



Please reply to:

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Date: 10 January 2022

Notice of meeting

Environment and Sustainability Committee

Date: Tuesday, 18 January 2022

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Environment and Sustainability Committee

Councillors:

I.J. Beardsmore (Chairman)	N.J. Gething	V.J. Leighton
O. Rybinski (Vice-Chairman)	M. Gibson	S.C. Mooney
M.M. Attewell	K.M. Grant	R.J. Noble
J.T.F. Doran	N. Islam	J.R. Sexton
T. Fidler	T. Lagden	V. Siva

Substitute Members: Councillors S.M. Doran, R.D. Dunn, H. Harvey, R.A. Smith-Ainsley, B.B. Spoor and J. Vinson

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

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Terms of Reference

The Committee's terms of reference are attached to assist.

1. Apologies and Substitutes

To receive any apologies for absence and notification of substitutions.

2. Minutes

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To confirm as a correct record the minutes of the Environmental and Sustainability Committee meetings held on 3 and 9 November 2021.

3. Disclosures of Interest

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.

4. Questions from members of the Public

The Chair, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

Note: the deadline for questions to be considered at this meeting is 5pm on Tuesday, 11 January 2022.

At the time of publication of this agenda no questions had been received.

5. Ward Issues

To consider any issues raised by ward councillors in accordance with Standing Order 34.2

Note: the deadline for ward issues to be notified for consideration at this meeting is 12 noon on Tuesday 11 January 2022.

At the time of publication of this agenda no ward issues were received.

6. Briefing on Surrey 2050 Place Ambition from Surrey County Council officers

23 - 94

To receive a presentation from Surrey County Council officers on the Surrey 2050 Place Ambition which is currently open for consultation. Relevant documents are attached.

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| 7. | Capital Bids 2022/23 (part of annual budget process)

To consider and review the capital bids received. | To Follow |
| 8. | Revenue Growth and Savings Bids 2022/23 (part of annual budget process)

To consider and categorise growth and savings bids as part of the budget setting process for 2022/23. | To Follow |
| 9. | Committee Review of Fees and Charges for Service Areas 2022/23 (part of annual budget process)

To review fees and charges for the financial year 2022/23. | To Follow |
| 10. | Verbal update on request for site investigation of land to rear of Thames Side

To receive and note a verbal update on progress made following the request for a site investigation of land to the rear of Thames Side. | |
| 11. | Bonfires and Anti-Bonfire Campaign

To receive and note an update on the digital campaign and review of the Council's stance and processes on bonfires. | 95 - 106 |
| 12. | Bidding Process for Green Initiatives Fund

To consider the proposed bidding process for projects requesting funds from the Green Initiatives Fund. | 107 - 114 |
| 13. | Adverse Weather Plan and Community Sandbag Distribution Centre Plan Sign-Off

To consider and note the Adverse Weather Plan and Community Sandbag Distribution Centre Operational Plan. | 115 - 204 |
| 14. | Recovery Action Plan - E&S

To note the elements of the Corporate Recovery Action Plan relevant to this Committee. | 205 - 212 |
| 15. | Updates from Task and Finish and/or Working Groups

To receive updates from the following Task and Finish or Working Groups:

<ul style="list-style-type: none"> • Local Plan Task Group – <i>update attached</i> • Staines Development Task Group – <i>update attached</i> | 213 - 214 |

- CIL Task Group – *update attached*
- Climate Change Working Group – *to follow*

16. Forward Plan

215 - 218

A copy of the Environmental & Sustainability Committee Forward Plan is attached.

17. Urgent business

To consider any business deemed as urgent by the Chair.

TERMS OF REFERENCE

All Committees will have the following functions in respect of their respective areas:

- To develop the Council's policy, strategy and budget proposals
- To work at meeting the Council's corporate objectives, as set out in the Corporate Plan.
- To encourage performance improvement in relevant services, consistent with Value for Money principles and within the policy and budgetary framework agreed by the Council. This includes responding appropriately to statutory reports on external inspections and service reviews.
- To develop a full understanding of the functions and services within the Committee's remit
- To facilitate and encourage public participation in the Council's activities by engaging key stakeholders in the Council's processes for decision making.
- To oversee the publication of consultation papers on key issues and ensure that there is appropriate public consultation.
- To consider budget priorities and actions on the delivery of Council services within the overall policy and budgetary framework agreed by the Council.
- To consult with local Ward councillors about policy developments or service initiatives which have a specific relevance to the Committee.
- To support positive relationships and practices through co-operative working with staff.
- To commission studies or the collection of information relating to policy issues (Corporate Policy and Resources Committee) or service delivery (Service Committees).
- Each Committee is limited in authority to grant expenditure to £1 million for any particular project without seeking approval from full Council. Any project must be taken as a whole, and the project cannot be sub-divided into its constituent parts with each being authorised separately to avoid this limit set by this rule.

ENVIRONMENT & SUSTAINABILITY COMMITTEE

Membership

15 members reflecting political balance.

Functions

This committee has responsibility for the following functions of the Council:

- Planning policy
- The Local Plan
- Waste strategy & management
- Recycling
- Biodiversity
- Climate change – including air quality, carbon management, mitigation and adaptation measures
- Contaminated Land
- Public Health – including pollution
- Parks, open spaces and allotments
- Emergency planning
- Review and scrutiny of the exercise by the relevant authorities of the flood risk management functions which may affect the Council's area.
- To monitor and review relevant Council policies and strategies and recommend changes or new policies to the Corporate Policy and Resources Committee.
- To review and scrutinise service delivery and in particular ensuring that best value in service delivery is being obtained for the community.
- To undertake scrutiny and monitor the performance of external bodies who deliver services to the community
- To review and scrutinise budget proposals and make recommendations to the Corporate Policy and Resources Committee.

**Minutes of the Environment and Sustainability Committee
3 November 2021**

Present:

Councillor I.J. Beardsmore (Chairman)
Councillor O. Rybinski (Vice-Chairman)

Councillors:

J.T.F. Doran	K.M. Grant	J.R. Sexton
T. Fidler	T. Lagden	
N.J. Gething	V.J. Leighton	

Substitutions: Councillors J. Vinson

Apologies: Councillors R.J. Noble and V. Siva

In Attendance: Councillors C. Bateson, M. Beecher and L. E. Nichols

503 Disclosures of Interest

There were none.

504 Questions from members of the Public

There were none.

505 Request for site investigation of land to rear of Thames Side

This Extraordinary meeting was held at the request of the Committee to advise on how the Council could progress a site investigation of the land to the rear of Thameside, report on the outcome and consider whether any further measures might be necessary.

Tracey Willmott-French, Senior Environmental Health Manager, presented the report which provided historical information relating to the death of Zane Gbangbola including a summary of the Coroner's findings and conclusions. It also provided details of actions taken by Spelthorne Borough Council at the time and subsequently in the light of potential new evidence brought forward. The only power available to the Council's to instigate investigation of the site

was Part 2a of the Environmental Protection Act 1990 and this should only be used when no alternative was available. A detailed Desk Study in accordance with the Statutory Guidance had been conducted at the time of the Coroner's inquest and it had concluded that the risk profile at the site did not meet the criteria to either proceed to further even more detailed assessment or for the site to be categorised as 'contaminated land' under Part 2A of the Environmental Protection Act 1990.

A great deal of work was already underway by the Environmental Health team to review the existing evidence and consider what further information was required and how to obtain this in order to provide advice to the Committee on how this could be progressed.

Further information about the environmental permit/licence arrangements for the site was required to establish the Council's options and powers to consider the Committee's request and a Freedom of Information (FOI) request had been submitted to the Environment Agency in respect of this. The Environment Agency had responded with details of the permits for the land to the south of the M3 behind Thameside and also the land to the north of the M3. As the permits had not been surrendered, the environment permit regime was likely to take precedence over the Part 2A powers of the Council.

A FOI request was to be submitted to the Ministry of Defence (MoD) in the week commencing 8 November, following the BBC's report that a whistleblower from the MoD had stated that he believed sub-contractors had dumped waste chemicals in the gravel pits behind Thameside which he considered could produce cyanide. It was necessary to conduct a considerable amount of research prior to submitting the FOI to ensure that the request was suitably worded to ensure that the correct information was obtained.

Legal advice had been sought as to actions available to the Council but further information was needed before this could be properly considered. Councillor Gething commented that whilst he had every sympathy for the family who had suffered a terrible tragedy, having read all the documents available he considered that the matter had been thoroughly and extensively investigated previously and the grounds for seeking further investigation of the site were tenuous.

It transpired from Committee members' comments, that an email had been sent to them from a third party about the matter and officers asked if this could be forwarded to relevant officers for consideration.

Clare Lucas, Principal Pollution Officer, advised that the Environment Agency as the regulatory authority had been helpful and forthcoming in providing information. The agency regularly conducted testing and gas monitoring of the land with the live permit (which was the land to the north of the M3) and had provided a large amount of data which was being sifted and analysed by the Environmental Health team.

Within the Council, the Pollution Control team screen the Planning Schedule for potential land contamination issues and this was checked weekly. The Pollution Control team also maintain a database of land where the current or historic land use or pollution incidents may have given rise to contamination. There were good relationships between teams, officers had many years' experience of dealing with contaminated land issues and a robust system and measures were in place.

It was suggested that the installation of the Esso pipeline may provide a route to request information about the land and the Environmental Health team undertook to approach the relevant parties to enquire how their site investigations were progressing and if they could provide any information about this particular site.

The possibility of putting environmental pollution equipment in situ for potential flooding and investigating who might have responsibility for this was suggested by the Committee.

A number of members expressed the view that the land should be further investigated to ensure it was safe and provide reassurance to the public. The Chair agreed and stressed that at this stage only a site investigation was being sought to gather evidence of any contamination of the site. Once that evidence was available then any further steps could be considered if necessary.

The Committee asked what the Council's obligation would be if a serious risk was established. They were advised that there was a detailed phased process, each stage had to be rigorously approached and results evaluated before moving to the next stage. Each stage informed the next and no stage be bypassed. If there was not sufficient evidence at the end of each phase to move on to the following one, the Council was required to stop.

The Senior Environmental Health Manager advised that the cost of a site investigation would be expensive and there were no government grants available. However, the Council had not refused funding for any site investigations in her experience when evidence supported that action.

The hydrogen cyanide readings recorded by the Fire Service and the differing views of experts about how this could have arisen and whether this may or may not have been the cause of death was also discussed by Members.

Members asked if it was possible to look back at past assessments to help inform, provide some reassurance, and a profile for future use. They were advised that data was gathered and archived and a system was in place to cross-reference any records, incidents or planning applications to the land which could identify it as being potentially contaminated. However, the tests varied according to the regime. The cost of remediation was very expensive and within the planning realm where a property was within proximity to a landfill an applicant would usually opt to install a gas lining which was

significantly cheaper than conducting a site investigation to determine if a gas lining was necessary.

Questions were raised about a planning application for the Relief Lock Keeper's house in 2010. Cllr Fidler suggested that a change in the risk assessment had taken place as the PBA report described it as a potentially unacceptable risk, but this had been downgraded to not an unacceptable risk by the time the Coroner's report was issued. The Chair advised that he had been given an extract of a report by a member of the public relating to the property at that time, however copyright laws prevented it being used by a third party and it was not on the planning file. The Principal Pollution Control Officer referred to the 2010 PBA Phase 1 Ground Condition Report for the Lock Keepers Cottage in which the risk estimation for human health was moderate/low. The legal team were seeking advice on whether this and other professionals' information and data provided to the inquest could be used.

Once all available information had been obtained, then legal advice would be sought on which body had jurisdiction for a site investigation. However, in view of the considerable amount of work to be undertaken, and details still awaited it was unlikely that there would be time to prepare a report for the next meeting of the Committee in January 2022 and March 2022 was a more realistic target. The Committee were also advised that funding requirements may need to be considered as there would not be any budget provision for this potentially in the current financial year and that procurement of external services will affect the timeline of the work.

It was **resolved** to:

1. Note the report
2. Request that a verbal update was provided at the next Committee meeting in January 2022.

506 Urgent business

There was none.

**Minutes of the Environment and Sustainability Committee
9 November 2021**

Present:

Councillor I.J. Beardsmore (Chairman)
Councillor O. Rybinski (Vice-Chairman)

Councillors:

J.T.F. Doran	K.M. Grant	J.R. Sexton
T. Fidler	T. Lagden	V. Siva
N.J. Gething	V.J. Leighton	
M. Gibson	S.C. Mooney	

Apologies: Councillors R.J. Noble

In Attendance: Councillors C. Bateson and M. Beecher

507 Minutes

The minutes of the meetings held on 14 September and 6 October 2021 were agreed a correct record.

508 Disclosures of Interest

There were none.

509 Questions from members of the Public

Three questions were received from members of the public in relation to agenda item 10, Updates from Task and Finish and/or Working Groups. Only two questions are admissible for each agenda item, furthermore one of the questions submitted was rejected by the Monitoring Officer as it did not fall within the remit of the Environment and Sustainability Committee.

Question 1 from Kath Sanders

"As Mr Nigel Rowe mentioned in Question 5 at the July Council meeting "The government has made it clear that infrastructure constraints should be taken into account when setting "a sustainable housing target" and work on this has not yet been done."

The answer to him and to several of my questions at the last full council meeting in July referenced the draft Infrastructure Delivery Plan (IDP) which residents have not had sight of. One reason for not publishing it seems to be that it was only draft and another that it was awaiting a Part 2. This has not precluded the publication of other draft reports in the Local Plan process or other reports where a Part 2 followed.

There seems to be no mention of the IDP in the minutes of the Environment & Sustainability Committee meeting on 14th September, I don't believe it was mentioned at the Extraordinary E&S Committee meeting last night (6th October) and it is not in the forward plan for the next meeting on the 9th November. The Local Plan Task Group does not publish minutes but, in the last verbal update to the E&S Committee meeting on 14th September, it was not mentioned either.

Please can you provide an update as to when the Infrastructure Delivery Plan will be made available to residents?"

Response from Cllr Beardsmore, Chair of Environment and Sustainability Committee:

"Work is continuing to develop the Infrastructure Delivery Plan in line with the proposed site allocations for the Consultation on the pre-Submission version of the Local Plan (Regulation 19) in 2022. This further work includes the Part 2 element which will consider individual sites in greater detail, in regard to their infrastructure requirements if any are identified. We Members feel our residents should see the full picture rather than seeing Part 1 ahead of the Part 2 element. To ensure that the IDP as a whole is a robust, evidence based document it is necessary to provide the most up-to-date information as a means of supporting the work on the new Local Plan. The IDP has previously been through two rounds of consultation with service providers and other key stakeholders to establish their needs in the context of the Borough's housing requirements and anticipated growth. These consultations have allowed the relevant providers to identify where additional services would be required however not all providers have identified needs as a result of the proposed growth.

The IDP, as a whole, will be published in advance of the Regulation 19 consultation, which the Council's Local development Scheme states is to be held in February and March 2022. Once published, the IDP will set out a clear picture of the Borough's infrastructure needs, following discussions with the providers, as well as relevant traffic modelling and other essential evidence to support the proposed site allocations. The Local Plan Task Group is still reviewing all the sites to consider which should be taken forward as allocations and until that work is complete we will not be able to finalise Part 2 of the IDP but Members are aware of the need to make these decisions so that we can stick to our timetable for next steps on the Local Plan. Once this work is complete and the IDP is ready for publication, it will be brought back to

the Local Plan Task Group and the Environment & Sustainability Committee prior to its public release.”

Question 2 from Nigel Rowe, OBE

“With persistent pressure from officers to press ahead with high-rise developments on several sites identified in the draft Staines Masterplan, has the Masterplan been validated in relation to the infrastructure it would require (highways and road access to the town, water supply and sewerage, schools and healthcare, etc)? If not, when will this work be completed such that a Planning Inspector will consider it sound?”

Response from Cllr Beardsmore, Chair of Environment and Sustainability Committee:

“The masterplan referred to is known as the Staines Development Framework but is not yet complete. It is a work in progress following the recent public consultation on Objectives and Options. The Staines Development Task Group, including all Staines ward members, is meeting frequently to develop the key issues the Framework will address. Infrastructure is obviously an important element to support growth in Staines but this is being considered through the Borough-wide Infrastructure Delivery Plan (IDP), although some particular aspects such as highways and sustainable travel will also feature in the Framework where there will be proposals and initiatives on these subjects. As we have advised previously, work on the IDP is cannot yet be completed until all the sites for allocation have been finalised and this is what the Local Plan Task Group have been discussing. We are making progress towards this and once we have all the sites agreed, we can complete the work on infrastructure requirements at a more detailed level on a site by site basis. This will include school place provision, healthcare, roads and utilities as well as recreation and social and community infrastructure. It is anticipated that the sites will be finalised in the coming weeks. The IDP is fundamental to the delivery of the Local Plan and the Staines Development Framework so it will be submitted to the Planning Inspectorate but as evidence to support those documents. Whilst it will undergo scrutiny, it is not a ‘policy’ document so it does not go through the same tests of soundness as development plan documents.”

510 Ward Issues

There were none.

511 Colne Valley Regional Park

The Committee considered a report proposing that Spelthorne Borough Council re-joined as a member of Colne Valley Regional Park (CVRP) through a formal agreement and that the subscription fee was funded by the Green Initiatives Fund through a formal bid at the next Committee meeting.

Staines Moor, other significant green spaces, and water reservoirs form part of the Colne Valley Regional Park and contribute to the borough's landscape and local biodiversity. Re-joining as members would allow a more co-ordinated approach to improvements and projects undertaken and complement the Local Plan.

One member specifically commented that they supported the proposal to re-join the CVRP but advised that it had been agreed by the Climate Change Working Group that a formal bidding procedure should be put in place for funding from the Green Initiatives Fund. As membership was not time pressured, he suggested approving the request to re-join CVRP with funding obtained from the Green Initiatives Fund should a bid be approved, or from another appropriate source if necessary.

Alternative options considered and rejected:

Not to join the CVRP, which would limit opportunities to fund schemes associated with improving Staines Moor and the River Ash.

The Committee **resolved** to agree to Spelthorne Borough Council re-joining as a member of the Colne Valley Regional Park through a formal agreement, funding to be provided from an appropriate source.

Reason for decision:

Parts of the Borough are located within the Colne Valley Regional Park. The Park provides funding to its members to carry out initiatives and projects aimed at improving the local natural environment. This can include biodiversity projects or initiatives aimed at improving green infrastructure networks in the Borough.

512 Housing Delivery Test Action Plan 2021

Spelthorne Borough Council is required by national government to produce a Housing Delivery Test Action Plan (HDTAP) because housing delivery for the previous three years fell below the minimum annual local housing need figure of 611 dwellings per annum, and currently stands at 50%. In addition to the requirement for an action plan, a 20% buffer will be applied to the housing requirements and a presumption in favour of development because the housing delivery for the past three years was less than 75%. The HDTAP sets out what actions have been taken and also future actions to address the issue.

The Planning Development Manager explained that the action plan did not play a role in deciding emerging issues in the local plan but looked at:

- The Council's corporate documents that affect housing delivery
- The issues, both nationally and locally, that had impacted on the target numbers not being achieved and analysis of these,
- Identified measures that could be taken to improve the situation. This included more pre-application discussions to ensure issues were

addressed early on, building relationships with developers, increased presentations to councillors for major developments and improvements to the planning section of the Council's website.

The Committee discussed the matter at length and asked a number of questions about the report. One member commented that some aspects of the plan were aspirational and, in relation to the housing numbers quoted for Staines, conflicted with the views of many Staines residents and ward members. It was noted that a number of other local authorities within Surrey had also fallen well below their expected housing number.

Whilst it was acknowledged that the Council's housing delivery fell short of the total required, members considered that the Council should not be willing to compromise important standards such as affordability and sustainability to meet housing numbers.

During the debate, the following amendments to the plan were suggested:

1. Paragraph 2.6 of the HDTAP should be amended to reflect that the Council have again challenged the target number set by national government.
2. The introduction should make clear that the HDTAP relates to planning development management rather than strategic planning and the local plan.
3. More information about the Community Infrastructure Levy (CIL) and how this interlinks with the wider infrastructure provision and the local plan.
4. In the section titled 'Challenges' it was suggested that this should be amended to reflect our commitment to increase the housing numbers, but not to compromise our standards on affordability, design standard and environmental factors, and aim to encourage developers to do the same.

Comments were also made about the need for diversity of housing, not just building flats. The Chair commented that the limited land available for development made this option unlikely unless green belt was released.

Another aspect raised by members was that the presumption in favour of development, as directed by central government, increased the potential number of planning appeals for local authorities with the lowest housing delivery statistics, such as the Council's. This could result in increased costs in the event of refusals and greater community conflict.

It was suggested that the narrative should be amended to reflect more strongly the need to consult with residents and take account of their views.

Members discussed the need to maximise brownfield sites and spread the housing more evenly across the borough. It was suggested that a consultant should be appointed to look at all brownfield sites and assess their suitability for housing to ensure impartiality in the decision-making process. However,

other members thought that the present arrangement where local councillors as part of the Local Plan Task Group looked at potential sites in their area and assessed their suitability was more appropriate due to their extensive knowledge of the locality. Officers confirmed that all areas had been closely scrutinised through the Local Plan Task Group to look at whether density could be increased bearing in mind the local character of each individual area.

It was suggested that there should be more transparency and the figures for all wards shared and height density for all areas made known. It was believed that the results were shared as part of the local plan process and it was then requested that they were recirculated to all. Members also requested that the bi-monthly figures for housing sites were circulated to the Committee as and when they became available.

In response to a question about the use of compulsory purchase orders, the Principal Solicitor advised that these were usually used as a last resort to encourage discussion and there were requirements to be met before this power could be used.

It was considered important that the HDTAP was agreed and published on the Council's website as soon as possible and before the planning inquiry scheduled for later this month commenced as it would demonstrate the Council's commitment to tackling the shortfall in housing delivery.

The Planning Development Manager confirmed that the HDTAP would be updated next year and when adding it to the forward plan, time would be factored in to allow it to be strengthened.

The Committee **resolved** to:

1. Approve the Housing Delivery Test Plan subject to the changes outlined during discussion of this item.
2. Delegate authority to the Planning Development Manager to approve the changes in consultation with the Chair and Vice Chair of the Environment and Sustainability Committee.
3. Publish the agreed final version of the Housing Delivery Test Plan on the Council's website.

513 Outdoor Gym Equipment

The Group Head of Neighbourhood Services presented a report requesting that the appointment of a contractor to install outdoor gym equipment was delegated to herself in consultation with the Chair and Vice Chair of the Committee. Tenders received from the procurement exercise were being evaluated, however due to the detail and complexity of the evaluation process it was taking longer than anticipated. To wait until the next Committee meeting for a decision to be made would result in a delay in ordering and installing equipment and potentially increased costs.

Alternative options considered and rejected:

Do not agree to the delegation and submit a report to the Environment and Sustainability Committee in January 2022 for a final decision.

It was **resolved** to:

- A. Delegate the appointment of the contractor to the Group Head of Neighbourhood Services in consultation with the Chair and Vice Chair of the Environment and Sustainability Committee.
- B. Authorise the Head of Corporate Governance to complete any legal documentation necessary to implement the new contract.

Reason for decision:

The procurement exercise had been undertaken and the tenders evaluated. Due to the timing of the committee cycles the report would not be available for until January 2022. Delegating the appointment of the contractor will prevent a potential delay to the installation dates.

514 Revenue Monitoring Q2 (July - Sept 2021)

The revenue monitoring report covered the period to the end of September 2021. There were three main changes from the previous report:

- a) Firstly, a saving of £49k in respect of the annual contribution to the River Thames Flood Scheme,
- b) Secondly, two variances for Development Control from an underspend to an overspend of £154k based on projection that before the financial year end legal costs may be incurred related to appeals.
- c) Thirdly, income over-recovery relating to planning performance agreements had increased to £94k.

It was commented that although there had been an overspend in respect of refuse collection, it was important to maintain the level of service provided.

The Committee **resolved** to note report.

515 Capital Monitoring Q2 (July - Sept 2021)

The report covered the period to September 2021. There was little change and the projected overspend of £82k related to the Laleham Park upgrade which was reported at the last Committee meeting.

Concern was expressed that whilst the Committee was expected to note the report, there were some contributing factors related to project monitoring that were not presented alongside the report. The Group Head of Commissioning and Transformation advised that following the change to the Committee system, it was necessary to make changes to the project management reporting process. A significant amount of work was required to do this but it was progressing.

The Committee **resolved** to note the report.

516 Updates from Task and Finish and/or Working Groups

The following updates were provided:

Local Plan Task Group

“The group has been meeting frequently throughout October to discuss the draft policies and allocations. The site allocation discussions follow meetings held with landowners and agents to obtain further information and to put forward queries raised by Members of the group, plus a review of highway issues by Surrey County Council.

The group has also discussed potential sites for gypsies and travellers, which are now undergoing further assessment by officers. It is hoped that the draft policies and allocations can be finalised by the end of November. This will allow important work on the Infrastructure Delivery Plan and traffic modelling to be completed.”

Staines Development Task Group

“The group has met to consider next steps for the Staines Development Framework in light of the consultation responses and have viewed a draft structure of the document. They are starting to consider key issues such as townscape, including building heights and massing. Future meetings will cover transport and parking, public realm and amenity space. The group has also agreed a summary of the consultation responses that will be published alongside the full document.”

Community Infrastructure Levy (CIL) Task Group

“The CIL Task Group met on 30 September to discuss a number of Strategic Bids. Two bids were from the CCG proposing reconfigurations and refurbishments works to the Staines and Sunbury Health Centres to increase capacity. The third bid was from Surrey Education towards the expansion of Bishop Wand School. The outcome of the meeting was as follows –

- £400,000 Strategic CIL toward the expansion of Bishop Wand to be recommended to the Joint Committee for approval
- £71,760 Strategic CIL towards the reconfiguration of Staines Health Centre to create two new clinical rooms to be recommended to the Joint Committee for approval

The Spelthorne Joint Committee, as the final decision maker for Strategic CIL spend, will be presented with the above schemes at their meeting on 22 November. The Strategic bid for the refurbishment of Sunbury Health Centre is not being recommended at this time. Further information is required from the CCG, and once received the bid will be reconsidered at a subsequent Task Group meeting.”

In response to questions raised about the recommendations and the varying amounts of money, the Committee was advised that the submitted requests

had been considered by local CIL task groups in detail. Further details would be available when a report was submitted to the Spelthorne Joint Committee for consideration and decision and it was not considered appropriate to debate the issue or share information at this stage.

Climate Change Working Group

The group had held their first meeting on 13 October. Another meeting was to be held shortly when it was anticipated that a Chairman would be appointed.

They had received details of activities and work done to date and also suggested items to go forward.

The Committee resolved to note the updates provided.

517 Forward Plan

A verbal update on the site investigation was to be added for January 2022 as agreed earlier. The recovery action plan would also be included as a standard item for future meetings.

One member of the committee proposed that the following items were also added to the Committee's forward plan:

1. A project management report to be considered alongside the capital monitoring report as a standard item
2. Finalise bidding process for Green Initiatives Fund and other Climate Change Working Group actions.

It was resolved to note the forward plan subject to the additional items above.

518 Urgent business

A petition had been presented to Council on 14 October 2021 when it was agreed to refer it to the Environment and Sustainability Committee for consideration.

The petition had not been included in the published agenda but added as urgent business as it could not wait until the next meeting in January 2022. The Local Plan Task Group (LPTG) and Staines Development Task Group (SDTG) were currently assessing this as part of their work in the coming months. The Chair of the Committee suggested that the most appropriate course of action was for the petition to be considered by those task groups when meeting to progress the Local Plan and Staines Development Framework.

The Chair of the SDTG confirmed that the petition and the issues raised in it were in the forefront of the minds of those on the task group and would be borne in mind.

A question was asked regarding adoption of the petition and the Committee was informed by the Principal Solicitor that the advice circulated at the time of the Council meeting still stood and that it would not be lawful for the Council to do so. The most appropriate process would be for the task groups to consider the petition when doing their work and then report back to Environment and Sustainability Committee with their recommendations for consideration.

The view was put forward that it was only fair for the housing target to be more evenly distributed across the borough, not predominantly in Staines and only an independent consultant could fairly facilitate this. Furthermore, at a recent meeting Staines councillors had agreed that they would not support any development in the Staines conversation and riverside area of more than 5 or 6 storeys.

The Group Head of Regeneration and Growth advised that from an officer perspective, the most appropriate way to deal with this would be for the SDTG to consider and discuss the matter fully and reach a stage where they were in agreement on the recommendations to be made. The SDTG would then meet jointly with the LPTG to discuss the recommendations they were putting forward. The LPTG would then consider those proposals before making a final recommendation to the Environment and Sustainability Committee for their consideration.

It was recognised that difficult decisions had to be made and that Staines town as the focal point for the borough needed to be the best design possible to maximise economic and residential opportunities. All Staines councillors were members of the SDTG, and every ward was represented in the LPTG which was as politically proportionate as possible to ensure fair representation. Officers advised that the relevant task groups were holding regular meetings and councillors were challenging and questioning all aspects of their work.

A question was asked as to whether the outline planning permission granted in 2008 for the waterfront site still stood and therefore subsequent planning applications could exercise that permission. The Chair believed, but could not confirm, that the last full permission had expired in January, and it could be argued that it no longer applied. The Planning Development Manager advised that as it had expired it made it less material than if it was extant.

It was suggested to the committee that the number of signatures on the petition gave a clear indication of the depth of feeling of residents and the message conveyed should be taken into account. It was important that the matter should be resolved as quickly as possible but must follow a legal process, and members asked how long it was anticipated that would take. The Group Head of Regeneration and Growth advised that officers were still anticipating that a draft version of the Staines Development Framework was expected around March 2022 (in line with the Local Development Scheme). At Regulation 19 stage, the draft framework starts to carry very limited weight, and this gradually increases until full weight is applied once adopted in September 2023. Officers advised that frequent task group meetings were

being held, sometimes twice weekly, to try to accelerate matters and the Group Head undertook to speak to the Strategic Planning team and circulate key timelines to Committee members.

It was suggested that an invitation should be extended to the local MP, Kwasi Kwarteng, to meet the Committee and answer questions on this issue. The Chair advised that the Leader of the Council had drafted a letter to the local MP but was not sure of the present position regarding this. The Deputy Leader agreed to follow this up with the Leader and advise members.

A Vision for the Borough was currently in draft format, having been put together by councillors during three workshops and this had been given to officers for comment. The Vision was to be discussed by the LPTG this week. The Group Head advised members that officers had voiced concern about three elements, namely height of buildings, green belt and seeking to tie in the Council as landowner to do certain things. These were to be raised with the Leader and Deputy Leader before being circulated to councillors and the Committee was advised that it may be necessary to seek Counsel's Opinion.

One member raised a number of issues including whether other councils had included height restrictions in their local plan vision and questioned why it was an issue for this Council. Officers asked that a copy of the relevant vision mentioned was sent to them. The view of officers was that the vision was required to go through a process, with the most effective and proper way being through the local plan process. Legal advice had stated that we could not apply a blanket height provision across the borough, but it was possible to apply through a nuanced approach taking into account the individual nature and character of each area. This was currently being done by the Staines Development Task Group.

It was stated that a blanket approach was not being sought, but one that was pertinent to a specific area in Staines and referred to alternative legal advice which they were aware of. With regard to a fairer distribution of housing across the borough, it was suggested that either an independent consultant was appointed, or councillors collectively made a decision, as that councillor felt the groups were divisive and the situation unfair.

The Group Head for Regeneration and Growth explained the local plan process that was being followed and the Council could not retrospectively link a new height restriction policy to the old adopted Local Plan. The best method was to follow the local plan process and the LPTG and SDTG would meet to discuss and debate the options before the LPTG finally made a recommendation to the Environment and Sustainability Committee. It was important that the plan was as sound and robust as possible which would stand up to examination by the Planning Inspectorate.

The Chair commented that the Council was constrained by central government and no councillor would want to build high storey buildings through choice.

Depending on the decisions made, it may be necessary to consider the release of green belt in order to obtain the housing numbers required. The depth of feeling of members was acknowledged, that it was a very difficult process for all, and there would undoubtedly be some uncomfortable decisions to be made.

Some members questioned where the impetus of the petition was going and felt it was important to follow the proper agreed process. Councillors were aware that they were required to make some unpalatable decisions but recognised and would take account of the different nature and character of areas of each ward and they were able to make informed decisions keeping in mind the best interests of the borough as a whole.

It was **resolved** to refer the petition “Prevent tower-block developments in the Staines Conservation Area or overlooking the riverfront and spread the planning housing growth target more evenly across the borough” to the Local Plan Task Group and Staines Development Task Group for further consideration and reported back to the Committee.

SURREY'S 2050 PLACE AMBITION

**Surrey's Spatial Framework:
A Strategic Vision for Place Leadership,
Infrastructure & Good Growth**

Draft Version 2



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Preface

The Surrey Place Ambition sets out a clear and coherent narrative about what Surrey's strategic partners want to collectively achieve over the next 30 years in terms of "good growth" but never have the challenges to deliver this been so great.

The county is home to some of the UK's most prosperous and economically successful places, but it also contains communities in need of support. Many of the challenges in these places are longstanding but the Covid-19 pandemic has brought these sharply into focus.

The need for a productive economy is important for Surrey's local communities. The county is also an important growth, innovation and exporting powerhouse for the UK and investment in Surrey is critical if the county is to maximise its contribution to the country's economic recovery and long-term sustainable growth. There is a need to address the existing infrastructure deficit which places significant limits on Surrey's investment opportunities and therefore its potential in contributing to national growth. The UK cannot have a levelled up north without a functioning south, there is a need for a redistribution of funding opportunities across the country.

Urgent global action is needed to address the impact of climate change. If we are to achieve net zero carbon emission targets by 2050, a big step change in how we think about, plan and deliver growth across Surrey, with the right type and level of supporting development and infrastructure, is needed now.

Despite these challenges, there are real opportunities for Surrey to grow and become even more attractive for residents and businesses alike. Across the county there is a deeply held ambition for the future which defines our approach to "good growth". This recognises the need to change the way we think about growth, placing the health and wellbeing of our environment and communities at the heart of our economic objectives. Vitrally, there is a shared determination to deliver this with all partners contributing proactively.

The Place Ambition provides a framework for this to happen in an integrated way but this requires strong leadership at a political level and a willingness to take difficult decisions in the interests of ensuring that long term prosperity and overall success is secured for Surrey. All our partners are therefore fully committed to continue to work together to recover from the Covid-19 pandemic, respond to the challenges of climate change and deliver long term "good growth" for all our communities.



Rob Moran,

Chair, Surrey Future Steering Board

Introduction

- 1.1 The Surrey local authorities and their strategic partners¹ have a track record of working together to achieve shared objectives. In 2017, Surrey’s local authorities agreed an Interim Local Strategic Statement² to facilitate cooperation on key strategic planning issues. In 2019, this evolved into Surrey’s 2050 Place Ambition which provides a framework to deliver our long-term ambition to support good growth across the county. Since 2019, however, we have had to deal with the impact of the Covid-19 pandemic on our communities and economy, and the urgency in responding to climate change has been escalated. Whilst our overall ambition and strategic priorities remain largely the same, some of the interventions needed to deliver these have changed.
- 1.2 This document refreshes Surrey’s 2050 Place Ambition and considers the impact of the Covid pandemic, actions needed to support a zero-carbon future and new policy documents and other strategic work currently being undertaken across Surrey. We will continue to work together to ensure that Surrey plays a full part in the economic success of the country over the next 30 years, as a key driver of growth and an excellent place where people can live, work and learn. To do this we will continue to take an ambitious approach to facilitate delivery of “good growth”.

Good Growth for Surrey ...

- Is proportionate and sustainable, focusing on the places where people both live and work.
 - Supports overall improvements to the physical and mental health and well-being of our residents.
 - Is supported by the necessary infrastructure investment - including green infrastructure.
 - Delivers high quality design in our buildings and public realm.
 - Increases resilience and flexibility in the local economy.
 - Delivers buildings and infrastructure ready for a zero-carbon future and builds resilience to the impacts of climate change and flooding.
 - Is planned and delivered at a local level while recognising that this will inevitably extend at times across administrative boundaries.
- 1.3 Building on our existing partnerships and collaborations is central to our approach, particularly on strategic planning and infrastructure priorities. Our shared ambition will help us deliver growth in the most effective way, maximising private sector investment and government funding opportunities and delivering efficiencies of scale. This will be underpinned by four shared strategic priorities that will inform and

¹ The eleven Surrey Districts and Boroughs and Surrey County Council are working together under the auspices of the [Surrey Future Steering Board](#). Partners include Coast to Capital and Enterprise M3 Local Enterprise Partnerships, Gatwick Diamond Initiative and Surrey Nature Partnership - [Interim Local Strategic Statement for Surrey 2016-2031](#) (PDF, 1.8KB)

support targeted delivery at a local level, within the context of our shared growth vision, principles, and values.

1.4 The purpose of the Place Ambition is to:

- outline a vision and spatial priorities for growth
- provide a framework to shape the future of communities and places across Surrey
- emphasise the need for an integrated, systemic approach to delivering good growth.

1.5 The benefits of the Place Ambition are:

- to promote a long term and co-ordinated approach to growth and infrastructure planning
- demonstrate a firm commitment to future growth
- demonstrate collaborative working
- enable cross boundary solutions for meeting development needs
- link to the longer timescales needed for infrastructure investment and effective delivery of infrastructure priorities
- increase investor confidence through long term clarity about growth.

