

Monitoring Report 2016/2017

October 2017



GUILDFORD
BOROUGH

Executive Summary

The main purpose of a monitoring report is to provide an annual review of the performance of the borough in the context of set objectives and indicators, in accordance with planning legislation.

In addition to setting out the progress in terms of housing and employment delivery, the monitoring report also reviews the progress of the new Local Plan; providing an essential update on the strategic needs of the borough.

Key challenges and achievements in 2016/17 include:

Challenges

- Housing approvals are higher than the previous reporting year; however, completions are lower than the previous reporting year and remain lower than the objectively assessed housing need, as set out in the West Surrey SHMA Guildford Addendum Report 2017.
- We cannot demonstrate a Five Year Housing Land Supply for housing accommodation.
- The Ash Lodge Drive SANG is still under consideration in order to make it deliverable; therefore, the Grampian planning permissions attached to this SANG are still extant.

Achievements

- Approval of the updated Local Development Scheme in February 2017.
- Targeted consultation on the Proposed Submission Local Plan Strategy and Sites 2017, following updates to the evidence base and consideration of the comments received in the 2016 consultation.
- Increase in the number of planning permissions granted planning permission overall.
- The majority of new homes completed this year were on previously developed land.
- A further 1153 student bedspaces were granted approval.
- The net loss of residential units was lower than the previous year.
- A new set of eligibility criteria for the Self-build and Custom Housebuilding Register was approved in April 2017.
- Overall gain in employment floorspace granted planning permission across the borough.

Further information

For further information please email planningpolicy@guildford.gov.uk, visit the Local Plan webpage at www.guildford.gov.uk/newlocalplan or phone 01483 444471.

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Role of the Monitoring Report

We prepare our Monitoring Report in accordance with the requirements of legislation (the Localism Act 2011, the Town and Country Planning (Local Planning) England Regulations 2012 and the Planning and Compulsory Purchase Act 2004). This requires reporting on specific topics and progress against targets. It includes:

- Progress of Local Plan preparation
- Activity relating to the duty to co-operate
- Implementation of policies in the Local Plan
- Implementation of neighbourhood plans

After the adoption of the new Local Plan, the Monitoring Report will measure the progress against the new policies and assess their effectiveness to help determine whether a partial or full review of the Local Plan is necessary.

Paragraph: 027 (reference ID: 12-027-20150326) of National Planning Practice Guidance (NPPG) provides a brief overview on the role of the Monitoring Report. The guidance refers to regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012, which outlines the information that should be included within a Monitoring Report.

A Monitoring Report also provides an opportunity to report on developer contributions towards local infrastructure provision from developments including Section 106 planning obligations, Community Infrastructure Levy (CIL), New Homes Bonus payments and which infrastructure improvements these have been allocated to.

Status of the Local Plan (2003) and implementation of policy

The current development plan consists of the saved policies from the Guildford borough Local Plan 2003, the Surrey Mineral and Waste Plans and the remaining two policies of the revoked South East Plan 2009. Under the 2004 Planning and Compulsory Purchase Act, and the 1990 Planning Act, “determination must be made in accordance with the plan unless material considerations indicate otherwise” (NPPF, para 210).

When determining planning applications the Council must give great weight to its Development Plan policies that remain in accordance with the NPPF. Additional primary material considerations such as the NPPF and its SPD's hold significant weight in the determination of planning applications.

The Town and Country Planning Regulations 2012 require Monitoring Reports to identify where a local planning authority is not implementing a policy specified in a local plan and provide justification for doing so. All of the saved policies in the Local Plan (2003) are used to determine planning applications where relevant, in so far as they accord with the NPPF. Policies which do not accord with the NPPF are also considered in the decision making process and given weight accordingly.

Local Development Scheme (LDS)

The Local Development Scheme (LDS) sets out the council's timetable for producing new planning documents. The current LDS (2017) is outlined below and can be viewed on the council's [website](#).

Guildford have prepared a Local Plan which will consist of two parts; part 1 consists of the 'Local Plan: Strategy and Sites' document which will contain the vision, aims and strategy for the borough up to 2034. Part 2 will consist of the 'Local Plan: Development Management Policies', which will be produced after the adoption of the 'Local Plan: Strategy and Sites' document.

Supplementary Planning Documents (SPDs) will support the Development Plan Documents (DPDs) and provide further guidance on how the Local Plan policies will be delivered. SPDs can act as a material consideration when assessing planning applications.

The Statement of Community Involvement and an Annual Monitoring Report will further support the Local Plan.

The timetable for the preparation of these documents is outlined below. Grey shading represent the stages already completed.

New Guildford borough Local Plan: Strategy and Sites	
Consult statutory bodies on sustainability appraisal scoping report	December 2012 – January 2013
Evidence gathering and preparation of Issues and Options governance processes	February 2013
Issues and Options public consultation including initial sustainability appraisal (Regulation 18)	October – November 2013
Analysis of representations and other evidence base	November 2013 – June 2014

gathering including testing of development distribution options, draft the plan, sustainability appraisal and governance processes	
Consultation of Draft Plan (12 weeks) (Regulation 18)	July – September 2014
Analysis of representations and other evidence base gathering including testing of development distribution options, draft the plan, sustainability appraisal and governance processes	September 2014 – May 2016
Pre-submission publication and consultation (six weeks) (Regulation 19)	June – July 2016
Analysis of representations and other evidence base gathering including testing of development distribution options, draft the plan, sustainability appraisal and governance processes	August 2016 – May 2017
Further targeted Pre-submission publication and consultation (six weeks) (Regulation 19)	June – July 2017
Submission to the planning inspectorate for Examination (Regulation 22)	December 2017
Pre-examination meeting	February 2018
Examination in public – hearings (Regulation 24)	April 2018
Anticipated adoption (Regulation 26)	December 2018

New Guildford borough Local Plan: Development Management Policies	
Evidence base gathering, draft the plan, sustainability appraisal and governance processes	September 2018 – May 2019
Consultation on draft Local Plan: Development Management Policies (six weeks) (Regulation 18)	June – July 2019
Analysis of representation, preparation of submission plan, sustainability appraisal, governance processes	July – December 2019
Pre-submission publication and consultation (six weeks) (Regulation 19)	January – February 2020
Submission to the planning inspectorate for Examination (Regulation 22)	April 2020
Pre-examination meeting	July 2020
Examination in public – hearings (Regulation 24)	September 2020
Anticipated adoption (Regulation 26)	December 2020

Status and progress of the New Local Plan

The Proposed Submission Local Plan (Regulation 19) went out for further public consultation between June-July 2017, following the extensive number of responses received in the previous Regulation 19 consultation (June-July 2016). Anticipated submission to the Planning Inspectorate is December 2017 as outlined within the LDS (2017).

Current requirement for new homes

The Council does not currently have an up to date housing number in an adopted Development Plan. The interim housing number of 322 homes a year (agreed in May 2012) does not take account of an up to date assessment of the objectively assessed housing need (as required by NPPF, paragraph 47).

The indicated objectively assessed housing need for the borough is 654 homes per year (2015-2034), as outlined in the West Surrey SHMA Guildford Addendum Report (2017). This includes an uplift for affordability, economic factors and student growth. The figure does not take account of land supply or development constraints within the borough.

The Proposed Submission Local Plan Strategy and Sites (June 2017) proposes to meet the borough's OAN within the plan period through a phased approach, taking into account the deliverability of greenfield sites and those sites reliant on infrastructure.

Table 1 Completions of new homes per year in Guildford borough.

<u>Year</u>	<u>Completions (net)</u>
07/08	478
08/09	130
09/10	227
10/11	190
11/12	262
12/13	234
13/14	137
14/15	242
15/16	388
16/17	293

The Town and Country Planning Regulations 2012 require Monitoring Reports to report progress against a target for the monitoring period (2016/2017), and since the relevant policy regarding that target was first published.

Given that there is not a current up to date housing number in an adopted Development Plan, it is not possible to satisfy the requirement that refers to the publication date of the policy. However, the updated OAN as identified in the West Surrey SHMA Guildford Addendum Report (2017) base dated 2015, from which the completions data is available above. Completions data for years earlier than 2007/2008 is available in previous monitoring reports.

