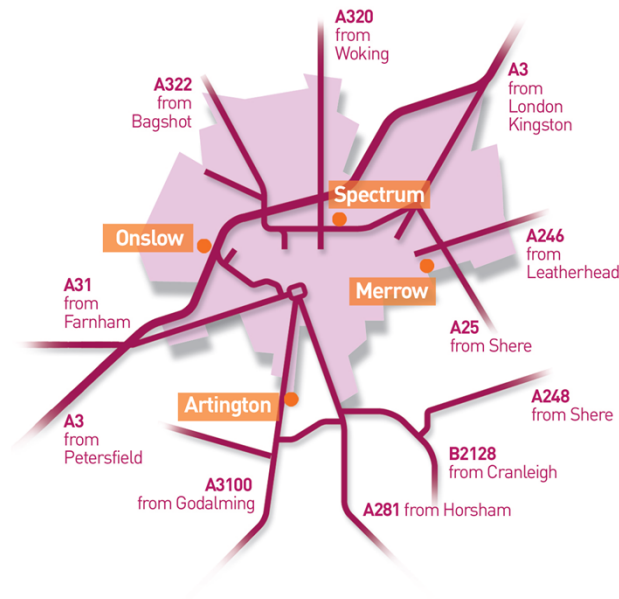


History The land was used previously as a rubbish dump. It was closed and covered over in 1976, and has been virtually untouched since. The area is mainly rough grass with some boggy areas, a few shrubs and a number of mature trees on the borders. The area is dotted with gas monitoring pipes. The land is not officially open to the public, though unofficially it is used mainly by dog walkers. Waverley Council have stated that no bins are provided as currently it is not recognised as a public space. The land was originally acquired by Farnham Urban District Council under the Physical Training and Recreation Act 1937 and there was a covenant contained in the transfer that the land was to be used as a public open space. No buildings can be built there so the tiny gas emissions are irrelevant to its use as a park.

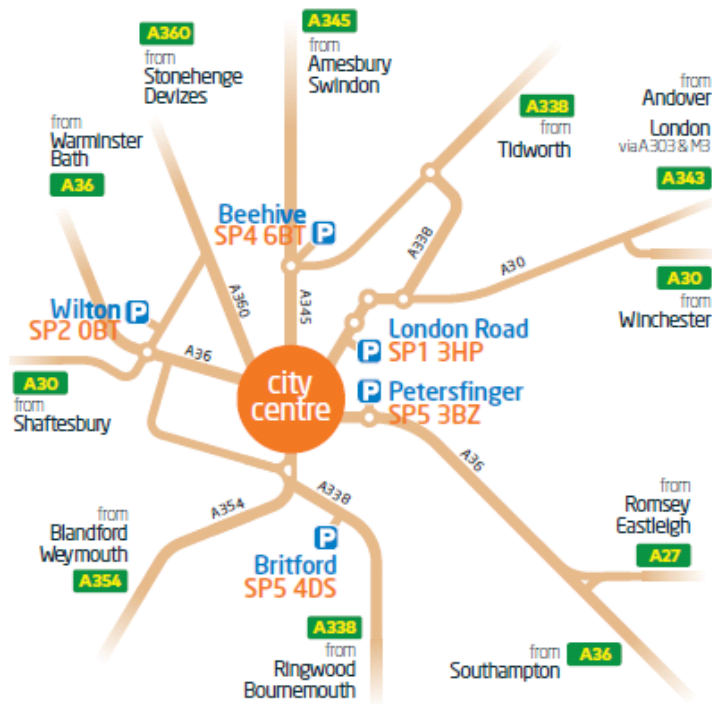
Farnham Car Park Occupancy Rates

Farnham Car Parks - Occupancy Rates 2014/15												Appendix E	
Mon - Fri													
Time													
	9.00	10.00	11.00	12.00	13.00	14.00	15.00	16.00	17.00	18.00	19.00	Average	Capacity
Central	17%	56%	85%	95%	94%	92%	88%	76%	54%	26%	16%	64%	268
Dogflud	41%	79%	98%	98%	90%	86%	80%	77%	69%	47%	29%	72%	227
Farnham Leisure Centre	29%	90%	110%	82%	67%	57%	51%	49%	50%	48%	31%	60%	47
Lower Hart	23%	63%	94%	103%	100%	95%	93%	81%	60%	32%	18%	69%	236
Riverside 1	74%	74%	74%	74%	73%	73%	74%	74%	74%	73%	73%	74%	59
Riverside 2 & 3	40%	41%	42%	43%	43%	42%	42%	42%	40%	39%	39%	41%	102
South Street Farnham	14%	44%	68%	75%	71%	66%	64%	56%	43%	23%	12%	49%	210
St James	53%	58%	61%	61%	61%	59%	55%	54%	52%	51%	50%	56%	83
Upper Hart	35%	67%	88%	99%	97%	92%	87%	72%	55%	33%	14%	67%	325
Waggon Yard	25%	60%	79%	86%	81%	80%	82%	69%	49%	26%	14%	59%	236
													1793

Radial car park locations in successful Park & Ride schemes



Guildford Park & Ride – car park locations



Salisbury Park & Ride – car park locations

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

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 01/03/2016

Title:

**SURRENDER AND RENEWAL OF GROUND LEASE - FARNCOMBE
WANDERERS CRICKET PAVILION**

**[Portfolio Holders: Cllrs Tom Martin and Simon Thornton]
[Wards Affected: Godalming Farncombe & Catteshall]**

Note pursuant to Section 100B(5) of the Local Government Act 1972

An annexe to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Summary and purpose:

Agreement is sought for the surrender of the existing lease and the grant of a new lease of up to 50 years for the Farncombe Wanderers Cricket Club.

How this report relates to the Council's Corporate Priorities:

Value for money: The new lease will ensure that the club will be paying a fair rent for the area of land they require for their lease

Leisure and Lives: The report helps to support local clubs and the work they undertake in the community by encouraging young people into sport and engaging in an active and healthy life style.

Financial Implications:

The new Lease Agreement will result in additional income to the Council.

Legal Implications:

Officer time will be required in drafting the lease.

Introduction

1. Farncombe Wanderers Cricket Club leases an area of land from Waverley at Broadwater Park on which they have constructed a pavilion. At the time of the last lease expiry in 2013, the pavilion was beginning to require major works to meet their present needs. The club had not determined whether to demolish the pavilion and relocate it closer to the cricket pitch or to renovate and

extend. It was therefore decided to renew their existing lease for 10 years or until such time as their plans had coalesced.

2. The club has now decided to renovate and extend their existing pavilion. This will mean that it will need extra land for the extensions. However, as funding bodies also require leases of around 30 years before they will consider providing a grant for these works, the club will also need a longer lease. Given that they may not obtain a grant on the first attempt, it is recommended that the lease length be longer than that required by the funders.
3. It is not proposed to use the standard Sports Lease as this is a ground lease for a pavilion which does not require a service level agreement. The proposed terms and conditions are therefore similar to that of the club's existing lease, modified only to bring them up to date and in line with Waverley's policies. These are set out in the (Exempt) Annexe to this report.

Recommendation

It is recommended that Farncombe Wanderers be permitted to surrender their existing lease and be granted a new lease on terms and conditions set out in the (Exempt) Annexe, other terms and conditions to be negotiated by the Estates and Valuation Manager.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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of the Local Government Act 1972.

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