1.6 The Place Ambition has been developed to provide us with the opportunities to proactively manage growth while at the same time investing in the right infrastructure and assets and enhancing the character of the natural environment that makes Surrey the unique and attractive place it is for residents, businesses and visitors alike. It will help underpin the local plans developed and implemented by boroughs and districts across Surrey and align these with infrastructure priorities of the county council and those of other strategic infrastructure providers, for example in areas such as transport, education and utilities.

1.7 Key to our ambitious approach will be making full use of our own existing assets, plans and strategies. But we will need the help of our strategic partnerships across Surrey and support from our wider sub-national partners and Government, particularly in relation to accessing additional funding and investment opportunities. We will also need to work with our local communities, making sure that there is wide ranging choice in housing, services and jobs across Surrey, and that our places are distinctive, attractive, well designed, full of character and are of the highest quality. Underlying all of this will be our ambition to improve the overall quality of health and well-being across Surrey, recognising that healthy places and people are a key factor in our long-term prosperity.

1.8 We cannot be complacent about the opportunities and challenges ahead and the need to tackle the wider issues that will be fundamental to the success of our approach, particularly mitigating and adapting to the impacts of climate change, supporting the health and well-being of our residents and addressing disparities across the county. To do this we need strong strategic leadership at a political level

and a willingness to take difficult decisions in the interests of ensuring that long term prosperity and overall success – good growth - is secured for Surrey.

Context

Understanding the County

- 2.1 Surrey's unique strategic position with its proximity to London and to Heathrow and Gatwick airports, access to the South Coast, its excellent road and rail connectivity, its highly skilled workforce, diverse and increasingly digital business base, its world class education facilities, and its excellent quality environment are all valuable assets which will be used to grow our businesses and talent base year on year. However, the very assets that make Surrey such an attractive place to locate to and visit are the ones that need proactive management to ensure that existing challenges are addressed and that they receive the right level of investment to enhance Surrey's offer for existing and future generations.
- 2.2 Urgent global action is needed to avoid dangerous climate change. This has been recognised through Surrey councils declaring climate emergencies. County and local climate change strategies set out how carbon emission reductions will be achieved, which includes reducing carbon from transport, promoting energy efficiency improvements, and supporting the creation of green technologies.
- 2.3 Surrey's population of nearly 1.2 million is forecast to grow significantly by 2043, including a 25% increase in those aged over 65. Surrey is largely an affluent county, but there are pockets of deprivation both in larger towns and rural areas. In 2019, an estimated 23,000 children in Surrey were living in poverty and Covid-19 is likely to have worsened this situation.
- 2.4 Most people in Surrey lead healthier lives than the average UK citizen. However, this strong average performance masks areas of underperformance. 22% of all adults and 13% of all children in Surrey are obese with obesity and excess weight rates being 13.5% higher in deprived wards than the average Surrey ward. An estimated 10,600 5- to 15-year-olds in Surrey have a mental health disorder³. The Surrey Health and Wellbeing Strategy sets out priorities for helping people to lead healthy lives which includes ensuring that everyone lives in good and appropriate housing and improving environmental factors that impact people's health and wellbeing.
- 2.5 Surrey covers an area of 1,663 km², with 87% urban and 13% rural and 74% of the land is covered by national and international designations such as Metropolitan Green Belt and Areas of Outstanding Natural Beauty (AONB). The county benefits from having many different landscape habitats including rivers and areas of woodland, heathland, and chalk grassland, some of which are nationally/internationally rare. Effective planning is needed to make best use of land to protect and conserve the county's natural environment. This green infrastructure is also a resource which offers opportunities to help mitigate climate change and contribute

³ Statistics from the Surrey Health and Wellbeing Strategy, 2019

to health and wellbeing. Access to green space and countryside is essential for both good physical and mental health and leads to an improved quality of life.

- 2.6 Surrey has a very strong, productive, and innovative economy, contributing over £40 billion per year to the national economy. The workforce is highly skilled and attracted to live in the area by Surrey's rich natural environment and high-quality services. Our key assets include a strong business base and three universities - University of Surrey, Royal Holloway, University of London and University for the Creative Arts. Surrey's economy does not rely on one dominant sector, but has strengths in several high-value, knowledge-based and innovative sectors. Nevertheless, the economy is expected to take time to adjust to the impacts of covid-19. Some sectors, such as aviation, have been particularly severely impacted and changes in working patterns may lead to longer term adjustments in commuting and the use of our town centres.

Key Influencers

- 2.7 Our 2050 Place Ambition has been shaped by a number of **climate and environment, economic, spatial, infrastructure and health and wellbeing influencers** at the local, county, regional and national levels. These include district/borough local plans, Surrey Climate Change Strategy, Surrey County Council's emerging Local Transport Plan (LTP4), One Surrey Growth Board's Surrey's Economic Future – Towards 2030, the Surrey Health and Wellbeing Strategy, Transport for the South East's emerging Transport Strategy and the National Planning Policy Framework. Our focus, however, is on what we can realistically influence where there is a shared view about drivers of change and desired outcomes.
- 2.8 We recognise that our level of influence depends on how robust, coherent and deliverable our Place Ambition is seen to be and how compelling our place offer is considered by others. In both, we have major advantages; Surrey is strategically one of the most connected places both nationally and internationally in the UK which, combined with our high productivity (and potential to increase this) and our outstanding environmental assets, offers a highly attractive and competitive investment proposition. We must capitalise on this in securing and delivering good growth for our communities by providing clear strategic leadership and direction, influencing the priorities of other relevant organisations at a local, regional and national level, and ensuring that delivery happens on the ground.

Surrey in Facts and Figures

Surrey's People

- Surrey is one of the most densely populated shire counties in England with a population of 1.2 million. This is set to grow by 38,000 people by 2043 (3% increase). In the year to June 2020 about a third of the moves into the county were by people leaving London.
- One in five of Surrey's population is aged 65+ and this group is expected to grow by 90,000 by 2043, which will present significant challenges for future care provision across the county.
- Although Surrey has one of the highest life expectancies in the country there are considerable challenges around maintaining and improving health and well-being. In 2019, 10.7% of all households in Surrey were at or below the relative poverty line, with some areas of the county reaching as high as 26% of residents.

Surrey's Economy

- Surrey's GVA in 2019 was £46 billion, contributing 16% to the South East's GVA. However, the rate of growth is low and is expected to continue to be low or negative. New businesses in Surrey have been created at a lower rate than the national average. GVA per person has also grown more slowly than in the rest of the country over the last 20 years. The pandemic has highlighted the risk of taking our economic success for granted. For some sectors, particularly aviation, the changes have been severe and the ongoing decline of retail on the high street was also accelerated by the changes during 2020 and 2021.
- The average annual household income across Surrey in 2017/18 was £38,678 which was £3,301 higher than the average across the South East. The figure after housing costs falls to £34,263 but is still £2,906 higher than the South East average.
- More than 1 in 3 of the population are educated to NVQ4+ (equivalent to degree level or above). In 2018, 54.6% of the population aged 25-64 were educated to NVQ4+ which compares to 46.7% for the South East and 43.2% for England.
- Over half of the residents in Surrey are in high-skilled professional occupations, a figure which is higher than for the South East as a whole. 52.0% of people in employment in Surrey work in managerial, professional, or associate professional occupations. The figure for the South East is 44.8% and for England is 41.1%.

Surrey in Facts and Figures (continued)

Surrey's Environment

- Surrey has many different landscape habitats. The Surrey Hills Area of Outstanding Natural Beauty (AONB) stretches across a quarter of the county to include the chalk slopes of the North Downs and extending south to the Greensand Hills which rise in Haslemere. A small section of the High Weald AONB occupies the south-east corner of Surrey. The county also has habitat that is nationally and internationally rare such as the Thames Basin Heaths Special Protection Area, which covers significant parts of north and west Surrey.
- The county is the most wooded in Great Britain with 22% of the area being woodland, compared to a national average of 12%. 25.3% of people in Surrey live within 500 metres of an accessible woodland area, compared to 16.8% in England.
- On average, Surrey's air quality is better than the national average, with an index of accessibility to air quality score in 2018 of 26.1 compared to 26.8 nationally. However, there are over 30 Air Quality Management Areas (AQMAs) identified across Surrey and particulate emissions were estimated to account for 5.7% of mortality in Surrey in 2018.
- Surrey's carbon emissions are falling, but not quick enough to meet net zero emissions targets by 2050. Currently, 46% of Surrey's emissions come from the transport sector, with housing responsible for 28% of emissions, public/commercial buildings 15%, and industry 11%.
- Surrey is a county at high risk of flooding with in excess of 30,000 properties at risk from fluvial and surface water sources. It has experienced several major flooding incidents in the last ten years, with much of this occurring in the floodplain of the lower River Thames and its tributaries. There are also many localised areas prone to surface and ground water flooding or the emergence of groundwater.

Surrey as a Place

- The county is characterised by a polycentric settlement pattern of large and small towns but with no one dominant city or conurbation. Guildford is the most significant urban settlement and county town. Other major towns are Camberley, Epsom, Redhill, Staines-upon-Thames and Woking. Some 87% of the population live in urban areas.
- Government calculates that over 6,300 new homes a year are needed in Surrey. An 80% increase on the number of new homes required in current local plan housing targets and an increase on current levels of housing completions (3,100 per year).

Surrey in Facts and Figures (continued)

- Adding to these challenges, will be pressures on Surrey's infrastructure arising from its proximity to London, which is expected to deliver 65,000 new homes each year, many of which are expected to be built in neighbouring outer London boroughs, such as Kingston upon Thames and Croydon.
- Significant growth is also being planned and delivered in neighbouring areas in Hampshire and Sussex, including a new community of 4,000 homes at Whitehill/ Bordon and 2,750 homes in North Horsham.
- Surrey has some of the most expensive places to live in the country with housing affordability (ratio of median house price to median gross annual residence-based earnings) in 2020 of 11.48 compared to 9.57 for the South East of England.

Surrey's Infrastructure

- Although Surrey's transport connections are a key strength, they also have limitations and constraints. Before Covid-19, high traffic levels on Surrey's main roads led to unreliable journey times and congestion, that was estimated to cost businesses £550 million per year. Traffic levels are now returning to pre Covid-19 volumes.
- Rail services experienced overloading before Covid-19. About 131,000 of Surrey residents (19% of the working population) commuted into London, leading to significant crowding on peak services. It is not yet clear whether these levels of demand will return post Covid-19, but it is likely that some employees will commute less frequently.
- Car ownership in Surrey is 86% compared to the national average of 73% and continues to rise. Electronic vehicle uptake has increased in the UK and Surrey. There is a relatively high concentration of charge points in Surrey with over 200 charge points in 60 locations. This is set to increase going forward.
- Surrey has over 98.0 % coverage of superfast broadband (>24 Mbps) which is slightly higher than the coverage for England which is 96.3% (June 2019). Only 25% of residential and business premises were able to access Gigabit speeds (October 2021), relative to a UK average of 50%. Nearly 40% of Surrey's employed residents worked from home in April 2020.
- Estimated infrastructure costs in 2017 to support planned growth were £5.5 billion with a funding gap of £2.5bn.

Our Vision, Principles and Values

- 3.1 Our **Vision** is for a county of well-functioning and connected places, with healthy communities and a high quality of life. Surrey recognises its important role in the wider South East economy and will build on its strengths while retaining the qualities which give the county its distinctive character. Through collaborative working, local authorities and partner agencies will seek positive and innovative solutions to shared challenges to meet the need for new homes, secure greater economic prosperity and infrastructure improvements and to maintain and enhance the natural and built environment and tackle climate change.
- 3.2 Our shared **Principles and Values** will guide the strategic priorities developed through our 2050 Place Ambition, helping to mitigate any negative impacts and maximise the benefits for our local communities. We aim to do this by:
- Taking an ambitious place-based approach that reflects functional relationships and not necessarily administrative boundaries.
 - Leveraging our unique location, skills base and strategic transport connectivity to secure “good growth”.
 - Focusing growth and infrastructure investment in areas that, with the right interventions, offer the greatest potential to support long term sustainable growth and increased productivity, including through enhanced connectivity.
 - Addressing the significant challenge of housing affordability across Surrey and the resulting lack of housing for essential workers, by building more, well-designed affordable homes.
 - Supporting a strong economy through the retention and expansion of existing local businesses and increasing opportunities for growth sectors and new businesses to locate and invest in Surrey.
 - Maximising opportunities to enhance the health and wellbeing of Surrey’s residents by improving air quality, mitigating the impacts of climate change on our environment, improving access to high quality green spaces and ensuring that new development contributes positively to community amenities and infrastructure to help create high quality and healthy places where people want to live and work.
 - Safeguarding, investing in, restoring and creating new natural habitats which support biodiversity.
 - Ensuring that all development is high quality and well-designed and ready for a zero-carbon future, with local authorities leading by example in delivering

development that contributes positively to the value of our places and is resilient and adaptable to meet current and future needs.

- Using our own resources and assets to directly drive, influence and support growth across Surrey and specifically, to facilitate a more equitable access to homes and wider choice of housing to meet local needs.
- Taking a positive, proactive and responsive stance towards the opportunities for growth across Surrey to help demonstrate our individual and collective place leadership roles in overcoming and responding to the challenges ahead. We will ensure that this approach is embedded in our organisational cultures and in our local plans, policies and strategies.
- Capitalising on the opportunities provided by enhanced digital connectivity and associated transformation of business processes to maximise value from our assets and enhance the quality of the public service offer in both urban and rural areas.

Our Strategic Priorities

- 4.1 Our four **Strategic Priorities** for delivering the 2050 Place Ambition have been shaped by our shared Vision, Values and Principles, together with the key influencers, recognising that there is a need to align priorities from the local to the national level and across different organisations within Surrey. The priorities are based around improving connectivity both within Surrey and with strategically important hubs, enhancing the place value of Surrey's towns, maximising the potential of our strategic opportunity areas and investing in natural capital and delivering nature recovery. By committing to deliver on all four, our aim is that Surrey will be a place that is resilient and responsive to future changes and external impacts, with a flexible approach to development which delivers high quality places, a strong economic offer and improves health and well-being.
- 4.2 The four Strategic Priorities are not mutually exclusive and should therefore be considered together. For example, although some of the Strategic Opportunity Areas (SOAs) proposed in Strategic Priority 3 are broadly defined on the map (p.24), the focus for investment will be the existing and proposed new urban areas within each area and the main connecting transport corridors, as set out in Strategic Priorities 1 and 2. Equally, although some urban areas are not within any of the proposed SOAs, investment will continue to be directed to improve urban areas overall both strategic and local, as set out in Strategic Priority 2.

Strategic Priority 1: Improve connectivity both within Surrey and between strategically important hubs

- 4.3 With investment focused on levelling up, it is vital that we have a clear and agreed set of shared strategic infrastructure priorities which offer the best opportunity to improve connectivity within and between our existing urban centres, and between Surrey and other key national and international destinations. Covid-19 restrictions affected the nature of the relationship between London and Surrey, with many people who worked in London working from home. Going forward, the full impact on travel patterns is unknown but with an anticipated increase in 'hybrid working' there is likely to be less frequent commuting and a renewed emphasis on creating compact places in which most of people's daily needs can be met within a short walk or cycle and a need for greater investment in active travel and new transport technologies. This will help deliver the actions needed to support a low carbon economy. We are working together with our partners to develop a coherent long term infrastructure investment strategy through the Surrey Infrastructure Plan. We will continue to review infrastructure priorities to:
- Ensure that investment in strategic infrastructure is focused in areas where it can unlock development opportunities or support better connectivity between

Surrey's main economic centres and key hubs, and between Surrey and other key destinations within the wider South East and nationally.

- Ensure a more reciprocal relationship with London on common interests, recognising that Surrey's proximity to the capital will remain one of its greatest economic assets and continue to work with the Mayor of London, Transport for the South East and partners across the Wider South East to address regional challenges and deliver strategic infrastructure priorities.
- Build on existing measures and develop new measures that align with the "avoid, shift, improve" approach of LTP4.
- Improve rail connectivity between Surrey's main towns and other key economic centres by securing investment in the North Downs Line, capacity improvements at Woking and Guildford Stations and Southern Rail access from Heathrow Airport to Surrey and beyond.
- Focus on improving stations within Surrey so they benefit local communities and support sustainable local economic growth. Develop stations by improving access to them by public transport and active modes and enhance overall quality of services, for example through use of digitalised signalling and better timetabling.
- Enhance the quality of bus services through investing in infrastructure to allow faster journeys by bus, improving the coverage of the network, providing more coordinated bus services which integrate with other transport modes and improving service frequencies, reliability, fares and customer experience.
- Support the provision of a high-quality network to increase walking/cycling uptake. The network would serve and link urban and rural built-up areas to public transport connections. Where possible this would involve the development of active travel and green corridors and making improvements to rights of way.
- Promote the operational efficiency (and in some cases safety) of our transport network through securing improvements along our strategic movement corridors and junctions, including the Strategic Route Network, the Major Road Network, and key transport hubs. Develop new and innovative infrastructure funding solutions and ensure that we are in the strongest position to compete for new infrastructure funding and investment opportunities. Maximise the opportunities provided by technological advances in mobility.
- Develop county-wide digital infrastructure through working with commercial and public sector partners to enable access to fibre and gigabit capable services.
- Build on the potential for digital technology to enhance connectivity, helping to reduce congestion on our roads and improve the vitality of our urban areas

including those rural communities that face the greatest connectivity challenges. This will increase our ability to address the impacts of climate change and improve the overall health and well-being of our residents.

Strategic Priority 2: Enhance the place offer of Surrey's towns

- 4.4 Our urban areas will continue to be where most of Surrey's homes, services and jobs are located. Focusing growth in these areas will provide the greatest opportunity to support access to services and cultivate changes in the way that we travel, both within urban areas and between different places. With three quarters of the land in Surrey being covered by Green Belt and national and international environmental designations there is a need to make effective use of our urban areas.
- 4.5 Surrey has a large number of town centres, with varying roles and different housing, employment and retail offers. These will continue to play a significant part in supporting growth in the next 30 years, although they will have to adapt if they are to be 'liveable' centres, providing a healthy and safe environment to live and work in, and respond to external impacts on their roles and vitality. The larger centres of Guildford, Reigate/Redhill, Staines and Woking in particular, will continue to provide the greatest potential for delivering a strong residential and economic offer, and will be key in enhancing Surrey's transport connectivity.
- 4.6 Surrey has a greater number of medium-sized towns than neighbouring areas and, so far, these have proved to be more resilient to Covid-19 than many larger towns and cities. Investment in active transport and public transportation will make them healthier, more attractive places to live.
- 4.7 An analysis of population and employment data, information on the function and location of towns and future growth plans has been used to identify towns of strategic significance. This analysis is also informed by the hierarchies of town centres that local planning authorities identify within their local plans, but as a county wide assessment it is intended to illustrate the roles that individual towns play when considered as part of a Surrey network. It is important to recognise that it does not replace any local proposals and priorities but is intended to supplement and assist local plan development.
- 4.8 These towns will often be the focus for investment to unlock sites, improve movement and connectivity, support economic development and create sustainable places. In a number of the towns such as Farnham, Horley, Staines and Weybridge place based collaborative working is already underway, involving a range of partners. The identified towns will also be the focus for monitoring work to understand how they are developing and changing. Monitoring will include changes in land use including the impact of the expansion of permitted development rights (PDR).
- 4.9 Within Surrey there are 25 towns of strategic significance. Nine of these are primary centres that serve the wider regional economy and are a focus for development in

Local Plans and emerging plans and often the subject of masterplanning activities. A number are also a focus for LEP activity, given their strategic role. These centres are:

- Guildford
- Woking
- Epsom
- Reigate
- Redhill
- Staines-upon-Thames
- Farnham
- Egham
- Camberley (including Frimley)

4.10 16 Surrey towns can be classed as secondary centres that play a significant function but serve a less extensive catchment. The growth potential of these towns is set out in the local plans and many of the centres have the potential to accommodate growth which will enable residents to meet many of their retail and leisure needs without having to travel to larger neighbouring centres. These centres are:

- Leatherhead
- Walton-on-Thames
- Caterham
- Dorking
- Godalming
- West Byfleet
- Haslemere
- Banstead
- Chertsey
- Horley
- Addlestone
- Weybridge
- Oxted
- Cranleigh
- Cobham
- Esher

4.11 Surrey's key centres include market towns steeped in history and high streets with a mix of independent and national shops and restaurants. Covid-19 has accelerated a number of trends that were bringing about changes to Surrey's high streets. There are vacant units across Surrey's towns and a need for new visions/strategies to revitalise them. We are seeing a new focus on revitalising high streets and using public sector assets to deliver multi-functional space and the co-location of different services.

- 4.12 For all our town centres there is a need to promote planning of service provision and land use to support significant localisation of activity in attractive local communities, supported by high quality connectivity based on provision for public/shared/active travel. The potential of our high streets will be developed through engaging with people to drive creative thinking, test new ideas and ensure that outcomes are locally owned and tailored. We will ensure that we deliver resilient high streets which are adaptable to long term changes. There will be a move away from an over reliance on retail and exploration around opportunities linked to commerce, council and health service provision, community uses, the location of more homes and people in town centres and experiential opportunities.
- 4.13 Changes to permitted development rights that allow the change of use from commercial, business and service uses (class E) to residential use (C3) came into force on 1st August 2021. The government intends for the expansion of the PDR regime support the creation of homes whilst also giving high streets a new lease of life.
- 4.14 PDR can have a positive effect on local commercial property markets by removing poor quality, unoccupied space which no longer meets business requirements as well as providing a much needed supply of housing. However, given the constraints on development opportunities in Surrey there are some town centres where higher quality office space has been lost as a result of PDR and in others there is significant pressure for residential development in established office locations. The permanent removal of office stock which could have been refurbished in the future represents a real risk to the long-term economic growth of these places. This is an issue which is having implications across the whole of Surrey and future work will compile evidence to report on the situation county wide.
- 4.15 It is recognised that given Surrey's close proximity to London there are no options for delivering sustainable development and large new settlements of the same scale that is possible in other parts of the country, without compromising some of our most valuable assets or redirecting investment away from the main urban areas. However, there are a number of opportunities to deliver some completely new settlements to help meet housing needs and support our economic priorities between now and 2050. Four new communities have therefore been proposed across Surrey in the following locations:
- Dunsfold
 - Longcross
 - South Godstone
 - Wisley
- 4.16 Strategic Priority 2 is to maximise the potential of our existing and new urban areas by making sure land is used in the most efficient and versatile way, and meets our identified needs, as far as possible. It is vital that, in focusing growth in these areas, the overall place value is enhanced through high quality development, provision of

green spaces and access to a wide choice in services, leisure, culture, jobs, housing and travel options, meeting the different needs across all generations.

4.17 Therefore, we will continue to develop an approach to unlocking the potential of all Surrey's towns – of strategic and local significance; established and new - which aims to:

- Enhance the built environment by ensuring that all new development and the redevelopment of existing buildings contribute positively to the overall place value of urban areas in terms of building design and quality including the conservation and reuse of heritage assets and street design that focuses on a Healthy Streets approach creating streets that are pleasant, safe and attractive.
- Promote healthy, inclusive, and safe places which contribute positively to people's wellbeing by ensuring all new development and the redevelopment of existing buildings allow for active travel, enhance walkability, build complete and compact places, enhance connectivity with safe and efficient infrastructure and provide access to and engagement with the natural environment.
- Increase the overall provision and choice of new homes offered, with the emphasis on diversifying the types of new homes provided to meet our needs, including more affordable homes and homes to meet our ageing population. Work proactively with developers and consider the role of a residential offering as part of town centre revitalisation.
- Safeguard our valuable economic assets, particularly employment land and premises within town centres and close to sustainable modes of transport, ensuring that there continues to be a flexible supply to meet changing economic needs, catering for established, growing and start-up businesses and attracting new employers.
- Depending on the specific details and locations of development, allow the removal of poor-quality stock from the employment land supply where sites are poorly located.
- Manage and dispose of public sector land and assets in a way that contributes to meeting identified needs and improving overall quality of place.
- Promote high street revitalisation through diversification and encouraging the development of multi-functional space and the co-location of different services.
- Maximise the contribution Surrey's natural capital makes to securing 'clean' growth, by improving the overall quality and accessibility of our green and blue infrastructure within and between our urban areas, through the proactive management of Biodiversity Opportunity Areas, securing additional provision

through development contributions and making better use of non-operational land.

- Place Surrey in the best position to respond to and mitigate against the impact of climate change, by anticipating the risks in the way we plan and deliver services in future and ensuring new buildings and infrastructure are ready for a zero-carbon future.
- Improve flood resilience in our towns, working with key bodies such as the Environment Agency to open up new opportunities for development.
- Focus transport investment in active transport and public transportation, improving overall mobility and accessibility within and between our urban areas.
- Monitor and report on the towns of strategic significance particularly to consider changes in land use as a result of new permitted development rights.

Strategic Priority 3: Maximise the potential of our Strategic Opportunity Areas

4.18 The greatest long term potential for delivering “good growth” across Surrey will be by investing in places that offer opportunities to boost productivity by maximising the value of strategic assets such as universities, transport hubs and strategic employment sites/centres to support our economic strengths and priority industrial sectors⁴. Our third priority will therefore be to focus strategic interventions in eight Strategic Opportunity Areas (SOAs) that have been identified as areas to support long term prosperity. This includes investment in new strategic infrastructure and to address existing infrastructure deficiencies and improving connectivity both within Surrey and between other strategically important economic areas.

4.19 Our eight Strategic Opportunity Areas are (see the separate implementation framework for a profile of each SOA):

- SOA 1: Longcross-Staines-Heathrow Corridor
- SOA 2: Woking Hub
- SOA 3: Guildford Hub
- SOA 4: Blackwater Valley Corridor
- SOA 5: Cranleigh-Dunsfold Corridor
- SOA 6: Epsom-Leatherhead Corridor

⁴ Surrey’s economic strengths are outlined in Surrey’s Economic Future – Forward to 2030: Our Economic Strategy published in November 2020. They include nationally significant innovation and R&D assets, a strong presence in industrial research and development and an extensive stock of international corporates. Priority industrial sectors for Surrey are professional & business services, life sciences, ICT, aerospace & defence, 5G, satellite and cyber security.

- SOA 7: M23- Gatwick Corridor
- SOA 8: M25 J6/A22 South Godstone

4.20 Although most of the SOAs are centred on existing and proposed new urban areas (which will be the main focus for investment), particularly the larger urban centres within Surrey, some reflect the significance of key transport corridors where there is priority being given regionally to long term investment and improvements. In many cases the areas cross over the boundary into neighbouring authorities and will require strong collaboration to ensure priority outcomes can be delivered.

4.21 For each of the SOAs, a number of strategic interventions will be delivered over the next 10, 20 and 30 years. These will be developed within a common framework which aims to:

- Support the delivery of a diverse supply of new homes to meet housing needs including those of a changing workforce and help boost productivity.
- Support a small number of carefully planned urban extensions and new communities to boost the supply of new homes and employment land.
- Focus the right interventions, such as investment in infrastructure, to unlock sites and improve movement and connectivity between key hubs and along strategic movement corridors.
- Support our economic strengths and priority industrial sectors by ensuring that the right type of premises and land is readily available, by attracting inward investment, by improving the links between priority sectors and the skills, education and training opportunities (schools, FE, HE, private training providers) available in Surrey to ensure a productive and agile workforce.
- Protect strategically important land and premises, particularly within town centres that are well served by public transport, taking into account what the potential future needs may be to maintain a flexible and adaptable land supply, provide flexible workspace and multi-functional space and ensure resilience in the ongoing health of these important locations.
- Reflect these areas in our own plans and strategies for strategic investment decisions, asset management and land disposal and highlight the importance of these areas through our work with partners and Government to support a proactive approach to growth and maximise all investment and funding opportunities.
- Explore how future business models which aim to boost productivity will impact on the type and supply of land and premises needed in future, to ensure a flexible and responsive approach to market demands, as well as the type of

business support needed and the role of the Universities and their research priorities.

- Support the development of new collaborative working arrangements and the coordination and sharing of best practice across the SOAs.

Strategic Priority 4: Invest in natural capital and deliver nature recovery

4.22 Surrey has a wealth of environmental assets ranging from those with international and national status, to those of local importance. However, according to the 2017 State of Surrey's Nature report, Surrey also has one of the fastest declining wildlife populations of any county in England. Nature is being increasingly confined to small, fragmented areas with little or no connectivity.

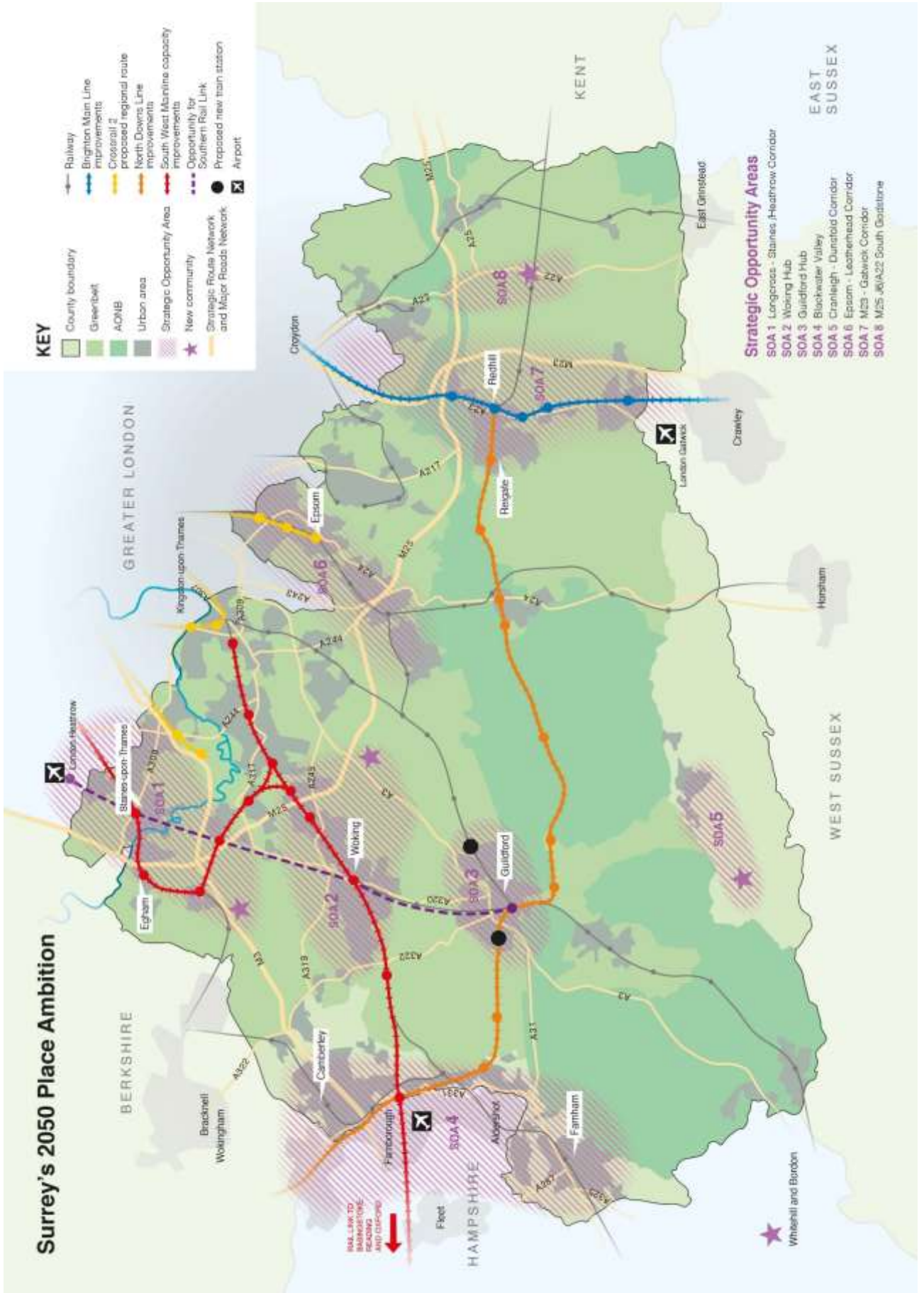
4.23 The Government's 25 Year Environment Plan sets out a natural capital approach, giving the environment its due regard as a key contributor to the overall economy. Legally binding targets for Biodiversity Net Gain and Local Recovery Networks are being introduced and will focus activities on environmental improvements in the coming years.

4.24 Within Surrey there will be increased focus on spatial strategies for nature guiding funding decisions and enabling the delivery of multi-functional benefits in prioritised areas. Surrey Wildlife Trust is already leading on innovative work to drive private investment in natural capital through the development of a Natural Capital Investment Fund.

4.25 Organisations such as Surrey County Council, Surrey Wildlife Trust and district and borough councils will continue to work together to avoid adverse effects on the environment, improve resilience to climate change and invest in natural capital by:

- Positively managing and improving the condition of internationally, nationally and locally designated sites of nature importance.
- Conserving and enhancing the distinctiveness of Surrey's landscapes and the natural beauty of the Surrey Hills AONB and High Weald AONB having regard to landscape character assessments and AONB Management Plans.
- Ensuring that land used for mineral working is restored to an appropriate future use and managed so that it brings value to the environment and local community.
- Recognising the importance of natural capital and the role of ecosystem services and pursuing opportunities for improving biodiversity and the air and water environment alongside new development.
- Articulating biodiversity improvement priorities, including the enhancement of the Biodiversity Opportunity Areas identified within the county.

- Creating a coherent connected network of accessible multi-functional greenspaces.
- Further developing the collective evidence base to include baseline natural capital accounts and mapping to identify enhancements for delivery of multiple benefits.
- Developing approaches for facilitating systemic investment in natural capital, including through a Natural Capital Investment Fund to trade biodiversity credits in a suite of habitat banks.
- Making use of public sector land for investment in natural capital.
- Providing Suitable Alternative Natural Greenspace to mitigate the impacts of new housing development on the SPAs which also delivers new accessible and good quality green infrastructure.



Delivering our 2050 Place Ambition

- 5.1 Delivering “good growth” requires long term commitment and investment and collaboration with many different stakeholders and partners. A detailed implementation framework, available as a separate document, has been produced that sets out how we propose to do this.

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SURREY'S 2050 PLACE AMBITION

Draft Implementation Framework



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Introduction

- 1.1 Delivering 'good growth' requires long term commitment and investment. Our strategic priorities look to the next 30 years, however, the way in which they are delivered will evolve during this period, largely in response to external factors and influences. Our implementation framework will therefore consider 10-year phases to be supported by a monitoring programme with agreed indicators to highlight where different responses may be needed, for example, to address funding issues, or changing markets, technology or national policy.
- 1.2 The Place Ambition will be delivered through collaboration with many different strategic stakeholders and partners and through various plans and strategies many of which have already been developed. The role of the Place Ambition is to focus on gaps, avoid duplication and promote efficiencies through joint working. Section two of this implementation framework summarises the plans and strategies through which the Place Ambition will be delivered. Section three sets out the priority outcomes for each SOA and the intervention to achieve each of these outcomes. These will be monitored and updated at regular intervals. We are also developing a Place Ambition Urban Strategy and further details on the priorities, actions and progress so far are given in section four.
- 1.3 We will develop a set of metrics to monitor progress on the implementation of the Strategic Priorities and keep this implementation framework under regular review. Section five sets out the types of indicators which we will develop.

Integrated System for Delivering Good Growth

2.1 Growth will be implemented through a number of strategies (see Annex 1) including the following:

Local Strategies and Plans

- Surrey Borough and District Local Plans - the Local Plans are vital for the successful implementation of the spatial elements of the Place Ambition, both testing and delivery.
- Surrey Borough and District Infrastructure Delivery Plans, Economic Development Strategies, Health and Wellbeing Strategies and Climate Change Strategies - these identify priorities for action on specific issues and will be important in delivering good growth.
- Emerging Local Cycling and Walking Infrastructure Plans (LCWIPs) - Surrey County Council is developing a programme of new LCWIPs by the end of 2022. These will help identify where new or improved walking and cycling facilities will be most beneficial and the types of facilities that are most appropriate. They will provide a key tool for deciding how to prioritise future improvement works.

Countywide Strategies and Plans

- Surrey's Economic Future – Towards 2030: One Surrey Growth Board's Plan for Growth and Surrey County Council's Economic Strategy Statement - these identify four priorities to ensure that Surrey retains its position as a significant economic leader of the sub-region and UK economy:
 - Priority 1 – Growing the leading edge
 - Priority 2 – A 'whole place' approach to growing and sustaining quality places
 - Priority 3 – Maximising opportunities with a balanced, inclusive economy
 - Priority 4 – Capturing the potential of a greener economy.
- Surrey Local Transport Plan (4) - the new statutory LTP4 aims to fundamentally shift the county to a more sustainable relationship with transport and travel. It proposes an 'Avoid, Shift, Improve' approach to reduce carbon emissions, support Surrey's growth ambitions and enable well-connected and thriving communities and will include developing a street family framework that reflects Surrey's requirements and characteristics.
- Surrey Rail Strategy - Surrey County Council published a new rail strategy for Surrey in March 2021. This identifies the corridors where the council will continue to make the case for better services and a need for a renewed focus on improving stations to benefit local communities combined with improved access by public transport and active modes.