There has been a decrease in housing completions from the 15/16 annual completions figures, as shown in table 1 above. This remains lower than the OAN of 654 and the interim housing figure of 322.

New homes completed on previously developed land (PDL)

Table 2 Completions of new homes (previously developed land / greenfield land)

New homes completed on PDL (net)	New homes completed on greenfield land (net)	Total number of new homes completed (net)
273 (93%)	20 (7%)	293

Table 2 shows that the majority (93%) of new homes built in the borough during the monitoring period 2016-17, were on previously developed land. This proportion is significantly higher than last year, with the Station View development (06/P/02309) accounting for 41% of the total number of homes completed on previously developed land.

Development on PDL is likely to decrease in the future, specifically due to the development proposals set out in the new Local Plan, which identify some development areas in the countryside. Brownfield land will continue to be identified for development through the Land Availability Assessment (LAA) and the introduction of the brownfield register in the forthcoming year.

Planning permissions granted for new homes

Table 3: Number of new homes granted planning permission per year in Guildford borough

Year	Number of new market homes granted planning permission (net)*	Number of new affordable homes granted planning permission (net)*
10/11	127	27
11/12	152	15
12/13	148	108
13/14	272	108
14/15	593	205
15/16	277	43
16/17	577	174

**this includes applications that were approved but have now expired*

Seven large planning applications have contributed towards the number of homes approved during this reporting year. The applications are:

- 160 homes approved at the land at Guildford Park Road Surface Car Park, Guildford (16/P/01290)
- 58 homes approved at Warren Farm, White Lane, Ash, Guildford (16/P/00120)
- 56 homes approved at land south of Guildford Road, Ash, (14/P/01870)
- 56 homes approved at Wey Corner, Walnut Tree Close, Guildford (16/P/00752)
- 55 homes approved at land at Minley Nursery, Spoil Lane, Tongham, (15/P/00293)
- 24 homes approved at Redwood Care Centre, 179 Epsom Road, Guildford (15/P/01304)
- 21 homes approved at land at 109 South Lane, Ash, Guildford (14/P/01637)

All other planning permissions this year are on sites of less than 20 homes. The total number of homes granted planning permission this year is over two times the number

approved last year. This is due to an increased number of large sites, specifically in the Ash and Tongham area.

Outstanding Capacity

Outstanding capacity refers to sites with planning permission for new homes that have not been built. As at 1st April 2017 (base date of the LAA Addendum 2017), there was an outstanding capacity of 1716 homes. Of the 1716 homes with planning permission that have not yet been built, 341 are on sites where building work has started but some homes have not yet been constructed. Planning application 04/P/00576 (Old Tannery Works, Tannery Lane Send for 63 homes) has technically commenced but is not expected to be completed and has therefore been discounted.

Excluding this planning application, a total of 1653 homes have live planning permission and could be built (the outstanding capacity).

Five-year supply of deliverable housing land

Paragraph 47 of the NPPF states that:

“to boost significantly the supply of housing, local planning authorities should...identify and updated annually a supply of specific deliverable sites sufficient to provide five years worth of housing against their housing requirements with an additional buffer of 5% (moved forward from later in the plan period) to ensure choice and competition in the marked for land. Where there has been a record of persistent under delivery of housing, local planning authorities should increase the buffer to 20% (moved forward from later in the plan period) to provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the marked for land.”

Footnote 11 of the NPPF emphasises that “Sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that schemes will not be implemented within five years, for example they will not be viable, there is no longer a demand for the type of units or sites have long term phasing plans.” The LAA has taken account of this guidance, and details of which sites have been discounted are referenced.

The LAA addendum 2017 identifies that there are 1716 homes on sites with planning permission that could contribute towards housing delivery over the Local Plan period (2015 – 2034). Of these 1031 are considered to be deliverable within the 1-5 year period (2016/17-2020/21).

The LAA addendum (base date March 2017) also identifies sites capable of delivering new homes that do not yet have planning permission. With the exception of PDL in the Green Belt and land within identified village settlements in the Green Belt, Green Belt land has been excluded from the assessment below. The housing trajectory in the LAA (for sites without planning permission) for the next five years (2016/17 – 2020/21) is outlined in table 4 below:

Table 4 Housing potential identified in the LAA 2017 addendum

Location	Number of homes (net) based on LAA
Town Centre	54
Guildford urban area	93
Ash and Tongham urban area	6
Within villages	39
Previously Developed Land in the Green Belt	42
Rural Exception	18
Countryside Beyond the Green Belt	233
Windfall	75
Total	560

Table 5 Calculation of five year supply of deliverable housing land

OAN	654
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	2015/2016	2016/2017	Total
Housing completions (net)	381	297	678
Deficit	273	357	630

		Per year in first five years
Required amount over five years (654 x 5)	3270	654
Deficit + requirement (3270 + 631)		3901
(Deficit + requirement) plus 20% (4,011 x 1.2)		4681

	Number of homes (net)
Requirement	4681
Supply	2210
Five year housing land supply	2.36

Table 4 and 5 above illustrate that the Council is currently unable to demonstrate a five year supply of deliverable housing land. Taking account of the OAN, a buffer and the deficit since 2015, the quantum of supply identified is **2.36 years**.

Land in the Green Belt which would currently be considered to be inappropriate but is identified in the LAA as being deliverable within these five years has been excluded from the calculations. This is because Green Belt boundaries should only be altered in exceptional circumstances, through the preparation or review of a Local Plan (NPPF, para 83). For sites to be considered deliverable and thus able to contribute towards the five year supply, sites should be in a suitable location for development now.

Housing trajectory – explanatory notes

The housing trajectory is a required output of the LAA (NPPG, Paragraph: 028 Reference ID: 3-028-20140306) (pages 20 and 21). The housing trajectory table on page 8 shows the estimated delivery timescales for new homes across the plan period, per year, and compares potential housing provision (delivery) to the annual housing target³.

The trajectory table also shows the phasing of the strategic sites that form urban extensions and other categories of strategic development (e.g. town centre, urban area, within villages) proposed in the Regulation 19 Proposed Submission Local Plan 2017. These dwellings are incorporated in the 'Projected net completions (2017-2034)' line on the graph. A full explanation of the rationale for the phasing of all of the strategic sites in the Regulation 19 Local Plan (2017) is in the Housing Delivery Topic Paper (June 2017).

The updated housing trajectory reflects the amended Local Plan period, which has been rebased to the latest mid-year population estimate and rolled forward by one year to ensure a period of 15 years at the date of adoption (2015 – 2034). The Plan period is therefore now 19 years whereas previously it was 20 years.

The red bars on the graph show the annual housing target from the West Surrey SHMA (for the first few years of the Plan period until adoption, up to 2018/2019). The pink bars show the phased target in the Regulation 19 Proposed Submission Local Plan (the projected target for each year of the new Plan). The green '**Monitor**' line is equal to the cumulative deficit or surplus in the number of dwellings. It demonstrates how many dwellings above or below the planned rate, the housing supply is at any point in time. This is calculated by adding cumulative completions in previous years (i.e. cumulative) and comparing them to the total cumulative target for the same period. This gives the cumulative deficit or surplus as at the beginning of that year, which would need to be taken account of in rolling forward the five-year land supply calculations. If the trend line is positive (above zero), the Plan is ahead of target, whilst if it is negative (below zero), the Plan is under delivering relative to the target.

Whilst the Monitor line shows under or oversupply at any one point in time, it does not take account of the effect of future completions in meeting the overall target. The '**Manage**' line does this by representing the number of dwellings left to be built in the remainder of the Plan period, as an annualised figure. It is calculated by subtracting projected completions up to the end of any particular year from the total Plan allocation, or OAN, of 12,426, and then dividing the answer (dwellings remaining to be built) by the number of years remaining in the Plan period. The Monitor and Manage lines both illustrate the steadily increasing annual housing target in the Regulation 19 Local Plan (2017), which reflects likely delivery and the nature of the strategic sites, some of which depend on significant planned transport infrastructure schemes to enable their development.