- Surrey Infrastructure Plan - the 2017 Surrey Infrastructure Study identified £5.3bn of necessary infrastructure improvements to support planned growth and a £2.47bn funding gap. The Surrey Infrastructure Plan includes a prioritisation framework to help determine which projects could deliver the widest benefits for Surrey residents. It identifies categories of projects including those recommended for implementation (category 1), those that require feasibility and development work (category 2) and those that fall to the responsibility of our partners that Surrey needs to lobby for (category 3). The category 3 projects are listed below, and further details are given in the SOA in section three:
 - Airport Access Southern Rail
 - M25 Junction 6
 - A3 Guildford (noise Abatement study)
 - New Rail Stations at Guildford West (Park Barn) and Guildford East (Merrow)
 - Slyfield Community Recycling Centre
 - A3 Northbound slip road at A247 (Burnt Common)
 - M25 Junction 10/A3 Wisley Interchange
 - Trumps Farm Material Recovery Facility
 - M25 Junction 9
 - Woking Flyover (rail)
 - North Downs Line Electrification
 - A23/M23 Hooley
 - Crossrail 2 – on hold
 - Town centres – public realm improvements, bidding for funding and supporting local regeneration

Although, the current focus is on transport schemes, new digital, flood defence, green infrastructure and health, social and community projects are being identified and will be included as the plan is regularly reviewed. The Surrey Infrastructure Plan includes actions identified by the 2017 Surrey Local Flood Risk Management Strategy.

- Surrey Health & Wellbeing Strategy - the strategy sets out Surrey's priorities for improving health and wellbeing across the population. The 2019 Strategy is being reviewed with ambitions to work collaboratively with communities to reduce health inequalities, to focus on prevention and promoting physical and mental health and well-being and to address the wider determinants of health. The latter includes recognising and valuing the benefits of healthy environments and access to opportunities for people who face barriers to training and employment.
- Surrey Climate Change Strategy - this provides a joint framework for collaborative action on climate change across Surrey's local authorities to achieve net zero carbon by 2050. It aims to build on existing measures to strengthen resilience down to the household level, through climate-proofing services and infrastructure. A Climate Change Delivery Plan (2021-2025) that

sets out how we plan to tackle the climate change emergency has been produced.

- Place Ambition Urban Strategy - linked directly to Place Ambition Strategic Priority 2, the strategy aims to focus investment in existing urban areas by supporting delivery of healthy placemaking and high-quality development, recognising that these are where most people will continue to live and work in the next 30 years. The strategy sets out a portfolio of actions to be managed by the local authorities and partners.
- Surrey Land Management Framework - this will develop an integrated approach to land use decision making, building on evidence about the value of Surrey's natural assets and their co-benefits for society, the economy, and the environment. An understanding of the valuable benefits delivered through natural assets will enable more informed decisions about the future of land in Surrey, helping to deliver Surrey's Greener Future.
- Emerging Surrey Nature Recovery Network: To prepare Surrey for the forthcoming Environment Act expected to place a requirement on appropriate authorities to identify, map and protect their respective section of a national Nature Recovery Network and explain the role and potential relationship with Biodiversity Opportunity Areas.

2.2 These local and countywide strategies and plans (see Annex 1 for detailed list) sit within a wider context of sub-national strategies and plans. These include Transport for the South East's emerging Transport Strategy, the Heathrow Joint Strategic Planning Framework, the Coast to Capital Local Enterprise Partnership Build Back Stronger, Smarter and Greener Strategy, the Enterprise M3 Local Enterprise Partnership Revive and Renew Recovery and Renewal Action Plan and work carried out by the Gatwick Diamond Initiative.

Surrey's Integrated System for Achieving Sustainable Growth



PA Strategic Priority 1:
Improve connectivity both within Surrey and between strategically important hubs

PA Strategic Priority 2:
Enhance the place offer of Surrey's towns

PA Strategic Priority 3:
Maximise the potential of our Strategic Opportunity Areas

PA Strategic Priority 4:
Invest in natural capital and deliver nature recovery

Implementing the Surrey 2050 Place Ambition

Our Climate and Environment Priorities

Surrey Climate Change Strategy
Borough and District Climate Change Strategies
Surrey Nature Recovery Network
Surrey Land Management Framework

Our Economic priorities

One Surrey Growth Board's Surrey's Economic Future – Towards 2030: Surrey County Council's Economic Strategy Statement
Borough and Districts' Economic Strategies
LEP Recovery Action Plans

Our Spatial Priorities

Borough and District Local Plans
Place Ambition Strategic Opportunity Areas
Place Ambition Urban Strategy

Our Infrastructure Priorities

Surrey County Council's Local Transport Plan (4)
Surrey's Rail Strategy
Surrey Infrastructure Plan
Borough and District Infrastructure Delivery Plans

Our Health and Wellbeing Priorities

Surrey's Health and Wellbeing Strategy

Strategic Opportunity Area Interventions

3.1 The third strategic priority of the Place Ambition is to focus strategic interventions in eight SOAs to support long term prosperity. This includes investment in new strategic infrastructure and to address existing deficiencies and improving connectivity both within Surrey and between other strategically important economic areas. The following pages provide a profile and priority outcomes for each SOA and tables setting out the potential strategic interventions which have been identified to deliver these outcomes. In addition, a number of common themes have emerged which are relevant to many parts of Surrey and will be taken forward through the Urban Strategy:

- The expansion of the permitted development regime is likely to affect transport impacts and the housing/employment land balance and reduced opportunities for securing developer contributions and securing high quality development including public realm and green infrastructure.
- There is increasing pressure on brownfield land for development in areas that are at risk from flooding.
- The impact of development on the Thames Basin Heaths Special Protection Area and the need for Suitable Alternative Natural Greenspace (SANG).

Strategic Opportunity Area (SOA) 1: Longcross – Staines - Heathrow Corridor

The Longcross – Staines - Heathrow Corridor is a key corridor with the M3 and M25 motorways running through it connecting Heathrow Airport at one end and the new community of Longcross at the other.

As the UK's largest airport, Heathrow is a major international gateway for both passengers and freight and an economic hub of national importance. Despite uncertainty around future airport expansion, and the impacts of Covid-19 on the aviation industry, the airport is instrumental to ongoing economic prosperity within the corridor.

The area has a highly productive economy, with both Egham and Staines having high concentrations of employment in the information and communications sector. Regeneration to deliver improved commercial, retail and residential opportunities to support the sub-regional role of Staines is a priority of Enterprise M3 LEP. Spelthorne Borough Council is preparing a Development Framework for Staines-upon-Thames that will set a clear vision and strategy for the transformation and regeneration of the town centre.

Supported by the work of Royal Holloway University of London (RHUL), a creative cluster continues to grow within the corridor providing significant employment especially amongst creative industry SMEs. This cluster is anchored by two large film studios – Pinewood Studios at Shepperton and Longcross Studios.

Longcross Garden Village will provide a minimum of 1,700 new homes with access to the existing Longcross railway station. Longcross Park is a significant employment site and a designated Enterprise Zone allowing it to leverage Government resources, and providing significant opportunities for investment, as well as possibilities for stronger ties with education through links with RHUL.

Parts of the corridor are at significant risk from flooding. The River Thames Scheme will reduce this flood risk with the creation of flood alleviation channels and other improvements to protect residents and properties from the risk of future flooding, improve biodiversity, create recreational opportunities and provide more resilient road, rail, power and water networks.

Key challenges

- Poor public transport and active travel connectivity throughout the corridor, including to Heathrow
- Strategic pinch points on the road network
- Congestion in and around Heathrow Airport
- Noise and air pollution in pockets along the corridor
- Need to enable deployment of gigabit-capable and 5G networks across the corridor
- Flood risk with large parts of the area lying within the floodplain
- Limited opportunities for growth beyond that currently planned without significant environmental impact
- Local areas of deprivation

What Needs to Happen

This area benefits from an established history of cross-boundary working via the Heathrow Strategic Planning Group. Combined public sector activity will focus on active travel and public transport improvements to the airport. The need for a fast, efficient and reliable southern rail link to Heathrow Airport is a priority.

The Development Framework for Staines is being progressed to enable town centre regeneration and transformation. There are specific challenges around access and infrastructure that require investment, including town centre junction improvements and sustainable transport packages. The framework will set out the opportunities for Staines to deliver new homes, commercial activity and vital infrastructure improvements including new health and community facilities.

Improved active travel infrastructure and public transport services are required throughout the corridor, in particular to enhance connections between

- The corridor and Heathrow
- Longcross Garden Village and Enterprise Zone and surrounding communities
- RHUL and surrounds, in particular Egham
- The Causeway strategic employment area and Staines
- Egham town centre and the Runnymede meadows
- Egham and Thorpe Industrial Estate

Delivery of the River Thames Scheme will aim to maximise opportunities for biodiversity net gain and carbon offsetting.

Priority Outcomes

1. Delivery of the new community at Longcross including connectivity improvements, especially links to Chertsey (including for secondary schools) and wider area
2. Improved rail connectivity to Heathrow, Guildford and Woking
3. Support productivity growth in key sectors along the corridor; Enterprise Zone at Longcross likely to become a significant hub for creative industries and key employment location
4. Delivery of a Development Framework for Staines which will set out the opportunities to deliver new homes, commercial activity and vital infrastructure

Strategic Opportunity Area (SOA) 1 - Longcross-Staines-Heathrow Corridor

Anticipated outcome by 2030	Potential strategic interventions 2020 – 2030	Links to other plans and strategies	Strategic partners
Delivery of the new community at Longcross including connectivity improvements, especially links to Chertsey (including for secondary schools) and wider area	<p>Delivery of an exemplary sustainable community with high quality design. New green and active travel corridors to links the new community at Longcross with Chertsey and Virginia Water. Improve bus services between Longcross and Woking Town Centre.</p> <p>Join up LCWIPs in Spelthorne and Runnymede.</p> <p>Improvements to A320 to support new community at Longcross (especially linking A320 to M3).</p>	LTP4, Runnymede and Spelthorne Local Plans, Surrey Infrastructure Plan, Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy	Runnymede and Spelthorne Borough Councils Surrey County Council Developers
Improved rail connectivity to Heathrow, Guildford and Woking	All partners are committed to enhancing southern rail access to Heathrow.	LTP4, Surrey Infrastructure Plan, Surrey Rail Strategy, Southern Access to Heathrow (DfT), Heathrow Strategic Planning Group Joint Spatial Planning Framework	Surrey County Council Runnymede and Spelthorne Borough Councils Heathrow Strategic Planning Group Heathrow Airport Ltd Department for Transport Network Rail
Support productivity growth in key sectors along the corridor; Enterprise Zone at Longcross likely to become a significant hub for creative industries and key employment location	Support 'hub role' of the corridor for priority sectors of creative industries and IT/ software through provision of sites/premises, urban realm improvements and promotion of the area/supporting inward investment and stronger links with higher/further education, particularly Royal Holloway.	Surrey Economic Strategy, Runnymede and Spelthorne Economic Strategies, EM3 LEP Economic Recovery Plan	Runnymede & Spelthorne Borough Councils Surrey County Council EM3 LEP

Anticipated outcome by 2030	Potential strategic interventions 2020 – 2030	Links to other plans and strategies	Strategic partners
<p>Delivery of a Development Framework for Staines which will set out the opportunities to deliver new homes, commercial activity and vital infrastructure</p>	<p>Production and delivery of the Staines Development Framework</p> <p>Improvements to the A308, to enable pedestrian movement in Staines town centre and improve transport infrastructure and local mobility, to support the role of Staines as a transport interchange.</p>	<p>Spelthorne Local Plan, LTP4, Surrey Economic Strategy, Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy</p>	<p>Surrey County Council Spelthorne Borough Council Surrey Health and Wellbeing Board</p>

Strategic Opportunity Area (SOA) 2: Woking Hub

The Woking Hub incorporates areas of Woking, Guildford and Elmbridge boroughs. It comprises much of the borough of Woking but also the Brooklands employment area and the strategic new settlement at the former Wisley airfield.

At its heart, Woking town centre is a focus for sustainable growth and renewal, characterised by high density development. In Autumn 2021, Woking Borough Council committed to prepare a Town Centre Masterplan to help guide future sustainable development within the town centre. The town aims to build on its role as a regional hub, prioritising schemes to enhance its role as a transport interchange and maintain its status as an economic hub. Further infrastructure improvements are needed, particularly to improve rail connectivity between Woking and Heathrow Airport.

Woking is a dynamic town with a skilled workforce and a business focused pro-growth agenda. The SOA already makes a significant contribution to priority industrial sectors, such as advanced engineering and technology enterprises. There is also a growing cluster of environmental technologies.

Woking borough is nationally recognised for its commitment to environmental improvement and mitigation of climate change and has one of the most extensive decentralised renewable and low carbon energy infrastructures in the UK. The town is also known for high quality cycling infrastructure.

The A245 corridor is an important route economically as it provides access from the A3 to the Brooklands Business Park in Elmbridge. This is a sub-regional, strategic employment centre, home to some 200 businesses in a mix of premises ranging from high quality international headquarters to large format warehousing and distribution centres and light industrial buildings on the Brooklands Industrial Estate. As with the wider SOA, congestion and accessibility issues are a concern and, more recently, the potential loss of commercial to residential through permitted development rights (PDR).

The broader Weybridge economic cluster supports an additional 8,000 jobs and Brooklands Further Education College (Weybridge campus) provides valuable training in technical skills. A one-town approach is being adopted for Weybridge with plans for a new health and community hub through development via the One Public Estate programme, alongside town centre transport and public realm improvements.

Significant new housing development is underway and planned for Woking town centre. In addition, the former Wisley airfield site on the A3 is the location for a proposed new settlement allocated in Guildford's Local Plan. This is a residential led, mixed use development, allocated for approximately 2,000 homes and including 4,300 sqm of employment floorspace.

Key challenges

- Traffic congestion along the A245 corridor and the need for increased infrastructure investment
- Poor public transport connectivity to Heathrow
- Poor linkages from Woking to the motorway and trunk roads
- Lack of rail capacity, including at least a 10-year delay on Crossrail 2
- Housing affordability
- Post Covid, investing in reskilling and conversion of vacant office floorspace to flexible workspace
- Delivering high density development without compromising on character and appearance of surrounding areas
- Need for connectivity between the new community at Wisley and Woking/West Byfleet
- Need for a consensus on the future of Woking town centre through the delivery of the Town Centre Masterplan

What Needs to Happen

An ambitious programme of transport improvements is planned for Woking town centre, ranging from the Woking Sustainable Transport package through to delivery of the £115m Victoria Arch highways revitalisation scheme. £95m of Housing Infrastructure Fund (HIF) monies have been secured for the project which will unlock 13 brownfield town centre sites and deliver over 4,500 new homes. This includes an additional 3,300 new dwellings in the town centre over and above what has been committed in the local plan. Woking Borough Council will be consulting on how new homes will be delivered through the preparation of the Town Centre Masterplan.

The HIF scheme is complex and delivery timescales challenging. The scheme includes three elements:

- acquisition and demolition of the Triangle site
- A320 highway widening and improvements
- replacement of Victoria Arch bridge.

Works will improve traffic flows between both sides of the town and provide better access to the railway station for cyclists and pedestrians. Crucially, an enhanced bridge supports future Network Rail objectives, such as the possible redevelopment of Woking Station and the Woking flyover scheme. The latter will enable expansion of the rail network and increase capacity throughout the region.

Delivery of the new settlement at the former Wisley airfield will help meet housing needs, but it must incorporate all necessary infrastructure and ensure better connectivity with the wider area by non-car modes if it is to be sustainable.

Priority Outcomes

1. Enhancement of Woking as a strategic transport hub including making the case for a new southern rail access from Heathrow Airport
2. The delivery of a masterplan with an agreed vision for Woking town centre and identifying the investment needed in infrastructure and housing (including affordable housing) and town centre regeneration initiatives
3. Improved connectivity (including digital) for businesses and residents and investment in infrastructure to encourage sustainable transport options
4. Delivery of the proposed new community at the former Wisley Airfield

Strategic Opportunity Area (SOA) 2: Woking Hub

Anticipated outcome by 2030	Potential strategic interventions 2020 – 2030	Links to other plans and strategies	Strategic partners
<p>Enhancement of Woking as a strategic transport hub including case for new southern rail access from Heathrow Airport.</p>	<p>Work with partners to select a single option for a Southern Rail Access to Heathrow to promote to DfT.</p> <p>Work with partners to secure Woking rail capacity improvements.</p> <p>Carry out feasibility and development work for the Woking Sustainable Transport Package Phase 2 (identified as a Surrey Infrastructure Plan Category 2 project)</p>	<p>LTP4, Surrey Rail Strategy, Surrey Infrastructure Plan</p> <p>Heathrow Strategic Planning Group Joint Spatial Planning Framework</p>	<p>Surrey County Council Transport for the South East Network Rail Heathrow Strategic Planning Group Heathrow Airport Limited</p>
<p>The delivery of a masterplan with an agreed vision for Woking town centre and identifying the investment needed in infrastructure and housing (including affordable housing) and town centre regeneration initiatives</p>	<p>Production and delivery of a Town Centre Masterplan to help guide future sustainable development within Woking town centre</p>	<p>Woking Local Plan, LTP4</p>	<p>Woking Borough Council Surrey County Council</p>

Anticipated outcome by 2030	Potential strategic interventions 2020 – 2030	Links to other plans and strategies	Strategic partners
Improved connectivity (including digital) for businesses and residents and increased active travel and sustainable transport options	<p>Significant improvements to digital infrastructure across the SOA</p> <p>More sustainable/active travel across the SOA including implementing phase 2 of the Woking Sustainable Transport package which will introduce further improvements to walking and cycling to and from Woking town centre and include Quality Bus Corridors in directions of Brooklands, Sheerwater, Byfleet and Send.</p> <p>Promotion of the need for a smart road for the A245</p>	LTP4, Surrey Infrastructure Plan, Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy	Surrey County Council Woking Borough Council
Delivery of the proposed new community at the former Wisley Airfield	Delivery of an exemplary sustainable community with high quality design, new green and active travel corridors to link the new community with key destinations. Sufficient mitigation to address the impacts on Ripley High Street and surrounding rural roads.	Guildford Local Plan, Surrey Infrastructure Plan, Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy	Guildford Borough Council Surrey County Council Developers National Highways

Strategic Opportunity Area (SOA) 3: Guildford Hub

Guildford is Surrey's largest town and is set to grow even further over the next 20 years. It is a highly successful university town, hosting both the University of Surrey and University of Law, which contribute to the local economy through technology innovation, academic capital and developing a highly attractive talent pool for the local economy. Activity at the University of Surrey is a significant contributor to the overall Guildford economy and the Surrey Research Park is one of the borough's largest centres of employment making an important contribution to the regional economy.

The challenge for the area is to balance the desire to maintain its unique character and natural environment with the need to deliver infrastructure to tackle congestion and improve connectivity, more and appropriate housing and to support the needs of the local economy. Underpinning all this is the need to ensure that development is sustainable and resilient to the changing climate.

The planned Guildford Town Centre redevelopment on North Street is for a mixed use, residential led scheme and the major redevelopment site at Weyside Urban Village is anticipated to deliver 1,500 new homes. Not all the borough's development needs can be met within Guildford's existing urban areas and the adopted Local Plan focuses some development on large strategic greenfield sites and at least 3,200 housing units will be provided on two urban extensions to Guildford at Blackwell Farm and Gosden Hill Farm.

Key Challenges

- A decrease in the economic activity rate which is caused by a decline in a number of key sectors
- Housing affordability
- Traffic congestion and the need for increased infrastructure investment
- Need to improve air quality in Guildford town centre (an Air Quality Management Area was declared in October 2021)
- Poor air quality along the A3 through Guildford
- Need for flood alleviation of the River Wey catchment through Guildford town centre to maximise regeneration opportunities and provide resilience
- Tackling deprivation in those wards which are amongst the most deprived in Surrey
- Availability of suitable employment land
- Lack of digital infrastructure and slow broadband speeds
- Post Covid, revitalising the high street, investing in projects to use empty units and vacant office floorspace and reskilling.

What Needs to Happen

Significant investment in the borough's infrastructure is required to deliver the new homes. Accessibility improvements will help to attract high quality jobs and increase the prosperity of the area. As well as improvements to the A3 and road network in and around Guildford, there needs to be a focus on sustainable travel.

For rail, improvements to Guildford Railway Station are planned together with two new stations at Park Barn (Guildford West) and Merrow (Guildford East). The Guildford West Railway Station is likely to have a significant impact on access to the Royal Surrey County Hospital, University of Surrey and Surrey Research Park. Improvements to the North Downs Railway Line will facilitate better connectivity between Guildford and East Surrey/ Gatwick and between Surrey and the major hubs of Reading and Oxford.

The Guildford Economic Regeneration Programme (GERP) includes the Town Centre Masterplan and will provide transport improvements alongside residential development in the town centre. Joint working with the Environment Agency and Surrey County Council to identify, fund and implement suitable flood alleviation measures for the town centre is critical to the delivery of housing as part of the GERP.

Priority Outcomes

1. Improved movement along the A3 to reduce congestion and improve air quality
2. Delivery of Local Plan allocated urban extensions and Weyside Urban Village
3. Delivery of the Town Centre Master Plan and Guildford's role as Surrey's primary retail centre and as an entertainment (creative) centre retained and enhanced
4. Improved digital connectivity for businesses and residents

Strategic Opportunity Area (SOA) 3: Guildford Hub

Anticipated outcome by 2030	Potential Strategic Interventions 2020-2030	Links to other plans and strategies	Strategic partners
Improved movement along the A3 to reduce congestion and improve air quality	Implement first stage of the recommendations of ongoing work on air quality along the A3	LTP4, Surrey Infrastructure Plan, Health and Wellbeing Strategy	Surrey County Council Guildford Borough Council National Highways
Delivery of Local Plan allocated urban extensions and Weyside Urban Village	Work with National Highways to deliver A3 improvements Improved connectivity in Guildford through investment in a range of active travel, bus and rail improvements	Guildford Local Plan, LTP4, Surrey Rail Strategy, Surrey Infrastructure Plan, Surrey Economic Strategy	Guildford Borough Council Surrey County Council National Highways Developers
Delivery of the Town Centre Master Plan and Guildford's role as Surrey's primary retail centre and as an entertainment (creative) centre retained and enhanced	Address development constraints through completion of the town centre masterplan work and provide a joined-up approach to tackling Guildford's major traffic, flooding and connectivity issues. Work with the Environment Agency on flood alleviation projects in Guildford town centre to create development opportunities. Review solutions / strategy for active travel to ensure resilient solutions for green movement being fully exploited and reflect the post-Covid world.	Guildford Local Plan, Guildford Economic Regeneration Programme, LTP4, Surrey Infrastructure Plan, Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy	Guildford Borough Council Surrey County Council Environment Agency

Anticipated outcome by 2030	Potential Strategic Interventions 2020-2030	Links to other plans and strategies	Strategic partners
Improved digital connectivity for businesses and residents	Enhance digital connectivity through completion of the fibre spine linking Basingstoke and Guildford as part of a wider digital strategy	Guildford Economic Regeneration Programme	Guildford Borough Council EM3 LEP

Strategic Opportunity Area (SOA) 4: Blackwater Valley Corridor

The Blackwater Valley comprises several inter-connected towns in both Surrey and Hampshire running along the A331 with the M3 Motorway and Camberley to the north of the area and the A31 and Farnham to the south. The A325 connects the corridor to the new community at Whitehill and Bordon and then to the coast.

The SOA faces several specific strategic issues that extend beyond administrative boundaries and there is an established history of cross-boundary working in this area and economic cooperation. The corridor is characterised by strong economic and functional relationships that have developed between centres. In and out commuting is high and there are comparatively low numbers of London commuters.

The area has a buoyant economy and a diverse economic base, with high technology industries strongly represented alongside traditional and advanced manufacturing. The economy benefits from access to Farnborough airport, and the area includes a hub for defence and aerospace related industries.

The army has played a long-time economic role in this area and still has a large presence, particularly in Aldershot and at Sandhurst Royal Military Academy. As a result, many of the development opportunities are on land owned by the Ministry of Defence, such as the new village at Deepcut and Wellesley, an urban extension to Aldershot.

Farnham is home to a campus of the University of the Creative Arts, which acts as an anchor in developing creative skills. The area has a strong creative industries base linking with the gaming and digital hubs of Guildford and Aldershot. Surrey County Council, Waverley Borough Council and Farnham Town Council are working in partnership on the Farnham Infrastructure Programme to address the specific issues of congestion, air pollution and accessibility that the historic market town experiences.

The Camberley Area Action Plan sets out the framework for the regeneration of the town centre. The masterplan is based around regenerating the key A30 frontage, accommodating retail development and proactively encouraging re-use of vacant office space for town centre residential units. This is complemented with public realm and accessibility improvements. A Town Centre Masterplan was adopted in 2015, but Surrey Heath Borough Council is now looking to re-shape its strategy and work has commenced on a new town centre strategy for Camberley.

Frimley is contiguous with Camberley and together they form the largest urban area in Surrey Heath. Frimley is home to Frimley Park Hospital which operates on a constrained site. To ensure the hospital can continue to meet the needs of its users, Surrey Heath Borough Council propose to work with the hospital to produce a development brief for the site.

The Blackwater Valley Hub comprises significant areas protected through environmental designations, in particular Chobham Common National Nature Reserve, which is also part of a wider Special Area of Conservation (SAC) and the Thames Basin Heaths Special Protection Area (SPA). The latter contributes to the high-quality natural environment but is a

considerable constraint on housing development in the vicinity of the SPA. To mitigate impacts on the SPA, development must provide SANG. The potential for this is finite and future SANG provision is a significant infrastructure issue for this area.

Key challenges

- Disproportionate development costs in the area due to SANG requirements
- Impact on other infrastructure provision due to need to fund SANG
- Air quality concerns as M3 runs through SAC and SPA and already specific areas with an AQMA
- Lack of digital infrastructure and slow broadband speeds
- Housing delivery/affordability
- Unknown impact of Covid-19 on the commercial market
- Traffic congestion along the corridor
- Frequency of public transport and limited cycling infrastructure
- Constraints on the improvement of the rail service
- Low levels of self-containment – high levels of out commuting from the area

What Needs to Happen

There are opportunities for collaboration across the area building on existing joint working and recognising that the Blackwater Valley is one conurbation with shared challenges. Potential areas of mutual interest include developing a shared vision/ambition and future strategy for growth; exploring the role of the town centres post Covid, connectivity across the area (transport and digital) and initiatives to achieve net-zero carbon ambitions.

Joint working is required between the local authorities and Natural England to look at the provision of SANG to meet future development needs. There is a need to coordinate and provide a joint approach to completion of LCWIPs across the area to maximise funding and opportunities to support healthy travel to meet climate change targets.

Priority Outcomes

1. Support the natural environment offer to identify SANG and enable housing delivery across the SOA
2. Develop a sustainable spatial approach across the SOA and adjoining areas and a more coordinated approach across the corridor to infrastructure planning, prioritisation and delivery
3. Transport infrastructure improvements including increased active travel which support growth and help address challenges around climate change, health and wellbeing and economic recovery
4. Improved digital connectivity for businesses and residents

Strategic Opportunity Area (SOA) 4: Blackwater Valley Corridor

Anticipated outcome by 2030	Potential strategic interventions 2020 - 2030	Links to other plans and strategies	Strategic partners
Support the natural environment offer to identify SANG and enable housing delivery across the SOA	Enhance and link green and blue Infrastructure and natural habitats across the SOA, especially to support mitigation measures for SPAs (SANG). The increasingly limited options for SANG will have a significant impact on future housing delivery if not addressed. Natural England have recently revised SANG quality design criteria for the TBHSPA and the LAs and NE will work together to assess whether this approach could enable further sites to qualify as valid avoidance measures.	Thames Basin Heaths Delivery Framework, Surrey Infrastructure Plan, BWV Authorities Local Plans, Surrey Natural Capital Investment Plan, Health and Wellbeing Strategy	BWV Authorities ¹ Natural England Thames Basin Heaths Joint Strategic Partnership Surrey Nature Partnership/ Surrey Wildlife Trust
Develop a sustainable spatial approach across the SOA and adjoining areas and a more coordinated approach across the corridor to infrastructure planning, prioritisation and delivery	Establish regular officer joint working and meetings to address common issues across the BWV including developing a vision/strategy for the area that maximises green and blue infrastructure potential, revitalising town centres, coordinating social infrastructure, promoting digital connectivity and planning/delivering new transport infrastructure.	LTP4, Surrey Infrastructure Plan, BWV Authorities Local Plans, LTP4 for Hampshire	BWV Authorities

¹ Surrey Heath, Guildford, Waverley and Rushmoor Borough Councils, East Hampshire and Hart District Councils and Surrey and Hampshire County Councils

Anticipated outcome by 2030	Potential strategic interventions 2020 - 2030	Links to other plans and strategies	Strategic partners
<p>Transport infrastructure improvements including increased active travel which support growth and help address challenges around climate change, health and wellbeing and economic recovery</p>	<p>Development of Ash Road Bridge (which has HIF funding) and planned footbridge will support significant housing development, make the area safer for cyclists and improve air quality.</p> <p>Farnham Infrastructure Programme</p> <p>Co-ordinate LCWIPs across BWV authorities to ensure they are aligned and cycling and walking initiatives are managed across the SOA area.</p> <p>Implement the Farnham Infrastructure Programme and Optimised Infrastructure Plan including the Farnham Town Centre Improvements, A31 Hickley's Corner, Western Bypass and Wrecclesham Relief Road</p>	<p>Surrey Infrastructure Plan, LTP4, Guildford Local Plan, Waverley Local Plan, Surrey Climate Change Strategy, Health and Wellbeing Strategy</p>	<p>BWV Authorities EM3 LEP</p>
<p>Improved digital connectivity for businesses and residents</p>	<p>Work with the EM3 LEP to ensure the SOA area benefits from the proposed full fibre spine. Look at opportunities to ensure access to the services for local businesses and residents.</p>	<p>BWV Authorities Local Plans and Strategies, EM3 LEP Strategies</p>	<p>BWV Authorities EM3 LEP</p>

Strategic Opportunity Area (SOA) 5: Cranleigh-Dunsfold Corridor

The Cranleigh-Dunsfold SOA is located in the east of Waverley borough in south Surrey close to the border with West Sussex. It is in a rural setting surrounded by working farms and rural businesses as well as exceptional countryside including the Surrey Hills Area of Outstanding Beauty. Cranleigh has a good range of services but the SOA is also influenced by Guildford and, to a lesser extent, by Horsham in West Sussex.

Dunsfold Business Park is the largest business park in Waverley with over 100 businesses from a variety of sectors employing more than 1,000 people. It is located on Dunsfold Aerodrome, which is a substantial site of 249 hectares located to the south west of Cranleigh and east of Dunsfold village. The aerodrome is 82% previously-developed land and is still used for some aviation and aircraft operations, as well as for business uses.

Dunsfold Park Garden Village (DPGV) is a proposed new community on the Dunsfold Aerodrome site. In February 2018, Waverley Borough Council's Local Plan was approved and included an allocation of 2,600 homes at DPGV in the Local Plan period to 2032 and in March 2018 the Secretary of State for Housing, Communities and Local Government granted outline planning permission for a new village of 1,800 homes to be created. Therefore, there may be scope to increase the size of the settlement in the future, subject to planning considerations and any additional infrastructure requirements. In June 2019, the government announced that the redevelopment of the aerodrome was one of the new Garden Villages it was supporting.

The development proposed will be an exemplary sustainable community with high quality design. The site currently has approximately 41,500 sqm of employment floorspace and the outline planning permission is for a net increase of approximately 26,000 sqm. It will also include a primary school, a local centre, a medical centre, community centre and open space. To mitigate the traffic impacts of the development, a package of highway infrastructure and sustainable transport measures must be delivered in conjunction with the development of the new community. The main access into the site has been developed from the A281. A S106 agreement will provide four bus services in perpetuity connecting DPGV to surrounding towns and villages including Cranleigh, Guildford and Godalming. Planning permission has been secured on appeal for a 10,000 sqm museum adjacent to the aerodrome site which will support the local visitor economy.

A number of major housing sites are being developed in Cranleigh to provide over 1,000 new homes in total. These developments have secured substantial S106 funding to:

- Provide a new bridge over the Wey and Arun Canal on Elmbridge Road introducing 2-way traffic movement as well as footways.
- Improve the Downs Link for cycling and walking routes from the outskirts to the centre of the village
- Improve the high street including a gateway and traffic calming

Key challenges

- Traffic congestion on A281
- Frequency of public transport and limited cycling infrastructure
- Lack of digital infrastructure and slow broadband speeds

What Needs to Happen

There is a need to work with a range of partners to develop the DPGV masterplan to exemplary standards. Waverley is preparing a Supplementary Planning Document to cover high-level masterplanning and design codes for DPGV.

Collaborative work is required with Surrey County Council and Waverley Borough Council to address transport issues and the need for investment in sustainable/active travel improvements.

The Wey and Arun Canal links the Wey Navigation near Guildford to the south coast via the Arun Navigation. Only a small amount of the canal is navigable at present, but the Wey and Arun Canal Trust aspire to restore the full route and collaboration is required between Surrey County Council and the Trust so a new canal structure can be built at the same time as a new bridge on Elmbridge Road.

Priority Outcomes

1. Improved digital connectivity for businesses and residents
2. Investment in infrastructure and support for behavioural change towards more sustainable transport options
3. Delivery of Dunsfold Park Garden Village to meet housing needs
4. Reduced congestion on A281 and around Guildford Hub SOA
5. Wey and Arun Canal becomes major visitor/leisure attraction in the area and provides increased opportunities to support active travel

Strategic Opportunity Area (SOA) 5: Cranleigh-Dunsfold Corridor

Anticipated Outcome by 2030	Potential Strategic Interventions 2020-2030	Links to other plans and strategies	Strategic Partners
Improved digital connectivity for businesses and residents	Significant improvements to telecom/ digital infrastructure across the SOA but particularly in Cranleigh and DPGV. Waverley Borough Council working with the EM3 LEP to encourage the provision of a full fibre spine into Waverley.	Waverley economic development Covid action plan summary 2020-21, EM3 LEP strategies	Waverley Borough Council EM3 LEP
Investment in infrastructure and support for behavioural change towards more sustainable transport options	Major sustainable/ active travel improvements across the SOA and with Guildford Hub SOA (most already being supported through S106 contributions), especially connecting new development around Cranleigh with existing town and along the Downs Way and Dunsfold with Alford (using the Wey and Arun Canal).	LTP4, Surrey Infrastructure Plan, Surrey Climate Change Strategy, Surrey Health & Wellbeing Strategy	Surrey County Council Waverley Borough Council Developers

Anticipated Outcome by 2030	Potential Strategic Interventions 2020-2030	Links to other plans and strategies	Strategic Partners
Delivery of Dunsfold Park Garden Village to meet housing needs	Extensive work with a range of partners to support the delivery of the DPGV masterplan and the delivery of 2,600 homes to exemplary standards including innovation, range of housing and adaptability for any future pressures. Completion of the Supplementary Planning Document covering high-level masterplanning and design codes. Consideration of options for sustainable expansion and the development of the business park.	Waverley Local Plan, LTP4, Surrey, Health and Wellbeing Strategy, Surrey Climate Change Strategy,	Waverley Borough Council Surrey County Council Developers
Reduced congestion on A281 and around Guildford Hub SOA	Improvements to A281 corridor, particularly addressing congestion pinchpoints.	LTP4, Surrey Infrastructure Plan	Surrey County Council Guildford Borough Council
Wey and Arun Canal becomes major visitor / leisure attraction in the area and provides increased opportunities to support active travel.	Investment in Wey and Arun Canal to support continuing enhanced visitor attraction and opportunity to support active travel.	Waverley Local Plan, LTP4,	Waverley Borough Council Surrey County Council Wey and Arun Trust

Strategic Opportunity Area (SOA) 6: Epsom-Leatherhead Corridor

The corridor occupies a strategic location between Heathrow and Gatwick with access to the national motorway network via Junction 9 of the M25 and with direct rail links to London. However, significant transport investment is needed to improve movement through the town centres and to enhance connectivity between the main centres and with the M25. Linkages outside the corridor and into the Greater London area remain important.

Significant regeneration and housing are planned for both Epsom and Leatherhead town centres, with an aspiration to transform and re-invent these areas over the next 20 years. Importantly, for both town centres accessibility will be prioritised to enhance their offer.

With distinctive local economies, the centres provide a complementary commercial property offer. Leatherhead has a history as a centre for research and knowledge-based companies, including international headquarters. There has been a trend for diversification of the original research areas into a range of office-based technology businesses, including aerospace, professional (financial and IT) services, communications, 5G (including a 5G test bed), renewable and other energy technologies.

The University of Creative Arts (UCA) campus in Epsom provides a hub for creative industries, fashion, art, and design, together with specialisms in business and marketing for the sector. Within Epsom the market for industrial and warehouse units in the Longmead and Nonsuch estates is buoyant. There has been an observed demand for grow on space, small offices and high-quality incubator space.

The corridor is surrounded by high quality landscape including the Surrey Hills Area of Outstanding Natural Beauty and this natural environment is highly valued by businesses and residents.

Key challenges

- Congestion around J9 of M25 and on surrounding roads
- Delay to Crossrail 2
- Impact of permitted development rights
- Town centre accessibility and connectivity issues
- Unknown impact of Covid-19 on the commercial market
- Insufficient start up and grow on space

What Needs to Happen

As a priority, collaborative work is required with National Highways to address highway issues at M25 J9 and surrounding roads such as the A243 and A24. Crossrail 2 will improve service frequency, speed and capacity into central London and delays to this scheme will have an impact on the potential of the SOA.

In a shift away from car dominated centres, infrastructure for the creation of an exemplary, highly attractive network of segregated cycling and walking routes as well as bus connectivity linking employment and education areas, public transport hubs and nearby

residential areas will be planned and implemented as a priority. Proposals in line with 20-minute neighbourhood principles will support the town centres in responding to changing working practices and demands on local centres.