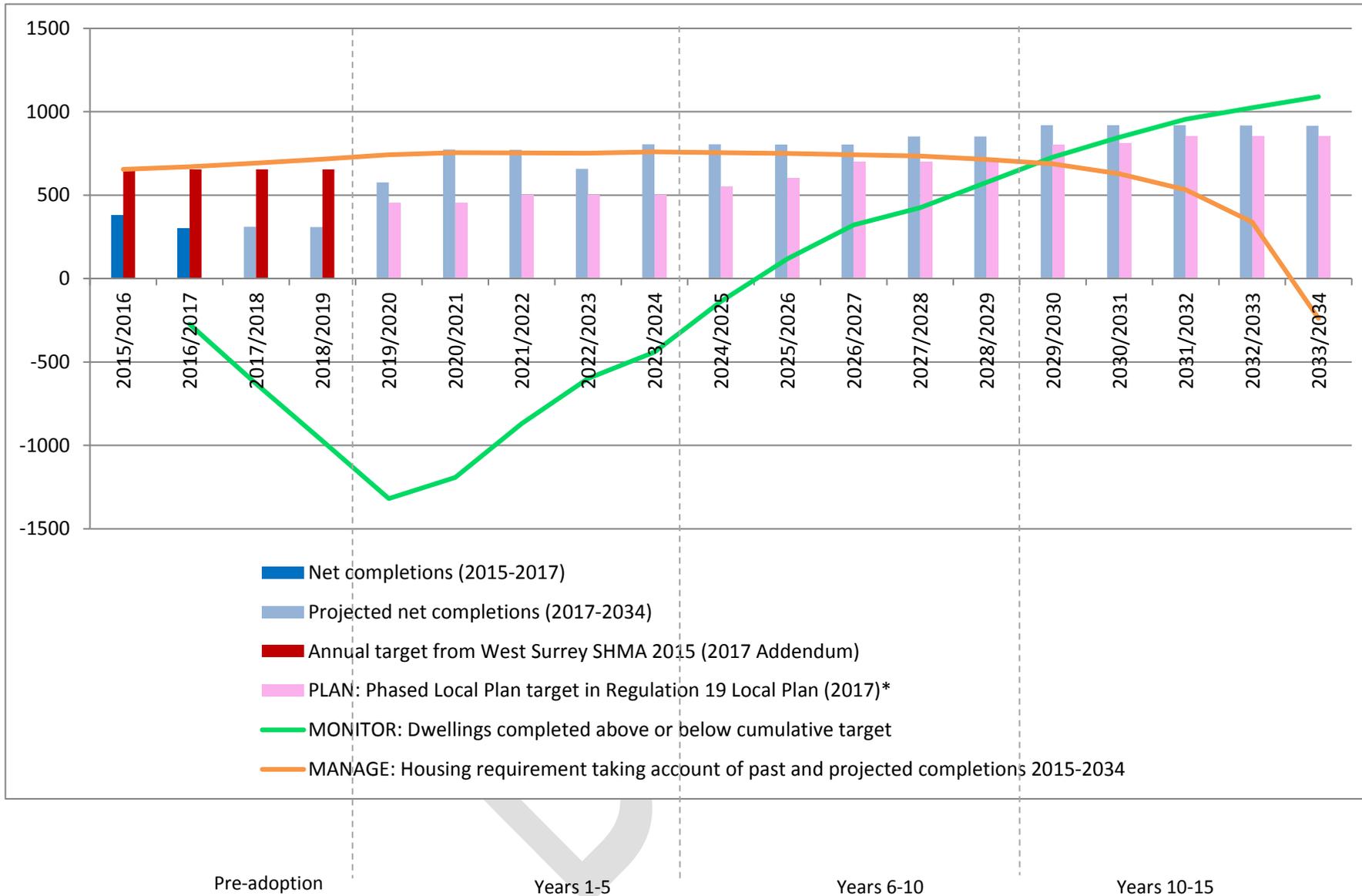
³ The annual housing target of 654 dwellings is set out in the West Surrey Strategic Housing Market Assessment (2015). From adoption of the Local Plan, the target will be as set out in Policy S2 of the Regulation 19 Proposed Submission Local Plan: strategy and sites.

Housing Trajectory – Sites with provision and phasing:

	Pre-adoption				First five years					6-10 YEARS					11 - 15 YEARS				
	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034
Completions	381	297																	
Outstanding capacity (Approved)			172	172	344	344	343												
Outstanding capacity (Commenced)			138	137											14	13	13	13	13
Windfall					25	25	25	25	25	50	50	50	50	50	50	50	50	50	50
Rural exception					6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
Town Centre					18	18	18	18	18	157	157	157	157	157	55	55	55	55	55
Guildford urban area (excluding SARP)					31	31	31	31	30	23	22	22	22	22	21	21	21	20	20
Slyfield Area Regeneration Plan										100	100	100	100	100	100	100	100	100	100
Ash and Tongham (urban area)					2	2	2	2	2	10	10	10	10	10	4	4	4	4	3
Ash and Tongham extension (currently countryside)					78	78	77	77	77	80	80	80	80	80	72	72	72	72	71
Within villages					13	13	13	13	12	3	2	2	2	2	13	13	13	13	13
Villages (land proposed to be inset from the Green Belt)					45	45	45	45	45						4	4	4	4	4
PDL in the Green Belt					14	14	14	14	15	26	26	26	25	25					
Proposed new settlement (former Wisley airfield)								50	100	150	150	150	200	200	200	200	200	200	200
Extensions to urban areas and villages																			
Proposed extension to urban area (Gosden Hill, Guildford)								50	100	100	100	100	100	100	210	210	210	210	210
Proposed extension to urban area (Blackwell Farm, Guildford)								50	100	100	100	100	100	100	170	170	170	170	170
Land north of Keens Lane, Guildford						38	38	37	37										
Land to the north of West Horsley						30	30	30	30										
Land to the west of West Horsley						34	34	34	33										
Land near Horsley Railway Station, Ockham Road North, West Horsley						25	25	25	25										
Land at Garlick's Arch, Send Marsh/Burnt Common and Ripley						50	50	150	150										
Land west of Winds Ridge and Send Hill, Send						20	20												
Potential housing provision	381	297	310	309	576	773	771	657	805	805	803	803	852	852	919	918	918	917	915

	Pre-adoption				First five years					6-10 YEARS					11 - 15 YEARS				
	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034
Net completions (2015-2017)	381	297																	
Projected net completions (2017-2034)			310	309	576	773	771	657	805	805	803	803	852	852	919	918	918	917	915
Cumulative completions (past and projected)	381	678	988	1297	1873	2646	3417	4074	4879	5684	6487	7290	8142	8994	9913	10831	11749	12666	13581
Cumulative annual target	654	1308	1962	2616	3066	3516	4016	4516	5016	5566	6166	6866	7566	8266	9066	9876	10726	11576	12426
Annual target from West Surrey SHMA 2015 (2017 Addendum)	654	654	654	654															
Phased target in Reg 19 2017 Local Plan					450	450	500	500	500	550	600	700	700	700	800	810	850	850	850
MONITOR: Dwellings completed above or below cumulative target		-273	-630	-974	-1319	-1193	-870	-599	-442	-137	118	321	424	576	728	847	955	1023	1090
MANAGE: Housing requirement taking account of past and projected completions 2015-2034	654	669	691	715	742	754	752	751	759	755	749	742	734	714	686	628	532	339	-240

Housing Trajectory - number of homes per year during the plan period (2013 - 2033)



*Local Plan target applied from 2019/2020 (First monitoring year after scheduled Plan adoption date)

New affordable homes

Affordable homes are social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with consideration of local incomes and local house prices. More information is available in the NPPF [glossary](#).

The West Surrey SHMA Guildford Addendum Report 2017 estimates that the net affordable housing need projected forward is 517 homes per year in the borough (at a 30% income threshold).

Table 6 Number of affordable homes completed by year in Guildford borough.

Year	Number of new affordable homes (gross)
2009/10	50
2010/11	85
2011/12	68
2012/13	22
2013/14	17
2014/15	68
2015/16	125
2016/17	32

32 (gross) new affordable homes were completed in the borough during this reporting year, of which 10 were affordable rent, 14 were social rent and 8 were shared ownership. The number of affordable homes delivered is a significant decrease to that in the previous reporting year, and remains below the need identified in the SHMA Guildford addendum 2017.