Both areas have a focus on the retention of key strategic employment areas. However, a mismatch has been seen between the availability, types and sizes of office and industrial space on offer and that required by existing businesses and emerging growth industries. It is recognised that some renewal of employment areas will be required. The full impact of Covid-19 on the commercial market remains to be seen.

Aspirations include the creation of an exemplar business park in Leatherhead which harnesses the opportunities offered by renewable technologies and 5G Broadband to provide a high quality and sustainable office location. In addition, there is support for the creation of an enterprise centre/ zone suitable for the creation and growth of creative and technology-based businesses in conjunction with partners such as UCA and North East Surrey College of Technology (NESCOT).

Priority Outcomes

1. Support the regeneration, economic potential and competitiveness of the SOA
2. Increased active travel options which will help address challenges around climate change and support health and wellbeing
3. Increase in renewable and low carbon energy supply and improved digital connectivity.

Strategic Opportunity Area (SOA) 6: Epsom-Leatherhead Corridor

Anticipated outcome by 2030	Potential strategic interventions 2020 - 2030	Links to other plans and strategies	Strategic partners
Support the regeneration, economic potential and competitiveness of the SOA	<p>Collaborate with National Highways on improvements in and around M25 J9 to support growth in the SOA (currently not a RIS3 priority) to reduce congestion within and around Leatherhead.</p> <p>Potential for smart A24/A243 to create opportunities for Epsom and Leatherhead</p> <p>Build up sustainability and connectivity credentials in existing strategic employment locations</p>	Mole Valley Local Plan, Epsom & Ewell Local Plan, LTP4, Surrey Infrastructure Plan	<p>Mole Valley District Council</p> <p>Epsom & Ewell Borough Council</p> <p>Surrey County Council</p> <p>National Highways</p>
Increased active travel options which will help address challenges around climate change and health and wellbeing.	Consider opportunities for creation of 20-minute neighbourhoods within SOA. Improved active travel infrastructure is integral to Transform Leatherhead and Epsom Future 40 approach.	LTP4, Surrey Infrastructure Plan, Mole Valley Local Plan, Epsom & Ewell Local Plan Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy	<p>Surrey County Council</p> <p>Epsom & Ewell Borough Council</p> <p>Mole Valley District Council</p>
Increase in renewable and low carbon energy supply and improved digital connectivity	<p>Explore potential for low carbon and renewable energy generation and sustainable energy network in the SOA.</p> <p>Improvements to enable for full fibre gigabit capable broadband for residents and to support employment opportunities.</p>	Mole Valley Local Plan, Epsom & Ewell Local Plan, Surrey Climate Change Strategy	<p>Mole Valley District Council</p> <p>Epsom & Ewell Borough Council</p> <p>Surrey County Council</p>

Strategic Opportunity Area (SOA) 7: M23-Gatwick Corridor

The London-Gatwick-Brighton Corridor is considered nationally as a key economic corridor. It is highlighted in both the London Mayor's Transport Strategy and London Plan as a priority for investment. It is also identified as a high priority strategic investment corridor by Transport for the South East.

Gatwick Airport sits just over the border in West Sussex but plays a critical role in the economy of East Surrey and beyond. The Coast to Capital Strategic Economic Plan recognises that the economy of the whole LEP area is predominantly driven by the M23 corridor running from Gatwick to Croydon, and that the economic future of the area will be centred around the airport.

Post-Covid it looks unlikely that Gatwick will reach previous flight volumes for a few years. However, the airport consulted from September to December 2021 on a Development Consent Order (DCO) application for the Northern Runway Project to enable future growth in passenger numbers.

In Surrey, growth along the A23/M23 corridor is focused on Redhill, Reigate and Horley. There is a strong focus on urban regeneration. In Horley, the development of the town's two new neighbourhoods is well progressed and considerable and ongoing investment in community facilities and environmental improvements is planned for the town. A 'whole place' approach to partnership development and investment planning working with the community and local stakeholders is currently underway. In Redhill, major regeneration of the town centre is being progressed and urban extensions are planned to the east of the town. The proposed Horley Business Park will play an important role by delivering high quality new business space and complementary facilities in a prime strategic location to the north of Gatwick Airport.

The corridor fulfils different economic roles. Redhill and Reigate town centres provide the focal point for office activity, particularly in the financial and business services sector, with several successful industrial sites also located nearby. Industrial estates in Salfords provide larger industrial and warehouse units, while Horley is home to a range of smaller office and industrial premises. The southern part of the SOA is characterised by a higher presence of transport, storage and communications businesses.

Continued investment in infrastructure across this area - including in and around Redhill, Reigate and Horley - will be critical to unlocking future growth opportunities, securing reliable and resilient access to Gatwick Airport and to supporting the continued economic productivity of the area.

Key Challenges

- Traffic congestion along corridor
- Land availability constrained outside key urban areas requiring a focus on intensification of existing urban areas
- Covid-19 impact on airport related businesses and local communities

- Unknown longer term Covid-19 impact on retail and office market
- Need to maximise the benefit locally of any future Gatwick growth
- Need to ensure that Redhill achieves its full potential
- Impact of permitted development rights

What Needs to Happen

There is a strong history of economic collaboration through the Gatwick Diamond and Coast to Capital LEP. Existing LEP plans for the area focus on an integrated package of measures which aim to deliver fast, reliable and enhanced connections along the principal arterial routes that link the airport to the major urban centres and employment areas of Reigate, Redhill, Horley and beyond to London. This includes further development of sustainable transport options and digital technology along the corridor.

Coordinated public sector engagement is also required with Gatwick Airport through resumption of activities and recovery and longer term through potential expansion with the airport submitting an application for a DCO. A priority for local authorities through any potential expansion will be to ensure that disbenefits are mitigated and local employment and infrastructure opportunities are maximised.

Given Redhill's role as a transport hub with potential to grow physically and economically, there is an aspiration that the town achieves its full potential and builds a reputation as a strategic employment location in its own right. Improving the digital network capability by extending the reach of 5G could transform the Horley, Redhill, Reigate and Salfords business areas. There is also an emphasis on optimising public sector assets and the co-location of public services and to support town centre regeneration, as seen in work underway in Horley.

The corridor is surrounded by high quality landscape and there is a focus on delivering improvements to this green fabric and enhancing the role of the Biodiversity Opportunity Area through an emerging Natural Capital Investment Fund.

Priority Outcomes

1. Overall quality and environmental/natural capital value of the corridor enhanced with increased opportunity to address the challenges of climate change
2. Support for the changing role of Redhill town centre and an increase in its investment attraction as a 'liveable centre' with climate, housing, health and wellbeing and economic benefits
3. Increase investment proposition of Redhill as a potential option for businesses looking to relocate to an area close to London with excellent connectivity
4. Improved connectivity through the corridor, including between Redhill and Horley and between Horley, the proposed business park and Gatwick
5. Contribute to the delivery of new business space in the Gatwick Diamond region
6. Support the regeneration of Horley
7. Address flooding issues to protect economic interests and unlock potential opportunities

Strategic Opportunity Area (SOA) 7: M23-Gatwick Corridor

Anticipated outcome by 2030	Potential strategic interventions 2020 - 2030	Links to other plans and strategies	Strategic partners
Overall quality and environmental / natural capital value of the corridor enhanced with increased opportunity to address challenges of climate change.	Collaborative work to promote and deliver natural capital enhancement in the corridor and wider Biodiversity Opportunity Areas (including Holmesdale and the River Mole and Tributaries BOAs) through the emerging Natural Capital Investment Fund and through the Surrey Hills AONB extension review	Surrey Natural Capital Investment Plan, Surrey Climate Change Strategy, Local Nature Recovery Strategy	Reigate and Banstead Borough Council Tandridge District Council Surrey County Council Surrey Wildlife Trust/ Nature Partnership Coast to Capital LEP Natural England
Support for the changing role of Redhill town centre and an increase in its investment attraction as a 'liveable centre' with climate, housing, health and wellbeing and economic benefits	Building on Reigate and Banstead's Climate Change and Sustainable Construction SPD, consider Redhill town centre as a pilot for 'greening our centres' and look at opportunities for developing sites allocated in the Reigate and Banstead Development Management Plan in a way which supports the changing role of the town centre and increases its investment attraction as a 'liveable centre'	Reigate and Banstead Local Plan and Climate Change and Sustainable Construction SPD, LTP4, Surrey Health and Wellbeing Strategy, Surrey Climate Change Strategy	Reigate and Banstead Borough Council Surrey County Council Developers
Increase investment proposition of Redhill as a potential option for businesses looking to relocate to an area close to London with excellent connectivity	Profile of Redhill as strategic centre to be promoted amongst key partners	Surrey Economic Strategy Reigate and Banstead Economic Strategy	Reigate and Banstead Borough Council Surrey County Council One Surrey Growth Board Gatwick Diamond Business C2C LEP

Anticipated outcome by 2030	Potential strategic interventions 2020 - 2030	Links to other plans and strategies	Strategic partners
Improved connectivity through the corridor, including between Redhill and Horley and between Horley, the proposed business park and Gatwick	Improvements to A23 and development of a sustainable travel corridor	LTP4, LCWIPs, Surrey Infrastructure Plan, Surrey Health and Wellbeing Strategy, Reigate and Banstead Local Plan	Surrey County Council Reigate & Banstead Borough Council
Contribute to the delivery of new business space in the Gatwick Diamond region	Support the provision of a world class business park in Horley and the development of town centre employment space	Reigate and Banstead Local Plan, Surrey Economic Strategy, Reigate and Banstead Economic Strategy	Reigate & Banstead Borough Council Surrey County Council
Support the regeneration of Horley	Invest in projects underway in Horley such as co-location of services to revitalise the high street, invest in the public realm and the community renewal work to deliver benefits for the local community	Reigate and Banstead Local Plan, Reigate and Banstead Economic Strategy, Surrey Economic Strategy	Surrey County Council Reigate & Banstead Borough Council
Address flooding issues to protect economic interests and unlock potential opportunities	Delivery of appropriate flood mitigation measures for the River Mole and its tributaries	Local Flood Risk Management Strategy, Surrey Infrastructure Plan	Surrey County Council, Reigate & Banstead Borough Council, Environment Agency

Strategic Opportunity Area (SOA) 8: M25 J6/A22 South Godstone

Strategic Opportunity Area 8 is located centrally within Tandridge district, the most easterly district in Surrey and an area that has a history of constrained development due to its rural nature and high percentage of Green Belt.

In order to try and address increasing needs for housing and infrastructure improvements, Tandridge District Council has set out long term planning policies to support a new community of 4,000 homes, strategic green infrastructure of over 100ha, employment provision and associated infrastructure at South Godstone. The vision is that the Garden Community will also benefit surrounding rural areas by providing access to a broader range of local facilities and services for the first time. This Local Plan is currently going through examination. The strategic transport conduits of the M25, A22 and A25 meet within the SOA and serve as fundamental access points for Surrey from neighbouring Sussex, Kent and Greater London. These three strategic roads are well utilised by all modes of road transportation, with vehicles often using the A22/A25 as an alternative route to Crawley, Gatwick, East Grinstead, Redhill and Reigate, especially when junctions further along the M25 are congested. Such capacity issues present an obstacle to growth not just for Tandridge, but for Surrey and the South East more widely. Transport routes within the SOA appear as priority corridors within the Transport for the South East (TfSE) Connectivity Review 2018, namely the M25, the Redhill to Tonbridge Rail line and the A22 corridor.

Upgrades to the road network as well as capacity improvements at junction 6 of the M25 are essential to deliver growth in the area. Significant growth proposed to the south in East Grinstead, West Sussex, further exacerbates the need. In order to overcome some of these issues a bid for more than £50 million was submitted to government by Surrey County Council, for Housing Infrastructure Funding (HIF) that would enable large scale strategic road improvements. However, the HIF bid was unsuccessful.

There is a strong demand for industrial space along the A22 corridor. A key strategic employment area at Lambs Business Park is in the western remit of the SOA and has an established reputation as a successful industrial area and has the added advantage of being adjacent to an active railway siding.

Key Challenges

- A22 and M25 junction 6 capacity issues
- Rejection of the £50+ million HIF bid for M25 junction 6 and A22/A264 Felbridge junction improvements
- Need to improve South Godstone station and increase service frequency
- Limited sustainable travel options – few established cycle routes and poor bus provision
- A need to provide a wider range of housing
- Lack of affordable housing
- Access to local skills

What Needs to Happen

Essential collaborative work with National Highways is required to ensure capacity improvements are achieved at junction 6 of M25. Cross-boundary highway discussions are underway to consider the A22 corridor and capacity issues as a whole.

There is an opportunity to make use of learning from Garden Community developments already underway within Surrey.

The intention is to expand the employment offer at Lambs Business Park and future plans for the site are innovative and provide a key opportunity for the IT sector with ambitions for a possible data centre complex. As a result of the Surrey Waste Plan allocation at this site there is potential for facilities to be powered by sustainable energy from waste facilities. The business park is also recognised as a strategic location for digital infrastructure provision. Work is needed with a range of stakeholders to ensure the potential of Lambs Business Park is fully realised.

While the Local Plan remains in active examination, at the time of writing the Council are seeking to address and better understand the implications of growth for the J6/M25 through technical modelling and joint working with SCC Highways and Highways England. As such, regardless of the Council's growth proposals and the outcome of the Local Plan, SOA8 remains an area which shows great potential for infrastructure improvements both in terms of rail (Tonbridge to Redhill line) and road (M25 and A22). Securing infrastructure in this area and increasing government recognition of the challenges faced and interventions needed is critical for the communities and businesses of the district, and potentially the neighbouring authorities where rail and the A22 and M25 act as a feeder.

Where growth in Tandridge is delayed by the progress of the Local Plan and issues around the M25, the SOA should remain and focus minds and funding for infrastructure improvements.

Priority Outcomes

1. Improved capacity of the road network around the SOA and in the north of West Sussex (A22Corridor) to support future growth in East Surrey.
2. Delivery of a new community at South Godstone to meet housing needs.

Strategic Opportunity Area (SOA) 8: M25 J6/A22 South Godstone

Anticipated outcome by 2030	Potential strategic interventions 2020 - 2030	Links to other plans and strategies	Strategic partners
Improved capability of the road network around the SOA and in the north of West Sussex (A22Corridor) to support future growth in East Surrey.	Address capacity issues on the A22 which will be impacted by both proposed new community at South Godstone and growth in West Sussex.	LTP4, Tandridge Local Plan, Surrey Infrastructure Plan,	Surrey County Council Tandridge District Council Mid Sussex District Council West Sussex County Council
Delivery of a new community at South Godstone to meet housing needs ² .	Improvements to J6 of the M25 which is currently not considered as a National Highways priority (RIS3).	LTP4, Tandridge Local Plan, Surrey Infrastructure Plan,	Surrey County Council Tandridge District Council National Highways

² Where growth in Tandridge is delayed by the progress of the Local Plan and issues around the M25, the SOA should remain and focus minds and funding for infrastructure improvements

Developing the Surrey Urban Strategy

4.1 Strategic Priority 2 is to enhance the place offer of Surrey's towns. One mechanism for taking this forward is through the Surrey Urban Strategy being led by an Urban Strategy task group. The group has set out that we want our towns to:

- Be **resilient and dynamic places** that can adapt to future climate, economic, demographic and technological changes over time where potential impacts are mitigated.
- Be **diverse and inclusive places** that help tackle social, economic and health inequalities and recognise the different needs of residents and communities.
- Be **healthy places** with all opportunities taken to enhance the health and wellbeing and overall quality of life for residents.
- Be **connected places** with transport and digital infrastructure offering excellent access to services, jobs and green spaces.
- Be **beautiful places** where we can be proud of all new development and we protect the best of what makes Surrey special.
- Have **vital, viable and versatile centres** that can continue to provide a hub for economic, retail, social and community activities.

4.2 This will be done through

1. Working more effectively with local communities to ensure we meet their diverse needs and improve their overall wellbeing
 - a. Annual conference with Surrey local communities
 - b. Explore options for engaging with residents digitally
2. Raising the standard and quality of development in Surrey
 - a. Working more proactively and collaboratively with the development industry through the new Surrey Development Forum
 - b. Celebrating our successes and championing good practice (e.g. through case studies, Challenge Panel, Awards)
3. Developing the right tools to deliver good places
 - a. Identifying towns that have a strategic role in a post-Covid environment
 - b. Healthy Streets design guidance
 - c. Promote the '20 minute neighbourhood/town' principles as established in Surrey County Councils fourth Local Transport Plan
 - d. Prepare a Surrey Green and Blue Infrastructure Guide to complement and support local GBI strategies
4. Building shared capacity and expertise
 - a. Sharing knowledge and learning from strategic developments (e.g. new communities)
 - b. Design training for officers and members and consider how to support communities so they can engage in a more effective way (e.g. in relation to proposed new design codes)

- c. Building internal shared 'urban design' capacity
- 5. Optimising our natural capital and public sector assets
 - a. Maximising the potential to 'environmental net gain' by exploring opportunities for strategic funding options
 - b. Local Nature Recovery Strategies / Surrey Nature Recovery Network
 - c. Explore opportunities to co-locate services in town centres/community hubs
- 6. Delivering buildings and infrastructure ready for a zero-carbon future and building resilience to the impacts of climate change
 - a. Align actions and priorities being developed both locally and countywide
 - b. Implement the Greener Futures Climate Change Delivery Plan including reducing emissions in homes, communities and workplaces including the public estate, designing with climate in mind and growing back greener

Monitoring

- 5.1 We will develop a set of metrics to monitor progress on the implementation of the Strategic Priorities and keep this under regular review. Monitoring will be linked to other countywide reporting including the Local Transport Plan, Climate Change Strategy and Economic Strategy. We will monitor against baseline indicators and actions.
- 5.2 The baseline indicators will tell us about the prevailing conditions in Surrey and what has changed over time and will be useful in highlighting where we need to change the emphasis of our interventions. The baseline indicators need to be publicly available, regularly updated, at sufficiently small scale to be meaningful and go beyond traditional economic measures of success to measure components that create successful places. Types of indicative indicators include:
- Road traffic statistics (traffic volume kms by vehicle type and road class)
 - Government walking/cycling statistics
 - UK local authority and regional carbon dioxide statistics
 - Digital connectivity statistics (businesses and households able to access ultrafast connectivity)
 - Levels of housing completions
 - Completions/losses of employment land including data on losses due to PDR
 - Housing affordability statistics
 - Retail vacancy rates
 - Extent and condition of designated areas for nature (SSSI, SAC, SPA, RIGS, SNCI)
- 5.3 Monitoring will draw on the baseline indicators and progress delivering actions alongside narratives/case studies to implement the Strategic Priorities. Key actions to be monitored in the first year will include:

Strategic Priority 1: Improve connectivity both within Surrey and between strategically important hubs

- Complete Local Cycling and Walking Infrastructure Plans for Reigate & Banstead, Elmbridge, Runnymede, Spelthorne, Mole Valley, Guildford, Surrey Heath and Farnham Town Centre
- Deliver relevant priority projects in the Surrey Infrastructure Plan
- Provide a co-ordinated Surrey input to the emerging Transport for South East Strategic Investment Plan

Strategic Priority 2: Enhance the place offer of Surrey's towns

- Hold a Surrey Development Forum and communities' event on good growth
- Work closely with the development industry through the Surrey Development Forum to promote good design
- Produce a Surrey Green and Blue Infrastructure Guide
- Produce a Surrey Street Design Guide: Healthy Streets for Surrey

Strategic Priority 3: Maximise the potential of our Strategic Opportunity Areas

- Blackwater Valley SOA example

- Implement quick wins identified through the Farnham Infrastructure Programme
- Review whether revised SANG quality design criteria is facilitating ability to deliver housing
- Set up new officer collaborative working arrangements across the sub-region

Strategic Priority 4: Invest in natural capital and deliver nature recovery

- Develop a Natural Capital Investment Fund
- Identify Urban Biodiversity Opportunity Areas
- Start work on a Local Nature Recovery Strategy

Annex 1: Surrey Strategy and Plans Hyperlinks

Local Strategies and Plans

Local Plans

[Elmbridge](#)

[Epsom & Ewell](#)

[Guildford](#)

[Mole Valley](#)

[Reigate & Banstead](#)

[Runnymede](#)

[Spelthorne](#)

[Surrey Heath](#)

[Tandridge](#)

[Waverley](#)

[Woking](#)

Local Economic Strategies and Priorities

[Elmbridge](#)

[Epsom & Ewell](#)

[Guildford](#)

[Mole Valley](#)

[Reigate & Banstead](#)

[Runnymede](#)

[Spelthorne](#)

[Surrey Heath](#)

[Tandridge](#)

[Waverley](#)

[Woking](#)

[Emerging Local Cycling and Walking Infrastructure Plans \(LCWIPs\)](#)

Local Infrastructure Delivery Plans

[Elmbridge](#)

[Epsom & Ewell](#)

[Guildford](#)

[Mole Valley](#)

[Reigate & Banstead](#)

[Runnymede](#)

[Spelthorne](#)

[Surrey Heath](#)

[Tandridge](#)

[Waverley](#)

[Woking](#)

Local Health and Wellbeing Strategies/Services

[Elmbridge](#)

[Epsom & Ewell](#)

[Guildford](#)

[Mole Valley](#)

[Reigate & Banstead](#)

[Runnymede](#)

[Spelthorne](#)

[Surrey Heath](#)

[Tandridge](#)

[Waverley](#)

[Woking](#)

Countywide Strategies and Plans

[Surrey Local Transport Plan \(4\)](#)

[Surrey Health and Wellbeing Strategy](#)

[Surrey Climate Change Strategy](#)

[Surrey Nature Recovery Network](#)

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Environment and Sustainability Committee

18 January 2022

Title	Bonfires and anti-bonfire campaign
Purpose of the report	To note
Report Author	Susan Turp, Principal Environmental Health Officer
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Environment
Recommendations	Committee is asked to: Take note of the anti-bonfire campaign that is running
Reason for Recommendation	Not applicable

1. Key issues

- 1.1 Bonfires can be hazardous to people, property and wildlife. The fumes from bonfires are harmful to health, particularly for those with respiratory illnesses such as asthma, COPD and Covid. Smoke from a bonfire can affect the throat and respiratory system, and the inhalation of carbon monoxide can cause symptoms such as headaches, vomiting. Bonfires can not only cause a nuisance for nearby residents but be distressing as well.
- 1.2 Bonfires are harmful to the environment, causing air pollution and impacting climate change. This is a particular concern in light of discussions at the recent COP26 UN Climate Change Conference.
- 1.3 The Vice Chair of the Environment and Sustainability Committee was keen to see a Borough wide ban on bonfires due to all the issues they cause.
- 1.4 There are no byelaws or other legislation that outright prevents people from having bonfires, but there is legislation in place that ensures some controls in relation to the problems that bonfires create.
- 1.5 Environmental Health had noted a rise in complaints about bonfires during the pandemic and had attributed this to the following factors:
 - (a) Increase in number of people being at home, many of whom found they had more time, leading to an increase in gardening and subsequent accumulations of garden waste

- (b) Difficulties in accessing civic amenity sites to dispose of garden and other waste
- (c) Increase in construction and DIY projects leading to accumulations of building waste and vegetation through clearance of land
- (d) More people at home to be affected by bonfires lit near them
- (e) With Coronavirus being a respiratory illness, there is concern that smoke from bonfires could exacerbate breathing difficulties.
- (f) Greater awareness of pollution and climate change during the pandemic
- (g) Increased anxiety and reduced tolerance from residents as a result of the pandemic.

2. Options analysis and proposal

- 2.1 Our Legal team researched the possibility of introducing byelaws for bonfires. but established that there is no enabling legislation for such byelaws to be introduced.
- 2.2 Since legislation does not permit an outright ban, the Vice Chair proposed an anti-bonfire campaign be launched to discourage residents and businesses from having bonfires.
- 2.3 Environmental Health have been working with the Communications team to put together an anti-bonfire campaign. It was agreed that to reach as many people as possible and make best use of resources, the following actions would be taken:
 - (a) An article would go in the Borough Bulletin explaining the risks of bonfires, alternative ways of properly disposing of waste, and asking residents to avoid having bonfires. Also giving people the information on reporting bonfires.
 - (b) Some messages with strong graphics to be sent via all our social media channels.
 - (c) A revision of the bonfire and smoke webpage to give a stronger anti-bonfire message
- 2.4 Our campaign started with a simple message incorporated in our fireworks campaign advising people that if they were going to have a bonfire during the Bonfire Night period, to ensure that they do so without causing nuisance. This was considered the appropriate approach at this stage since the main message at this time was to remind people of the distress that fireworks can cause to animals and some people. We were mindful that we did not want to be construed as a 'killjoy' Council by giving a strong anti-bonfire message around Bonfire Night.
- 2.5 The message has since been strengthened to strongly discourage people from having bonfires reminding them of the many problems they cause including harm to health, to the environment and to wildlife, not to mention the risk of fire spread. We have also reminded people that commercial burning is not acceptable and can be unlawful.
- 2.6 This message is currently being conveyed via the recently published Winter edition of the Borough Bulletin and subsequently via Spelthorne eNews;

social media messages including some eye-catching images; and through our webpage which is linked in other messages, and which has now been updated to reflect our stronger anti bonfire message. The social media messages began to be posted earlier this week and will continue through the next few weeks.

- 2.7 Environmental Health have also recently reviewed and updated our department's bonfire procedure to ensure that we act promptly and adopt a low tolerance approach to reports of bonfires, readily taking enforcement action where this is appropriate to address statutory nuisance, anti-social behaviour and offences relating to the Clean Air Act.
- 2.8 We have made people aware in the campaign and on our website of the alternatives to burning, such as composting, recycling, the bulky waste collection service, and garden waste scheme.

3. Financial implications

- 3.1 The costs involved were officer time in preparing the information to be included in the campaign, and the cost of the graphics which were contracted out due to other constraints and priorities for the Communication team.
- 3.2 It is expected that there might be an increase in complaints received by Environmental Health as a result of the campaign as awareness is increased and people are invited to report bonfires to us. It is hoped, however, that over time, it will lead to some change in behaviour which will reduce officer time spent in dealing with such complaints.

4. Other considerations

4.1 Legislation

Although there are no byelaws or other legislation that outright prevents people lighting bonfires, there is legislation in place that ensures some controls in relation to the problems that bonfires create.

(a) The Environmental Protection Act 1990

This legislation defines certain types of 'nuisances' as statutory nuisance and includes '*smoke emitted from premises so as to be prejudicial to health or a nuisance*'. For it to count as statutory nuisance, it must either:

- unreasonably and substantially interfere with the use or enjoyment of a home or other premises, or
- injure health or be likely to injure health

In order to determine statutory nuisance, an experienced officer Environmental Health must consider factors such as severity, frequency, duration, time of day and impact or potential impact on anyone who is or could be affected. For this reason, it is usual to carry out witness visits from the complainant/s property where possible to understand the severity and impact, and in some cases, log sheets need to be completed by the complainant to determine and demonstrate that the situation is ongoing, rather than a one-off incident. If statutory nuisance

is established or deemed likely to occur, an abatement notice would be served requiring the nuisance to be stopped. Failure to do so after service of a notice is an offence. This could lead to prosecution and a fine, the Council carrying out action to abate the nuisance and even applying for an injunction if necessary.

(b) The Anti-Social Behaviour, Crime and Policing Act 2014

This legislation gives Councils powers to serve Community Protection Notices to deal with a range of behaviours that negatively impact on the community's quality of life. The regular lighting of bonfires would likely be considered anti-social behaviour under this legislation.

(c) The Clean Air Act 1993

Although not relating to domestic bonfires, this legislation is designed to control smoke from commercial activities, and this includes building works taking place by contractors at residential premises.

4.2 Although there is no specific law preventing domestic bonfires, action can and will be taken where these are established to be causing statutory nuisance or anti-social behaviour. Commercial burning will continue to be reported to the Environment Agency who although may not act in every case, will provide them with intelligence to identify regular offenders and may lead to future enforcement action by them. This is in addition to Environmental Health acting under the legislation that we enforce where appropriate.

4.3 To measure the success of the campaign, we will monitor the number of complaints received over the duration of the campaign and compare this with the number that were received over previous years over the same time frame and time of year. We would expect initially to see an increase in complaints about bonfires due to increased awareness and encouragement to report them and would hope to over time see a drop in complaints compared to the same time over previous years.

5. Equality and Diversity

5.1 No impact

6. Sustainability/Climate Change Implications

6.1 The anti-bonfire campaign has a direct positive impact on climate change since a reduction in bonfires (which is the goal of the campaign) will directly lead to a reduction in carbon dioxide being released into the atmosphere which contributes to climate change.

7. Timetable for implementation

7.1 The campaign is already running and social media messages will continue to reinforce the message for the next few weeks. It will then be repeated again at the start of the summer.

Background papers: There are none.

Appendices:

Appendix A – Bonfire and waste articles in Winter Borough Bulletin

Appendix B - Social media graphics for anti-bonfire campaign

Appendix C - Council's updated bonfire webpage

<https://www.spelthorne.gov.uk/bonfires>

Appendix A

Bonfire and waste articles in Winter Borough Bulletin

Bonfires

Complaints regarding bonfires at residential properties have dramatically increased since the beginning of the Covid-19 pandemic.

Bonfires can be a danger to people, property and wildlife. Fumes from bonfires are harmful to health and can be distressing for nearby residents. They are also harmful to the environment, causing air pollution and impacting climate change. Repeated bonfires can cause statutory nuisance, and it's illegal to burn commercial waste, including builders' waste, on a bonfire.

Composting is a good way to get rid of your green waste and we also offer a garden waste collection scheme. Materials such as paper and cardboard should be put into your recycling bin. It is better for local air quality and the health of the community to use these facilities rather than having a bonfire.

For more information on bonfires visit www.spelthorne.gov.uk/bonfires. Visit www.spelthorne.gov.uk/gardenwaste for information on our garden waste collection scheme and composting.

Your waste is your responsibility

If you hire someone to dispose of your waste, always make sure they are a licensed waste carrier to avoid being fined or prosecuted.

In September Spelthorne Council introduced a £200 fixed penalty notice for households that fail to ensure their waste is managed properly. Residents and businesses are required to take reasonable steps to check that people removing waste from their homes and premises are authorised to do so. Make sure you:

- Ask the waste carrier to provide you with their full address and telephone number
- Ask to see their waste carrier licence issued by the Environment Agency
- Contact the Environment Agency directly on 03708 506 506 and ask for a free instant Waste Carrier Validation Check (or check on the Environment Agency's website)

To check a licence visit <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers> or call 03708 506 506.

Appendix B

Social media graphics for anti-bonfire campaign

A graphic for an anti-bonfire campaign. The background is a dark blue sky with a large, billowing black smoke cloud. In the foreground, a bonfire is burning brightly with yellow and orange flames. The bonfire is made of logs, cardboard boxes, and a white, fluffy object. A bird is flying in the sky above the bonfire. The text 'Stop before you burn!' is written in large, bold, yellow letters at the top. Below it, the text 'Burning household waste causes toxic fumes, is anti-social and endangers wildlife.' is written in white. In the bottom left corner, there is a red box with white text providing contact information. In the bottom right corner, there is the Spelthorne Borough Council logo, which features a tree and the text 'SPELTHORNE BOROUGH COUNCIL'.

Stop before you burn!

Burning household waste causes toxic fumes, is anti-social and endangers wildlife.

**If you are affected by,
or concerned about burning,
report in confidence...**

📞 01784 446251

✉ eh.residential@spelthorne.gov.uk

🌐 www.spelthorne.gov.uk/bonfires



Stop before you burn!

Fumes from bonfires are harmful to health and the environment.

**If you are affected by,
or concerned about burning,
report in confidence...**

☎ 01784 446251

✉ eh.residential@spelthorne.gov.uk

🌐 www.spelthorne.gov.uk/bonfires



Stop before you burn!

The burning of commercial waste is illegal* and has harmful impacts.

*with some exceptions



**If you are affected by,
or concerned about burning,
report in confidence...**

☎ 01784 446251

✉ eh.residential@spelthorne.gov.uk

🌐 www.spelthorne.gov.uk/bonfires



Appendix C

Council's updated bonfire webpage

Bonfires and smoke

Report a bonfire nuisance online

Can I have a bonfire?

Although there are no byelaws that forbid residents from having bonfires, they can be a danger to people, property and wildlife. Fumes from bonfires are harmful to health and can be distressing for nearby residents. They are also harmful to the environment, causing air pollution and impacting climate change. Repeated bonfires can cause statutory nuisance or be determined as anti-social behaviour, and it's illegal to burn commercial waste including builders' waste on a bonfire.

For these reasons, we strongly advise against having bonfires.

Bonfires cause smoke and other pollutants, and the levels and intensity of these is dependent on what is being burned and whether it is damp, the size of the bonfire, and the local weather conditions.

Things that should not be burnt on a bonfire include: -

- household rubbish
- plastics
- rubber tyres
- damp material, eg plant matter and wet cardboard

The Council offer waste disposal for domestic garden plant waste at the Shepperton Community Recycling Centre, Charlton Lane, Shepperton, TW17 8QA. Residents can subscribe to the [garden waste collection service](#) for disposal of garden plant waste. It is better for the health and wellbeing of the community and for local air quality, to use these facilities rather than burning waste on a bonfire. Alternatively, composting is a good way to dispose of garden waste and provides you with free soil conditioner. The Surrey Environment Partnership offer [subsidised composters](#).

The Council also offer a [bulky waste collection service](#). If you have items that are rubbish and are not suitable for reuse or recycling, contact our Neighbourhood Services team or a licensed waste carrier for a quote or take them to the [Community Recycling Centre \(tip\)](#).

If you do have a bonfire, it is advisable to consider the time of day that it might impact neighbours the least, and contact all the neighbours surrounding your property to warn them, as they may wish to close windows or take washing in. Since it is difficult to tell how far the smoke, ash, and smell will travel, it is best to let as many people know as possible. However, warning your neighbours does not prevent action against statutory nuisance or anti-social behaviour.

The law

The Council can take action against anyone responsible for bonfires that are causing or likely to cause statutory nuisance, such as if a bonfire is resulting in lots of smoke and is having a significant impact on neighbours, or if bonfires are lit on a regular basis and are deemed to be anti-social behaviour. The Council can use its legal powers in these cases to stop bonfires and may even prosecute offenders, which could result in large fines.

Bonfires can also be a danger to traffic, and it is an offence to allow smoke from a bonfire to drift across a highway, which can result in a fine. Smoke affecting visibility for road users should be reported to Surrey Police by calling 101.

Builders and businesses

Businesses including builders have a duty of care to ensure that any waste arising from their business is properly disposed of, and without causing harm to the environment. Since burning is not considered as 'proper disposal' and can harm the environment, the burning of commercial waste, including builders' waste on a bonfire is not allowed.

It is also an offence to cause dark smoke from any trade or industrial premises or process, or to burn any material that is likely to result in dark smoke, and such incidents should be reported to Environmental Health.

If there is a bonfire incident on a commercial property in Spelthorne, then this should be reported to the Environment Agency by using the free phone number 0800 807060. The Environment Agency may ask you to also contact Environmental Health.

Reporting a bonfire nuisance

If you are bothered by smoke, start by approaching your neighbour and explain the problem. You might feel awkward, but they may not be aware of the distress they are causing and it will hopefully make them more considerate in the future.

Please bear in mind that if the fire is only occasional it is unlikely to be considered a nuisance in law.

If it is more regular or is having a significant impact, you can contact Environmental Health. You will be asked to fill in [log sheets](#) to record instances of when smoke is unreasonably affecting you. You will need to be sure of the location of the bonfire for each instance.

Smoke control zone

What is a smoke control zone?

A smoke control area or zone is a legally defined area in which it is an offence to allow smoke to be emitted from a chimney, regardless of the colour of the smoke. However, if an authorised fuel is being burnt it is accepted that occasionally small amounts of light smoke may be produced. Also, there are some exempted appliances (such as wood burning stoves).

Lists of authorised fuels and exempted fireplaces can be found on the [DEFRA website](#). For a current list of approved solid fuel products and services you can contact the [Heating Equipment and Approval Scheme \(HETAS\)](#) by telephone on 0845 634 5626 or via their website.

Is my house in a smoke control zone?

Most of Spelthorne is in a smoke control zone. You can find out if your house is covered by a smoke control order by going to [My Spelthorne](#). Once you type in your address, information available on the 'My House' tab includes whether your property is in a smoke control zone or not.

Reporting smoke from a chimney

To report smoke from a chimney in a smoke control area, please contact Environmental Health's Pollution Control team. If the address is in a smoke control zone then we will write to the occupants highlighting the law. If the address is not in a smoke control zone we will require you to fill out log sheets and the complaint will be treated in the same way as a bonfire complaint.

Environment and Sustainability Committee



Date of meeting 18 January 2022

Title	<i>Bidding Process</i>
Purpose of the report	To make a decision
Report Author	<i>Sandy Muirhead Group Head Commissioning and Transformation</i>
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	
Corporate Priority	Environment
Recommendations	Committee is asked to: Note and agree the proposed bidding process for projects requesting funds from the Green Initiatives Fund.
Reason for Recommendation	The Green Initiatives Fund will support projects aiming to reduce the impact of climate change in the Borough. A fair means of assessing individual projects proposed by the Council or outside organisations is required to ensure appropriate use of the funding.