Table 7 Proportion of new homes approved by site size per year in Guildford borough

Site size in terms of the number of homes (net)	Proportion of total number of new homes approved per year						
	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11
< 5	83%	34%	16%	39%	39%	61%	43%
6-10	9%	14%	13%	13%	17%	18%	33%
11-15	2%	12%	5%	9%	7%	21%	14%
16-20	1%	0%	5%	5%	7%	0%	10%
21-50	2%	40%	3%	18%	30%	0%	0%
51-200	3%	0%	8%	16%	0%	0%	0%
200+	0%	0%	50%	0%	0%	0%	0%

Table 7 shows that all sites gaining planning permission this year propose to deliver 200 homes or less. 94% of the new homes granted planning permission during this reporting year were on sites of 15 homes or less.

Local Plan (2003) policy requires affordable housing to be provided on sites of 15 homes or more in urban area. Due to 94% of planning applications delivering 15 homes or less, the

majority of sites approved this reporting year will not be required to deliver affordable housing.

When a large proportion of the new homes gaining planning permission are on small sites, the amount of new affordable homes approved is reduced. Large development sites that are required to provide 35 per cent or more of affordable homes (as required by Planning Contributions SPD 2011) can provide a significant amount of new affordable homes and help towards meeting identified need.

Table 8 Affordable homes delivered on GBC owned land

Scheme	Total number of homes on GBC owned land	Planning application reference
2012/13		
	0	n/a
2013/14		
	0	n/a
2014/15		
Wyke Avenue	3	12/P/01526
White Hart Meadows	37	12/P/00359
New Road, Gomshall (1)	11	12/P/01268
Lakeside Close (1)	8	12/P/01005
2015/16		
New Road, Gomshall (2,3,4)	16	12/P/01268
Lakeside Close (2)	27	12/P/01005
2016/17		
Lockside/Corporation Club	12	14/P/02259
Total	114	

The Council is working to build new affordable homes on land it owns and has delivered 114 homes since 2012 as shown in Table 8. Planning permission has been granted for a further 103 homes at; Pond Meadow (3 homes, 14/P/00964); Willow Way (5 homes, 09/P/01100 and 09/P/01101); Homestead (4 homes, 14/P/01006); Great Goodwin Drive (6 homes, 14/P/00979); Apple Tree Pub (18 homes, 16/P/00802); Rowan Close (3 homes, 15/P/01955) and Guildford Park Car Park (64 homes, 16/P/01290).

The current affordable housing policy is limited in application due to the lack of private housing development that exceeds the specified site size threshold for affordable housing contribution. The Proposed Submission Local Plan 2017 aims to increase the delivery of affordable homes by lowering the threshold placed upon development; requiring proposals of five homes or more, regardless of location, to provide affordable housing. The Proposed Submission Local Plan states that 40% of the homes proposed on developments above this size threshold should be affordable.

Density of new homes granted planning permission

Table 9 Average density of planning permissions for new homes by location

Location	Average density of new homes (new homes per hectare) granted planning permission in 2016/17
Guildford Town Centre	196
Guildford Urban Area (excluding Guildford Town Centre)	66
Ash and Tongham Urban Area	58
Villages (within settlement areas)	29
Countryside Beyond the Green Belt	22
Green Belt (outside of settlement boundary)	13

Higher densities often occur in town centre locations where, in some cases, higher buildings can be appropriate and car parking may not be required. The average densities (table 9) show that, where possible, efficient use of land is being made. Rural locations generally have lower densities than urban areas. The exception to this is in the Countryside Beyond the Green Belt, an area which is proposed to be inset and designated within the Ash and Tongham Urban Area in the Proposed Submission Local Plan 2017. Four large planning applications have been approved in this area during the reporting year, adding to the increase in density within the area.

Type of new homes granted planning permission

Table 10 Type of homes granted planning permission

Type of home	% of new homes granted planning permission in 2016/17
House	51%
Flat	49%

Table 11 Size (no. of bedrooms) of homes granted planning permission

Type of homes	% of new homes granted planning permission in 2016/2017 (<i>includes affordable homes</i>)	% of new affordable homes granted planning permission in 2016/17
One bedroom	18%	25%
Two bedroom	37%	44%
Three bedroom	25%	31%
Four bedroom	20%	0%

Table 10 presents a change from previous years, with a relatively even number of approved planning permissions for houses and flats. As shown in table 11, the size of properties remains fairly consistent with last year showing a slight increase in two bedroom properties.

The West Surrey SHMA (2015) reports the breakdown of need for different sized homes to be as follows:

Affordable housing

- 1-bed properties: 40%
- 2-bed properties: 30%
- 3-bed properties: 25%
- 4-bed properties: 5%

Market housing

- 1-bed properties: 10%
- 2-bed properties: 30%
- 3-bed properties: 40%
- 4-bed properties: 20%

The SHMA suggests that one-bed properties and 3-bed properties are of the greatest need for affordable and market homes respectively, a need which is not currently being met as shown in Table 11. The number of one-bed affordable properties and 3-bed market homes are both 15% below the identified need as shown in the West Surrey SHMA (2015).

Housing for different groups in the community

A Local Plan should plan for a mix of new homes based on current demographic and market trends, and the needs of different groups in the community (NPPF, para 50).

Housing for older people and people with disabilities

Housing for older people and people with disabilities can fall within the C2, C3 or sui generis land use class. Use class C2 (residential institutions) includes an element of care, with residential care homes and nursing homes falling within this category. The West Surrey SHMA Guildford addendum 2017 has excluded the institutional population in residential care from the general household projections for C3 use housing and identified a separate need for 433 care homes bed spaces between 2013-34. Whilst we do not have a set target for C2 accommodation, and are not required to demonstrate a five year supply, we do acknowledge the need for this type of accommodation in the borough.

The West Surrey SHMA Guildford Addendum Report 2017 identifies a need for 1,061 specialist homes for older persons between 2013-34. This forms part of our overall housing need for C3 use class housing.

In this reporting year, the following planning permission was granted.

Table 12 Planning permissions for housing for older people:

Planning reference	Date approved	Address	Ward	Proposal
15/P/01909	26/04/16	Merrow House, Merrow Street, Guildford, GU4 7AD	Merrow	Planning application for erection of 25 x 1 bed apartments within existing quarry together with

				reconfiguration of parking following demolition of existing single storey detached laundry building.
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Construction at The Clockhouse (14/P/02254) is ongoing and rooms are now for sale within the building. No further planning applications for specialist homes for older people have been submitted or approved in this reporting year.

Housing for students

The West Surrey SHMA Guildford addendum (2017) estimates a need for a maximum of 3,800 additional student bedspaces over the plan period to 2034. From this figure it is assumed that 2,090 students will live in halls on campus and there would be an additional maximum need for approximately 428 off campus C3 dwellings (23 dwellings per year) for 1,710 students over the plan period. This is based on the assumption that there are four students per household. This separately identified student accommodation need for 428 C3 dwellings is included within the general housing need figures.

The Manor Park Masterplan for the University of Surrey (02/P/02505) shows 4171 bedspaces to be built and it is understood that 1870 are completed and occupied to date (2017). During this reporting year and as part of a rolling program to build the remaining student bedspaces at Manor Park, planning permission was approved for 200 bedspaces on 24 August 2016 (15/P/01035) and 953 student bedspaces approved on 25 August 2016 (15/P/01262). These additional planning approvals contribute significantly towards meeting the need of 2,090 student bedspaces by 2034.

A planning application has recently been refused for student accommodation (527 bedspaces) on Land at Guildford College, Guildford (17/P/00509)

Location of new homes approved

Table 13 Location of new homes approved by year

Location	Percentage of new homes granted planning permission by location					
	16/17	15/16	14/15	13/14	12/13	11/12
Green Belt (within a village settlement)	8%	10%	9%	9%	45%	19%
Green Belt (outside of a village settlement)	4%	12%	8%	8%	18%	11%
Countryside	30%	24%	51%	32%	11%	<1%
Guildford Urban Area	28%	27%	26%	29%	21%	43%
Ash and Tongham Urban Area	3%	2%	<1%	15%	<1%	6%
Guildford	27%	25%	2%	7%	4%	20%

Town Centre						
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The number of new homes granted planning permission in Guildford Town Centre was 202; almost double the number in the previous reporting year. A planning application for 160 homes at Guildford Park Road Surface Car Park (16/P/01290) has contributed significantly to this figure.

There has been an increase in homes granted planning permission in the countryside primarily due to the four large planning applications granted in Ash and Tongham, as listed on page 9 of this report.

There has been a decrease in homes granted planning permission in the Green Belt collectively. This can be attributed to a high proportion of replacement dwellings within this area, which do not contribute to the new homes figure.

Loss of homes

Table 14 Loss of homes granted planning permission

Planning permission granted in 2016/17	
Net loss of residential units	-3
Number of sites	3

All three planning permissions approved that result in a loss of a dwelling have been subject to conversion to an alternative use. The loss of three residential units is lower than last year and coincides with Council policy to increase housing delivery by refusing applications that result in a net loss of dwellings.

Table 15 Further information regarding the sites contributing towards approved loss of homes

Planning reference	Date approved	Address	Ward	Proposal	General reasoning
16/P/01906	31/10/16	1&3 Eastcroft Court, Albury Road, Guildford, GU1 2BU	Holy Trinity	Internal alterations to flats 1&3 Eastcroft Court to allow the properties to be used as one dwelling	The net loss of one dwelling would not undermine the provision of small units
16/P/00442	25/04/16	Eashing Farm, Eashing Lane, Godalming, GU7 2QB	The Pilgrims	Change of use of former stable building from residential (C3) to offices (B1a) and minor alterations	The scheme would result in the loss of an approved one bed dwelling

17/P/00032	02/03/17	34 Stringers Avenue, Jacobs Well, Guildford, GU4 7NW	Worplesdon	Change of use from Residential (C3) to Financial and professional services (A2)	The proposed change of use would aid the expansion a of small business
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Self-build and custom housebuild register

The Self-build and Custom Housebuilding Act 2015 requires local authorities to keep a register of individuals and associations interested in acquiring a serviced plot of land within their administrative area, for the purpose of building houses to occupy as a main place of residence. It also places a duty on local authorities to give suitable development permission for enough serviced plots of land to meet the demand for self-build and custom housebuilding in their area. Planning Practice Guidance (July 2017) has been recently updated to give further Government guidance.

The Council has established a register and publicises it via its website (www.guildford.gov.uk/selfbuild). The Council must have regard to the register when carrying out their Planning, Housing, Regeneration and Land Disposal functions.

To be placed on the register applicants must be aged 18 years or older, a British Citizen, a citizen of a European Economic Area (EEA) country other than the United Kingdom or national of Switzerland and seeking to acquire a serviced plot of land in the borough of Guildford to build a house to occupy as that individual's sole or main residence. In the case of associations, all individuals within the association must meet all of the criteria specified above.

In addition to the statutory criteria listed above, the Council consulted on a set of proposed changes to the criteria from 1 February 2017- 1 March 2017. The proposed additional eligibility criteria are listed below:

- have lived in the Borough for at least five years prior to their application;
- worked in full-time employment (greater than 16 hours per week) in the borough for at least three years and continue to do so, and;
- have the financial ability to purchase land for their own self-build or custom housebuilding project.

The additional criteria were approved by the Executive and will be applied retrospectively and to future applicants.

Draft Policy H1 "Homes for All" in the Proposed Submission Local Plan 2017 outlines that on residential development of 100 homes (gross) or more, 5% of the total homes will be available for sale as self-build or custom housebuilding plots whilst there is an identified need.

Prior to the application of the amended eligibility criteria to existing applicants, the number of applicants in base period 1 and base period 2 so far, are listed below:

Table 16 Number of eligible applicants on the self-build register

Base Period	Number of eligible applicants* <small>*prior to application of the amended criteria</small>
1 (1 April 2016- 30 October 2016)	87
2 (31 October 2016- 30 October 2017)	109

Traveller accommodation

The Traveller Accommodation Assessment 2017 (TAA, 2017) identifies an accommodation need for Gypsy and Traveller and Travelling Showpeople (as defined by Planning Policy for Traveller Sites (PPTS) August 2015) as follows:

Table 17 Traveller accommodation needs

Time period	Traveller pitches	Travelling Showpeople plots
2017-2022	2	3
2022-2027	1	0
2017-2032	1	1
2032-2034 (2 year period)	0	0

The TAA (2017) identifies a need for 4 Gypsy and Traveller pitches and 4 Traveller pitches and 4 Travelling Showpeople plots over the Local Plan period. Since the base date of the TAA on 27 January 2017 permanent planning permission has been granted at appeal for 1 pitch at Puttenham Heath Road, Compton (15/P/02322) on 19/05/2017. A further 2 pitches have been recommended for approval and the permission for these will be formally granted once the Section 106 agreement has been signed.

Planning permission was granted for 6 public pitches on council owned land at Home Farm, Effingham in August 2016 and these are currently being built and have been accounted for within the TAA 2017 figures.

There are three planning applications for additional pitches pending determination at Lysons Avenue, Ash Vale (17/P/00092), Rose Lane, Ripley, (17/P/01148, temporary planning permission) and Calvert Road, Effingham (17/P/00784). A planning appeal for two traveller pitches at Green Lane East, Normandy is pending.

Planning permission was approved on 08/06/2017 for the removal/variation of conditions 1, 2 and 6 of planning application 12/P/01767 to allow the use of land at Aldershot Road, Guildford for the stationing of up to 10 caravans (6 static and 4 tourers); the planning permission is personal and the conditions restrict the occupation of the site until 31/01/21.

No planning permissions have been granted for Travelling Showpeople plots during this reporting year.

The Land Availability Assessment (LAA) was published in February 2016 with an addendum published in June 2017. This includes assessment of land for traveller accommodation and the findings of the Green Belt and Countryside Study 2014. The LAA identifies sufficient potential land to meet the need for traveller accommodation over the plan period (2017-2034). The Guildford borough Proposed Submission Local Plan: strategy and sites (2017) proposes amendments to Green Belt boundaries to help meet future development needs, including the need for traveller accommodation.

Since the TAA 2017 was finalised, planning permission has been granted at appeal for 1 permanent pitch in Puttenham. A planning permission for 4 pitches in Ash has been partially implemented by building 1 pitch, and the remaining 3 pitches can be delivered in the next 5 years. The need for pitches for Gypsies and Travellers who meet the planning definition of traveller in PPTS 2015 in both the short and longer term, is therefore being met.

We have allocated Travelling Showpeople plots within the Proposed Submission Local Plan to meet assessed need; 2 additional plots at Whittles Drive and 6 plots at Garlicks Arch. However, as these sites are located within the Green Belt and do not currently have the benefit of planning permission they cannot be considered deliverable as they are not suitable for development now. Green Belt boundaries should only be altered in exceptional circumstances, through the preparation or review of a Local Plan (NPPF, paragraph 83). Therefore, we cannot currently meet the need for Travelling Showpeople plots in the next five years and there remains an unmet need for Travelling Showpeople plots in the borough.

The TAA 2017 has also assessed the needs of travellers who do not meet the PPTS planning definition of a traveller as they have ceased travelling permanently. Through the Proposed Submission Local Plan we are seeking to make provision of 41 permanent pitches and 4 permanent plots for the assessed needs of travellers who do not meet the planning definition of a traveller and 8 pitches for households of unknown traveller planning status.

Table 18 Total Employment floorspace (new and converted) granted permission

Land use	Total amount of floor space (square metres) approved in 2016/17	Total amount of floor space (square metres) approved in 2015/16
Offices (B1a)	-3527	-7864
Research and Development – laboratories, studios (B1b)	24266	791
Light industry (B1c)	-504	99
General industry (B2)	-1531	211
Storage or Distribution Centres (B8)	3270	-456
Total	21974	-7219

The totals are overall figures. Within each total, there are gains and losses of floor space from individual sites.