1. Key issues

- 1.1 The Council has allocated £747,000 to address the climate emergency. To ensure appropriate scrutiny of the projects coming forward to be funded from the Green Initiatives Fund a bidding process is proposed as outlined in Appendix 1. The proposed process is based on the well-tried grants funding process undertaken in Community Wellbeing and it provides an appropriate basis for bidding for funds from the Green Initiatives Fund.
- 1.2 This form will follow due process to ensure projects are valid and will deliver on the Council's Environment Objectives. It is proposed therefore that the following process to assess individual projects will be completed: -
- Applications will be invited 4 times per year (final timelines subject to Committee approval but suggested bids are submitted by 1 March, 1 June, 1 September, 1 December)
 - Submitted applications will initially be assessed by the Climate Change Working Group,
 - If approved by the Working Group they will go forward to the Environment and Sustainability Committee for formal approval and release of funds

- All projects will be monitored and reports on progress provided to the Environment and Sustainability Committee to ensure they meet the proposed outcomes.

2. Options analysis and proposal

- 2.1 The recommended option is to support the process of bidding for funds to ensure scrutiny of proposals seeking funding to address climate change and reduce the Council’s and Spelthorne’s carbon footprint.
- 2.2 Not to put in place a bidding process could result in projects being funded which do not fully deliver on mitigating or adapting to climate change.

3. Financial implications

- 3.1 None at this stage as will be dependent on projects brought forward for funding from the Green Initiatives Fund. However, realistically given the importance of ensuring projects are well considered and deliver on the Council’s objectives it is suggested the funding be allocated over the medium term rather than “a rush to spend in one year” which could impact on quality and relevance to reducing our carbon footprint in terms of projects submitted.

4. Other considerations

- 4.1 None

5. Equality and Diversity

- 5.1 No issues at this stage but maybe associated with individual projects.

6. Sustainability/Climate Change Implications

- 6.1 The proposed bidding process should bring forward projects which help reduce the carbon footprint of the Borough and contribute to improving the landscape and biodiversity within the Borough.

7. Timetable for implementation

- 7.1 As projects are implemented

Background papers: *(These are unpublished papers upon which you have relied in preparing this report). If none state, There are none.*

Appendices:

Appendix 1 Requests for Funding from the Green Initiatives Fund

Spelthorne Borough Council
Requests for Funding from the
Green Initiatives Fund



Prior to making this application, please consider carefully the criteria below to the make sure you meet and evidence meeting the criteria below. If you do not meet the criteria your application will not progress to the Climate Change Working Group and Environment Sustainability Committee for consideration. If you require any further assistance with completing this form or would like to receive the form and guidance in an alternative format, please ask.

Your project must meet at least one of the following criteria:

The project ...

- a) Contributes to meeting the Council's climate change targets of meeting net zero in the Council estate or the wider Spelthorne community.
- b) Provides opportunities to create and support carbon sink initiatives within the Borough, including landscaping and more tree planting.
- c) Contributes towards reducing the carbon footprint of the Council's estate and the Borough as a whole.
- d) Develops opportunities to improve facilities for walking and cycling in the Borough to help reduce car use.
- e) Encourages more sustainable travel.
- f) Improves and encourages waste prevention and recycling.
- g) Meets Spelthorne Borough Council's objectives for the Environment in the Corporate Plan and complies with at least one of our key objectives.
- h) Contributes to developing opportunities for larger projects which address 'green' priorities within the Corporate Plan.

Applicants must ...

- i) Belong to an organisation that can prove financial stability over a period of time and not have any existing large balances not allocated.
- j) Not apply for multiple elements of financial support for the same objective. (Unless you are specifically requesting match funding.)
- k) Have clearly defined outcomes and deliverables for the funding requested.
- l) Address how they will monitor key performance indicators towards their goals and demonstrate how they have been successful in achieving them.

Contact details

Name and position	
Organisation	
Charity CIO number (if applicable)	
Address of organisation	
Location services will be provided or project will take place	
Contact phone	
Contact email	

Your Project

Please provide information to clearly demonstrate what you wish to achieve with the funding you are applying for and how you will measure success.

Please provide as much detail as possible here including who are your stakeholders, where and how the funding will be spent. Please detail the importance of this and why you believe this funding will contribute positively to mitigating or adapting to climate change. Please refer to our Corporate Plan and aims and detail which one/s your proposal supports.

You can also submit additional information to support your application by email.

Considerations	Response
Aims and Project Objectives Corporate Priority Alignment	
Business justification provided and options considered including. - Benefits, Deliverables & Objectives - High Level Financials & ROI in terms of carbon savings, wellbeing benefits, reduction in pollution, seed corn funding	

Appendix 1

How will you measure success?	
Indicative Timeframes	
Risks	
Stakeholder Identification	
Roles & Responsibilities	
Communication Plan	
Amount of funding applied for from Spelthorne	
Funding agreed from elsewhere	
Please identify where services will be delivered	
How have you identified the need for carbon reduction or environmental improvements?	

Reviewing the application

Once applications have been received, they will be reviewed to ensure that they meet the criteria.

Where applicants do not meet the criteria, they will be told that their application cannot be taken further and signposted to other potential financial support available for what you are trying to achieve.

If it is obvious that an error has been made and crucial information has mistakenly been omitted, and where we are able, we will endeavour to contact you to give you the opportunity to provide the missing information.

It is important to note that unfortunately meeting the criteria does not guarantee you will receive funding from the Green Initiatives Fund. Applications received and those evidencing that they meet our criteria will be considered by the Climate Change Working Group who will then recommend those to go to the Environment and Sustainability Committee for formal approval.

In exceptional cases we may ask you for further information or clarification during the Climate Change Working Group's consideration of your application. The Environment and Sustainability Committee has the final say. We are required to follow this process as we are using public money and need to follow due process.

The final decision and payment

The Climate Change Working Group may decide to recommend to the Environment and Sustainability Committee:

- a) That your organisation gets awarded the full amount applied for.
- b) That your organisations receive an award for a lower amount than applied for.
- c) That your organisation has been unsuccessful for the current year.

Appendix 1 For Non-Council Organisations the following will also be required

Financial status:

Please provide your last set of audited accounts and preferably, where possible, for the previous year. Please note that these will be treated in the strictest confidence, but we need to be reassured that your organisation is financially able to deliver what you are applying for. If you are unable to provide audited accounts, please contact us as a matter of urgency to discuss what you can provide and when. They can be sent securely by email or attached to the electronic application form.

Please provide details of all funding that you have applied for, for the year 2022-2023. Please include any applications you have made for funding that remain pending, along with those refused, agreed, or agreed in part. In addition, if you have been advised that an offer of match funding has been made please include that in the table below.

Other grant or applications for financial assistance for the year 2022-2023

Organisation applied for, for funding	Reason for application to Green Initiatives Fund	Application amount	Current status of application

The Aims of your organisation:

It is extremely helpful for the Committee to know about your organisation. How, why and when it was set up and for what purpose. What are your key objectives and how have these changed?

When was your organisation set up?	
If you have charity status when was it awarded?	
Why was your organisation created?	
What are you aiming to achieve?	
How do you measure success generally?	

Environment and Sustainability Committee



18th January 2022

Title	Adverse Weather Plan and Community Sandbag Distribution Centre Operational Plan Sign Off
Purpose of the report	To note
Report Author	Ed Walker, Senior Resilience Advisor Sandy Muirhead, Group Head Commissioning and Transformation
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	This item is not in the current list of Corporate Priorities
Recommendations	Environment and Sustainability Committee is asked to: <ul style="list-style-type: none"> Note the report and associated Adverse Weather Plan and Community Sandbag Distribution Policy.
Reason for Recommendations	To ensure the Council has up to date plans to respond to adverse weather with clarity on roles and responsibilities.

1. Key issues

- 1.1 Adverse Weather poses a significant risk in the Borough of Spelthorne. These risks span snow and ice, storms and gales, flooding, heatwaves, and drought.
- 1.2 Therefore, having plans in place to document Spelthorne's arrangements when responding to adverse weather are extremely important to assist in fulfilling Spelthorne's responsibilities under the Civil Contingencies Act 2004.
- 1.3 The Adverse Weather Plan and Community Sandbag Distribution Centre Plan have been reviewed and updated as part of their annual review cycle.

2. Options analysis and proposal

- 2.1 The Adverse Weather Plan review has incorporated a range of comments from key plan stakeholders. A comprehensive list of all the comments and how they have been incorporated can be found in the consultation tracking document. Some of the key updates are as follows:
 - (a) Further information has been added to detail the roles of key operational staff
 - (b) The plan has been updated to reflect the improved ability of staff to be able to work from home, as well as the agile working arrangements.

- (c) Clarity has been provided on the logging of sandbag requests.
 - (d) Several parts of the plan have been updated to reflect the new CSDC arrangements.
 - (e) A distinction between in hour and out of hour considerations has been made.
 - (f) The use of MS Teams chat has been incorporated as a means of notifying all staff of adverse weather warnings and arrangements.
- 2.2 The CSDC Plan was also reviewed. The main changes/updates made were as follows:
- (a) The incorporation of the CSDC Council Lead role, in which 5 members of staff have been trained up to manage CSDCs should we set them up during a major flooding incident.
 - (b) A note on the need for early engagement with voluntary organisations when a CSDC may be set up
 - (c) The trigger levels for setting up a CSDC have been adjusted (see 2.3)
 - (d) The vulnerable people triage guidance for customer services has been updated. This will be finalised with agreement on who customer services should send sandbag requests to initially (see 2.4).
- 2.3 With regards to the trigger levels for setting up a CDSC, this was previously the issuing of a warning. However, since it is resource intensive to set up a CSDC, this threshold is not realistic and would likely cause warning fatigue amongst volunteers should they be requested and then not required. The threshold has therefore been lowered to when there are multiple flood warnings issued. Since the Thames rises slowly, we should still have sufficient time to set up a CSDC, although it does pose a risk that a CSDC could come after properties closest the river have already flooded.
- 2.4 In relation to minor flooding, requests regarding the deployment of sandbags will be assessed and distributed as per the Council's sandbag policy. The policy states that sandbags may be delivered to locations which are deemed to be strategic points protecting key infrastructure or have the greatest positive net effect on reducing flood risk to multiple properties. Such assessments will be made by either Group Head Commissioning and Transformation or Group/Deputy Group Head of Neighbourhood Services, or both in consultation.
- 3. Financial implications**
- 3.1 There are no direct financial implications of the reviewed CSDC and Adverse Weather plans being signed off. The Sandbag Policy has already been approved by Cabinet and there are no changes to the CSDC plan which would have any additional financial implications.
- 4. Other considerations**
- 4.1 There are no other considerations for this report.
- 5. Equality and Diversity**
- 5.1 There are no implications of the plan on equality and diversity.

6. Sustainability/Climate Change Implications

- 6.1 Climate change is increasing the likelihood and severity of adverse weather, hence reinforcing the importance of having effective plans to respond to adverse weather incidents.

7. Timetable for implementation

- 7.1 All arrangements outlined in the plan are ready to activate, effective immediately.

Background papers:

1. Adverse Weather Plan v2.
2. CSDC Plan v4.2

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Spelthorne Borough Council Adverse Weather Plan

Date	December 2021
Version	V2.2
Review	November 2022
Author	Applied Resilience
Owner	Spelthorne Borough Council

Activation Flow Chart

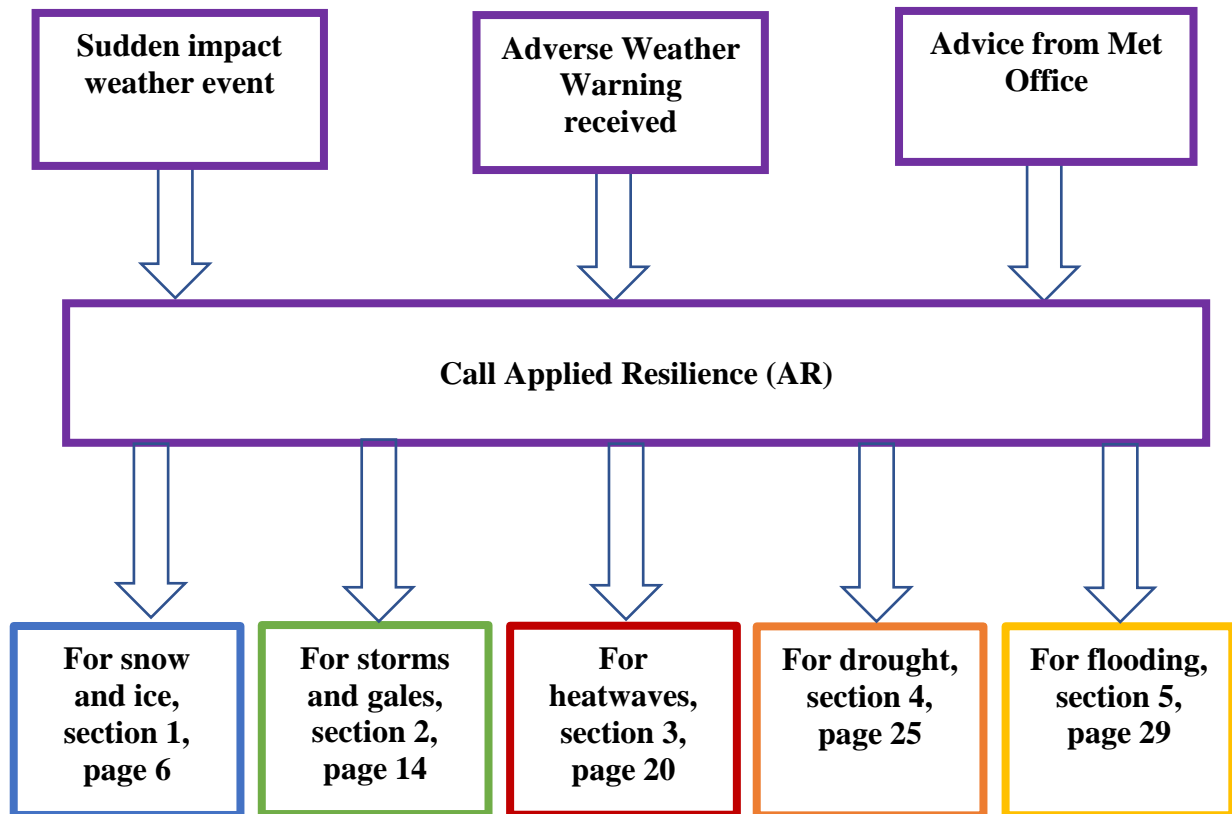


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Introduction

This plan outlines Spelthorne Borough Council (SBC/ the Borough)'s intended response to Adverse Weather in the Borough. This plan covers:

- Snow and Ice
- Storms and Gales
- Heatwaves
- Drought
- Flooding

Linking Plans (Available on Resilience Direct)

- Surrey Local Resilience Forum (SLRF)'s Adverse Weather Plan
- SBC Multi-Agency Flood Plan
- SLRF Flood Plan
- SLRF Drought Plan
- SLRF Volunteers capability document
- SLRF Identifying and Supporting Vulnerable People in an Emergency Plan

Exercising & Testing

This plan should be exercised every 18 months and reviewed by Applied Resilience following any exercise or live activation in consultation with key SBC stakeholders. Any significant changes will be taken to MAT for sign off.

Scope

This plan covers the Borough's operational response to adverse weather. It complements the SLRF Adverse Weather Plan. This plan and the SLRF Adverse Weather Plan are both available on Resilience Direct/ through Applied Resilience.

Section 1: Snow and Ice

1.1 Warnings and Triggers:

Warnings

The Met Office [National Severe Weather Warning Service](#) warns of severe or hazardous weather which has the potential to cause danger to life or widespread disruption. These are often good indicators in determining if this plan should be activated. Warnings are issued when there is a risk of severe weather in the next 7 days. Before issuing a warning, the Met Office will assess the likelihood and potential impact of a weather event. Warnings will then be allocated a colour according to the impact matrix below.

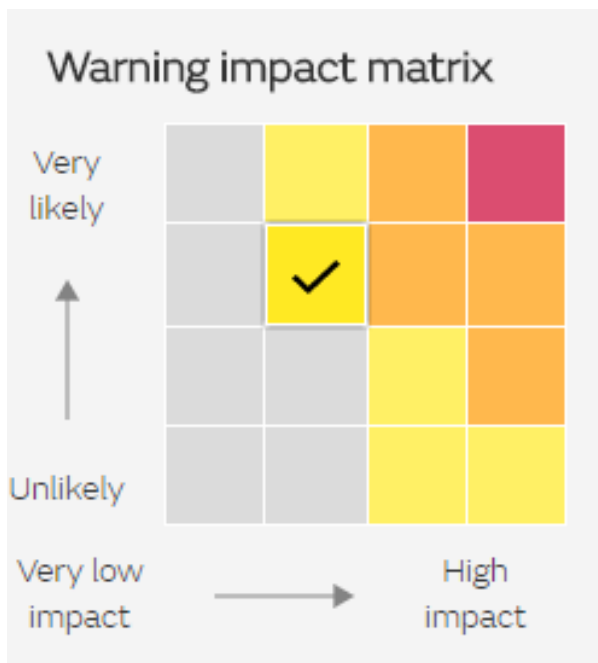
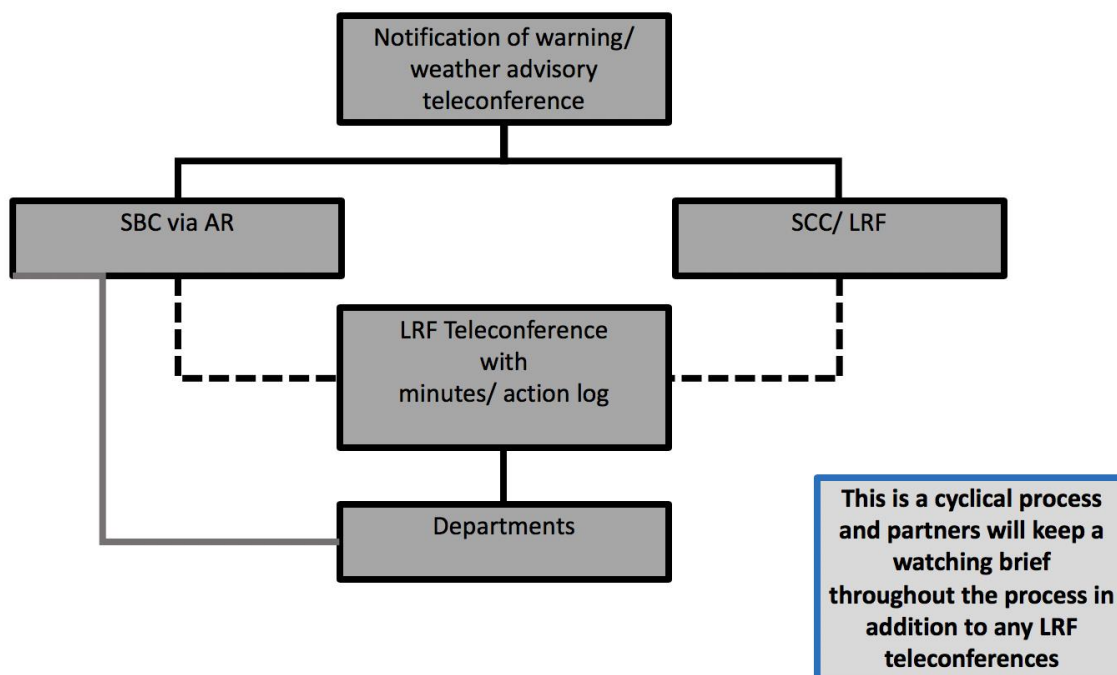


Figure 1 Met Office National Severe Weather Warning Service

Impact x Likelihood

NOTE: These will often be updated – make sure to review the most up to date version

Triggers



YELLOW Severe Weather Warning for SNOW: if significant impact is forecast, AR/ BECC Coordinators will notify relevant departments.

Surrey County Council (SCC) and the Met Office will discuss the need for a multi-agency Adverse Weather Advisory Teleconference, to share situational awareness between the partners and provide an opportunity for the Met Office to provide further Surrey specific information, as well as answer partners' questions. Where SBC has identified issues relevant to other agencies (for example high profile or large planned events, elections, business continuity issues etc.), they can report these during this teleconference.

Key information from this meeting should be shared with the relevant SBC departments and roles, with an action log maintained where necessary.

AMBER/ RED Severe Weather Warning for SNOW: An Adverse Weather Advisory Teleconference will be triggered by SCC or the Met Office. The process will be similar to that at YELLOW warning, however additional elements may include;

- Consideration around declaration of a Major Incident
- Considerations around establishing a Tactical Coordination Group (TCG)
- Consideration of a welfare group teleconference to discussing provisions for vulnerable people
- Consideration around establishing a Multi-Agency Information Group

Notification of an Adverse Weather Teleconference will come from Surrey County Council's Duty Officer.

1.2 Activation and Notifications

The Tactical Lead (or Applied Resilience) will be in receipt of weather forecasts from the Met Office and will provide regular email updates as the situation develops to the following as a minimum:

- Operational team/ Depot (including parking)
- Customer Service
- Communications
- Human Resources
- Community Wellbeing
- Facilities
 - IMT where necessary e.g. if there is a need to consider operating with skeleton staff, suspension of services or if a Major Incident has been declared

Unexpected Weather Conditions

On receipt of a notification of significant unexpected snow fall in the next 24hrs, the Tactical Lead would be notified by telephone call from either SCC EMRT or Applied Resilience. This will then be cascaded to (depending on forecast and judgement):

- Operational team/ Neighbourhood Services (including parking)
- Customer Service
- Communications
- Human Resources
- Community Wellbeing
- Facilities
 - IMT where necessary e.g. if there is a need to consider operating with skeleton staff, suspension of services or if a Major Incident has been declared

In hours a daily internal teleconference works well to ensure internal issues are discussed and worked through. This should be completed before the first LRF Adverse Weather Teleconference as the Tactical Lead will need to give an update at the Telecon. There should also be consideration for an internal teleconference or email update after the LRF call to pass on key updates from partners.

1.3 Response: Initial Actions and Considerations

The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:

- Can staff get to and from work safely?
- Are the impacts expected in or out of hours? This will impact resource availability as well as availability of staff. All planning in receipt of a warning should be done in hours where feasible.
- Have the areas around SBC's sites including Knowle Green and the depot been gritted and snow preparedness measures been implemented?

- When at work, are staff able to carry out their normal duties safely?
- Consider how operations and staff required to complete site/ external visits could be affected
- Business Continuity – will staffing levels be affected, are any services, key sites or equipment likely to be impacted by the adverse weather?
- Support the identification of vulnerable people:
 - Ensure that our vulnerable people data is up to date on the Local Resilience Forum Vulnerable People Reporting System (in hours by the Community Wellbeing team if available)
 - Link in with multi-agency partners to support identified vulnerable people. This is usually via teleconference
 - We have the responsibility for the vulnerable people identified that are only known to ourselves.
 - Consider measures around community centres

The Tactical Lead may consult with and request feedback from key operational services to make a full assessment of the likely impact.

1.4 Substantive response: Command and Control

Strategic (Gold)

Management Team will keep up to date on the situation and be ready to make decisions as and when needed. Depending on the scale of the incident a major incident may be declared and, if so, they should send a representative to the Strategic coordinating Group.

Tactical (Silver)

AR will take the Tactical lead until they feel the Borough Emergency Centre needs to be opened.

Operations (Bronze)

The following resources may be called upon (please note that this includes resources which may be required for other adverse weather events):

- Sandbagging
- Gritting
- Street cleansing
- Provision of equipment (temporary sanitary facilities, skips and ancillary equipment)
- Refuse and debris collection

Lead Officer (s)	Service	Responsibility during response
Group Head and Deputy Group Head of Neighbourhood Services	Neighbourhood Services	<ul style="list-style-type: none"> • Management Team lead • Redeploy staff / labour / service resource
Group Head and Deputy Group Head of Neighbourhood Services Senior	Parks	<ul style="list-style-type: none"> • Survey trees and recommend remedial works to hazardous trees; • Undertake various arboricultural operations; • Clear storm damaged trees; • Support SCC Highways with removal of fallen trees from Highways where resources permit, and the tree is causing significant disruption to services; • Organise and liaise with external tree contractors.
Group Head and Deputy Group Head of Neighbourhood Services	Waste & Recycling	<ul style="list-style-type: none"> • Collection of Waste & Recycling
Parking Services Manager	Car Parking	<ul style="list-style-type: none"> • Car Parking • Gritting of designated car parking areas
Group Head and Deputy Group Head of Neighbourhood Services; Engineers; Cleansing Operations Manager	Flooding response	<ul style="list-style-type: none"> • Receive notification/alert • Make an assessment of the situation (likely effect on properties) • Put operatives on standby • Reinforce safe working practices around floodwater with operational staff.
CSDC Council Leads	Sandbags (when a CSDC has been set up)	<ul style="list-style-type: none"> • Overseeing volunteers working at the CSDC. • Providing an oversight of the welfare of volunteers at the CSDC. • Being the communication link from the Operations cell within the BECC and the CSDC. • Liaising with external partners who may be present at the CSDC. • Briefing volunteers (including Health & Safety). • Work with Neighbourhood Services to open the CSDC and ensure the correct equipment is present on site.

Lead Officer (s)	Service	Responsibility during response
		<ul style="list-style-type: none"> • Further details can be found on the CSDC Key Role Action Cards.
Group Head and Deputy Group Head of Neighbourhood Services	Sandbags & Street Cleansing	<ul style="list-style-type: none"> • Supervise operatives in the use of sandbagging machine, where sandbags are produced at the depot. • Co-ordinate delivery of sandbags to key locations in line with the sandbag policy. • Receive and log requests for sandbags if received from residents while on the ground and pass on to the BECC/tactical lead. The BECC/tactical lead will then decide if/how they will be actioned in consultation with Group Head/Deputy Group Head of Neighbourhood Services. • Assist with the set up of Community Sandbag Distribution Centres (CSDCs). • Action resource requests (e.g. ordering of sand/bags etc.) from the CSDC. • Deploy resources to grit town centres • Mobilise operational resources.
Group Head and Deputy Group Head of Neighbourhood Services	Provision of Equipment (Temporary sanitary facilities, skips and ancillary equipment)	<ul style="list-style-type: none"> • Procure / contract necessary equipment.

Gritting services: Responsibility

Overall responsibility for the gritting of roads lies with Surrey County Council (SCC) and Highways England (HE) and this should be communicated clearly to the public. However, there may be occasions whereby Spelthorne Borough Council can offer assistance where either SCC or HE cannot cope with demand. In extreme snow and ice circumstances, Spelthorne Borough Council do not offer to take insurance liability for any event resulting from their acceptance to help with gritting to meet demand. The exception to this is negligence on the part of operatives whilst working, or incidents arising from road traffic accidents involving fleet vehicles whilst on duty.

A copy of the most recent SCC priority winter gritting routes can be obtained online: <https://www.surreycc.gov.uk/roads-and-transport/road-maintenance-and-cleaning/salting-and-gritting/salting-routes-in-surrey>.

However, Neighbourhood Services are responsible for gritting SBC assets such as car parks.

Salt Stock

There is a limited stock of salt supplied by SCC for use in town centres and by local builders merchants for our site. Whilst the council can procure salt it does not get priority and will face the same limitations as other organisations attempting to procure salt during prolonged severe weather. It is the responsibility of Neighbourhood Services to ensure sufficient salt stocks are in place in anticipation of weather where salt will be required.

1.5 Communicating with Staff

In Office Hours

During office hours, messages and decisions about maintaining services will be communicated via email, text message, Teams Chat, Spelnet and line managers. A sample message template can be found at Appendix B for guidance.

Decisions about the messages that should be communicated will be agreed by the Management Team. Having considered, and where relevant sought input from Group Heads on, the impact the adverse weather may have on key operational services, the following teams will liaise to ensure a consistent message is disseminated via communication channels:

- Communications
- Customer Service
- Human Resources

As the event unfolds, ongoing communication with staff should be agreed and distributed by the Communications team. This should also include consideration of whether officers' normal place of work is safely accessible, provides a safe working environment during the adverse weather event. Information should be published on the Council's website at the following address: <https://spelnet.spelthorne.gov.uk/home>. This will ensure that all staff have access to information relating to the current situation and can make arrangements with their line managers accordingly. Where officers have specific vulnerabilities e.g. an illness which may be impacted by the adverse weather event, line managers must take these factors into consideration and decide on a case by case basis whether specific measures should be in place to facilitate remote working or leave if necessary.

Outside of office hours

Outside of office hours messages and decisions about maintaining services will be communicated by:

- Staff page on Council website (<https://spelnet.spelthorne.gov.uk/home>)
- Teams Chat (this will only be received by staff with work mobiles)
- Customer Service can record messages for staff (guidance and instructions on how to update this line can be found in Appendix E of the Borough Emergency Control Centre Plan)

1.6 Communicating with the Public

Communications with the public can take the form of:

- Media and press announcements (jointly with other organisations);
- Switchboard messages;
- Council website messages; and
- Appropriate social media channels.

The Communications team action the issuing of all messages via social media channels. It is important to engage local businesses, service providers, transport operators and residents during adverse weather events. Signposting the public to relevant resources including SBC and SCC's severe weather pages assists them in making informed decisions.

During an adverse weather event, it is vital to publicise useful information to the public. The following teams will liaise to ensure a consistent message is disseminated via communication channels:

- Customer Service
- Communications
- MAT

1.7 Business Continuity Considerations

Service Prioritisation

Services should be prioritised in line with the council's Corporate Business Continuity Plan, which highlights the critical services – for information please see plans on Resilience Direct: <https://www.resilience.gov.uk>

Staff redeployment to support critical activities

In the event that the offices are open, but with a significantly reduced workforce, it may be that staff will be asked to support other service areas. Staff are expected to be flexible and responsive in these cases however they would not normally be asked to carry out tasks that are beyond the scope of their role profile. This is outlined in the Deployment of Staff in Emergencies Situations Guidance on Spelnet.

Health and Safety

The health and safety of our staff and the public will remain our main priority however the nature of emergencies is that we generally need to respond quickly; reasonable training, instruction and personal protective equipment will be given.

Any tasks carried out should be risk assessed by management in the normal way and operational staff are asked to dynamically risk assess their roles and the impact that snow or ice could have on the fulfilment of the role. Please direct any questions to either the relevant line manager, the Health and Safety Advisor or both.

1.8 In extremis

The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:
--

- | |
|--|
| <ul style="list-style-type: none">• Do any services need to be suspended?• Does a mutual aid request need to be considered? |
|--|

Section 2: Storms and Gales

2.1 Warnings and Triggers

Warnings

The Met Office [National Severe Weather Warning Service](#) warns of severe or hazardous weather which has the potential to cause danger to life or widespread disruption. These are often good indicators in determining if this plan should be activated. Warnings are issued when there is a risk of severe weather in the next 7 days. Before issuing a warning, the Met Office will assess the likelihood and potential impact of a weather event. Warnings will then be allocated a colour according to the impact matrix below.

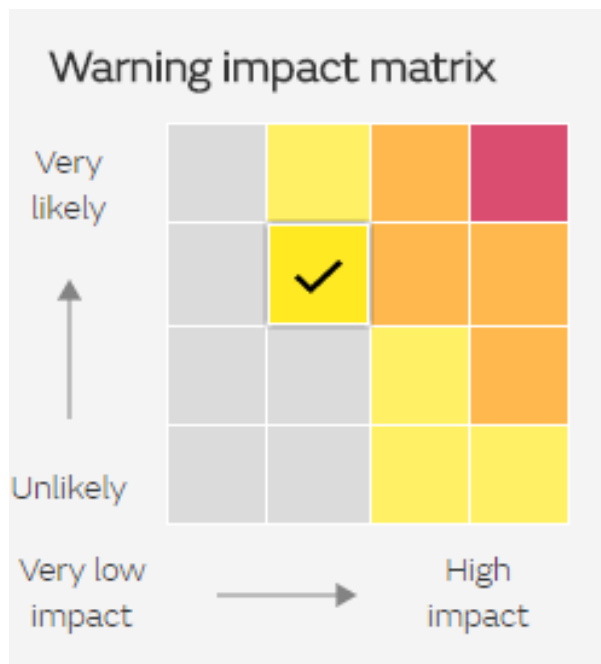
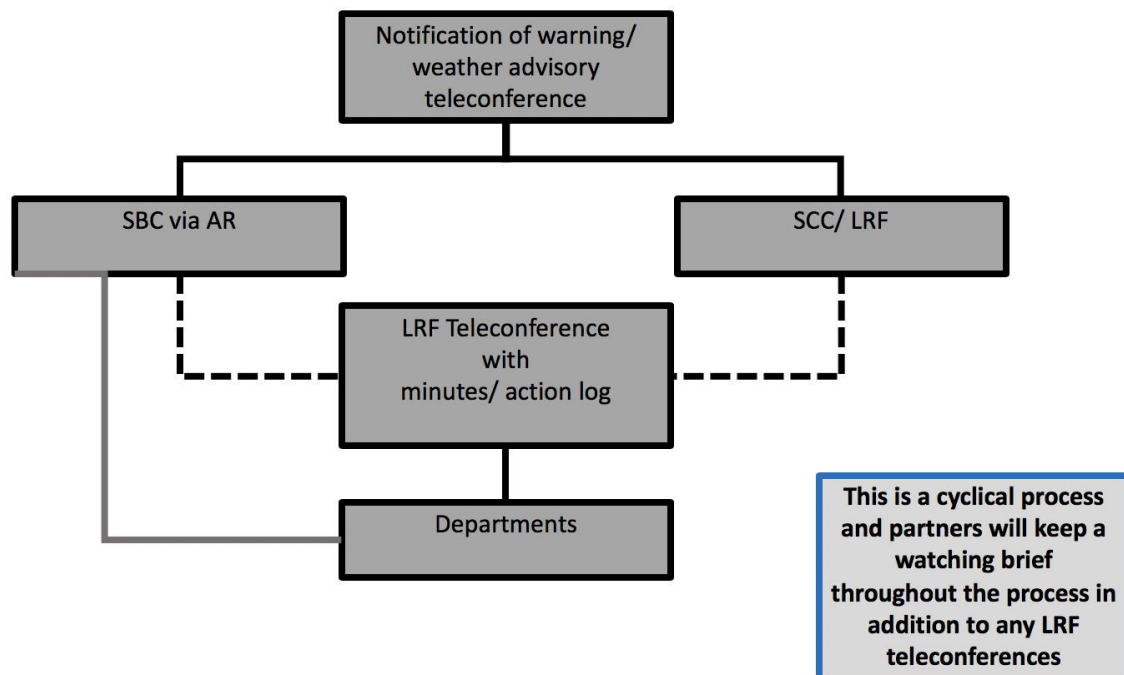


Figure 1 Met Office National Severe Weather Warning Service

Impact x Likelihood

NOTE: These will often be updated – make sure to review the most up to date version

Triggers



YELLOW severe weather warning for wind: if significant impact is expected the Tactical Lead (or Applied Resilience if requested) will notify relevant departments of the expected weather. Surrey County Council (SCC) and the Met Office will discuss the need for a multi-agency teleconference which the Tactical Lead will attend.

AMBER/RED severe weather warning for wind: The Tactical Lead will call into a Multi-agency Adverse Weather Teleconference and inform relevant departments to take mitigating action. SCC's Duty Officer will provide notification of an adverse weather advisory teleconference.

2.2 Activation and Notifications

The Tactical Lead (or Applied Resilience) will be in receipt of weather forecasts from the Met Office and will provide regular email updates as the situation develops to the following as a minimum:

- Operational team/ Depot
- Customer Service
- Communications
- Human Resources
- Community Wellbeing
- Facilities
 - IMT where necessary e.g. if there is a need to consider operating with skeleton staff, suspension of services or if a Major Incident has been declared

Unexpected Weather Conditions

On receipt of a notification of significant unexpected high winds in the next 24hrs, the Tactical Lead would be notified by telephone call from either SCC EMRT or Applied Resilience. This will then be cascaded to (depending on forecast and judgement):

- Operational team/ Depot
- Customer Service
- Communications
- Human Resources
- Community Wellbeing
- Facilities
 - IMT where necessary e.g. if there is a need to consider operating with skeleton staff, suspension of services or if a Major Incident has been declared

2.3 Initial Actions and Considerations

The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:

- Ensure email notifications have been sent out and are kept up to date
- Inform staff of risks, safety considerations and potential travel disruptions
- Applied Resilience should attend any Adverse Weather Teleconferences
- Consider how operations and staff required to complete site/ external visits could be affected
- Business Continuity – will staffing levels be affected, are any services, key sites or equipment likely to be impacted by the adverse weather?
- Support the identification of vulnerable people:
 - Ensure that our vulnerable people data is up to date on the Local Resilience Forum Vulnerable People Reporting System (in hours by the Community Wellbeing team if available)
 - Link in with multi-agency partners to support identified vulnerable people. This is usually via teleconference
 - We have the responsibility for the vulnerable people identified that are only known to ourselves.
 - Consider measures around community centres

The Tactical Lead may consult with and request feedback from key operational services to make a full assessment of the likely impact.

2.4 Substantive Response: Operations

Please see page 9-10 for a full list of operational resources during adverse weather response.

Responsibility for Managing Fallen Trees

During adverse weather, high winds may result in fallen trees; these can be hazardous, causing disruption on the highways and exacerbating river flooding. Overall responsibility for fallen trees (regardless of the owner) on roads lies with Surrey County Council (SCC) and Highways England (HE). SBC may assist SCC or the Highways Agency when the tree is owned by SBC. SBC have responsibility for maintenance of all trees on Council owned land.

The Environment Agency are responsible for contacting the landowner to clear trees blocking rivers. The land/tree owner is responsible for clearing/removing trees blocking rivers/streams.

2.5 Communicating with Staff

In Office Hours:

During office hours, messages and decisions about maintaining services will be communicated via email, text message, Teams Chat, Spelnet and line managers. A sample message template can be found at Appendix B for guidance.