The largest loss of B1a floorspace was due to the conversion of a B1a/B2/B8 site to a Council Depot, sui generis use class, which, although comprising of the same general individual uses before the proposed conversion, was considered to adhere more closely with

a sui generis use class (16/P/01338); this resulted in a loss of 1496sqm. Following this the majority of B1a losses can be attributed to prior approvals for conversion to residential use; the largest loss resulting in a loss of 1000sqm (16/W/00045). Like last year, a large proportion of these prior approvals were within the Guildford Urban Area. The losses remain lower than last year, owing to two large applications which resulted in a gain of 1220sqm (16/P/02479) and 722sqm (16/P/00954).

One major application at The Pirbright Institute (15/P/00604) accounted for the total gain of B1b floorspace; the application proposes development of a research laboratory campus and ancillary conference centre.

In contrast to the previous year, there has been a fairly large loss of B2 floorspace, with only one application (16/P/01346) proposing a gain in B2 floorspace. In addition to this, over half of the planning applications proposing a change in B2 floorspace, resulted in losses exceeding 200sqm in each case.

The largest contribution to B8 floorspace was the Tithebarn Farm application (16/P/00333) which established the use class of existing units, resulting in a total gain of 5,000sqm. The greatest loss was that at Wey Corner (16/P/00752), with a total loss of 1497sqm and redevelopment of the site to provide 56 residential units.

Overall, there has been an overall gain in employment floorspace, primarily due to the Pirbright Institute development.

Retail floorspace

Table 19 Total retail floor space (new and converted) granted planning permission

Land use	Additional floorspace (square metres) approved 2016/17	Additional floorspace (square metres) approved 2015/16
Shops (A1)	-114	-837
Financial and professional services (A2)	59	166
Restaurants and cafes (A3)	759	256
Drinking establishments (A4)	-40	-611
Hot food takeaway (A5)	0	71
Total	664	-955

The totals recorded in Table 17 represent both gains and losses across within each use class for this reporting year.

There has been a gain in retail floorspace this year, in contrast with overall loss in the previous reporting year. Planning applications of note that have contributed to this change are listed below:

- A gain of 398sqm of A1 floorspace and 125sqm of A3 floorspace at Mellersh Farm in Compton (15/P/01651)
- A gain of 557sqm of A3 floorspace at the Burger King in Ladymead Retail Park, Guildford (15/P/00981)

- A loss of 176sqm A1 floorspace at Riverway Industrial Estate in Peasmarsh (16/P/02172)

Neighbourhood development orders and neighbourhood development plans

Neighbourhood planning was introduced through the Localism Act 2011. New powers allowed qualifying bodies (parish or town councils, or neighbourhood forums in areas without parish or town councils) to produce neighbourhood plans and neighbourhood development orders. Neighbourhood plans allow communities to set planning policies for their area. Neighbourhood development orders allow communities to grant up-front planning permission for developments they want or need.

Once adopted, neighbourhood plans join the adopted Local Plan in the Council's Development Plan. They must be considered when planning decisions are made, along with the Local Plan and national planning policy.

Since the previous reporting year, the Council designated the Albury Neighbourhood area. The Council has now designated a total of nine Neighbourhood areas covering the parishes of Albury, East Horsley, West Horsley, Puttenham, Send and Seale and Sands, and the wards of Burpham and Lovelace (Lovelace encompasses the parishes of Ockham, Ripley and Wisley). The Neighbourhood Areas can be seen on the interactive map at <https://www.guildford.gov.uk/neighbourhoodplanninginformation>.

There is currently one adopted Neighbourhood Plan (Burpham), one emerging post-examination Neighbourhood Plan (Effingham), and one progressing towards examination (East Horsley) within the borough. Six other Parish Councils are also currently producing Neighbourhood Plans.

Albury, Puttenham, Seale and Sands, Lovelace and Send are all at the plan-making stage of a Neighbourhood Plan. The Council is supporting this process by providing advice and guidance. The Council is also talking to other prospective qualifying bodies to help them decide whether they would like to apply for a neighbourhood area designation in order to undertake neighbourhood planning.

Community Infrastructure Levy (CIL)

We intend to introduce the Community Infrastructure Levy (CIL) in the borough to ensure we have a fair and transparent mechanism in place to secure financial contributions from a wide range of developments towards future infrastructure provision.

The Council held a consultation on our initially proposed CIL rates (in the Preliminary Draft Charging Schedule, PDCS) in early 2015. Comments were received from nearly 100 respondents, which can be viewed at:

<https://getinvolved.guildford.gov.uk/consult.ti/PDCS/listresponses>

Informed by these responses, on-going discussions with site promoters and an updated Viability Study, we will consult again on our CIL proposals.

By introducing the CIL, we will be able to continue to pool together financial contributions towards future infrastructure provision from many developments. Pooling of planning obligations (through traditional Section 106 Agreements) has been restricted nationally since April 2015.

We must base our CIL on Local Plan evidence of infrastructure needed to support planned development and on evidence of development viability.

You can view the PDCS consultation material and keep updated on progress of introducing our CIL at www.guildford.gov.uk/newlocalplan/cil

Section 106 Annual Review

The use of Section 106 monies to fund infrastructure improvements links into the core values and key strategic priorities of the Council, contributing to a sustainable environment with cost effective services relevant to community needs.

During this financial year, 2016-17, the Council agreed 115 Section 106 agreements and received £52,300 for S106 monitoring. The table below outlines the additional obligations negotiated, received and spent for the 2016-17 reporting year.

Table 20 S106 spending

Beneficiary	Negotiated	Received*	Spent*
Parks (off-site recreational facilities)	£50,000.00	£72,763.97	£697,187.68
Special Protection Area (SPA)	£2,668,326.33	£836,718.08	£40,091.04
Other	£125,600.00	£211,859.12	£21,747.40
Art	£0.00	£10,000.00	£66,363.00
Environmental Improvements	£0.00	£83,903.21	£177,294.52
Sub Total	£2,843,926.33	£1,215,244.38	£1,002,683.64
Strategic Access Management and Monitoring (SAMM)	£534,002.73	£147,006.37	Transfer to Hampshire County Council
Surrey County Council Education	£1,088,491.64	£43,198.67	Transfer to Surrey County Council once invoice received
Surrey County Council Highways	£228,900.00	£46,550.28	Transfer to Surrey County Council once invoice received
Sub Total	£1,851,394.37	£236,755.32	£0.00
Total	£4,695,320.70	£1,451,999.70	£1,002,683.64

*This figure includes obligations negotiated in previous years

Highlights of S106 Spending

Art:

- Woodbridge Meadows: Silver Shoon piece completed in October 2016. Created by artist Charles Normandale. Inspired by the poem Silver by Walter de la Mare.
- Sutherland Memorial Park: The Sutherland Circle piece completed in February 2017. Created by artist Steve Tomlinson The Sutherland Circle, is a nine-piece circular artwork that celebrates the activities that take place in Sutherland Memorial Park, and the natural heritage that can be found there.

Parks:

- Ripley- Establishment of a new Nature Reserve to increase biodiversity, alleviate surface water flooding, provide an educational resource and create an outdoor recreational village amenity.
- Ripley- installation of a new footpath linking allotments with Bowls Club
- West Clandon- extension to Village Hall car park
- Shere- new bench to Tower hill play area in Gomshall
- Shalford- redecoration and repair of the exterior Shalford pavilion
- Burpham- Sutherland Memorial Park extension to the existing half Multi Use Game Area to create a full size 15 x 20m sports court for 5 aside football and basketball
- Ash- Ash skate park redesigned and upgraded to concrete
- Christchurch- spray jets installed into the new refurbished Stoke Park paddling pool

New Homes Bonus

In 2016-17 the Council received £582,690 in new homes bonus grant, totalling £2,362,055 over the six year period. £1,000,555 of this was the Council's general fund revenue budget to support expenditure on the emerging Local Plan, dealing with major planning applications, housing strategy and economic development. The remaining £1,361,505 of the grant was transferred to the new homes bonus reserve and used to fund a £176,601 expenditure on Walnut Bridge, and £148,612 expenditure on the Clay Lane Link road during the year. The remaining balance on the reserve has been committed as follows:

Table 21 New Homes Bonus commitments

Commitments	Amount committed
<i>Capital programme Schemes</i>	
Guildford Gyratory package (P5) – Walnut Bridge	£77,398.83
Riverside Park Ph 2 & 3 (P6)	£600,000.00
Clay Lane link road (ED32)	£186,387.80
<i>2017/18 Revenue Growth Bids</i>	
PR000365 – Ash Road Bridge Feasibility Study	£80,000.00
PR000492 – Guildford Gyratory and Approaches feasibility	£120,000.00
PR000435 – Guildford Station platform capacity study	£100,000.00
PR000316 – Sustainable Movement Corridor	£150,000.00
PR000372 – Bedford Wharf	£400,000.00

2017/18 Capital Bid for Bright Hill Car Park housing development	£500,000.00
Uncommitted balance	£1,032,981.00

The uncommitted balance will be taken into account during the 2018-19 budget setting process and will be allocated to schemes and projects as the process progresses.

Duty to co-operate

The duty to cooperate was introduced by the Localism Act 2011. It places a legal duty on local planning authorities, county councils in England and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of local plan preparation in the context of strategic cross boundary matters.

General

- Responded to the 'Runnymede 2035 Issues Options and Preferred Approaches' consultation

Employment

- Responded to the 'Draft Mole Valley FEMA assessment', highlighting areas where further justifications and assertions were needed and identified new sources of information which could be used.
- Responded to the 'Spelthorne Functional Economic Area Analysis Draft Report', welcomed the recognition of limited linkages between Spelthorne and Guildford, and agreed that stronger interactions are evident between both Councils and other Local Planning Authorities.
- Responded to the Duty to Co-operate Scoping Report and noted that linkages exist between our FEMA and Hart, Rushmoor and Surrey Heath.

Environment

- Engaged with the Surrey Hills Area of Outstanding Natural Beauty (AONB) Board to review and discuss the policy approach to the AONB in the Proposed Submission Local Plan (Reg 19). Agreed to review the board's comments received during the 2016 consultation and consider making amendments to the plan as necessary.
- Responded to the Mole Valley District Council draft Duty to Co-operate (DtC) Scoping Report and noted that the natural environment is a strategic issue and welcomed ongoing collaboration with work relating to strategic matters such as the AONB.
- Identified cross border issues regarding the Thames Basin Heath SPA and Open Space with Elmbridge; Rushmoor; Surrey Heath; Woking, and engaged with Waverley in relation to the 'Guildford Open Space Study – Community and stakeholder consultation'. Suggested mitigation measures and agreed to ongoing discussion in order to resolve the issues.
- Ongoing cooperation with Natural England to progress the Tyting Farm SANG proposals.

- Agreement with Rushmoor to continue to engage and cooperate regarding SANG provision.
- Responded to the Surrey Heath Duty to Co-operate Scoping Statement and agreed SPA cross boundary issue.
- Correspondence with the Blackwater Valley Partnership and discussed the Blackwater Valley cross boundary issue. Committed to future contact as work on Green Infrastructure develops.

Housing

- Correspondence with Waverley and Woking to establish that Green Belt boundary amendments close to administrative boundaries need to be agreed.
- Prepared a Statement of Common Ground with Waverley and Woking and agreed to future discussions around aligning evidence bases and methodology, the dates for reviewing Local Plans, measures in place to deliver housing and exploring the merits of aligning the 3 plan periods.
- Engaged with Waverley and Woking for the consultation responses received with regards to the West Surrey SHMA and the ability for Guildford to meet any unmet need in their areas.
- Replied to consultation from Elmbridge, Waverley and Surrey Heath concerning their Traveller Accommodation Assessments.

Infrastructure

- Attended a meeting with Surrey County Council regarding school place planning and sites for the Local Plan period.
- Engaged with the Environment Agency to discuss the issue of flooding, following their consultation response to the Proposed Submission Local Plan (2016) consultation.
- Continued collaboration with Guildford Surrey Board to identify potential sites for health, community and youth provision.

Transport

- Agreed with Rushmoor to continue to engage on transport issues as both Local Plans progress
- Provided Guildford Surrey Board with an update regarding the A3 proposals
- Continued engagement with Highways England and Surrey County Council to discuss the proposed A3 slip roads

Local Plan evidence base

Paragraph 158 of the NPPF states that Local Plans should be based on adequate, up-to-date and relevant evidence about the social, economic and environmental characteristics and prospects of the area.

The [NPPF](#) and [Planning Policy for Traveller Sites](#) identify the evidence base studies that we need to prepare. It is important that we continue to monitor all evidence base documents and regularly review and update the studies and documents as necessary.

Table 22 Status of evidence base documents

Document	Date Published	Future Work
Land Availability Assessment and 2017 addendum	February 2016/June 2017	Updated regularly, or as and when there is significant change to any information about land in the borough that would affect the accuracy of the assessment
Strategic Housing Market Assessment and 2017 Guildford addendum	October 2015/March 2017	None
Guildford Local Plan and Affordable Housing Viability Study	October 2016	Being updated
Traveller Accommodation Assessment	June 2017	None
Guildford Retail and Leisure Study and 2017 addendum	September 2015/February 2017	None
Employment Land Needs Assessment	March 2017	None
Green Belt and Countryside Study	Between February 2013 – May 2014	None
Sites of Nature Conservation Importance	November 2007	Ongoing surveys
Conservation Area Character Appraisals		Currently working on a prioritised list
Strategic Flood Risk Assessment	May 2016	The Environment Agency is updating the River Wey Modelling. If this information is available prior to submission of the Local Plan for examination, the SFRA will be updated.
Landscape Character Assessment	January 2007	None
Habitat Regulations Assessment and 2017 update	May 2016/April 2017	None
Surface Water Management Plan	October 2014	Ongoing work to deliver the Action Plans through the Guildford Flood Risk Management Partnership Board
Environmental Sustainability and Climate Change	October 2014	None

Guildford Renewable Energy Mapping Study	February 2015	None
Surrey Hills AONB Areas of Search Natural Beauty Evaluation Report	October 2013	AONB boundary review will be undertaken by Natural England. A date for the review has not been set.
The Thames Basin Heath Special Protection Area	July 2017	None
Historic Environment Information	April 2016	Will be updated as and when necessary when a building is added to the list, if a new conservation area is declared, or when there is updated information from Surrey County Council on archaeological priority areas etc.
Guildford Borough Transport Strategy 2017	June 2017	Updated as and when there is a significant change to any information about transport strategy for the borough.
Strategic Highways Assessment Report and 2017 addendum	June 2016/June 2017	None
Draft Infrastructure Delivery Plan	June 2016	Currently being updated
Infrastructure Baseline	July 2013	None
Education Review	May 2016	None
Settlement Hierarchy Study	May 2014	None
Assessment of sites of amenity value	June 2017	None
Guildford Open Space, Sports and Recreation Assessment	June 2017	None

The published evidence base is available to view on our website at <http://www.guildford.gov.uk/newlocalplan/evidencebase>.

Appendix 1

Thames Basin Heaths Special Protection Area (TBH SPA) position statement and monitoring report – 2017

Introduction

The Thames Basin Heaths Special Protection Area Avoidance Strategy 2017 Supplementary Planning Document was adopted on 18 July 2017 and took effect on 28 July 2017. The strategy enables residential development which would otherwise be prevented by the provisions of European legislation relating to the protection of the SPA, to take place.

Implementation and Monitoring

Officers from Planning, Parks and Countryside and Financial Services meet every six weeks to assess the progress and to identify and address implementation issues as they arise.

We report on an annual basis to the Joint Strategic Partnership Board (JSPB) on:

- SANG delivery within the borough
- Housing provision in the inner exclusion zone and zone of influence
- Our programme for future provision of SANG
- Monitoring data relating to SANG finances quarterly

In the past, we carried out regular visitor surveys on SANG sites in the borough. Since 2009, the frequency of these have been reduced and we continue to receive footfall data from automated counters. Changes in visitor levels on the SANGs may be proportionate and follow the gradual allocation of capacity on a SANG as improvement works are implemented, and as new residents first explore and familiarise themselves with local opportunities for dog walking and recreation before forming more long term repetitive recreational habits. It will therefore be a number of years before the surveys and visitor counts will be able to provide meaningful data on the effect of providing avoidance land in terms of attracting people away from the SPA.

The approach to protecting the SPA through SANG and SANGM has been implemented across a number of boroughs and districts, and includes numerous SANG sites at different stages of allocation, meaning that data on the effectiveness of the approach must be gathered from a selection of sites before it becomes significantly meaningful. The responsibility for monitoring the effectiveness of the approach falls to the JSPB and it is currently proposed that the JSPB will take on the role of organising and funding visitor surveys on fully allocated SANGs across the TBH area in order to provide a standardised consistent approach to monitoring. However, in respect to Guildford Borough Council's SANGs, initial data on visitor numbers from one of our SANGs that is the closest to being fully allocated does support the view that allocated SANGs achieve the visitors numbers intended by the approach.

Financial Situation

The financial position with regard to each of the designated and operative SANG sites at the end of March 2017 is shown in the table below.

SANG sites	Contributions received from September 2006 to end of March 2017	Expenditure incurred from September 2006 to end of March 2017
Chantry Wood	£1,725,203.21	£170,271.14
Effingham Common	£923,929.95	£69,868.91
Lakeside Nature Reserve	£767,874.74	£209,973.55
Riverside Nature Reserve	£918,470.86	£508,018.64
Parsonage Watermeadows	£1,062,684.95	£2,850.50
Sub Totals	£5,398,163.71	£960,982.74

SANG situation

We closely monitor the amount of SANG allocated to housing developments as they occur to ensure that for the foreseeable future, sufficient avoidance is available. This monitoring highlights a deficiency of SANG sites in the western part of the borough. The table below sets out the position at the end of March 2017.

	Total amount of SANG (hectares)	SANG already allocated (hectares)	SANG already allocated but not yet paid (hectares)	Remaining SANG (hectares)
<u>Existing SANG sites</u>				
Riverside Nature Reserve	15	10.31	0.70	4.69
Effingham Common	34	5.11	0.99	28.89
Lakeside Nature Reserve	4	3.69	0	0.31
Chantry Woods	38	14.63	4.61	23.37
Parsonage Water Meadows	9	4.55	0.26	4.45
Remaining overall				61.70

The column “SANG already allocated but not yet paid” shows SANG allocated to developments that have received permission but where developers have not yet paid the fees required to secure the SANG capacity. In these cases, it is possible that the development will not be built out and the planning permission will expire. If so, the SANG allocation will be withdrawn and the capacity will be made available for other developments.

The West Surrey SHMA Guildford addendum (2017) identifies an objectively assessed housing need of 654 homes a year (2015 – 2034). On the basis of this number, the existing unallocated SANG capacity of 61.79 hectares which equates to 3218 new homes (assuming an average occupancy of 2.4 people per house which means 0.0192 hectares of SANG per house), is expected to last 4.6 years (3218 new homes, divided by 693 homes per year = 4.6 years).

The National Planning Policy Framework (NPPF, 2012) significantly weakens the policy protection that covers a swathe of land between Ash urban area and the outer (western) boundary of the Green Belt. This part of the borough, known as Countryside beyond the Green Belt (CBGB), is experiencing development pressure, but the lack of available SANG in this area is preventing approved development commencing. The amount of available SANG at Lakeside Nature Reserve for developments in the western part of the borough is limited to approximately five new dwellings.

Our efforts to increase SANG capacity in this area include the following:

- Finding new SANG sites. We have investigated potential SANG opportunities at Shawfield Road, Hollybush Park and Snakey Lane Nature Reserve. However, these potential SANG sites did not meet the criteria set down in the Natural England Guidelines for SANG. Parks officers are currently re-evaluating some of the sites to see if parts of them can meet SANG quality, and whether land can be added to Lakeside Nature Reserve SANG.
- The landowner of Russell Place Farm near Wood Street Village has submitted a planning application to use the farm for use as a SANG (ref 13/P/01453). The Council turned this application down, but the applicant is currently appealing the decision. If the application is given permission at appeal, the SANG could support the development in the west of the borough from Guildford to Ash.
- Working with neighbouring authorities to look for opportunities to share SANGs across borders.
- Attempting to reach agreement with Surrey County Council (SCC) about use of land it owns. We still hope that land at Tongham Pools (approximately 16 hectares in total) will become available as SANG. In December 2012, SCC adopted a policy that in principle allows the use of this land as SANG by developers on payment of a tariff. The SCC SANG tariff has still to be determined, and an additional uplift (enabling tariff), the scale for which has been set, could prove to be prohibitive to developers, causing development of their sites to be unviable.
- We granted planning permission for residential development and SANG (planning reference 12/P/01973) at land south of Ash Lodge Drive, Ash.. This planning permission provides 24 hectares of SANG, 8 hectares of which will be used to provide avoidance for the applicant's own development, leaving 16 hectares free for other developments to use. The Council is currently talking to the landowner to find a way to secure this land and make the remaining SANG capacity available.

In other parts of the borough we are working to make sure enough SANG is available to support development across the borough:

- We are looking at options for a parking area for Effingham Common SANG. A parking area, which may need a Section 38 Agreement for the use of common land and planning permission, will significantly increase the development capacity of this SANG by widening its sphere of influence from 400 metres to 5 kilometres.
- We are looking at options that include the use of Tyting Farm and Burpham Court Farm, areas of agricultural land in Council ownership to the south east and north of Guildford respectively, as SANG.
- We are continuing to engage with other landowners who are considering offering their land for use as SANG.
- The Council refused permission for a new 24 hectare SANG at Long Reach in West Horsley. This SANG was granted planning permission at appeal. This is a large

SANG that could provide avoidance for developments across much of the east of the borough.

Strategic Access Management and Monitoring (SAMM)

Hampshire County Council is the body that holds the funds provided by developers for SAMM. This money is used by JSPB to fund monitoring and access management on the SPA. Since 2011, and up to the end of September 2017, we have passed £853,876.87 to Hampshire County Council for this purpose.

SPA and the Community Infrastructure Levy (CIL)

We are continuing to work with the other SPA affected authorities to establish how we can best accommodate SPA contributions within the Community Infrastructure Levy (CIL) arrangements, and to decide whether it is best to fund SANG through CIL or whether an alternative mechanism would be more appropriate.

Duty to Co-operate matrix of prescribed bodies and strategic issues:

	Housing	Gypsies and Travellers	Employment and retail	Transport	SPA / SANG	Green Belt	AONB	Infrastructure (including health and schools)	Flooding and waterways	Waste	Natural environment and open space
Surrey County Council	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Elmbridge Borough Council	✓	✓		✓	✓	✓		✓	✓		✓
Epsom and Ewell Borough Council		✓									
Mole Valley District Council		✓				✓	✓	✓	✓		✓
Reigate and Banstead Borough Council		✓					✓				
Runnymede Borough Council	✓	✓			✓						
Spelthorne Borough Council		✓									
Surrey Heath Borough Council	✓	✓			✓	✓		✓			✓
Tandridge District Council		✓					✓				
Waverley Borough Council	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
Woking Borough Council	✓	✓	✓	✓	✓	✓		✓	✓		✓
Hampshire County Council				✓	✓			✓	✓	✓	
Hart District Council					✓						
Rushmoor Borough Council	✓	✓	✓	✓	✓			✓	✓		✓
Prescribed Bodies											
Civil Aviation Authority				✓							
Clinical Commissioning Groups (CCG) <ul style="list-style-type: none"> • Guildford and Waverley CCG • North West Surrey CCG • Surrey Heath CCG 								✓			
Environment Agency									✓	✓	✓
Enterprise M3 LEP	✓		✓	✓				✓			
Highways England				✓							
Historic England	✓		✓								
Homes and Communities Agency (HCA)	✓	✓									
Mayor of London	✓	✓	✓			✓					
National Health Service Commissioning Board								✓			
Natural England					✓		✓				✓
Office of Rail and Road				✓							
Surrey Nature Partnership											✓
Transport for London				✓							