Decisions about the messages that should be communicated will be agreed by the Management Team. Having considered, and where relevant sought input from Group Heads on, the impact the adverse weather may have on key operational services, the following teams will liaise to ensure a consistent message is disseminated via communication channels:

- Communications
- Customer Service
- Human Resources

As the event unfolds, ongoing communication with staff should be agreed and distributed by the Communications team. This should also include consideration of whether officers' normal place of work is safely accessible, provides a safe working environment during the adverse weather event. Information should be published on the Council's website at the following address: <https://spelnet.spelthorne.gov.uk/home>. This will ensure that all staff have access to information relating to the current situation and can make arrangements with their line managers accordingly. Where officers have specific vulnerabilities e.g. an illness which may be impacted by the adverse weather event, line managers must take these factors into consideration and decide on a case by case basis whether specific measures should be in place to facilitate remote working or leave if necessary.

Outside of office hours:

It is rare that a storm develops without a lead time therefore where possible, notifications should happen in hours. Outside of office hours messages and decisions about maintaining services will be communicated by:

- Staff page on Council website (<https://www.spelthorne.gov.uk>)
- Teams Chat (this will only be received by staff with work mobiles)
- Customer Service can record messages for staff (guidance and instructions on how to update this line can be found in Appendix E of the Borough Emergency Control Centre Plan)

2.6 Communicating with the Public

Communications with the public can take the form of:

- Media and press announcements (jointly with other organisations);
- Switchboard messages;
- Council website messages; and
- Appropriate social media channels.

The Communications team action the issuing of all messages via social media channels. It is important to engage local businesses, service providers, transport operators and residents during adverse weather events. Signposting the public to relevant resources including SBC and SCC's severe weather pages assists them in making informed decisions.

During an adverse weather event, it is vital to publicise useful information to the public. The following teams will liaise to ensure a consistent message is disseminated via communication channels:

- Customer Service
- Communications
- MAT

2.7 Business Continuity Considerations

Service Prioritisation

Services should be prioritised in line with the council's Corporate Business Continuity Plan, which highlights the critical services – for information please see plans on Resilience Direct: <https://www.resilience.gov.uk>

Staff redeployment to support critical activities

In the event that the offices are open, but with a significantly reduced workforce, it may be that staff will be asked to support other service areas. Staff are expected to be flexible and responsive in these cases however they would not normally be asked to carry out tasks that are beyond the scope of their role profile. This is outlined in the Deployment of Staff in Emergencies Situations Guidance on Spelnet.

Health and Safety

The health and safety of our staff and the public will remain our main priority however the nature of emergencies is that we generally need to respond quickly; reasonable training, instruction and personal protective equipment will be given.

Any tasks carried out should be risk assessed by management in the normal way and operational staff are asked to dynamically risk assess their roles and the impact that wind and gales could have on the fulfilment of the role. Please direct any questions to either the relevant line manager, the Health and Safety Advisor or both.

2.8 In extremis

The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:

- Do any services need to be suspended?
- Does a mutual aid request need to be considered?

Section 3: Heatwave

3.1 Warnings and Triggers

The Met Office run a heat health watch system from the 1st June to the 15th September which can be found [here](#). The service forecasts day-time and night-time maximum temperatures, which are monitored regionally. When a threshold average temperature is 31 °C by day and 16 °C overnight for at least two consecutive days, a warning is issued:

Level zero (Long-term Planning): This is the base level alert which is in place all year round. It means that year round planning is necessary so that longer term actions are taken to reduce the harm to health of significant hot periods when they occur.

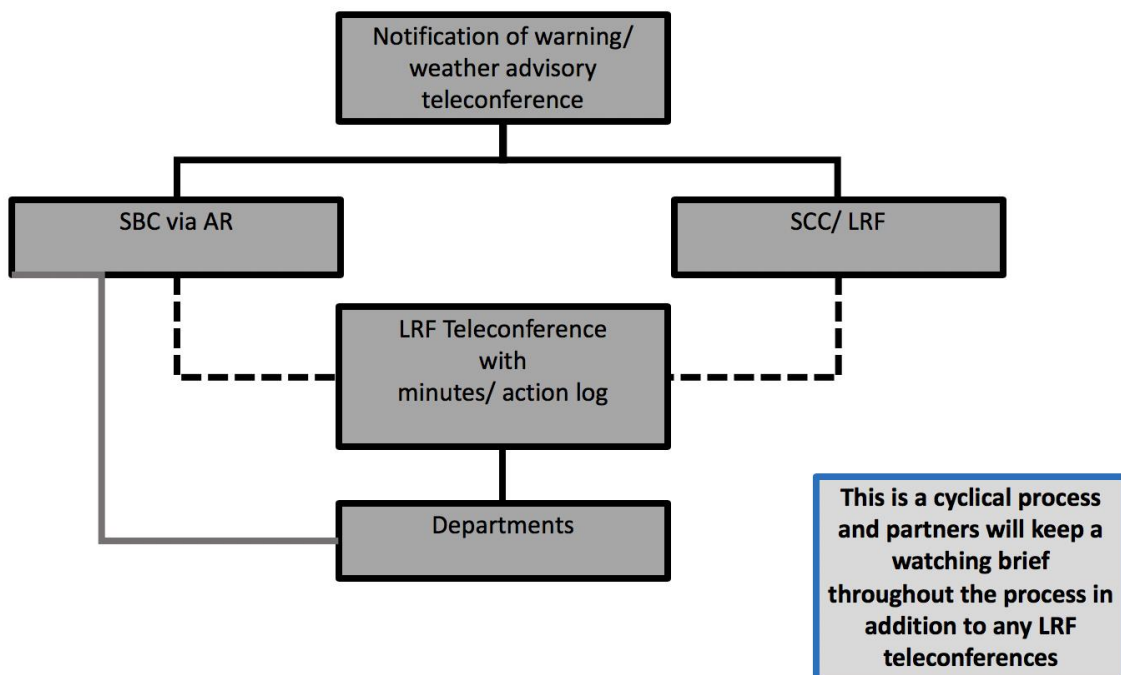
Level one (Heatwave and Summer Preparedness): This is the minimum alert and is in place every year from 1 June until 15 September, which is the period that heat-health alerts are likely to be issued. This minimum alert simply means that people should be aware of what to do if the alert level is raised during the summer period.

Level two (Alert & Readiness): Issued when there is a high chance that the threshold will be exceeded within the next few days.

Level three (Action): Issued when the thresholds have been exceeded.

Level four (Major Incident- emergency response): Issued when a prolonged hot spell becomes severe.

The Surrey County Council (SCC) Emergency Management Team will determine if a teleconference is required to respond to a heatwave following consultation with SCC, Public Health, and NHS England South (South East) partners.



3.2 Activation and Notifications

The weather forecast should be known in advance and this will lead to regular email updates as the situation develops. Updates will be sent to:

- Operational team/ Depot
- Customer Service
- Communications
- Human Resources
- Community Wellbeing
- Facilities
 - IMT where necessary e.g. if there is a need to consider operating with skeleton staff, suspension of services or if a Major Incident has been declared

3.3 Initial Actions and Considerations

The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:

- Ensure that email notifications have been sent and are kept up to date
- Consider staff health and safety and any measures that need to be put in place for a safe work environment. Consider how operations and staff required to complete site/ external visits could be affected – should hours be varied? Further water dispensers provided?
- Inform staff of potential health risk and how they can protect themselves
- Tactical Lead or Applied Resilience should call into any Adverse Weather, Heat Health Warning, Teleconference
- Consider how to support vulnerable people in the borough, having regard to the likely duration of the heatwave. The geographical location is too large for a VPRS search however community services we provide (such as meals on wheels and community transport) need to put in considerations for extra support to the vulnerable if required.
- Business Continuity – will staffing levels be affected, are any services, key sites or equipment likely to be impacted by the adverse weather?
- Support the identification of vulnerable people:
 - Ensure that our vulnerable people data is up to date on the Local Resilience Forum Vulnerable People Reporting System (in hours by the Community Wellbeing team if available)
 - Link in with multi-agency partners to support identified vulnerable people. This is usually via teleconference
 - We have the responsibility for the vulnerable people identified that are only known to ourselves.
 - Consider measures around community centres and providing

extra bottled water to those receiving meals on wheels.

3.4 Substantive response: Operations

There may be a multi-agency welfare teleconference call to discuss the needs of vulnerable people with all partners. In very extreme heatwave conditions consideration should be given to how SBC can support the community. This could include for example opening up air-conditioned space in the community centres to act as a temporary refuge.

3.5 Communicating with Staff

In Office Hours:

During office hours, messages and decisions about maintaining services will be communicated via email, text message, Teams Chat, Spelnet and line managers. A sample message template can be found at Appendix B for guidance.

Decisions about the messages that should be communicated will be agreed by the Management Team. Having considered, and where relevant sought input from Group Heads on, the impact the adverse weather may have on key operational services, the following teams will liaise to ensure a consistent message is disseminated via communication channels:

- Communications
- Customer Service
- Human Resources

As the event unfolds, ongoing communication with staff should be agreed and distributed by the Communications team. This should also include consideration of whether officers' normal place of work is safely accessible, provides a safe working environment during the adverse weather event. Information should be published on the Council's website at the following address: <https://spelnet.spelthorne.gov.uk/home>. This will ensure that all staff have access to information relating to the current situation and can make arrangements with their line managers accordingly. Where officers have specific vulnerabilities e.g. an illness which may be impacted by the adverse weather event, line managers must take these factors into consideration and decide on a case by case basis whether specific measures should be in place to facilitate remote working or leave if necessary.

Outside of office hours:

Outside of office hours messages and decisions about maintaining services will be communicated by:

- Staff page on Council website (<https://www.spelthorne.gov.uk>)
- Teams Chat (this will only be received by staff with work mobiles)
- Customer Service can record messages for staff (guidance and instructions on how to update this line can be found in Appendix E of the Borough Emergency Control Centre Plan)

3.6 Communicating with the Public

Communications with the public can take the form of:

- Media and press announcements (jointly with other organisations);
- Switchboard messages;
- Council website messages; and
- Appropriate social media channels.

The Communications team would action the issuing of messages via social media channels. The Communication Team leads on updating the Council's Twitter feed, so any twitter messages should be conveyed to them.

During an adverse weather event, it is vital to publicise useful information to the public. The following teams will liaise to ensure a consistent message is disseminated via communication channels:

- Customer Services
- Communications

3.7 Business Continuity Considerations

Service Prioritisation

Services should be prioritised in line with the council's Corporate Business Continuity Plan, which highlights the critical services – for information please see plans on Resilience Direct: <https://www.resilience.gov.uk>

Staff redeployment to support critical activities

In the event that the offices are open, but with a significantly reduced workforce, it may be that staff will be asked to support other service areas. Staff are expected to be flexible and responsive in these cases however they would not normally be asked to carry out tasks that are beyond the scope of their role profile. This is outlined in the Deployment of Staff in Emergencies Situations Guidance on Spelnet.

Health and Safety

The health and safety of our staff and the public will remain our main priority however the nature of emergencies is that we generally need to respond quickly; reasonable training, instruction and personal protective equipment will be given. If staff are working from Knowle Green or out in the community, particular attention should be paid to the temperatures they are working in. Where the risk to health from heat

exposure is a concern, particularly if staff have individual vulnerabilities or illnesses, this will need to be factored into the Council's business continuity capacity and if necessary, taken to IMT for discussion and review.

Any tasks carried out should be risk assessed by management in the normal way and operational staff are asked to dynamically risk assess their roles and the impact that extreme heat could have on the fulfilment of the role. Please direct any questions to either the relevant line manager, the Health and Safety Advisor or both.

3.8 In extremis

The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:
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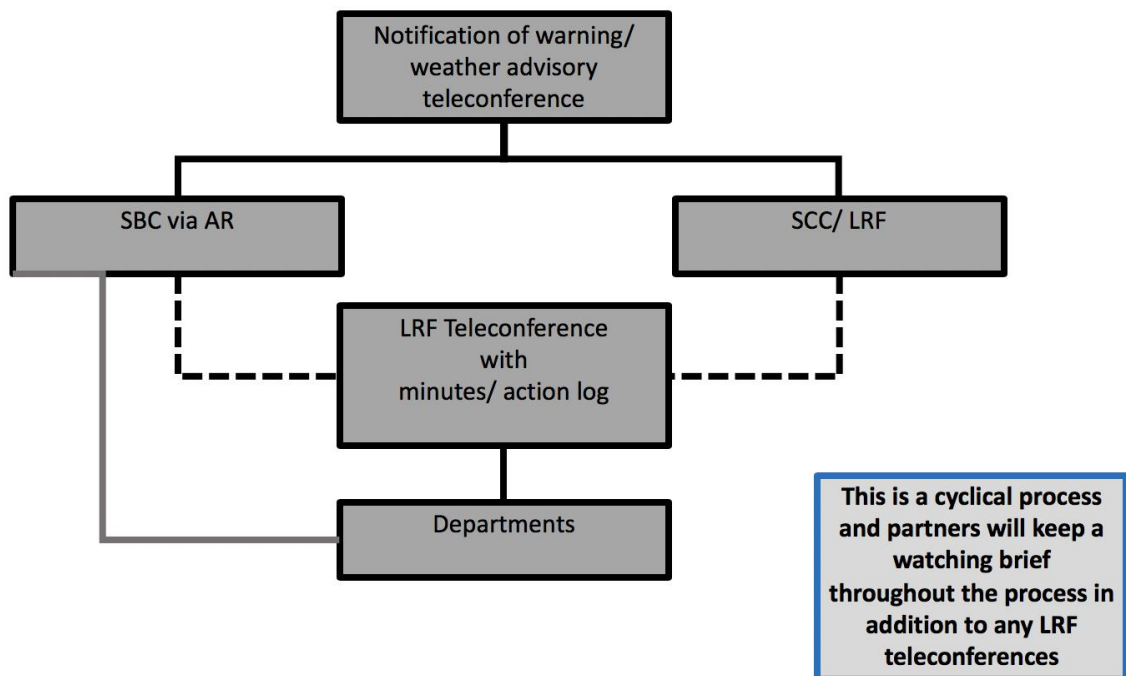
- | |
|--|
| <ul style="list-style-type: none">• Do any services need to be suspended?• Does a mutual aid request need to be considered? |
|--|

Section 4: Drought

4.1 Warnings and Triggers

The Environment Agency routinely measure, monitor and report on a range of hydrological parameters to assess the water situation across England. They do this using their own hydrometric data, together with data provided by the Met Office and water companies.

The Environment Agency is the lead agency in determining if a Multi-Agency Adverse Weather Teleconference should be held and further detail around activation and response actions are detailed within the Surrey Local Resilience Forum Drought Plan.



Level 1: Developing Drought

Low rainfall; significant rainfall deficit; reservoirs low; some notably low groundwater, rivers/wetlands low; soil dry; wildlife affected.

Level 2: Drought

Groundwater notably and/or exceptionally low; reservoirs, rivers and/or lakes notably and/or exceptionally low; soil dry; notable impacts on the environment; restrictions on water use and abstraction.

Level 3: Severe Drought

Exceptionally low rainfall; soil very dry groundwater exceptionally low; rivers and reservoirs exceptionally low; severe damage occurring to environment; widespread severe restrictions on water use and abstraction. Triggers to reach this level would include e.g. consideration of standpipes on streets.

Level 4: Recovering from Drought

There has been significant rainfall, reservoirs/lakes remain low; some notably low groundwater, rivers/wetlands remain low; soil moisture is at average or wetter than average levels for the time of year, wildlife affected.

4.2 Activation and Notifications

A drought situation develops over many months/years and so there is advance notice of a situation developing, leading to regular email updates as the situation develops.

At Drought Level 2, communications will be sent to:

- Operational team/ Depot
- Customer Service
- Communications
- Human Resources
- Community Wellbeing
- Facilities
 - IMT where necessary

4.3 Initial Actions and Considerations

This is a slow rising tide event which develops over several months/years. Either the Tactical Lead or Applied Resilience should be dialling into the Multi-Agency Teleconference led by the Environment Agency and ensure their plans procedures are up to date including supporting the community and internal staff procedures.

4.4 Substantive response: Operations

Borough responsibilities:

- Support the identification of vulnerable people when required.
 - Ensuring our vulnerable people data is up to date on the LRF VPRS

- Linking in with multi-agency partners to support identified vulnerable people. This is usually via teleconference
- We have the responsibility for the vulnerable people identified that are only known to ourselves.
- Increased enforcement of food safety standards
- Environmental Health teams to work with those who have a private water supply (PWS). Check water quality and if source dries up work with water companies to arrange alternative supply. If the PWS fails and there is no alternative supply, the house could be classed as uninhabitable.

4.5 Communicating with Staff

Communications to staff on how to look after their own welfare and how it affects the workplace should be put in place especially if business continuity issues start to arise. This should be done in line with the IMT strategy.

4.6 Communicating with the Public

The Environment Agency and water companies have pre-existing communication strategies to handle water shortage situations. The borough communications teams should link into the Multi-Agency Information Group (MIG) if set up. If not, they should take the lead from the Environment Agency and water companies' communication strategy.

4.6 Business Continuity Considerations

Depending on the level at which the council buildings are affected, measures should be put in place to provide bottled water and promote staff working from home.

If the drought coincides with a heatwave, policies and business continuity plans need to be activated as this can become a protracted incident.

Service Prioritisation

Services should be prioritised in line with the council's Corporate Business Continuity Plan, which highlights the critical services – for information please see plans on Resilience Direct: <https://www.resilience.gov.uk>

Staff redeployment to support critical activities

In the event that the offices are open, but with a significantly reduced workforce, it may be that staff will be asked to support other service areas. Staff are expected to be flexible and responsive in these cases however they would not normally be asked to

carry out tasks that are beyond the scope of their role profile. This is outlined in the Deployment of Staff in Emergencies Situations Guidance on Spelnet.

Health and Safety

The health and safety of our staff and the public will remain our main priority however the nature of emergencies is that we generally need to respond quickly; reasonable training, instruction and personal protective equipment will be given.

Any tasks carried out should be risk assessed by management in the normal way and operational staff are asked to dynamically risk assess their roles and the impact that extreme heat could have on the fulfilment of the role. Please direct any questions to either the relevant line manager, the Health and Safety Advisor or both.



4.7 In extremis


The Tactical Lead will make an assessment of the alert to determine whether further action is required. This assessment may include the following:
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- | |
|--|
| <ul style="list-style-type: none">• Do any services need to be suspended?• Does a mutual aid request need to be considered? |
|--|

Section 5: Flooding

5.1 Warnings and Triggers

Response Level	Triggers	Actual or Forecast impact	LRF Response																											
No warnings in force	None	No specific response, normal awareness of possible risk of severe weather events.	No specific response, normal awareness of possible risk of severe weather events.																											
Low (EA Lead)	<p>Flood Guidance Statement</p> <table border="1"> <tr> <td rowspan="4">Likelihood</td> <td>High</td> <td></td> <td>✓</td> <td></td> <td></td> </tr> <tr> <td>Medium</td> <td></td> <td>✓</td> <td></td> <td></td> </tr> <tr> <td>Low</td> <td></td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Very Low</td> <td></td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td></td> <td>FGS</td> <td>Minimal</td> <td>Minor</td> <td>Significant</td> <td>Severe</td> </tr> </table> <p>Potential Impacts</p> <p>Yellow Severe Weather Warning or Notification of burst pipe from water company</p>	Likelihood	High		✓			Medium		✓			Low			✓		Very Low			✓			FGS	Minimal	Minor	Significant	Severe	<p>There is a low risk of flooding within the next 5 days. Flooding is possible, be prepared.</p>  <p>FLOOD ALERT</p> <p>Impact may include:</p> <ul style="list-style-type: none"> • Fast flowing rivers. • Bank full rivers. • Overland flow from rivers and streams. • Localised flooding including roads, farmland/ recreational land. • Individual coastal properties affected. • Travel disruption. 	<p>Some routine or preparatory responses may be underway.</p> <ul style="list-style-type: none"> • Heightened awareness of risk. • Possible activation of Multi-Agency Flood Plans. • Consider the need for holding a flooding teleconference and/or EA to disseminate information to partners regarding possible flooding impacts. • Monitor NSW Rain warnings to inform decision making.
Likelihood	High			✓																										
	Medium			✓																										
	Low				✓																									
	Very Low			✓																										
	FGS	Minimal	Minor	Significant	Severe																									
Medium	<p>Flood Guidance Statement</p> <table border="1"> <tr> <td rowspan="4">Likelihood</td> <td>High</td> <td></td> <td></td> <td>✓</td> <td></td> </tr> <tr> <td>Medium</td> <td></td> <td></td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Low</td> <td></td> <td></td> <td></td> <td>✓</td> </tr> <tr> <td>Very Low</td> <td></td> <td></td> <td></td> <td>✓</td> </tr> <tr> <td></td> <td>FGS</td> <td>Minimal</td> <td>Minor</td> <td>Significant</td> <td>Severe</td> </tr> </table> <p>Potential Impacts</p> <p>Amber Severe Weather Warning or Notification of burst pipe from water company</p>	Likelihood	High			✓		Medium			✓	✓	Low				✓	Very Low				✓		FGS	Minimal	Minor	Significant	Severe	<p>There is a medium risk of flooding within the next 5 days. Flooding is expected, immediate</p>  <p>FLOOD WARNING</p> <p>Impact may include:</p> <ul style="list-style-type: none"> • Property flooding. 	<p>EA to call and chair an advisory flooding teleconference.</p> <ul style="list-style-type: none"> • Relevant Districts and Boroughs activate their Multi-Agency Flood Plans. • Actions taken as outlined in the Surrey Multi-Agency Flood Plan and Districts/ Boroughs' Multi-Agency Flood Plans.
Likelihood	High				✓																									
	Medium				✓	✓																								
	Low					✓																								
	Very Low				✓																									
	FGS	Minimal	Minor	Significant	Severe																									

		<ul style="list-style-type: none"> • Damage to infrastructure and buildings. • Possible danger to life • Disruption to/ loss of key sites, transportation and utilities. • Damage to flood defences possible. 	<ul style="list-style-type: none"> • Consideration of temporary flood defences mobilisation. • Monitor NSW Rain warnings to inform decision making. • Consider Multi-Agency co-ordination requirements. • Consider setting up Tactical Coordinating Group (TCG), if required. Does the chair now need to pass to the Police? • Consider setting up Strategic Coordinating Group (SCG), if required. 																																	
High	<p>Flood Guidance Statement</p> <table border="1" data-bbox="454 987 836 1144"> <tr> <td rowspan="4">Likelihood</td> <td>High</td> <td></td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Medium</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Low</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Very Low</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="2">FGS</td> <td>Minimal</td> <td>Minor</td> <td>Significant</td> <td>Severe</td> </tr> <tr> <td colspan="6" style="text-align: center;">Potential Impacts</td> </tr> </table> <p>Red Severe Weather Warning</p>	Likelihood	High				✓	Medium					Low					Very Low					FGS		Minimal	Minor	Significant	Severe	Potential Impacts						<p>There is a high risk of flooding within the next 5 days. Severe flooding, danger to life.</p>  <p>SEVERE FLOOD WARNING</p> <p>Impact may include:</p> <ul style="list-style-type: none"> • Danger to life. • Large scale evacuation of properties may be required. • Widespread flooding. • Widespread loss of key sites, transportation and utilities. • Collapse of structure/buildings possible. • Significant impact on 	<p>As Medium then:</p> <ul style="list-style-type: none"> • Consider setting up a SCG if not already set up. • A TCG should be set up. If any neighbouring counties are coloured red then LRF partners will maintain a watching brief. • If it hasn't already been done chair should be passed to the Police. • Consider setting up Forward Command Post(s) as required. • Establish liaison with Ministry of Housing, Communities and Local Government Resilience and Emergencies Division (MHCLG RED). • If the Flood Guidance Statement is red for a neighbouring area then the LRF
Likelihood	High					✓																														
	Medium																																			
	Low																																			
	Very Low																																			
FGS		Minimal	Minor	Significant	Severe																															
Potential Impacts																																				

		<p>professional partners' capacity to respond, including requirement for mutual aid.</p> <ul style="list-style-type: none"> • Severe disruption to travel. • Flood defence failure/ overtopping and extreme flooding. 	<p>partners will maintain a watching brief.</p> <ul style="list-style-type: none"> • The Media to be co-ordinated as per the Major Incident Communications plan. • Consider evacuation and shelter strategies. • Establish a watching brief on key infrastructure and utilities.
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SBC has 5 Environment Agency flood alert areas which are further divided. The details of these can be found in the SBC LRF Multi Agency Flood Plan, part 2, which is available on Resilience Direct and Here.

Flood Alert Area 1: River Thames from Datchet to Shepperton Green 063WAF23 Datchet			
River Thames from Datchet to Shepperton Green including Old Windsor, Wraysbury, Horton, Staines, Egham, Laleham and Chertsey			
SBC Flood Warning Area	EA Flood Warning Area	EA Flood Warning Area Reference Code	Description
Area 1.1	River Thames at Staines and Egham	061FWF23Staines	River Thames at Staines and Egham including Bell Weir and Penton Hook Locks, Runnymede, Hythe End, Pooley Green, Thorpe Lea, and East Egham * note below
Area 1.2	River Thames at Laleham	061FWF23Laleham	River Thames at Laleham and Penton Hook including Penton Park, Laleham Reach and Laleham Abbey, Staines Road, The Broadway and Thames Side
Area 1.3	River Thames at Shepperton Green	061FWF23ShepGrn	River Thames in the Shepperton Green village area.

Area 1.4	River Thames at Chertsey	061FWF23Chertsey	River Thames at Chertsey including Chertsey Lock, Abbeychase, Chertsey Bridge Road, Thames Close, Hazelbank Road, Mead Lane and Bridge Wharf
Area 1.5	Properties closest to the River Thames between Littleton Lane (Shepperton Green) and Shepperton Lock	061FWF23XShepG	River Thames at the Littleton Lane, Chertsey Road and Pool End areas of Shepperton Green – as well as Dockett Eddy, Dockett Point and Pharaoh’s Island
Area 1.6	Properties closest to the River Thames from Runnymede Pleasure Grounds, Staines to Penton Hook	061FWF23XStaines	River Thames between Runnymede Pleasure Grounds, Staines and Penton Hook – including Hythe End Road, Bell Weir Lock, Holm Island, Church Island, Truss Island, and Penton Hook Lock areas of Staines
Area 1.7	Properties closest to the River Thames at Sunbury	061FWF23XSunbry	River Thames at Sunbury from Wheatley’s Eyot to Sunbury Court Island – including Wheatley’s Eyot, Sunburylock Ait, Sunbury Ait, Sunbury Court Island and properties on The Creek, Parke Road, Thames Street and Lower Hampton Road
Flood Alert Area 2: River Thames from Shepperton to Molesey 063WAF23 LHalifrd			
River Thames from Shepperton to West and East Molesey – including Hamm Court, Walton-on-Thames and Sunbury			
SBC Flood Warning Area	EA Flood Warning Area	EA Flood Warning Area Reference Code	Description
Area 2.1	River Thames at Shepperton and Lower Halliford	061FWF23LHalifrd	The River Thames from Shepperton Lock to Beasley’s Ait – including Sandhills Meadow, Thames Meadow, Penny Lane and Felix Lane areas

Area 2.2	River Thames at Sunbury	061FWF23Sunbury	River Thames in the Sunbury town area, including Longwood Business Park, Halliford Road areas of Upper Halliford and Sunbury, Lower Hampton Road Park, Kenton Court Meadow and Kempton Park Racecourse areas
Area 2.3	River Thames at Hamm Court	061FWF23HammCrt	River Thames at Hamm Court including Shepperton Lock, Hamhaugh Island, Hamm Court Estate and Dorney Grove
Area 2.4	River Thames at Walton	061FWF23Walton	River Thames at Walton-on-Thames including Desborough Island, Walton Bridge and Elmbridge Leisure Centre
Area 2.5	Properties closest to the River Thames from Shepperton Lock to Beasley's Ait	061FWF23XLHalif	The River Thames from Shepperton Lock to Beasley's Ait, including Sandhills Meadow, Thames Meadow, Penny Lane and Felix Lane areas
Flood Alert Area 3: The Colne Brook at Iver and Colnbrook 062WAF28 Colnbrk			
The Colne Brook at Iver and Colnbrook including Fulmer			
SBC Flood Warning Area	EA Flood Warning Area	EA Flood Warning Area Reference Code	Description
Area 3.1	The Colne Brook at Colnbrook	062FWF28Colnbrk	The Colne Brook at Colnbrook including Horton and Wraysbury
Flood Alert Area 4: The Lower River Colne and Frays River 062WAF28LowColne			
The Lower River Colne and Frays River at Uxbridge, West Drayton, Poyle and Stanwell Moor			
SBC Flood Warning Area	EA Flood Warning Area	EA Flood Warning Area Reference Code	Description
Area 4.1	The Lower River Colne and Frays River at West	062FWF28WDrayton	The River Colne and Frays River at West Drayton and Stanwell Moor – including Longford and Poyle

	Drayton and Stanwell Moor		
Flood Alert Area 5: The River Ash in the Borough of Spelthorne			062WAF31AshMidd
The River Ash in the Borough of Spelthorne including Ashford and Staines			
SBC Flood Warning Area	EA Flood Warning Area	EA Flood Warning Area Reference Code	Description
Area 5.1	The River Ash at Ashford and Staines	062FWF31Ashford	The River Ash at Ashford and Staines, including Birch Green, Knowle Green, Littleton and Shepperton

NB: Area 1.1 Sweeps Ditch:

Sweeps Ditch watercourse runs from Riverside Car Park through Staines to its outfall by Penton Hook lock. The watercourse floods when the River Thames backs water up its course, causing the flooding to The Ryde, Thamesgate and back gardens of Grosvenor Road and Gordon Close. It is not a naturally fed watercourse but pumped with the pump situated under a manhole by Riverside Car Park. The controls for the pump are in the Thames Water pump room building and it is turned off by a Spelthorne Officer or Runnymede responsive maintenance team when there is a flood alert.

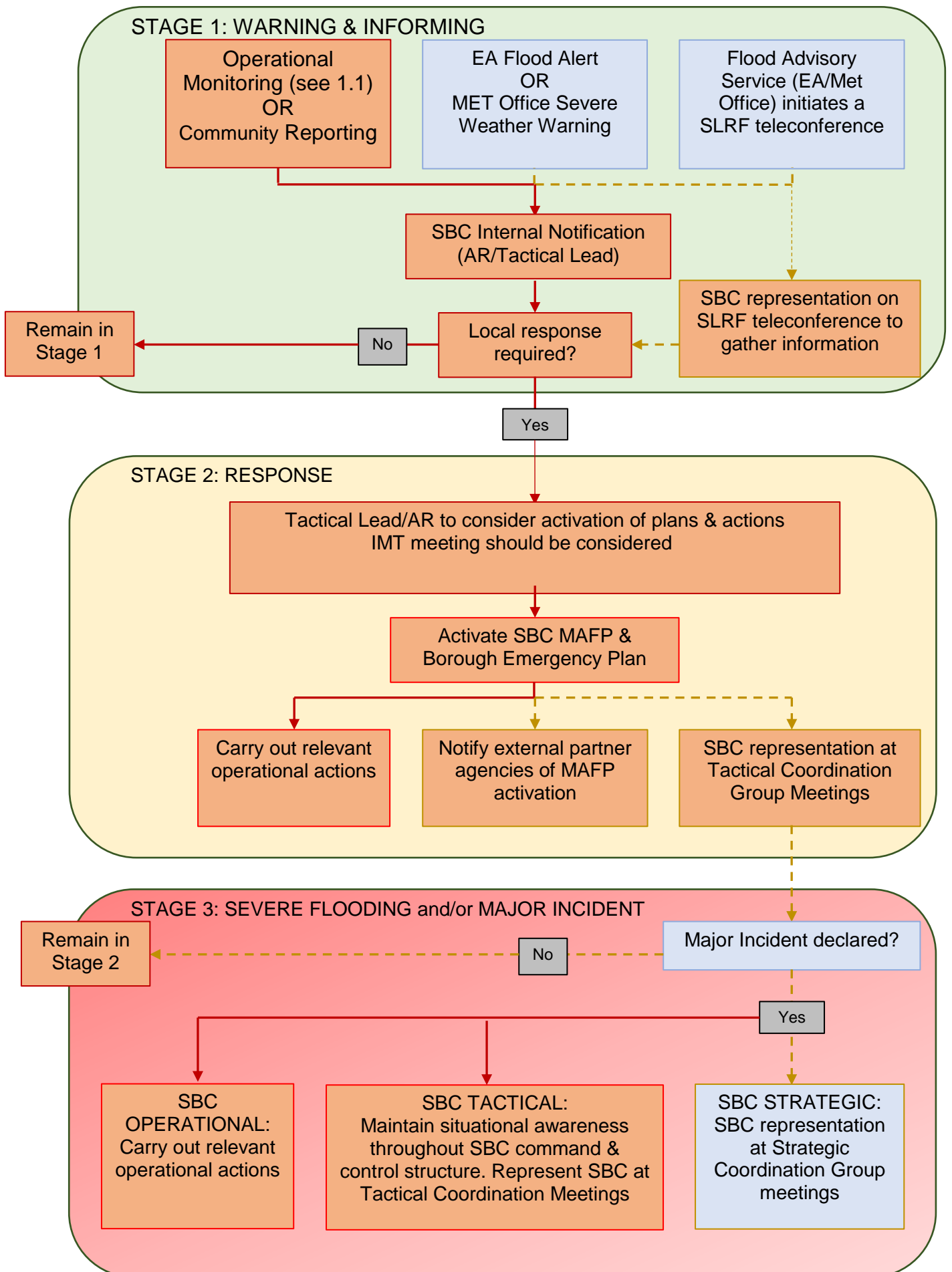
Sweeps Ditch Update December 2019: Following previous flooding in the area we installed flood gates on the Sweeps Ditch. During normal flows the Sweeps Ditch flows into the River Thames. When flows are high on Sweeps Ditch the flood gate remains open to allow the river to drain into the River Thames. When the levels on the River Thames levels increase the water can back up the Sweeps Ditch increasing the risk of flooding to properties. At this point we would close the flood gates to stop the River Thames water backing up Sweeps Ditch at the same time as putting up temporary flood barriers. However, the flood gate cannot be closed until pumps are in place at Penton Hook Lock and Staines Road. This allows the water to be over pumped from behind the structures at the same time as the closure, to reduce water levels in the Sweeps Ditch and prevent property flooding from this river.

The EA have a duty team who monitor Thames river levels. When high levels are seen during a flood, working in partnership with emergency responders in the Surrey Resilience Forum (such as Police, Fire & Rescue, Spelthorne Borough Council and Surrey County Council), the operations team will install these flood reduction measures.

The EA hold the key to the non-return valve. During the incident in December, someone in the community was opening and closing it – it should just be the EA who are able to do this. Since, the lock has been changed to try preventing this from happening again. As the valve was closed during the incident due to the member of the community closing it, residents now believe it should be closed during potential flooding when this isn't always the case. The EA

are developing comms to ensure residents understand what it is used for. The process at Sweeps Ditch is under review at the moment by the EA to see if they can start using the non-return valve on a more regular occasion independent of the temporary defences.

5.2 Activation and Notification



5.3 Initial Actions

Stage 1: Warning & Informing		
Operational Actions	Tactical Actions	Strategic Actions
<ul style="list-style-type: none"> - Advise operational officers of situation. - Check leave commitments. - Check resource levels. - Check land drainage records and carry out checks of known critical grilles, culverts, and ditches – order any necessary work. - Any immediate issues found that are likely to exacerbate risk of flooding should be made known to Tactical officers 	<ul style="list-style-type: none"> - Carry out SBC internal notification, particularly of lead operational officers. - Gather & relay information from SLRF teleconference. - Consider the activation of Community Sandbag Distribution Centres. 	<ul style="list-style-type: none"> - Monitor the situation.
<p>Out of hours: Except in exceptional circumstances, Stage 1 actions should be carried out only during working hours. Outside of working hours, the situation should be monitored by a Tactical level officer, which includes attendance on SLRF teleconferences.</p>		

Stage 2: Response		
Operational Actions	Tactical Actions	Strategic Actions
<ul style="list-style-type: none"> - In addition to all Stage 1 functions; - Information should be regularly relayed and sought to/from Tactical level SBC staff to maintain shared situational awareness. - Please see pages 9-10 for a full list of resources and responsibilities in flooding. 	<ul style="list-style-type: none"> - In addition to all Stage 1 functions; - Activate all relevant SBC emergency plans. - Inform Surrey CC Duty Officer of any and all SBC plan activation. - If required, place on standby and deploy incident liaison officers to attend Tactical Coordination Group meetings. - Consider the activation of the SBC Borough Emergency Coordination Centre – this will be a tactical decision based on the anticipated scale of the incident. - Ensure appropriate link with the Tactical Coordination Group (TCG), if established, either through Applied Resilience or Incident Liaison Officers (ILOs). - Place on standby emergency assistance centre provision and activate if necessary. - Place on standby Community Sandbag Distribution Centre (CSDC) Council Leads and volunteers. See CSDC Operational Plan for more detail. - Notify communications officers and liaise on appropriate messages. Coordinate attendance at a Multi-Agency Information Group (MIG) if established. 	<ul style="list-style-type: none"> -Consider meeting as an Incident Management Team -Ensure Elected Members are kept up to date -Ensure resources are made available to resource the response as necessary -Develop/authorise messages to staff and externally

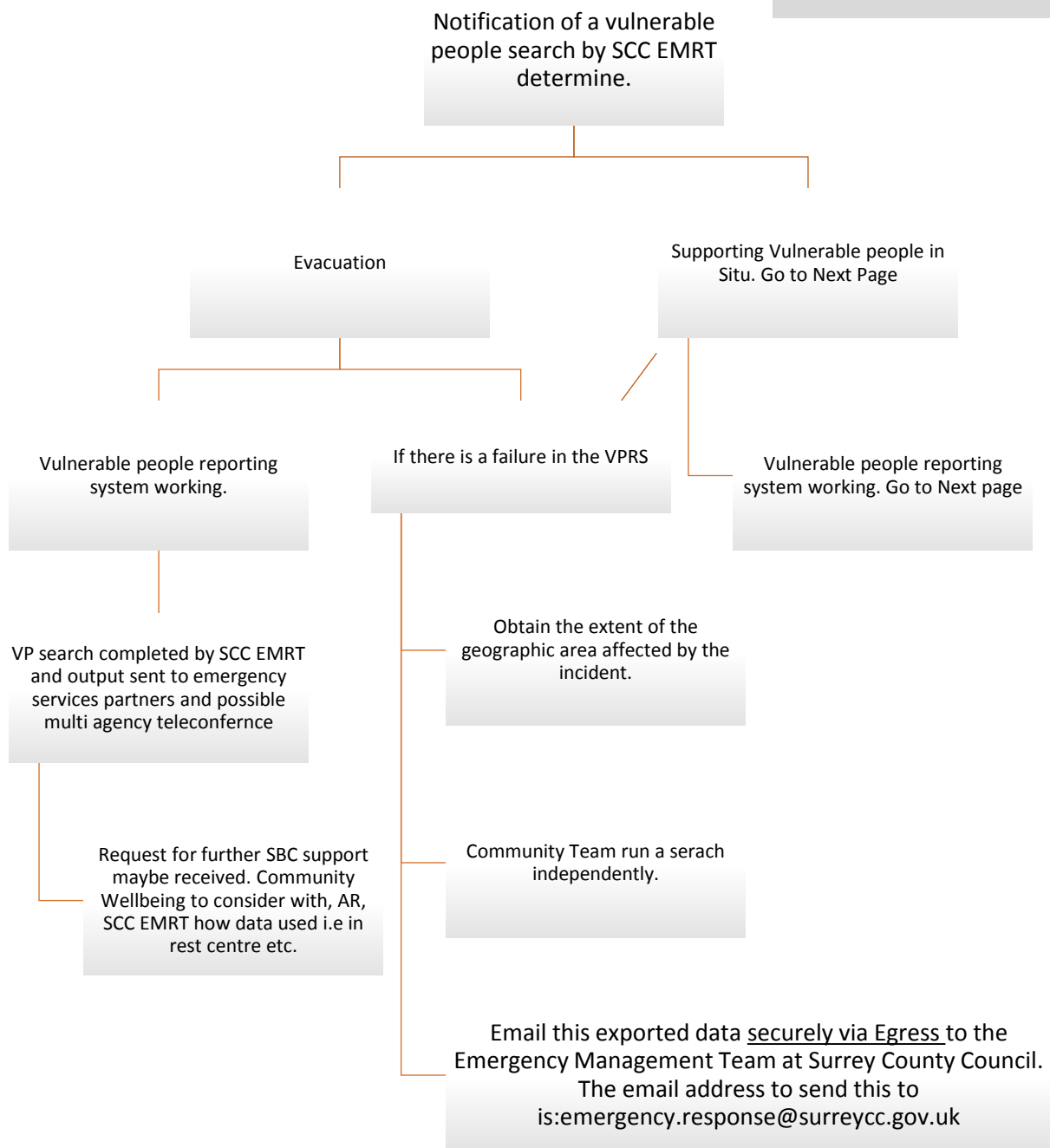
Stage 3: In Extremis: Severe Flooding And/Or Major Incident Declared		
Operational Actions	Tactical Actions	Strategic Actions
<ul style="list-style-type: none"> - In addition to all Stage 1 & 2 Actions; - A staffing rota should be established to ensure that staff are not working excessive hours – tiredness causes accidents. - Ensure that clear liaison is in place between Operational Services, including CSDCs and the Operations Cell of the Borough Emergency Coordination Centre (BECC). - Ensure that regular updates are provided to the Operations Cell of the BECC. 	<ul style="list-style-type: none"> - See Stage 1 and 2 actions and review - Ensure spending is appropriately recorded - Support CSDCs as appropriate. 	<ul style="list-style-type: none"> -Meet as Incident Management Team (IMT) -Activate Community Sandbag Distribution Centres (CSDCs) up to resource constraints. -Represent the council on the Strategic Coordination Group (SCG) -Ensure Elected Members are kept up to date -Ensure resources are made available to resource the response as necessary

		<ul style="list-style-type: none">-Develop/authorise messages to staff and residents-Consider recovery issues, including programme management
--	--	--

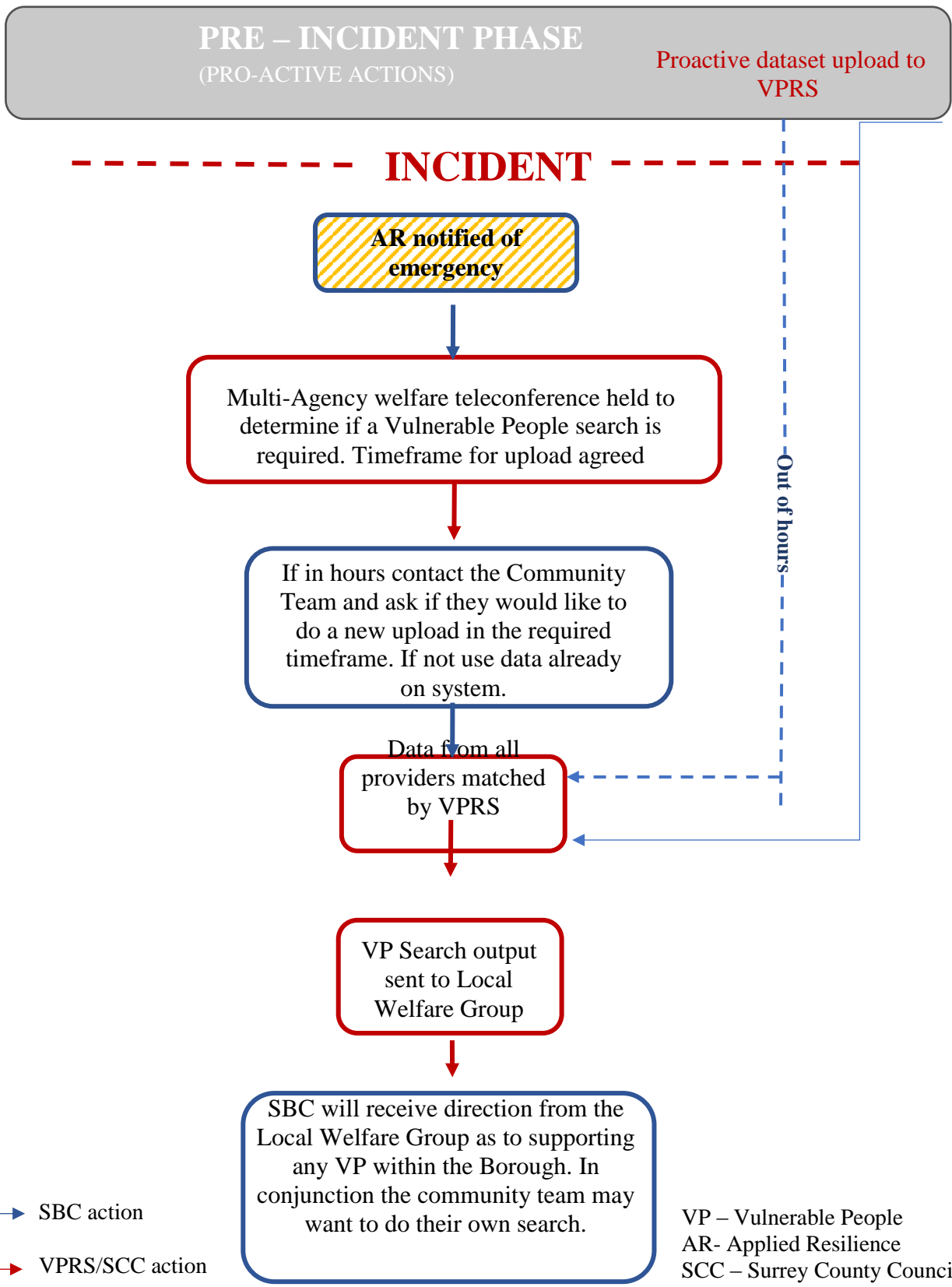
Appendix A: Vulnerable people process

AR Notification of Search (Full procedures in Vulnerable People Part 2 Plan)

If informed of an incident by alternative means call SCC EMRT and ask to activate VPRS. If they do not wish to run a search or the system is down the Community Wellbeing Team can run their own independent search.



Supporting Vulnerable People in Situ. Vulnerable People Reporting System VPRS.



Appendix B: Version Control

Version Number	Date Created	Amendments	Made by
V1.0D	March 2019	Plan introduced	AR
V1.1D	Jan 2020	Flooding section added; changes to business continuity sections; plan reformatted; comms template added; further considerations around vulnerable officers and working in/ accessing normal place of work added	AR
V1.2D	Feb 2020	Sweeps Ditch information added	AR
V1	Sept 2020	Updated for MAT	AR
V2.0	November 2021	Heatwave alert levels updated to reflect changes to the heat-health watch alert system. Inclusion of references to Community Sandbag Distribution Centres. Links updated. Formatting updated.	AR
V2.1	November 2021	Clarity provided on logging of sandbag requests in section 1.2; 'Mobilisation of resources' changed to 'mobilisation of operational resources' in section 1.2; Parking included on notification cascade list for snow warnings; Clarity provided in section 1.4 regarding the responsibility of Neighbourhood Services for gritting Council assets; Clarity provided throughout document that section 1.2 is applicable to other types of adverse weather.	AR
V2.2	December 2021	Streetscene references changed with Neighbourhood Services; Clarity provided on review process; Section 1.3 updated to address out of hours considerations; Removal of Trees changed to a Parks responsibility; Roles and responsibilities: Flooding and sandbag sections updated and CSDC Council Lead included. Wording changed regarding salt stocks; Teams Chat added to methods for communicating with staff. Reference to Deployment Guidance on Spelnet added	AR

Appendix C: Possible wording for staff communications

Communications statements should include as a minimum:

- Adverse weather forecast and its expected impact
- Considerations for staff accessing their normal workplace
- Considerations for staff with dependents
- Provisions for maintaining key services

.....

To all staff:

The Incident Management Team met at [00:00] today to discuss the snow situation and I have been asked to update you.

We have received the following information this morning from our Met Office advisor:

As expected locally heavy snow is now falling across many western parts of our area with 3-6 cm currently in parts of Hampshire. Snow will continue to move northeast during the day although will gradually weaken as it does. 5-10 cm can be expected across many southern counties (more especially Hampshire and West Sussex) with 2-5 isolated 10 cm elsewhere. The snow will gradually become lighter and more patchy during the afternoon with the main risk of snow by the evening transferring to eastern areas. However, light snow could occur almost anywhere during the evening and night. Many places becoming dry tomorrow but light snow is likely more especially in the north and east.

A new feature from yesterday's outlook is another system which looks like it may spread another area of snow across London and SE England during Sunday. Currently the highest risk of this snow is across eastern areas (i.e. Kent, London, Surrey and East Sussex) but there are still uncertainties around this system and it will need watching. This has the potential to give fresh accumulations of 2-5 locally 10 cm in the higher risk areas.

Another front is due to move north during Monday which looks like giving some further snow, especially inland, but there is low confidence around timings and precipitation type as yet.

We know from colleagues west of the County that conditions are slightly worse than they are here and the front is moving this way.

Staff are expected to ensure there is continuity of service and should take the following steps:

- For those working from the offices, working from home should be approved by managers where that is possible and appropriate. Managers should ensure there is service provision such as staggering departures and diverting phones to mobile phones.
- Managers should be mindful of people with dependents or any other issues such as long journeys home and any other appropriate considerations such as poor mobility.
- Staff should ensure they take with them key contact information, and are in a position to effectively continue working from home, possibly including _____ as well depending on weather conditions.
- Managers will keep staff updated on any home/office rota changes.
- Where this is not possible staff should discuss alternatives with their managers, such as taking flexi leave or special arrangements for their service area.

- Critical services that cannot stop or be managed by home working will be managed closely with the Incident Management Team and the relevant heads of service/manager should liaise with MAT on provision.

MAT have made the decision that the building will be closing early and staff who are staying must make sure they have vacated by [00:00]. Front facing departments must send a contact number to Communications as a contact point for the department (for example, the number that will be diverted to a mobile) to put on the website.

When travelling staff are advised to check traffic conditions <http://www.bbc.co.uk/travelnews/surrey>

Staff should keep an eye on spelnet, email or through their managers on developments for [the next working day].

Thank you for your co-operation and wishing you safe journeys home.

Appendix D: Frequently asked questions

FAQ	Response
The office is too hot/ too cold, can I work remotely?	
Do I have to come in if it snows/ there is flooding or can I work remotely?	
My children's school is closed due to the weather conditions, can I work remotely or do I need to take annual leave?	
I am not set up to work remotely but I cannot get into the office, do I need to take leave?	
My property has been flooded, I don't think I will be able to come in for a few days, is there any support available to me?	
...	

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Spelthorne Borough Council
Community Sandbag Distribution
Centre (CSDC)
Operational Plan



Version	V4.2
Date	November 2021
Owner	Spelthorne Borough Council
Authors	Sandy Muirhead Group Head Commissioning and Transformation Jackie Taylor, Group Head of Neighbourhood Services Mark Rachwal, Sustainability Officer
Authorised by	Management Team (MAT)

Version Control	Amendments	Date	Changes by
V1	Plan initiated	2017	AB, JT, MW
V2	Plan reviewed	2019	CY (AR)
V3	Plan reviewed	2020	SM
V4	Plan reviewed: Integration of CSDC Council Lead; Update of Insurance section; Covid Safety section updated to reflect winter 2021 picture; Number of sandhoppers updated; Diagrams removed from H&S briefing; Reference to sports clubs being drawn in as volunteers; CSDC Council Leads added to distribution list.	Nov 2021	EW (AR)
V4.1	Team Rubicon updated to ReACT; Trigger points adjusted to consider setting up CSDC when warning received; Note regarding early engagement with potential volunteers when flooding may be expected Bill Cox added as H&S contact	Dec 2021	EW (AR)
V4.2	Vulnerable People Triage Guidance updated	Dec 2021	EW (AR)

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1. Introduction and Aims

This plan has been developed as a result of the ongoing reflection and learning which has taken place in light of the 2013/2014 flooding event throughout the Borough. Spelthorne Borough Council will no longer pallet drop pre-filled sandbags to residential areas during a major flooding event. This mass distribution will be replaced by the following means:

- Community Sandbag Centres will be set up in strategic locations across the Borough, where volunteers will be supplied with equipment and support to fill their own sandbags.
- Spelthorne Borough Council's Depot will fill sandbags that are deemed to be operationally useful.

The principal aims of this new approach are as follows:

- To enhance the levels of community resilience in Spelthorne, and to empower the local community to take responsibility for their own properties during a major flooding event.
- To allow Borough staff to engage in activities that are more operationally beneficial to the overall response to a major emergency.
- To minimise the number of members of the public presenting at the Council Depot, thereby increasing health and safety, as well as efficiency.
- To increase the cost effectiveness associated with sandbags, through minimising waste by avoiding unnecessary distribution and, to a reasonable extent, sandbag theft.

2. Community Sandbag Distribution Centres (CSDCs)

Community Sandbag Distribution Centres (CSDCs) are locations throughout the Borough that are used to produce and distribute sandbags. Spelthorne Borough Council and volunteers from the community work collaboratively, with the Council providing the location, a SBC member of staff (CSDC Council Lead), necessary equipment and support for the volunteers, who will assist the public in filling sandbags on site. A number of sites have been pre-defined (see section 2.2), but the decision on where to locate a CSDC will ultimately depend on the flooding context.

2.1 Relationship to Spelthorne Borough Council

Spelthorne Borough Council will facilitate access to sand and sandbags for distribution to the general public, however the CSDCs will be manned and run by volunteering members of the public. Support from the Council for the volunteers will include equipment, communications, refreshments and overnight storage facilities, depending on scale of flood. A CSDC Council Lead will also be on site to manage the running of the CSDC in coordination with a lead volunteer.

2.2 Locations

Five sites have been pre-identified for use as CSDCs in Spelthorne.

Sunbury on Thames	Sunbury Park Carpark, Green Street (TW16 6RA)
Laleham	Abbey Drive Carpark (TW181SR)
Shepperton	Littleton Lane Recreation Ground (TW17 0JS)
Ashford	Fordbridge Park Carpark (TW15 3SJ)
Stanwell	Long Lane Recreation Ground (TW19 7ER)

Table 1: Locations of CSDCs

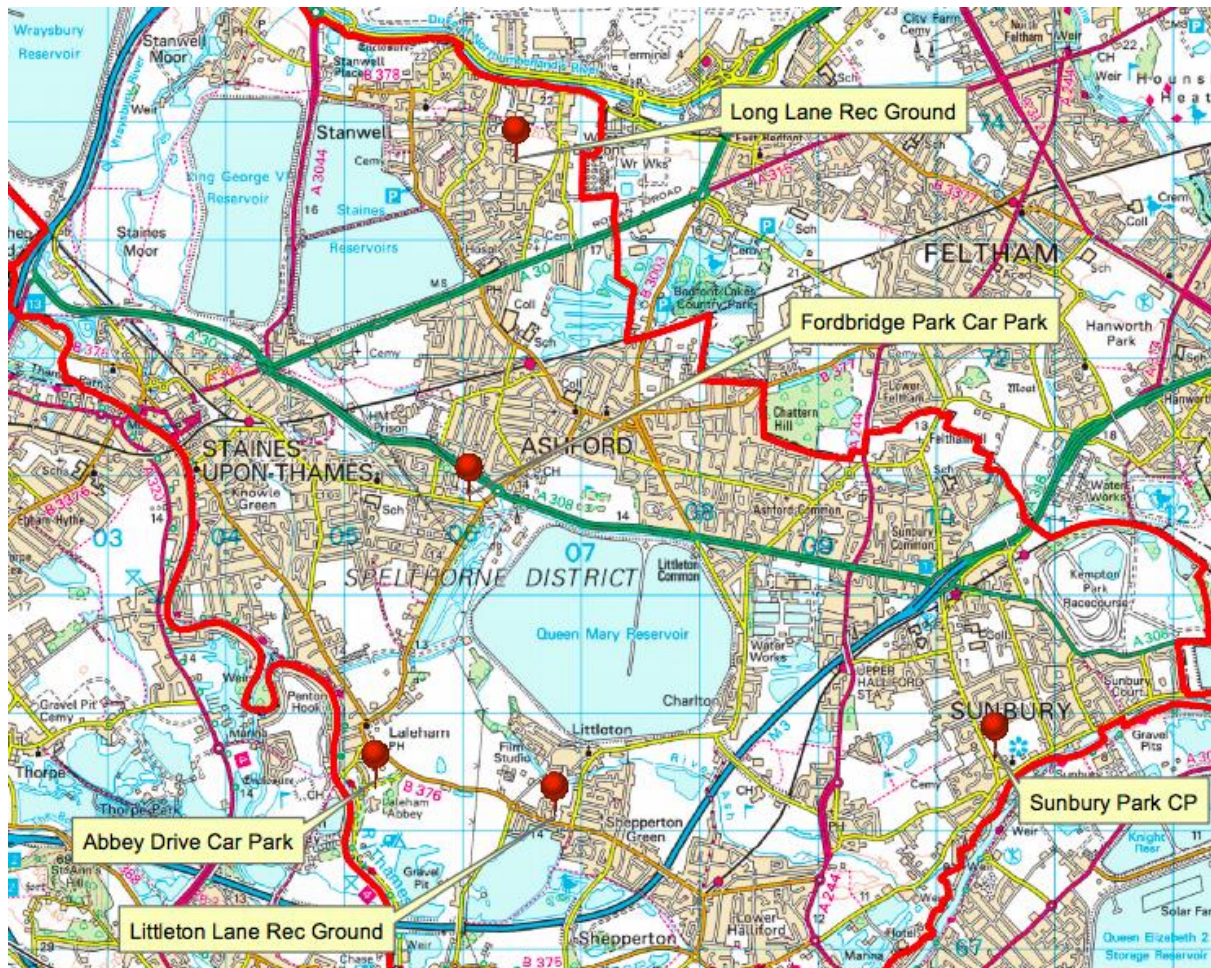


Figure 1: Map of potential CSDCs

These sites have been selected over others based on a number of factors, including (but not limited to);

- Flood Zone and Risk
- Proximity to potential affected communities
- Relative level of disruption to the public
- Facilities

Specifications will be provided for each CSDC in the coming sections (sections 3, 4 and 5). The number of CSDCs open at any one time will depend on the nature and severity of a major flooding event, and its associated effects. This decision will be made by the Incident Management Team in consultation with SBC Neighbourhood Services.

2.3 Staffing/ Volunteers

The CSDCs will be operated by the community and volunteers, with support from the Council. SBC will provide a limited number of staff who will assist in opening and setting up the CSDCs. Once a CSDC becomes fully operational, a CSDC Council Lead will manage the running of the CSDC in coordination with a nominated lead volunteer.

During a major incident, 'Spontaneous Volunteers' (members of the public who come forward to support the response but are not affiliated with any specific community resilience group or voluntary sector organisation) may be coordinated by ReACT (formerly Team Rubicon) (voluntary assistance), if the existing memorandum of understanding has been activated by Surrey County Council. This depends on ReACT's availability. The local CVS, Voluntary Support North Surrey can also support in signposting volunteers to the CSDCs and Community Development may be able to assist in contacting local sports teams who have volunteer resource. Early engagement is important, so the tactical lead will work closely with Community Development to engage with these groups.

The network of community resilience groups which has been put in place will also be utilised to assist with staffing (be it directly or by referring people to the CSDCs) and local knowledge.

2.4 Initiation and Setting Up

A decision to set up a CSDC will be made by the IMT in consultation with Neighbourhood Services. Identifying an exact trigger point is difficult, as this would not take into account all the variables that may occur which in turn could lead to a lack of resources.

Information will be gathered via logging sandbag requests from the public, by Customer Services (in hours) and Safer Runnymede (out of hours) to determine when demand outgrows the requests available (see section 1.1 and Appendices A and B). Information will also be gathered from community resilience group leads and partner agencies.

SBC operational staff will initiate the set-up of a CSDC, before handing over to the CSDC Council Lead and volunteers, with sufficient staff to fulfill the following actions:

- √ Deliver and place filling equipment (as detailed in sections 3, 4 and 5)
- √ Deliver and put up signage
- √ Ensure provisions for locking away the equipment at night are in place
- √ Deliver high visibility vests for volunteers
- √ Deliver sand and make an assessment of predicted levels of requirement
- √ Order more sand if necessary

2.5 CSDC Council Lead

The Council CSDC Lead will manage the running of the CSDC alongside a lead volunteer. This involves:

- Overseeing volunteers working at the CSDC.
- Providing an oversight of the welfare of volunteers at the CSDC.
- Being the communication link from the Operations cell within the BECC and the CSDC.
- Liaising with external partners who may be present at the CSDC.
- Briefing volunteers (including Health & Safety).
- Work with Neighbourhood Services to open the CSDC and ensure the correct equipment is present on site.

The list of pre-trained CSDC Council Leads can be found in the Emergency Contacts Directory and will be contacted by the BECC/tactical lead should they be required to deploy.

The Operations Cell is responsible for putting together a rota for CSDC Leads. Should additional CSDC Leads be required in an incident, this need should be identified as soon as possible by the BECC and Applied Resilience will endeavour to deliver training at short notice.

2.6 Health, Safety and Insurance

The health and safety of Spelthorne staff, community volunteers and the general public is a key priority.

General Public:

- Children under the age of 16 who present at the CSDCs are required to stay in the vehicle at all times, and under no circumstances will they be permitted to assist in any activity relating to filling or moving sandbags.



Image 1: Example Signage provided by SBC

Volunteers:

- Each volunteer will be given a health and safety briefing by the CSDC Council Lead or lead volunteer upon presenting at the centre and prior to engaging in any work (See Appendix C). Formal training prior to an event is not necessary.
- Volunteers are to be rotated among different tasks throughout their shift, to avoid fatigue and/or injury.
- Adequate break-times and refreshments must be provided for. These will be facilitated by the lead volunteer and SBC respectively.

First Aid:

It is crucial that there is one person who is trained in First Aid at each CDSC at all times, and that a first aid kit is provided. There are several ways in which this can be achieved:

- CSDC Council Lead may be trained in First Aid
- Voluntary Organisations have many first aid trained volunteers (such as the British Red Cross).
- Community Resilience groups can assist in finding local community members with such qualifications.
- If deployed during a major incident, ReACT will be able to assist in identifying volunteers with relevant skills.

- Voluntary Support North Surrey (VSNS) can be made aware of the requirement for First Aid skills.

Insurance:

- Volunteers are covered under SBC's Public and Employee Liability Insurance when working under an appointed council officer (i.e. Council CSDC Lead) and therefore if they are responsible for causing damage or injury in the activity of making up sandbags, any claim that arises will be dealt with under this Policy.

2.7 Operational Communications

In order to ensure that the CSDCs run efficiently, the CSDC Council Lead will be in direct contact with the BECC who will pass on requests to Neighbourhood Services as required, in order to arrange for the delivery of more sand and equipment, as required. It may be the case that the communications network is down. If this is the case, radios can be supplied by the Council and utilised. This should be managed in conjunction with SBC's Loss of Telecommunications Plan.

2.8 Public communications

Public facing information about the CSDCs will be disseminated primarily through the Council's website and Customer Services, who will be provided with a full brief on the nature of the CSDC(s) that are currently active. Community Resilience groups will also be made aware, as well as VSNS. This information will be passed directly on via the Resilience Advisors.

See appendix D for messaging.

2.9 Opening hours

The exact opening hours of the CSDCs will depend on the time of year an incident occurs at, as well as other factors such as number of volunteers who can safely continue to work under flood lights to be organized by SBC, whilst adhering to health and safety guidance. The guideline for opening times will be 07.00- 19.00. SBC retain the right, however, to open or close the CSDCs at whatever time is deemed appropriate. This decision will be made by the IMT and Neighborhood Services.

2.10 Closing down

A decision to shut down the CSDC(s) will be made by the Incident Management Team (IMT), in direct consultation with the CSDC Council Leads and Neighbourhood Services based on the contextual factors at the time. Information on forecasts, potential future warnings etc. will be gathered from colleagues in the Environment Agency by the BECC to inform any situation reports. SBC Neighbourhood Services will take full control of shutting down a CSDC in order to ensure that resources are not damaged or stolen, however volunteers may assist under supervision. SBC will be responsible for removing sand and any leftover items or litter.

3. Equipment

The exact quantity of specific equipment will be decided upon by Neighbourhood Services at the outset of an incident, and this information will be communicated to Depot staff and the IMT/ Borough Emergency Coordination Centre (BECC). This information will depend on several factors, such as the scale of the area effected by flooding and how many CSDCs are going to be operational. The possibility of additional CSDCs opening later in an incident should be kept in mind when allocating resources.

The planning assumption is that there will be three sandhoppers per CSDC, assuming all are open concurrently, in order to be prepared for the reasonable worst case scenario.

Spelthorne Borough Council Depot will hold the following equipment to stock the CSDCs:

Equipment	Notes
Sandhoppers (Six)	To be collected each night and returned to the Depot by SBC staff.
Fencing & padlocks	Remaining sand and equipment to be secured each evening where practical and possible.

Zip Ties (Approx. 10,000)	Easily sourced if required. To be brought to CSDCs to tie sandbags and place signage.
High Visibility Vests 50	50 specific vests, with 'volunteer' written on the back in the Depot will be distributed. It is preferable the distinguishable vests are worn by volunteers, but if needs be they can be generic.
First Aid Kits (Three per site)	It is critical that there is a first aid kit at each centre, as well as somebody qualified in first aid at all times during opening hours.
Shovels	Number distributed will depend on number of volunteers that are present.
Gloves	As required
Traffic cones	As required
Signage	Signs to be placed at each CSDC (see image 1). These contain important health and safety information for the public. The remaining signage will be for general instructions, such as driving directions etc.
Empty sandbags and sand	The community volunteers will remain in contact with the allocated SBC contact in order to ensure stocks of sand and bags are replenished when possible.

4. Council Depot

Spelthorne Borough Council Depot will continue to fill sandbags for strategic purposes, primarily for the protection of infrastructure within the Borough. Members of the public will not be permitted to enter the Depot, in the interests of Health and Safety, and will instead be instructed to obtain sandbags from the community

distribution centres. This health and safety element is a key reason for the CSDCs, and therefore should be strictly enforced.

5. 2021 COVID-19

All sites will need to be individually risk assessed to ensure COVID secure arrangements can be put in place to allow sites to operate.

All volunteers and SBC will need to:-

- Wear face coverings where social distancing is not possible
- Have gloves
- Be provided with wipes and hand sanitizer
- To ensure use same piece of equipment used for their shift and wipe down at beginning and end of shift.
- To maintain social distancing

5. Sunbury on Thames

5.1 Location

Sunbury Park Carpark, Green Street
TW16 6RA

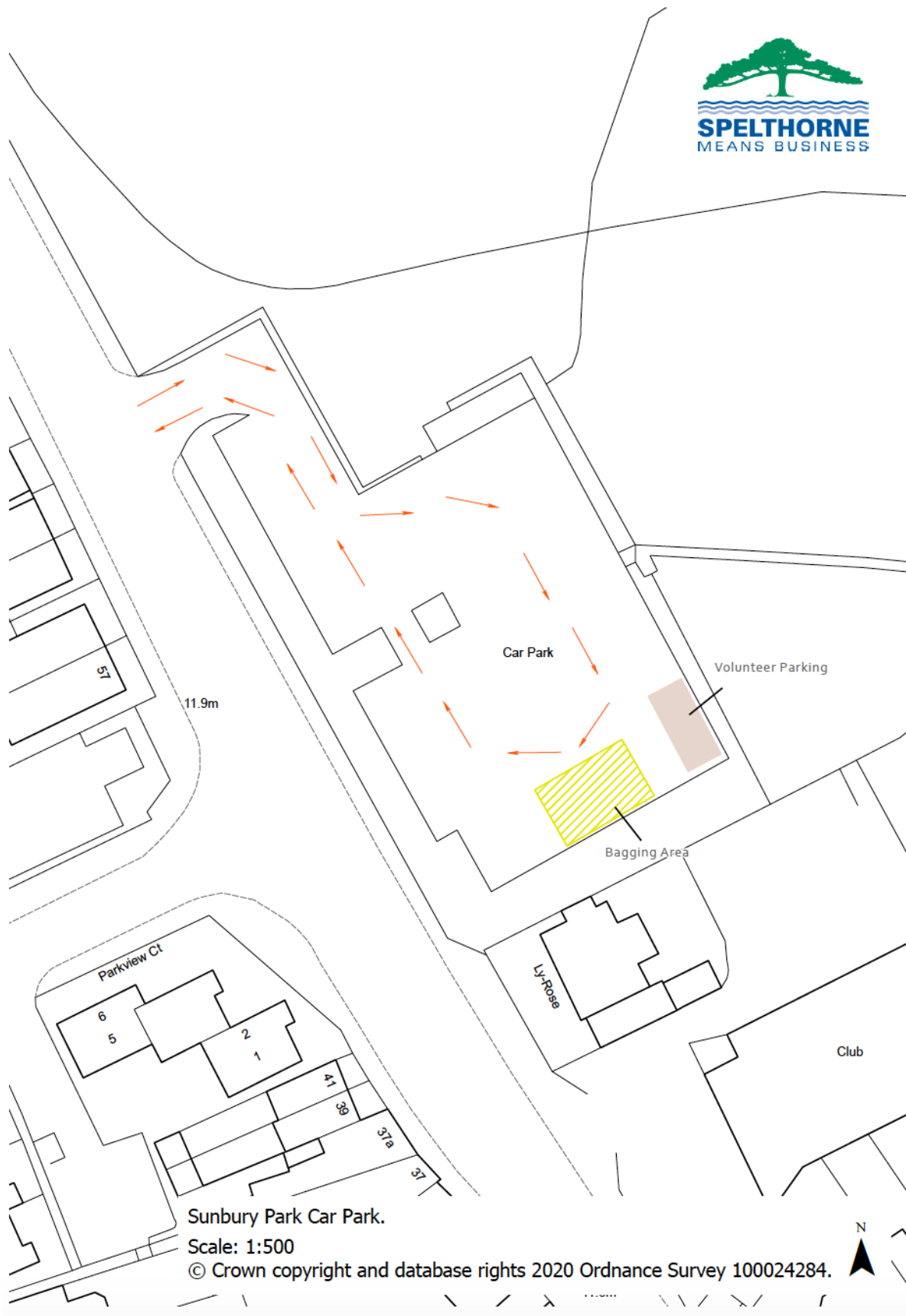
5.2 Considerations

- This carpark is owned by Spelthorne Borough Council.
- It is in the centre of Sunbury on Thames, and therefore consideration should be given to efficient traffic management.

5.3 Site layout

Please see the following page for an indicative site layout schematic. It details of a suggested layout, which may need to be altered depending on the circumstances of an event. This decision will be made by Neighbourhood Services in conjunction with the CSDC Council Lead.

Please remember to display the relevant health and safety and traffic signage in prominent location.



Sunbury Park Car Park.

Scale: 1:500

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6. Laleham

6.1 Location

Abbey Drive Parking Areas
TW18 1SR

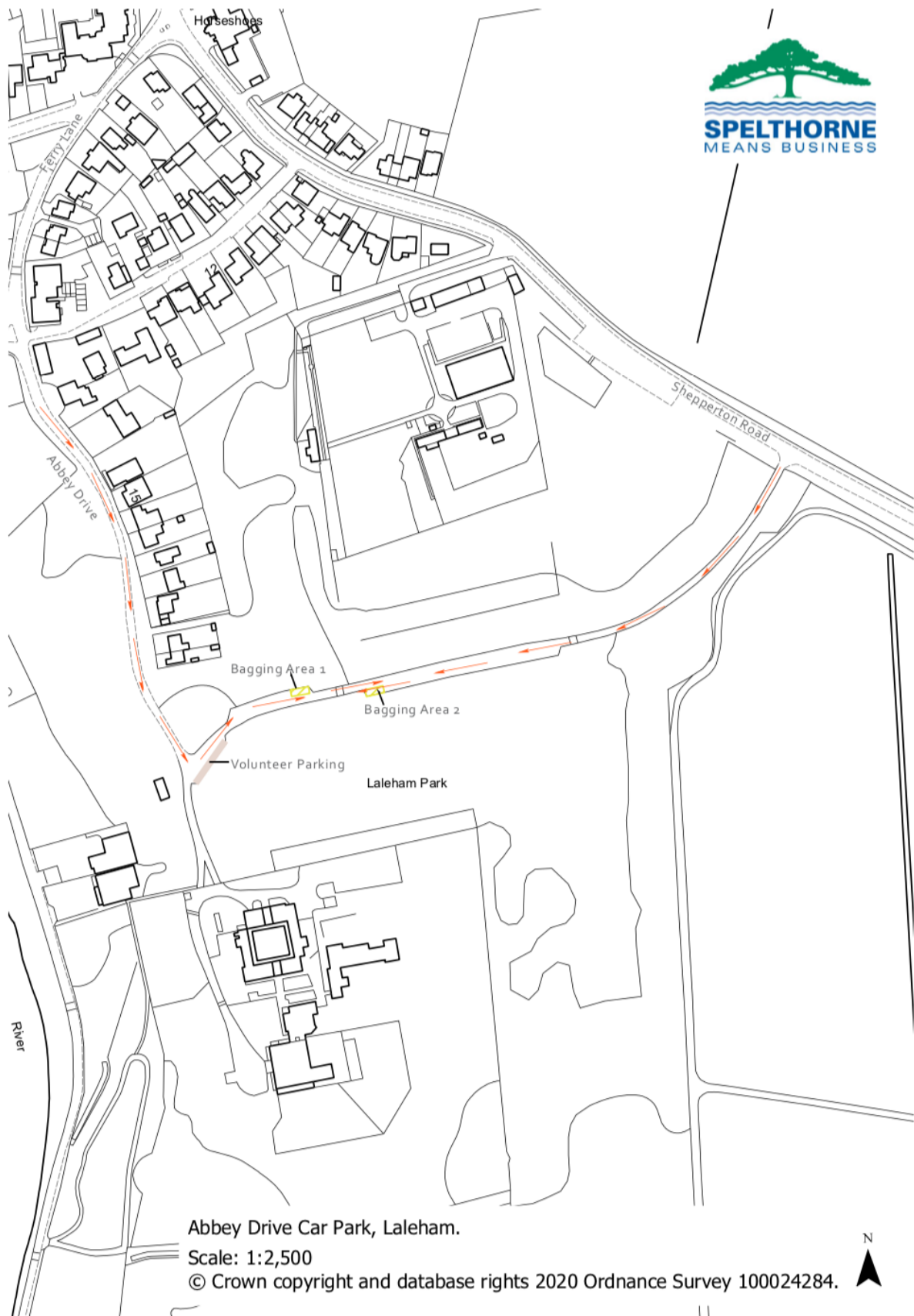
6.2 Considerations

- This carpark is owned by Spelthorne Borough Council.

6.3 Site layout

Please see the following page for an indicative site layout schematic. It details of a suggested layout, which may need to be altered depending on the circumstances of an event. This decision will be made by Neighbourhood Services in conjunction with the CSDC Council Lead.

Please remember to hang the relevant health and safety and traffic signage in prominent location.



7. Shepperton

7.1 Location

Littleton Lane Recreation Ground
(TW17 0JS)

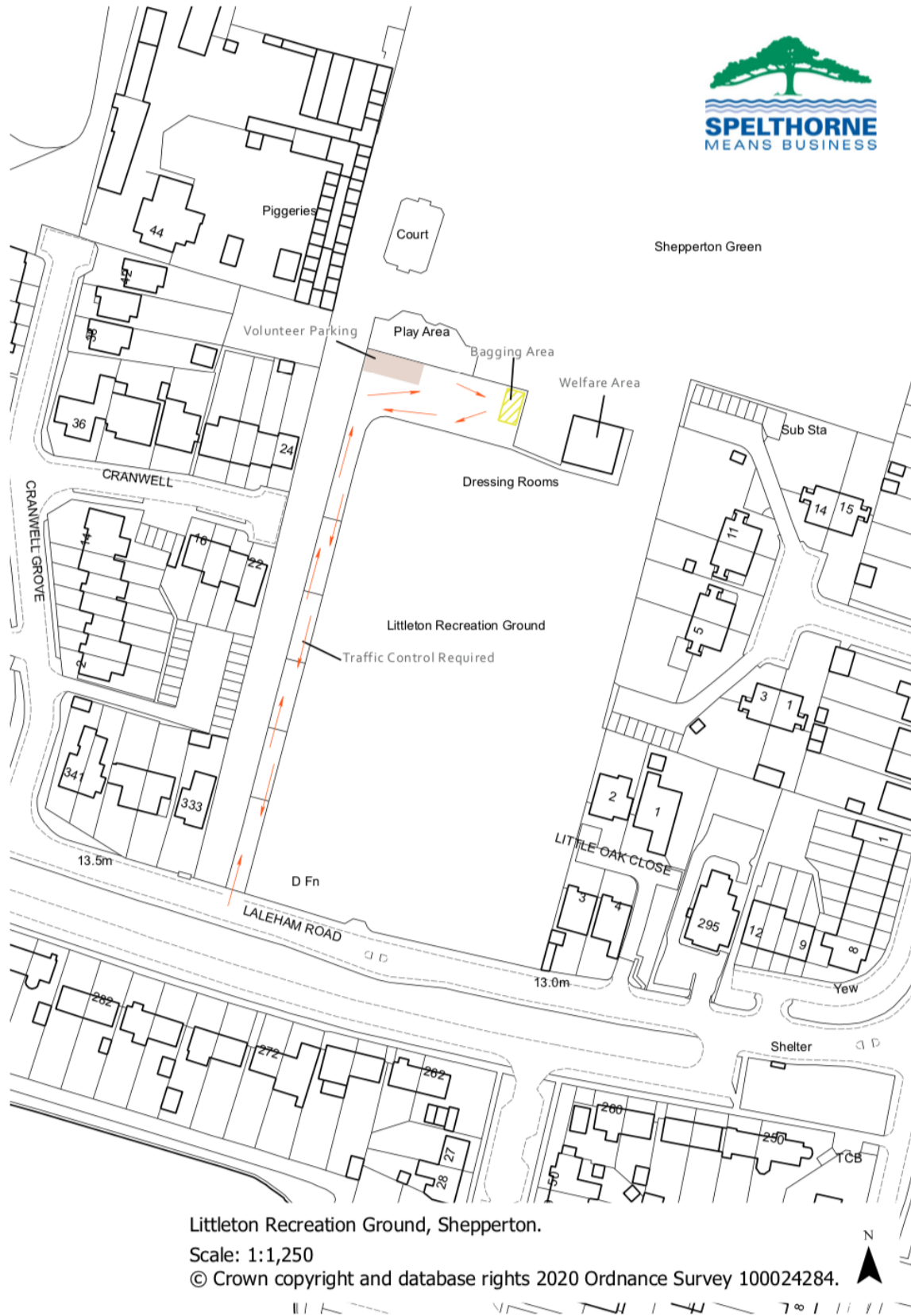
7.2 Considerations

- This carpark is owned by Spelthorne Borough Council but in an emergency will need to ensure have access as the pavilion is leased out. .

7.3 Site layout

Please see the following page for an indicative site layout schematic. It details of a suggested layout, which may need to be altered depending on the circumstances of an event. This decision will be made by Neighbourhood Services in conjunction with the CSDC Council Lead.

Please remember to hang the relevant health and safety and traffic signage in prominent location.



8. Ashford

8.1 Location

Fordbridge Park Carpark
(TW15 3SJ)

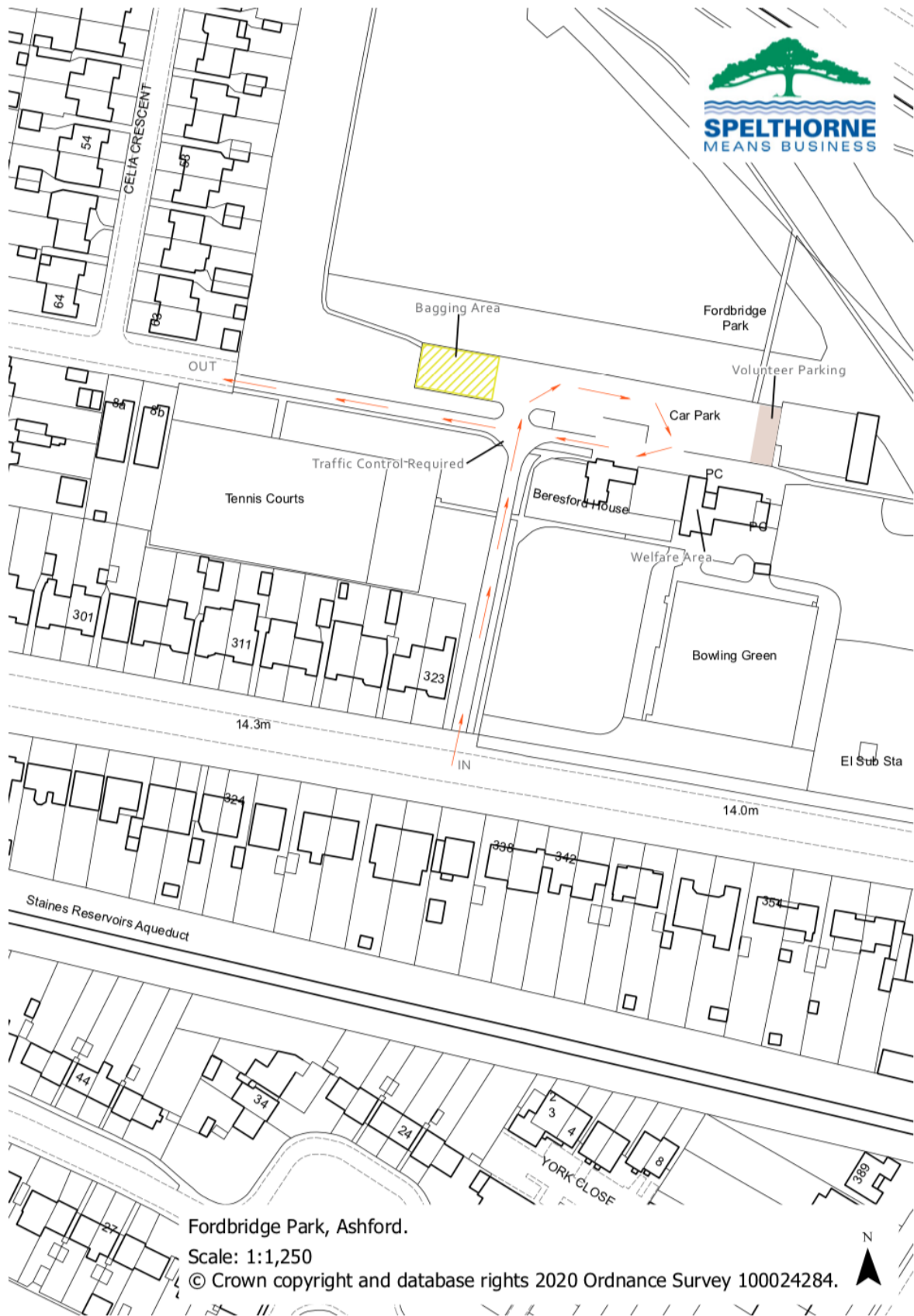
8.2 Considerations

- This carpark is owned by Spelthorne Borough Council.

8.3 Site layout

Please see the following page for an indicative site layout schematic. It details of a suggested layout, which may need to be altered depending on the circumstances of an event. This decision will be made by Neighbourhood Services in conjunction with the CSDC Council Lead.

Please remember to hang the relevant health and safety and traffic signage in prominent location



Fordbridge Park, Ashford.

Scale: 1:1,250

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9. Stanwell

9.1 Location

Long Lane Recreation Ground
(TW19 7ER)

9.2 Considerations

- This carpark is owned by Spelthorne Borough Council.

9.3 Site layout

Please see the following page for an indicative site layout schematic. It details of a suggested layout, which may need to be altered depending on the circumstances of an event. This decision will be made by Neighbourhood Services in conjunction with the CSDC Council Lead.

Please remember to hang the relevant health and safety and traffic signage in prominent location



Long Lane Recreation Ground.

Scale: 1:500

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APPENDIX A: Vulnerable People Triage Guidance

Flooding Call Response Guidance

Please ask the caller the two questions below to identify their level of vulnerability, and based on their answers, follow the corresponding response guidance i.e. Response A, Response B or Response C, under the current advised level i.e. Level 1, Level 2 or level 3 to handle their call.

The levels of flooding are as follows (you will be advised which level we are operating under at the time):

Level 1 – initial calls, flooding is very localised (1-3 roads), not sufficient to open a Community Sandbag Distribution Centre.

Level 2 – flood warning(s) issued, incident has escalated to the stage of requiring the setting up of a Community Sandbag Distribution Centre.

Level 3 – multiple flood warnings issued, and at least one Community Sandbag Distribution Centres opened.

	RESPONSE A	RESPONSE B	RESPONSE C
Question 1: Are you disabled and/or have mobility issues?	No	Yes	Yes
Question 2: Do you have a local support network of friends/family/neighbours etc?	N/A	Yes	No
	Use 'Response A' on the appropriate flooding level page	Use 'Response B' on the appropriate flooding level page	Use 'Response C' on the appropriate flooding level page

LEVEL 1 FLOODING

RESPONSE A:

FOR CALLERS WHO DO NOT HAVE A DISABILITY, NOR MOBILITY ISSUES	
Guidance for handling call:	Likely actions by SBC response staff, for info:
<p>1. Call logged by call handler</p> <p>2. Advise caller: Advise the Council has no statutory duty to provide sandbags but as a resident they may be able to access some sandbags if a decision is made to open a Community Sandbag Distribution Centre. They should check the Council website newsreel on the homepage to discover if a Centre opens. Advise that sandbags may be available to purchase at builders merchants.</p> <p>3. If the caller requires further information: Advise the caller to call the Extended Floodline Service – the number for this is 0345 988 1188.</p> <p>4. Logged details of call should be passed on to the Depot staff.</p>	<p>a) Call is logged and decision can be made by the Depot staff as to whether the caller's area is considered a key strategic point to provide sandbags, in order to prioritise protecting key infrastructure or have the greatest positive net effect on reducing flood risk to multiple properties.</p>

RESPONSE B:

FOR CALLERS WHO <u>DO</u> HAVE A DISABILITY OR MOBILITY ISSUE, BUT ARE ABLE TO CALL UPON THEIR OWN SUPPORT NETWORK	
Guidance for handling call:	Likely actions by SBC response staff, for info:
<p>1. Call logged by call handler</p> <p>2. Advise caller: Advise the Council has no statutory duty to provide sandbags but their support network may be able to access some sandbags if a decision is made to open a Community Sandbag Distribution Centre. They should check the Council website newsreel on the homepage to discover if a Centre opens. Advise that sandbags may be available to purchase at builders merchants.</p> <p>3. If the caller requires further information: Advise the caller to call the Extended Floodline Service – the number for this is 0345 988 1188.</p> <p>4. Logged details of call should be passed on to the Depot staff.</p>	<p>a) Call is logged and decision can be made by the Depot as to whether the caller's area is considered a key strategic point to provide sandbags, in order to prioritise protecting key infrastructure or have the greatest positive net effect on reducing flood risk to multiple properties.</p>

RESPONSE C:

FOR CALLERS WHO <u>DO</u> HAVE A DISABILITY, AND <u>DO NOT</u> HAVE A SUPPORT NETWORK	
Guidance for handling call:	Likely actions by SBC response staff, for info:
<p>1. Call logged by call handler</p> <p>2. Advise caller:</p> <ul style="list-style-type: none"> Their details will be passed on for a decision to be made as to whether they are in a priority area 	<p>a) Depot and Applied Resilience to discuss the value of distribution to the individual/their road(s), given they are vulnerable with no local support.</p>

<p>to have sandbags delivered to them.</p> <ul style="list-style-type: none">• They can consider the option of going to a rest centre if they feel endangered and we can possibly arrange Community Transport to get them there. - If they request this advise they will be contacted shortly to let them know if it is possible.• They should contact the emergency services if they ever feel they are in immediate danger.• Call Applied Resilience immediately, and advise of the vulnerable caller's details.	
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LEVEL 2 FLOODING

RESPONSE A:

FOR CALLERS WHO DO NOT HAVE A DISABILITY, NOR MOBILITY ISSUES	
Guidance for handling call:	Likely actions by SBC response staff, for info:
<p>1. Call logged by call handler</p> <p>2. Advise caller: If a CSDC has been opened, they can access sandbags from their nearest Community Sandbag Distribution Centre – and give them the address. If one has not been opened, advise the resident that it is not a statutory responsibility for the Council to provide sandbags and they may be able to access them from a local builders merchants.</p> <p>3. If the caller requires further information: Advise the caller to call the Extended Floodline Service – the number for this is 0345 988 1188.</p> <p>4. Logged details of call should be passed on to the Depot staff.</p>	<p>a) If significant number of requests, open CSDC.</p> <p>b) Commence Borough Emergency Centre (BECC) arrangements.</p>

RESPONSE B:

FOR CALLERS WHO <u>DO</u> HAVE A DISABILITY OR MOBILITY ISSUE, BUT ARE ABLE TO CALL UPON THEIR OWN SUPPORT NETWORK	
Guidance for handling call:	Likely actions by SBC response staff, for info:
<p>1. Call logged by call handler.</p> <p>2. Advise caller: Their support network may be able to access sandbags on their behalf at their nearest Community Sandbag Distribution Centre. If one has been opened, give them the address. If one has not been opened, advise the resident that it is not a statutory responsibility for the Council to provide sandbags and their support network may be able to access them from a local builders merchants.</p> <p>3. If the caller requires further information: Advise the caller to call the Extended Floodline Service – the number for this is 0345 988 1188.</p> <p>4. Logged details of call should be passed on to the Depot staff.</p>	<p>a) If significant number of requests, open CSDC.</p> <p>b) Borough Emergency Centre (BECC) arrangements commenced.</p> <p>c) Checks made for caller on our Vulnerable People list:</p> <ul style="list-style-type: none"> - If on SCC Adult Social Care list: SCC Locality Team advised at appropriate intervals who has contacted SBC. - If just on SBC list: Deborah Ashman/ Karen Sinclair’s teams advised as appropriate, to complete welfare checks.

RESPONSE C:

FOR CALLERS WHO <u>DO</u> HAVE A DISABILITY, AND <u>DO NOT</u> HAVE A SUPPORT NETWORK	
Guidance for handling call:	Likely actions by SBC response staff, for info:

<p>1. Call logged by call handler</p> <p>2. Advise caller: You will take their details and pass them on to the relevant teams at the Council to support. You should immediately contact the BECC welfare cell/Community Wellbeing to advise of their situation.</p>	<p>a) CSDC may be opened if significant numbers of requests.</p> <p>b) Borough Emergency Centre (BECC) arrangements commenced.</p> <p>c) Checks made for caller on our Vulnerable People list:</p> <ul style="list-style-type: none"> - If on SCC Adult Social Care list: SCC Locality Team advised at appropriate intervals who has contacted SBC. - If just on SBC list: Deborah Ashman/ Karen Sinclair's teams advised as appropriate, to complete welfare checks. <p>If a CSDC has been unable to assist, the Depot staff will determine whether to directly provide them with sandbags. If not, they should evacuate to a rest centre.</p>
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LEVEL 3 FLOODING

RESPONSE A:

FOR CALLERS WHO DO NOT HAVE A DISABILITY, NOR MOBILITY ISSUES	
Guidance for handling call:	Likely actions by SBC response staff, for info:
1. Call logged by call handler. 2. Advise caller: They can access sandbags from their nearest Community Sandbag Distribution Centre – and give them the address. 3. If the caller requires further information: Advise the caller to call the Extended Floodline Service – the number for this is 0345 988 1188 .	a) Additional CSDC opened as appropriate. b) Mutual aid requests considered.

RESPONSE B:

FOR CALLERS WHO <u>DO</u> HAVE A DISABILITY OR MOBILITY ISSUE, BUT ARE ABLE TO CALL UPON THEIR OWN SUPPORT NETWORK	
Guidance for handling call:	Likely actions by SBC response staff, for info:
1. Call logged by call handler 2. Advise caller: Their support network will be able to access sandbags on their behalf at their nearest Community Sandbag Distribution Centre – and give them the address. 3. If the caller requires further information: Advise the caller to call the Extended Floodline Service – the number for this is 0345 988 1188 .	a) Additional CSDC opened as appropriate. b) Mutual aid requests considered.

RESPONSE C:

FOR CALLERS WHO <u>DO</u> HAVE A DISABILITY, AND DO NOT HAVE A SUPPORT NETWORK	
Guidance for handling call:	Likely actions by SBC response staff, for info:
1. Call logged by call handler 2. Advise caller: You will take their details and pass them on to the relevant teams at the Council to support. You should immediately contact the BECC welfare cell/Community Wellbeing to advise of their situation.	a) Additional CSDC opened as appropriate. b) Mutual aid requests considered. d) Checks made for caller on our Vulnerable People list: <ul style="list-style-type: none"> - If on SCC Adult Social Care list: SCC Locality Team advised at appropriate intervals who has contacted SBC. - If just on SBC list: Deborah Ashman/ Karen Sinclair's teams advised as appropriate, to complete welfare checks. c) If a CSDC has been unable to assist, the Depot staff will determine whether to directly provide them with sandbags. If not, they should evacuate to a rest centre.

Appendix B: Health and Safety Briefing

Filling, Moving and Placing Sandbags

During Flooding

Manually filling, moving and placing sandbags is physically demanding work. It involves repeatedly lifting and carrying heavy loads, and may involve working in awkward positions. This work may lead to back and other injuries. Therefore, the following precautions should be made.

General Safety and Health Advice

- Use gloves to protect hands from sandbags and contaminants in sand and floodwater.
 - Avoid touching your eyes and mouth.
 - Wash your hands and face before eating or drinking.
- Wear work boots
- Use waterproof clothing and footwear if working in rain.
- Use protective clothing if exposed to floodwater.
- Do not enter floodwater.

General Lifting Advice

- Do not overfill sandbags - fill bag to 2/3 full.
- Keep load in front of and close to your body.
- Keep the lift between knee and waist height.
- Do not reach out, bend over, or twist when lifting.
- Lift with your legs muscles, not your back.
- Ensure hands are firmly gripping the bags

Filling Sandbags Safely

Manual Filling

- Using three-person crews works best:
 - -*Bagger* - holds open and closes bags.
 - -*Shoveler* - shovels sand into sandbags.
 - - *Mover* - carries and places sandbags.
- Alternate positions every 20 to 30 minutes.
- Take frequent short rest breaks.

Bagging Safety

- Fold the bag opening outward and form collar to grip and keep the bag open more easily.
- Use a bag holder or rest the bag on the ground so that the opening is between knee and knuckle height.
- Fold neck and tie the bag opening closed.

Shoveling Safety

- Bend the knees, not the back, to scoop sand.

Moving and Placing Sandbags Safely

Safety Advice for Transporters (Movers)

- Use General Lifting Advice to move and place bags.
- Carry bag in front of and close to your body.
- Carry bag at waist height using a cradle hold.
- Drag the bag vertically, holding the folded/ closed end.
- Use a brigade line to pass bags to staging areas that are further away. Stagger the line and face each other to avoid twisting and turning.
- Do not throw sandbags - it stresses the back and shoulders.
- Straddle drop point with the bag between your ankles as you place it.

Appendix C: Public Messaging

Base Message for council website and social media	Notes
<p>Notice to Residents of (note flooded area):</p> <p>Spelthorne Borough Council have opened a Community Sandbag Distribution Centre (CSDC) at (insert locations). We have provided sand, bags and filling equipment at these locations. If you feel that you require sandbags, please arrange to visit these centres to fill and transport your own sandbags. Remember to look in on your vulnerable neighbours to see if they require assistance at this time.</p> <p>Please remember that sandbags are not useful in most situations, especially in the cases of groundwater flooding. We encourage residents to use their time to arrange to evacuate. If you have no support network to call upon to collect sandbags for you (family, friends, community groups), you are classed as highly vulnerable and should not be staying in your home during flooding as it is dangerous. Vulnerable residents are encouraged to make themselves known to authorities so that they can be safely evacuated and receive any welfare support required.</p> <p>If you still feel that you would like sandbags, please note the following:</p> <ul style="list-style-type: none"> - Centres will be open from (times- Neighbourhood Services to advise in situ). After this time, equipment will be securely stored. - There is a strict limit of 10 sandbags per vehicle per visit. - Under 16s must remain in the vehicle at all times, and under no circumstances should be filling or assisting to fill sandbags. - Persons are advised that they are using this facility at their own risk. SBC accept no liability for injury or vehicular damage. - Please allow plenty of time to carry out your journey to the CSDC. Traffic is likely to be heavy in the area. - Verbal or physical abuse towards volunteers, agency staff or other members of the public will NOT be tolerated and you will be asked to leave the centre with immediate effect. 	<p>Communications Team to monitor public comments on social media and responses to the council's website.</p>

.....

Volunteers:

Volunteers are urgently required to assist at the centre(s).

In particular, we need people who are in good health and able to carry out physically demanding work.

Volunteers with first aid skills are especially welcome.

Volunteers should report to: (This will depend on the situation; Applied Resilience will advise)

1) Volunteer Support North Surrey – Staines. Staines Library (First Floor), Friends Walk, Staines TW18 4PG Tel: 01784 465536

2) ReACT (location will be decided at the time of an incident).

Please do not go to the CSDCs until you have spoken to our volunteer coordinators, as you will need to be rostered and briefed before you begin.

Images:

- 1) Use map of relevant location(s)
- 2) Image below

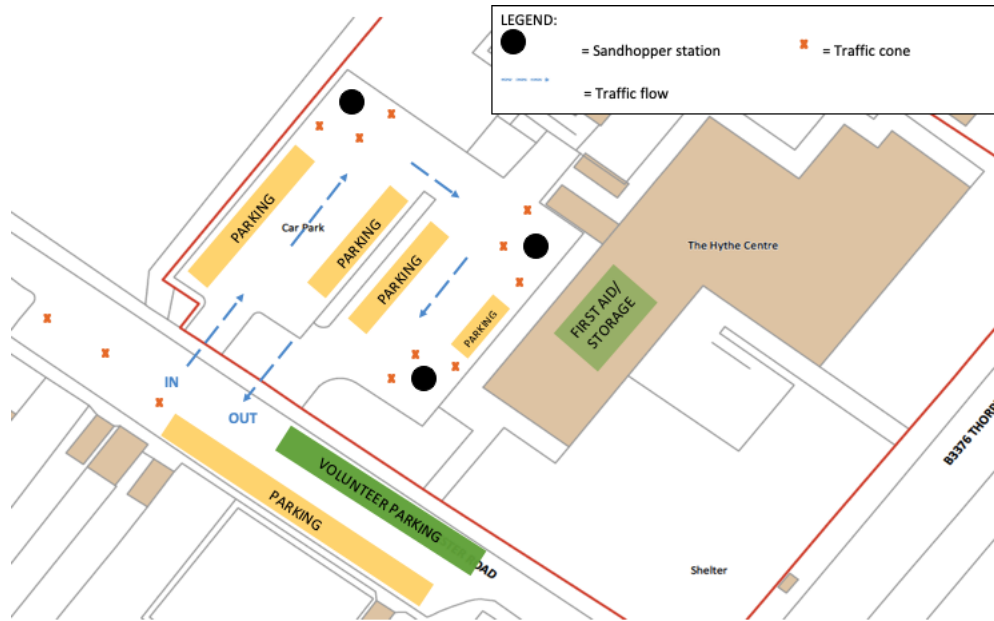
SANDBAG DISTRIBUTION CENTRE

10 sandbags per vehicle maximum

Persons and vehicles using this facility do so at their own risk.

Verbal or physical aggression towards volunteers, staff or residents will **NOT** be tolerated.

Sample map of indicative layout (this is the Hythe Centre in Runnymede)



Appendix D: Distribution List

Distribution	
Name	Copies
Sandy Muirhead	1
Jackie Taylor	1
Cathy Munro	1
Mark Rachwal	1
Bill Cox	1
Tracey Wilmott-French	1
Roy Tilbury	1
Martyn Forward	1
Applied Resilience	1
CSDC Council Leads	1

Appendix E SBC COVID-19 considerations for a sandbag distribution centre

Social distance

- Ensure that the centre is operated as a strict, one-way, drive through system.
- Residents must drive to the collection point, have the pre-filled sandbag loaded into their vehicle by the volunteers with minimal contact.
- Residents may only leave their vehicles to provide access to a boot/ back seat for loading and must wear a face covering if leaving their vehicle.
- Where the site allows, having multiple lanes to multiple collections points will limit the period of time residents spend at the centre.
- Volunteers and residents must not congregate in the centre and Council staff should stagger break times as far as possible to limit congregation in the welfare area.

Volunteers/ operatives

- Volunteers and staff should work in pairs within strict bubbles.
- The centre lead (Council staff) must take a register of volunteers' names and contact numbers in case details are required for Test and Trace.
- Staff overseeing the centre must ensure that no Clinically Extremely Vulnerable, self- isolating or symptomatic volunteers are accepted to support the centre. The same restrictions apply to staff. The centre lead must ask all staff and volunteers to disclose any health concerns falling in the categories above.
- If any volunteers or staff develop symptoms, they are required to inform the site supervisor (this may be by telephone if safer and faster) leave the site, self-isolate and get a test.

Equipment/ sanitation

- Where possible, do not share shovels and other equipment during shifts. Allocate each volunteer their equipment for the shift and Council staff should ensure that equipment is either cleaned thoroughly at the end of a shift or left in a designated area for cleaning prior to centre closure.
- Carry out an enhanced clean at the end of the shift, particularly of the welfare facilities – ensure that an early request is made for enhanced cleaning via the emergency planning lead when a centre is set up.

PPE

- Sanitiser, gloves and masks must be made available for all volunteers and staff at the centres. These should be stored in the welfare centre once a centre is activated and will provide sufficient coverage for at least one change of gloves and mask per shift.

Key internal contacts

- Operational questions – Jackie Taylor or Cathy Munro
- Tactical/ emergency planning – Sandy Muirhead
- Health & Safety – Bill Cox
- Communications with community groups – Kamal Mehmood

RECOVERY ACTION PLAN - “Green Section”

In 2021 a Recovery Action Plan was developed for the Council to assist in recovering from the COVID-19 pandemic. Below is an excerpt from the plan focusing on the actions put forward to address the climate emergency and the Council’s commitment to addressing climate change.

SUPPORTING A GREEN RECOVERY - ACTION PLAN

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
CLIMATE CHANGE POLICY					
GR1	To develop a strategy to deliver carbon neutrality for the Council in line with Government targets or sooner.	Prepare a draft strategy to deliver carbon neutrality for the Council and support actions to lower the wider-borough’s carbon emissions.	Enabling policy/strategy to support delivery of a green recovery.	January 2022	SM
GR2	Explore and devise a future financial treasury management strategy that take into account environment, social governance and responsible investments.	To discuss with the Council’s treasury management advisors how to progress a change in the Council’s investments.	A Green Investment Strategy	2022	TCo/SM
GR3	Aim to develop a more environmentally sustainable economy post-COVID and Brexit.	To develop a green recovery strategy which includes measures to evolve a more sustainable and resilient economy.	A thriving community which minimises its impact on the environment measured through buildings meeting appropriate environmental standards (e.g. BREEAM) and well-being surveys.	2024	SM/KM/AB

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
REDUCE THE CARBON FOOTPRINT OF COUNCIL OPERATIONS					
GR4	Use opportunities provided by agile working to enhance/accelerate climate change initiatives	Develop a policy to enable long term homeworking and office hot desking.	Reduced car travel, emissions (compared to pre-pandemic levels) and release offices for multi-use.	Policy November 2021 Full implementation on April 2022	SM
GR5	a. Continue to develop our programme to use more electric vehicles by staff to reduce CO2 emissions b. Purchase electric fuelled equipment when existing liquid fuelled equipment reaches end of life.	Examine options for future purchase of electric cars & bikes; introduce measures to enable staff to purchase/lease electric cars. Implement measures to reduce the Council's carbon footprint through purchase of a green fleet equipment for grounds maintenance.	Electric pool vehicles/bikes in use by staff for business purposes. 10% of staff to own electric vehicles. Green Fleet and electric tools in use.	Completed 2025 2028	HR Sustainability and Flood Risk Officer (SFRO)/SM JT/ /DC
GR6	Improve all council-owned residential and municipal properties and facilities through better insulation, investment in alternative heating and ventilation and aim to reduce utilities costs where possible.	To undertake energy studies of Council properties to identify cost effective improvements and then to progress installation.	Council properties being less expensive to run	Dec 2021 study completed Installation target to be set	SM/SFRO

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
GR7	Review and improve, where possible, our waste management strategy.	To undertake a review of waste strategy in line with Government changes proposed for 2023.	Increased recycling and reduced quantities of household rubbish.	2022	JT/DL

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
INCREASE USE OF CLEAN ENERGY					
GR8	a. Work with businesses and communities to promote and support cleaner and greener living and working.	To work with economic development team to build in opportunities for providing a sustainable environment. Promote opportunities in the Borough for the development of 'green' jobs including training.	To have a Staines development plan which demonstrates leadership in developing sustainable communities.	2023	HM/AB/ SM/KM
	b. Develop opportunities for increased locally generated clean energy.	Work in partnership via the Economic Development team.	10% Increase in "green" employment in the Borough, in roles that have a positive impact on the environment measured through sector analysis of local employment. 50% of local businesses to use clean energy.	Target to be confirmed 2027	KM/HM KM/HM/ SFRO /SM
GR9	Implement technologies to maximise clean energy usage.	Develop opportunities (and schemes) for increased locally generated clean energy on Council buildings and in new build.	Council owned offices and housing sites to have a minimum capacity of 10% renewable energy generation.	2024	RM/SFRO

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
ENCOURAGE GREATER USE OF CYCLING AND WALKING					
GR10	<p>a. Undertaking a borough-wide feasibility study to identify potential walking and cycling routes in conjunction with Surrey CC; and</p> <p>b. Increase opportunities for exercise through walking and cycling and improving air quality by reducing car dependency, working with the highways authority.</p>	Undertake actions to encourage greater cycling and walking by the community and Council.	A Local Walking and Cycling Infrastructure Plan to allow future implementation of schemes in an appropriate way.	March 2022	SM/AB

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
IMPROVE AND INCREASE PROVISION OF PUBLIC OPEN SPACES AND ENHANCEMENT OF BIODIVERSITY					
GR11	a. Enhance our parks and open spaces to adapt to climate change.	To develop and implement park strategies which meet both the environmental and social needs required of our open spaces and meet future climate change (mitigation and adaptation) and educational needs (a, b, and c).	That parks have both environmental and social benefits for our residents, including reduced air emissions,	2023	JT/IS
	b. To seek ways of improving the environmental and social value of our parks and open spaces and consider opportunities to create and support carbon sink initiatives within the Borough including landscaping and more tree planting where possible.	Map out opportunities, including rain gardens, to improve the landscape and adapt and mitigate climate change.	To develop a suite of enhancement opportunities	2023	JM/IS/SM
	c. Enhance our parks and open spaces to adapt to climate changes, providing clean, accessible, outdoor spaces with access to nature for education and well-being purposes; and	Develop a biodiversity strategy	Actions from the strategy to enhance wildlife and measurable increases in populations of key species.	2022	IS
	d. Increase land management to provide greater biodiversity to encourage wildlife and insect populations.				

Ref.	Key Actions	Key task	Desired outcome	Target date	Owner
IMPROVE ENERGY EFFICIENCY OF HOUSING STOCK					
GR12	a. Promote residential development that is sustainably located and allows safe and easy access for residents to existing services and transport hubs; and	Develop as part of developments and the Local Plan opportunities for better accessible developments.	Local Plan	2023	AB
	b. Seek and support the retrofit of existing residential housing to enable alignment with more demanding energy efficiency standards.	Identify ways of making the housing stock more sustainable, including through better insulation, alternative heating and ventilation and aim to reduce utility costs where possible.	i. Ensure KGE housing stock meets highest viable environmental standards.	2026	RM
			ii. Participate in current and future opportunities for seeking funding, such as Green Jump, to enhance the energy efficiency of housing stock across the Borough.	2023	SFRO

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Local Plan Task Group

The group met regularly to discuss draft policies, allocations, gypsy and traveller sites, and the 'vision' exercise. Excellent progress has been made to advance towards the Regulation 19 this Spring. A joint meeting was also held with the Staines Development Task Group to discuss the implications on housing supply of a zoning approach for some areas of the town. A forward plan of meetings and topics has been compiled for the coming months, which will include infrastructure, green spaces and the draft Surrey Waste and Minerals Plan.

Staines Development Task Group

Frequent meetings have taken place to take forward work on the Framework, covering heights and densities of new development, movement and access, and public realm. The work of the group was further discussed at two meetings with local residents' groups on 13 December 2021, with the questions and answers published online. The future meeting schedule was circulated to Members on the group to include further discussion on highway proposals, development sites and rounding up previously raised topics ready for the draft Framework to be reviewed prior to the next stage of public consultation.

CIL Task Group

Following recommendations from the CIL Task Group, the Joint Committee approved funding for the following two schemes at the meeting on the 22nd November 2021;

- £400,000 Strategic CIL toward the expansion of Bishop Wand to be recommended to the Joint Committee for approval
- £71,760 Strategic CIL towards the reconfiguration of Staines Health Centre to create two new clinical rooms to be recommended to the Joint Committee for approval

The next CIL Task Group will be scheduled in January to consider Strategic Bids ahead of the March Joint Committee.

With regards to Local CIL, there has been interest from a number of community groups, including sports schemes and improvements to community spaces. Officers from a number of departments are working collaboratively to raise awareness of Local CIL funding, as well as encourage bids from internal departments. An update on Local CIL will be provided to Members in January.

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Spelthorne Borough Council Environment and Sustainability Committee Forward Plan and Key Decisions

This Forward Plan sets out the decisions which the Environment and Sustainability Committee expects to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Service Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Environment and Sustainability Committee Forward Plan and Key Decisions for 1 January 2022 to 30 April 2022

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 18 01 2022	Verbal update on request for site investigation of land to rear of Thames Side	Non-Key Decision	Public	Claire Lucas, Principal Pollution Control Officer, Tracey Willmott-French, Senior Environmental Health Manager
Environment and Sustainability Committee 18 01 2022	240m Boardwalk down the Eastern Bank of the River Ash Improvement Site	Non-Key Decision	Public	Isabel Soane, Biodiversity Officer
Environment and Sustainability Committee 18 01 2022	Briefing on Surrey 2050 Place Ambition from Surrey County Council officers SCC Officers to give a brief presentation to the Committee on the Surrey Place Ambition work.	Non-Key Decision	Public	Ann Biggs, Strategic Planning Manager
Environment and Sustainability Committee 18 01 2022	Bidding Process for Green Initiatives Fund	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Environment and Sustainability Committee 18 01 2022	Bonfire Campaign To consider an update on the digital campaign and review of the Council's stance and processes on bonfires.	Non-Key Decision	Public	Susan Turp, Principal Environmental Health Officer, Tracey Willmott-French, Senior Environmental Health Manager

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 18 01 2022	Recovery Action Plan - E&S Committee	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Environment and Sustainability Committee 18 01 2022	Capital Bids 2022/23 (part of annual budget process)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 18 01 2022	Revenue Growth and Savings Bids 2022/23 (part of annual budget process)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 18 01 2022	Committee Review of Fees and Charges for Service Areas 2022/23 (part of annual budget process)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 08 03 2022	Heathrow and Airspace Modernisation To receive a presentation/update on Heathrow's expansion plans	Non-Key Decision	Public	Heather Morgan, Group Head - Regeneration and Growth
Environment and Sustainability Committee 08 03 2022	Project management report - E&S Committee To consider a report on project management items within the remit of Environment and Sustainability Committee.	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 08 03 2022	Capital Monitoring Report Q3 (Oct-Dec 2021)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 08 03 2022	Revenue Monitoring Report Q3 (Oct-Dec 2021)	Non-Key Decision	Public	Anna Russell, Deputy Chief Accountant
Environment and Sustainability Committee 08 03 2022	Report on site investigation of land to rear of Thames Side	Non-Key Decision	Public	Karen Limmer, Deputy Monitoring Officer, Claire Lucas, Principal Pollution Control Officer, Tracey Willmott-French, Senior Environmental Health Manager
Environment and Sustainability Committee 08 03 2022	Recovery Action Plan	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation