

Executive Agenda



Reigate & Banstead
BOROUGH COUNCIL
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12 February 2019

To the Members of the EXECUTIVE

Councillors:	M. A. Brunt	Leader of the Council
	G. J. Knight	Deputy Leader, Housing and Benefits
	R. H. Ashford	Leisure and Wellbeing
	Mrs. N. J. Bramhall	Property and Acquisitions
	J. E. Durrant	Community Safety
	K. Foreman	Planning Policy
	A. C. J. Horwood	Neighbourhood Services
	E. Humphreys	Business and Economy
	T. Schofield	Finance

For a meeting of the **EXECUTIVE** to be held on **THURSDAY, 21 FEBRUARY 2019** at **7.30 pm** in the New Council Chamber - Town Hall, Reigate.

John Jory
Chief Executive

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Notice is given of the Executive's intention to hold part of its meeting on Thursday, 21 February 2019 in private for consideration of reports containing "exempt" information

1. **MINUTES** (Pages 5 - 14)

To confirm as a correct record the Minutes of the Executive meeting held on 24 January 2019.

2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

3. **DECLARATIONS OF INTEREST**

To receive any declarations of interest.

4. **DEVELOPMENT MANAGEMENT PLAN: MAIN MODIFICATIONS AND LOCAL DEVELOPMENT SCHEME** (Pages 15 - 88)

Executive Member: Portfolio Holder for Planning Policy

To consider an update in relation to the Development Management Plan (Main Modifications) and Local Development Scheme.

5. **STRATEGIC PROCUREMENT OF FACILITIES MANAGEMENT - MECHANICAL SERVICES CONTRACT** (Pages 89 - 98)

Executive Member: Portfolio Holder for Property and Acquisitions

To consider awarding a contract for facilities management mechanical services.

6. **PROPERTY ACQUISITIONS**

Executive Member: Portfolio Holder for Property and Acquisitions

To consider any property acquisitions proposed.

7. **STATEMENTS**

To receive any statements from the Leader of the Council, Members of the Executive or the Chief Executive.

8. **ANY OTHER URGENT BUSINESS**

To consider any item(s) which, in the opinion of the Chairman, should be considered as a matter of urgency – Local Government Act 1972, Section 100B(4)(b).

(Note: Urgent business must be submitted in writing but may be supplemented by an oral report).

9. **EXEMPT BUSINESS**

RECOMMENDED that members of the Press and public be excluded from the meeting for the following item of business under Section 100A(4) of the Local Government Act 1972 on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act; and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10. **STRATEGIC PROCUREMENT OF FACILITIES MANAGEMENT - MECHANICAL SERVICES CONTRACT (EXEMPT)**

Executive Member: Portfolio Holder for Property and Acquisitions

To consider the exempt information in relation to the Strategic Procurement of Facilities Management – Mechanical Services Contract (set out at agenda item 5).

11. **PROPERTY ACQUISITIONS (EXEMPT)**

Executive Member: Portfolio Holder for Property and Acquisitions

To consider exempt information in relation to these proposals.

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BOROUGH OF REIGATE AND BANSTEAD

EXECUTIVE

Minutes of a meeting of the Executive held at the New Council Chamber - Town Hall, Reigate on 24 January 2019 at 7.30 pm.

Present: Councillors M. A. Brunt (Leader), G. J. Knight (Deputy Leader), R. H. Ashford, Mrs. N. J. Bramhall, J. E. Durrant, K. Foreman, A. C. J. Horwood, E. Humphreys and T. Schofield.

Also present: Councillors Mrs. R. Absalom, J. M. Ellacott, J. C. S. Essex, N. D. Harrison, R. C. Newstead and C. T. H. Whinney.

84. MINUTES

RESOLVED that the Minutes of the Executive meeting held on 29 November 2018 be approved as a correct record and signed.

85. APOLOGIES FOR ABSENCE

Executive Members: None.

Non-Executive Members: Councillor M.S. Blacker and Councillor M.J. Selby.

86. DECLARATIONS OF INTEREST

None.

87. OBSERVATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE ON THE DRAFT BUDGET PROPOSALS FOR 2019/20

Councillor T. Schofield, Executive Member for Finance, submitted a report that set out the outcome of the Overview and Scrutiny Committee's consideration of the draft budget proposals for 2019/20. The report included the relevant statutory powers, the outcome of the Overview and Scrutiny Committee's considerations, legal, financial and equalities implications, consultation undertaken and policy framework considerations.

The Executive Member for Finance thanked Councillor N.D. Harrison for his hard work in chairing the Budget Scrutiny Review Panel. He also expressed his gratitude to the Members of the Scrutiny Review Panel the Overview and Scrutiny Committee and to Officers for their contribution to the process. It was noted that the Panel had conducted a thorough review of the budget proposals, aided as in previous years by a high number of advance questions. The report and recommendations of the Panel were subsequently considered by the Overview and Scrutiny Committee in December.

It was noted that following its deliberations the Committee had put forward five recommendations (set out in paragraphs 12 to 14 of the report presented) for consideration by the Executive. Councillor Schofield confirmed each of these areas

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had been carefully considered and reflected on the Committee's overall positive conclusions about the provision budget proposals.

In response to the recommendation for an internal audit of "how budgets are developed and reported" the Executive Member for Finance confirmed internal auditors regularly carried out audits of the Council's Service and Financial Budget Setting Process. It was explained that they had reported most recently in January 2018 and that their findings included the following observation: "the Council can take substantial assurance that the controls upon which the organisation relies to manage the identified area are suitably designed, consistently applied and operating effectively". It was highlighted that no areas of weak controls or non-compliance with controls had been identified and accordingly no "actions for management" had been raised.

The Executive was asked to note that:

- Since the proposed budget had been reviewed by Overview and Scrutiny there had been a Provisional Settlement announcement from the Government, including additional information on the level of Business Rates the Council would retain in 2019/20.
- An update on this announcement, along with additional information concerning the Council's Capital Programme, had been provided to the Overview and Scrutiny Committee in January. It was highlighted that the contents of which had been reflected in the Budget 2019/20 and Capital Programme 2019 to 2024 report (set out at item 6 to the Executive agenda).
- The Overview and Scrutiny Committee had made no additional recommendations in response to this information.

During the discussion it was highlighted that moving forward, and throughout the year, financial scrutiny would become even more important, especially in view of the growing complexity of local government.

In conclusion, the Executive Member explained he did not believe there would be any merit in commissioning a further internal audit of how budgets were developed and reported, especially as the service and financial planning process remained the same as at the time of the last audit (outlined above). As a result, Councillor T. Schofield moved adjustments to the recommendations set out in the report presented. These were agreed and it was therefore:

RESOLVED:

- (i) That the report of the Overview and Scrutiny Committee on the service and financial plans for 2019/20 be noted.
- (ii) That the comments outlined in paragraphs 12 and 13 of the report presented, concerning the budget proposals for 2019/20 and the reporting of budget contingency or headroom, be accepted.

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- (iii) The comments outlined in paragraph 14 of the report presented, concerning the proposed internal audit of budget development and reporting prior to the 2020/21 budget setting process, were not accepted.

Reason for decision: To take account of the views of the Overview and Scrutiny Committee on their consideration of the service and financial plans for 2019/20.

Alternative options: Request that the Overview and Scrutiny Committee undertake additional scrutiny of all or part of the service and financial plans for 2019/20.

88. QUARTERLY PERFORMANCE REPORT (Q2 2018/19)

Councillor T. Schofield, Executive Member for Finance, submitted a report with financial and performance monitoring information for the second quarter of 2018/19. The report provided information on major variances in relation to the Council's overall performance for the period.

The Executive Member for Finance confirmed that 8 of the Council's 14 key performance indicators were on target or within agreed tolerances. Councillor Schofield provided information on each of the major variances and the Executive was informed that no new strategic risks had been identified during the quarter.

The quarterly performance report was presented to the Overview and Scrutiny Committee on 6 December 2018. It was noted that the Committee had asked for a description of the colour codes used to rate risks on the Council's risk registers to be included in future reports. It was also highlighted that the Committee had queried the identification and evaluation of risks relating to Brexit. It was noted that further information on each of these observations had been set out in the covering report presented.

RESOLVED that the performance outlined in the report of the Director of Finance and Organisation be noted.

Reason for decision: To consider the performance for the second quarter of the financial year 2018/19.

Alternative options: None.

89. BUDGET 2019/20 AND CAPITAL PROGRAMME 2019 TO 2024

The Executive Member for Finance, Councillor T. Schofield, introduced the proposed Budget for 2019/20 which included an updated capital programme up to 2024 for recommendation to Full Council.

It was noted that a consultation exercise had been undertaken on the savings and growth proposals, considered by the Executive in November 2018. These proposals had been the subject of review by the Budget Scrutiny Panel and the Overview and Scrutiny Committee. Councillor Schofield highlighted that the findings and recommendations from Overview and Scrutiny had been reported separately to the Executive (under agenda item 4).

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Councillor Schofield explained that the savings requirements addressed in the report had been driven by the removal of the Revenue Support Grant and changes to business rates retention, as part of the wider national context.

The Executive Member for Finance highlighted that:

- The budget proposals allowed for a continuation of the high quality services provided by the Council. In recognition of this, it was explained that the proposals included moving a number of long term established posts into the base budget. It was noted this would result in an increased budget requirement for 2019/20 but would provide a more sustainable funding structure for future years and would give certainty for staff and service users.
- The budget savings proposed and income generation forecasts more than covered the planned service improvements for 2019/20. However, it was noted that the Council faced the challenge of a short term loss of income while some regeneration and income generation projects came on stream. In response to questions, it was explained that the Council had established ring-fenced reserves to respond to this.
- The Government's Provisional Settlement, announced on 13 December 2018, had mitigated the impacts of the previously-anticipated £1.48m reduction in business rates receipts in the short term. As a result, the Council would no longer need to draw on reserves in order to present a balanced budget for 2019/20. However, in response to questions, it was explained that this was only expected to delay funding reductions.
- The favourable Settlement presented a budget growth opportunity to establish a permanent budget of £0.250m to fund new posts as a result of team restructures during 2019/20. In response to questions, it was explained that the intention was for this arrangement to continue in future years and would be built into Medium Term Financial Plan and budget projections moving forward.
- The report presented included details of the capital investment plans. In response to questions, it was highlighted that these plans demonstrated a breadth of activity across the borough to improve and enhance the Council's asset base.
- The capital programme would form the foundation for planned work over the coming months to develop the Council's Capital Investment Strategy. This would support delivery of the Council's Corporate Plan and Housing Strategy which were both under development.

The Chief Finance Officer's statement on the proposed budget, was noted, which pointed out the risks and uncertainties associated with the budget proposals.

During the discussion a range of issues were considered, including an update on the Government's Fair Funding Review and future arrangements for Business Rates Retention. It was noted that the outcomes from both consultations was expected to be announced in early autumn 2019 and would determine the arrangements for local government funding for 2020/21 onwards. An update on the negotiations with employee representatives, concerning the provision for a pay award, was also provided.

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RECOMMENDED that:

- (i) a budget of £16.294m including the savings and growth reported, a provision for a pay award and an increase in Band D Council Tax of 2.99% (or £6.61) be approved;
- (ii) the statement of the Chief Finance Officer (shown at Annex 1 of the report presented) be noted; and
- (iii) the Capital Programme (shown at Annex 2 of the report presented) be approved.

RESOLVED that the Chief Finance Officer be authorised to make any necessary technical adjustments to the budget and Council Tax demand proposed to Council arising from final budget refinements or changes to government funding.

Reason for decision: The Council is required to set a budget by 11th March each year.

Alternative options: To amend or reject any or all of the budget proposals.

90. COUNCIL TAX SETTING 2019/20

A report was submitted on the level of Council Tax for 2019/20. Councillor T. Schofield, Executive Member for Finance, explained that the report set out relevant statutory powers, issues (the proposed Council Tax increase and current information relating to precepting authorities), legal, financial and equalities implications, risk management considerations, consultation undertaken and policy framework factors.

Councillor T. Schofield informed the Executive that the proposed Council Tax would be the subject of a recommendation to the February Council meeting. That meeting would receive confirmation of the final precept levels from the County Council and the Police together with any necessary adjustments required.

In response to questions, it was explained that when the report was produced a 4.99% increase was assumed for the County Council and £24 for the Police Authority. However, it was highlighted that Surrey County Council had subsequently put forward a recommendation for an increase of 2.99% (with no separate adult social care element). The Executive Member for Finance confirmed that these changes, once confirmed, would form part of the update to the February Council meeting.

RECOMMENDED that:

- (i) It be noted that on 13 December 2018 the Council calculated:
 - (a) the Council Tax base 2019/20 for the whole Council as 60,243 [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")] and,
 - (b) for dwellings in those parts of its area to which a Parish precept relates:

Horley Town Council	9,843
Salfords & Sidlow Parish Council	1,409

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- (ii) The Council Tax requirements for the Council's own purposes for 2019/20 (excluding Parish precepts) is calculated at £13,702,585.
- (iii) The following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Act:

 - a. £73,325,578– being the amounts which the Council estimates for the items set out in Section 32(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - b. £59,218,953– being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3) of the Act.
 - c. £14,106,625 – being the amount which the aggregate at iii.(a) above exceeds the aggregate at iii.(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its Council Tax requirement for the year (item R in the formula in Section 32(4) of the Act).
 - d. £234.16 – being the amount at iii.(c) above (Item R), all divided by Item T (i.(a) above), calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - e. £404,040 – being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the Annex attached to the report presented).
 - f. £227.46 – being the amount at iii.(d) above less the result given by dividing the amount at iii.(e) above by item T (i.(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
 - g. Horley Town Council - £265.33; Salfords & Sidlow Parish Council - £249.64. Being the amounts given by adding to the amount at iii.(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at i.(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (iv) It be noted that the figures in the Annex (attached to the report presented) being the amounts given by multiplying the amounts at iii.(f) and iii.(g) above by the number which, in the proportions set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of dwellings listed in different valuation bands.
- (v) It be noted that for the year 2019/20 Surrey County Council and Surrey Police have stated amounts in precepts issued to the Council, in

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accordance with Section 40 of the Act, for each of the categories of dwellings shown in Annex 2 to the report presented.

- (vi) Having calculated the aggregate in each case of the amounts i. to v., above, the Council, in accordance with Section 30(2) of the Act, hereby sets the amounts of Council Tax for the year 2019/20 for each of the categories of dwellings shown in Annex 3 to the report presented.
- (vii) The Chief Finance Officer be authorised to make any amendments to the Council Tax demands as might prove necessary as the result of changes to the estimated demands issued by preceptors on the Council's Collection Fund.

Reason for decision: To provide the information to fulfil the requirement of the Local Government Finance Act 1992 which sets out the requirement for local authorities to set a budget for the next financial year.

Alternative options: The budget is based on a recommended Council Tax rise of £6.61 (or 2.99%) in 2019/20.

91. DRAFT TREASURY MANAGEMENT STRATEGY 2019/20

The Executive considered a report seeking approval to consult on a draft Treasury Management Strategy. This was appended to the report. The covering report set out a range of issues for the Executive to consider. This included an explanation of significant changes to the Prudential Code, the Treasury Management Code of Practice and other regulations published during 2017 and 2018. It was noted that changes were necessary to reflect the increasingly complex business models that had been adopted by local authorities in response to reductions in other funding streams.

Councillor Schofield explained that the Strategy had been broken down into different sections and provided information on each of the following:

- the Capital Prudential Indicators;
- the Borrowing Strategy; and
- the Treasury Investment Strategy.

The Executive was informed that these associated strategies would be reviewed in due course by a Member Panel with the assistance of external Treasury Advisors, to ensure that the proposals within the Treasury Management Strategy best supported the Council's expected activity during 2019/20 and beyond.

Councillor Schofield highlighted further work would be carried out to finalise the Strategy details to ensure alignment with a new Capital Investment Strategy. This would be reported to the Executive in March and full Council in April.

RESOLVED that the contents of the Draft Treasury Management report, including Annex 1 to the report presented, be approved for formal consultation in accordance with the Council's Constitution.

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Reason for decision: To support the adoption of a Treasury Management Strategy for the 2019/20 financial period.

Alternative options: To not support the report or to defer the report and ask Officers to provide more information and/or clarification on any specific points.

92. SCHEDULE OF MEETINGS 2019/20

The Leader of the Council, Councillor M.A. Brunt presented a report with a proposed schedule of meetings for the 2019/20 Municipal Year. The draft schedule drew upon past experience and had regard to comments from both Members and Officers.

It had been considered by the Overview and Scrutiny Committee at its meeting on 6 December 2018 and it was noted that the Committee had made no observations for the Executive to consider. However, it was highlighted that there had been one change to the proposed schedule since December, which was to swap the scheduling of the meetings of the Overview and Scrutiny Committee and the Executive in September 2019. Councillor Brunt explained that this was to support earlier consideration of performance reporting.

In response to questions, the Leader of the Council advised that, if required, meetings could be added or cancelled in the course of the year, subject to the usual protocols and statutory requirements.

RECOMMENDED that the Schedule of Meetings for the 2019/20 Municipal Year be approved as set out at Annex 1 to the report presented.

Reason for decision: To establish a timetable to ensure the efficient and effective conduct of Council business for the forthcoming municipal year.

Alternative options: To amend the timetable set out at Annex 1 to the report presented.

93. PROPERTY ACQUISITIONS

There was no business to be considered under this agenda item.

94. STATEMENTS

None.

95. ANY OTHER URGENT BUSINESS

None.

96. EXEMPT BUSINESS

There was no exempt business to be considered.

97. PROPERTY ACQUISITIONS (EXEMPT)

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There was no exempt business to be considered under this agenda item.

NOTE

On conclusion of the meeting, the Leader of the Council informed the Executive that John Jones, (Interim) Head of Legal and Governance (Monitoring Officer), was leaving the Council. On behalf of the Council, the Leader placed on record his thanks to Mr Jones for his help and support.

The Meeting closed at 8.05 pm

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DIRECTOR	Director of Place
AUTHOR	Billy Clements, Planning Policy Manager
TELEPHONE	01737 276087
EMAIL	billy.clements@reigate-banstead.gov.uk
TO	Executive
DATE	Thursday, 21 February 2019
EXECUTIVE MEMBER	Portfolio Holder for Planning Policy

KEY DECISION REQUIRED	Y
WARDS AFFECTED	(All Wards);

SUBJECT	Development Management Plan: Main Modifications and Local Development Scheme
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RECOMMENDATIONS

- (i) That the Development Management Plan: Schedule of Main Modifications (Annex 1) be endorsed for public consultation, and that the Head of Planning, in consultation with the Executive Member for Planning Policy, be authorised to make any necessary amendments to the document as may be suggested by the Inspector prior to public consultation and to collate and submit representations arising from the consultation to the Planning Inspector as part of the examination process;
- (ii) That the revised Local Development Scheme (LDS) (Annex 2) be adopted and take immediate effect

REASONS FOR RECOMMENDATIONS

- (i) Following the examination hearing sessions into the Development Management Plan in October/November 2018, the Council has received from the Planning Inspector a Post Hearing Advice Note which sets out a number of 'Main Modifications' which the Inspector considers are necessary to secure the soundness of the Plan. Approval is now being sought to carry out public consultation of these modifications. A minimum six week period of consultation is a requirement of the examination process and is necessary to enable the examination to proceed to a conclusion and for the Inspector to issue her final report.
- (ii) The Planning and Compulsory Purchase Act 2004 requires that the Council prepares

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and maintains a Local Development Scheme (LDS) setting out the timetable for preparation of Local Plan documents. The LDS requires updating to reflect the most up-to-date position in respect of the likely timeframes for examination/adoption of the DMP, as well as a programme for the preparation of a new Local Plan document to replace the current Core Strategy.

EXECUTIVE SUMMARY

This report relates to the Development Management Plan (DMP) which was submitted for examination on 18th May 2018 following endorsement by Council on 14th December 2017.

At the Executive on 21st June 2018, authorisation was given to the Head of Places and Planning, in consultation with the Leader of the Council and Executive member for Planning Policy, to provide formal responses to questions from the appointed Planning Inspector throughout the examination and agree actions necessary to ensure the soundness and legal compliance of the Development Management Plan. It was however indicated in the report that any Main Modifications would be brought back to Executive prior to public consultation.

Following the hearing sessions which took place in October/November 2018, the Council has received Post Hearing Advice from the Inspector which recommends a number of 'Main Modifications' to secure the soundness of the document, in addition to some others which were suggested by the Council in response to the Inspector's actions arising from the examination hearing sessions. Consultation on these modifications now needs to be undertaken to enable parties an opportunity to comment on the suggested changes and ultimately to inform the Inspector's consideration of, and final report on, the soundness and legal compliance of the Development Management Plan. In order to enable the examination process to proceed smoothly and avoid unnecessary delays, the Schedule of Main Modifications has already been sent to the Inspector for comment; however, the endorsement of the Executive is sought prior to commencing the formal public consultation. The Inspector has indicated that she may suggest incorporating some of the suggested minor (additional) modifications within the schedule of main modifications and so the recommendation is drafted to allow for this final detail to be delegated to Officers in consultation with the Executive member for Planning Policy.

Responses arising from the consultation will be forwarded to the Inspector. Once received, the Inspector's report will be reported to Executive, following which the Full Council will have responsibility for formally adopting the Development Management Plan.

Planning law requires that the Council prepares a Local Development Scheme (LDS) setting out the timetable for preparation of Local Plan documents and subsequently keeps it up to date. As a result of the examination process progressing slower than anticipated, and due to the need for a period of Main Modifications consultation, the timetable for the DMP needs to be updated, with adoption now anticipated in June 2019. In addition, a revised timetable for the preparation of a new Local Plan document to review and replace the Core Strategy, which will be 5 years old in July 2019, is also set out.

Executive has authority to approve the above recommendations

STATUTORY POWERS

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1. The Planning and Compulsory Purchase Act 2004, The Planning Act 2008, The Localism Act 2011, the Housing and Planning Act 2016 and associated regulations (including the Town and Country (Local Planning) (England) Regulations 2012 ('the 2012 Regulations')), set the statutory framework for the production of local plan documents by the Local Planning Authority and the requirements for a Local Development Scheme. National policy in relation to the production of local plan documents is provided through the National Planning Policy Framework, supported by National Planning Practice Guidance.
2. In accordance with the legislative framework, and national guidance, the Development Management Plan has been prepared with the objective of contributing to the achievement of sustainable development. It has been developed taking into account a wide range of evidence, engagement with adjoining authorities and delivery agencies, and the results of public consultation, and has been subject to an on-going process of Sustainability Appraisal and Habitats Regulations Assessment.
3. Under Article 4 of the Council's Constitution, Local Plan documents – including the Development Management Plan – are part of the Council's policy framework. The Executive has responsibility for the approval of proposals for consultation. However, Full Council has responsibility for the ultimate adoption of the Development Management Plan.
4. The consultation upon the Development Management Plan: Schedule of Main Modifications is made in compliance with the Council's obligations under the Human Rights Act 1998.

BACKGROUND

5. The Council submitted the Development Management Plan to the Secretary of State for Housing, Communities and Local Government for independent examination on 18 May 2018. The Planning Inspector appointed Secretary of State for Housing, Communities and Local Government Inspector then undertook a series of hearings into the soundness of the Development Management Plan between 30 October 2018 and 9 November 2018.
6. Following the public hearings, the Council was required to respond to a number of "action points" arising from the hearing sessions. This included providing additional evidence/explanation of the Council's position on some issues and, in some cases, suggesting potential modifications to address issues arising. The Council's post hearing responses were submitted to the Inspector following consultation with the Leader and Portfolio Holder in accordance with the delegation agreed by Executive on 21st June 2018.
7. Subsequent to this, the Inspector has issued to the Council a Post Hearing Advice Note, setting out her views on a number of key matters. The Advice Note also recommends a number of further 'Main Modifications' in addition to those arising from the above hearing actions, to secure the soundness of the document. Consultation on these modifications, as well as those suggested through the Council's post hearing work, is now needed as part of the examination process before the Inspector can prepare her final report into the Development Management Plan. The Inspector has also indicated that she may recommend some of the suggested minor (additional) be incorporated into the schedule of main modifications to allow for their consultation

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and the recommendation is worded to allow this.

8. Following the proposed six week consultation period, consultation responses will be collated and passed to the Inspector, and will inform her consideration of, and report on, the soundness and legal compliance of the Development Management Plan. Following this it is anticipated that we will receive the Inspector's Report which will be brought back to Executive before adoption of the Plan at Full Council.
9. It is a national requirement that plans be in accordance with the LDS. The last LDS was adopted in June 2018; however, at that point it envisaged examination hearings in August with adoption in December. Due to the timing of the hearings and response to them the examination process has taken longer than this.
10. In addition, recent legislative changes require Council's to review their Local Plan documents every five years to determine whether they need updating in response to changing circumstances or national policy. The Council's currently adopted Core Strategy was adopted in July 2014 and thus will reach its five year anniversary in July 2019.

KEY INFORMATION

Inspector's Post Hearing Advice and Main Modifications to the Development Management Plan (DMP)

11. As discussed above, the Inspector has issued a note setting out her Post Hearing Advice following the hearing sessions into the Development Management Plan.
12. Whilst the note sets out preliminary findings (without prejudice to the outcomes of further consultation and the Inspector's final report), this is the point at which the Inspector would raise any fundamental concerns. As such, the overall content of the note – and particularly the limited number of further modifications which the Inspector is recommended - is a positive reflection that the Development Management Plan can be found sound.
13. Many aspects of the Development Management Plan are not discussed or reflected in the note. Whilst this is not definitive, this is considered to be a reasonable indication that the Inspector is comfortable with these elements of the plan (subject to any modifications which the Council previously proposed).
14. The key changes previously suggested by the Council through its post hearing actions include:
 - Revisions to the capacity of a number of sustainable urban extensions sites to optimise housing yield from these allocated sites in accordance with national policy
 - Revisions to the policy approach to, and allocations for traveller accommodation, including increasing capacity on previously proposed allocations and a new site allocation at Highlands, Kingswood in order to address a shortfall against identified needs
 - Additional clarity as to the policy requirements in respect of the Horley Business Park, including the mix of uses, access arrangements and transport mitigation to address concerns raised by Highways England and Gatwick Airport Ltd.
15. The key further modifications recommended by the Inspector in her Advice Note

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include:

- Removal of the requirement for affordable housing contributions on small sites (reflecting national policy)
 - Retaining the five year supply trigger for the release of sustainable urban extensions but removing the proposed prescriptive phasing/ordering of sites; the effect of this being that – when the Council is unable to demonstrate a five year supply – all sites would be released rather than on a “one by one” basis
 - Deleting the requirement for safeguarded land at Redhill Aerodrome
 - Applying a maximum capacity for each of the sustainable urban extensions rather than applying a range
 - A full Schedule of the proposed ‘Main Modifications’, which would form the basis of the public consultation, has been prepared and is attached at Annex 1.
16. These modifications would be subject to a six week public consultation period, which it is anticipated will start at the beginning of March following the expiry of the call-in period. The consultation focusses specifically on the ‘Main Modifications’ and is not an opportunity for stakeholders/interested parties to make comments on unchanged parts of the document or reopen objections they have previously made.
17. Responses received during the consultation would then be supplied to the Inspector for her consideration and to enable her to draft her Final Report. Reassuringly, the Inspector’s Advice Note makes clear that, at this stage, she expects the matters to be dealt with through written representations and does not anticipate the need for any further hearing sessions. Whilst it is difficult to guarantee timeframes given the process is largely in the control of the Planning Inspector, the Council could expect to receive a Final Report in April/May, enabling adoption shortly thereafter presuming the plan is found ‘sound’.

The Local Development Scheme (LDS)

18. The Local Development Scheme (LDS) (Annex 2) is effectively the programme for the production of plans. The LDS sets out the timetable for the key stages in local plan preparation. This is a legal requirement. An endorsed, revised LDS will give the Ministry for Housing, Communities and Local Government and the Planning Inspectorate the certainty they need that the Council is committed to timely plan preparation in line with Government policy.
19. The LDS was last amended in June 2018 with anticipated examination hearings for the DMP taking place in August before adoption in December. The actual examination hearing dates required agreement with the Planning Inspector and were ultimately held in October/November. This delay, combined with the need for a period of consultation on ‘Main Modifications’ has a consequential knock-on effect in terms of the timing of adoption of the DMP which is now anticipated to occur in May/June 2019. To ensure clarity, the LDS must be revised to take account of this.
20. The June 2018 LDS also included an initial timetable for the preparation of a new Local Plan document to update and replace the current Core Strategy which was adopted in July 2014. Since the LDS was published, there have been changes in national policy through the revised 2018 National Planning Policy Framework which will have particular implications on the borough once the Core Strategy becomes five years old. This includes the introduction of a standard methodology for calculating

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local housing need and the requirement that this need figure must be used for the purposes of calculating five year supply if the adopted plan is more than 5 years old.

21. Progress in preparing a document to replace the Core Strategy has been slowed over recent months to enable a focus on the examination of the DMP. However, as this is nearing an end, resources can now begin to be dedicated to this project. Whilst there is a need to bring forward a new plan with some pace given the national policy implications, any review of the Core Strategy is likely to raise challenging issues in terms of how development needs can be accommodated and thus adequate public consultation is important. The timetable in the revised LDS for which Executive support is sought therefore seeks to strike a realistic balance between these two pressures and the resources available within the Planning Policy Team.

OPTIONS

22. The options available to the Executive are set out below:

Recommendation (i): Development Management Plan Main Modifications

23. Option 1: Endorse the Development Management Plan: Schedule of Main Modifications for public consultation. This option is essential to ensure that the Inspector is able to conclude her consideration and examination of the Development Management Plan, informed by the outcomes of consultation. It is important that the document moves to adoption as quickly as possible in order to provide certainty for local people, developers and service providers about the sites which are expected to come forward for development and the policies which will be used to achieve high quality, sustainable development in the borough. **This option is recommended.**
24. Option 2: Try to suggest alternative Main Modifications to the Development Management Plan for public consultation. The Inspector has provided clear guidance, through her Post Hearing Advice Note, as to the specific Main Modifications which she considers are necessary to secure the soundness of the document. There is therefore no certainty that the Inspector would consider alternatives to be acceptable and thus no certainty that this option would enable the examination to proceed. This option would inevitably result in considerable further delay in the examination/adoption of the plan, and such delays could be considerable if the Inspector requires additional evidence or further testing/hearing sessions to test alternative modifications. This option is not recommended.
25. Option 3: Do not endorse the Main Modifications to the Development Management Plan for consultation. This option would mean that the examination process is unable to proceed as the Inspector must ensure that parties have adequate opportunity to comment on proposed Modifications before she is able to recommend them in her final consideration/Report of the Development Management Plan. As set out in the Procedural Practice in the Examination of Local Plans (issued by the Planning Inspectorate), in these circumstances, there is significant risk that the Inspector would likely direct withdrawal of the plan from examination. This option is not recommended.

Recommendation (ii): Local Development Scheme

26. Option 1: Approve the LDS. Approving the LDS will ensure that the Council is complying with the requirements of Planning and Compulsory Purchase Act 2004. In addition, having an up-to-date LDS provides clarity for local communities and other stakeholders about what Local Plan documents are being prepared, the timetable for

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their production and when they may have formal opportunities to get involved. **This option is recommended.**

27. Option 2: Do not approve the LDS: Without an up to date LDS, the Council would fail to comply with the requirements of the Planning and Compulsory Purchase Act 2004. This option is not recommended.

LEGAL IMPLICATIONS

28. Through submission of the plan for examination, the Council has requested that, where necessary for soundness, the Planning Inspector recommends Main Modifications to the Development Management Plan in accordance with Regulation 20(7C) of the Planning and Compulsory Purchase Act 2004.
29. The 'Main Modifications' arising from the Development Management Plan hearings require public consultation under the Town and Country Planning (Local Planning) (England) Regulations 2012. The Executive has the powers to agree these for the purposes of consultation. The Full Council will have responsibility for formally adopting the Development Management Plan when the consultation process is completed.
30. Until the Development Management Plan is formally adopted by the Council, in addition to the policies in the adopted Core Strategy, policies in the existing saved Borough Local Plan (2005) will still form the statutory development plan for Reigate & Banstead. National Planning Policy Framework is clear that due weight should be given to relevant policies in existing plans according to their degree of consistency with the Framework and also clarifies that decision makers should give weight to policies in emerging plans (such as the submitted Development Management Plan).
31. Reigate & Banstead Borough Council is required to prepare and maintain a Local Development Scheme (LDS) in accordance with the requirements of section 15 of the Planning and Compulsory Purchase Act 2004, as amended by the Planning Act 2008 and the Localism Act 2011. The LDS must be revised when the Council considers it appropriate to do so (section 15(8)).
32. The LDS must specify— (a) the local development documents which are to be development plan documents; (b) the subject matter and geographical area to which each development plan document is to relate; (c) which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities; (d) any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee; and (e) the timetable for the preparation and revision of the development plan documents.
33. There are no statutory consultation requirements necessary for the preparation of a LDS. A resolution of Executive is required in order to bring a LDS into effect (section 15(7)) and that resolution must specify the date from which the scheme is to have effect.

FINANCIAL IMPLICATIONS

34. Public consultation on the Main Modifications to the Development Management Plan will be carried out by the Planning Policy Team and delivered within previously approved budget allocations and existing resources. The wider examination process has financial implications (Planning Inspector and programme officer fees). It is not

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possible to allocate an exact cost at this stage, although it is estimated that costs may be up to £100,000. These costs are already budgeted for and are funded from the Corporate Plan Delivery Fund.

35. Preparation of a new Local Plan document to update and replace the Core Strategy will require additional funding. Costs will be carefully managed and controlled and the use of existing staff resources will be maximised (e.g. in the preparation of evidence base documents) to assist with this. However, there are a number of specialist areas, such as housing needs analysis and transport modelling, where external support is necessary to ensure the Plan is supported by sufficiently robust, comprehensive evidence base. It is anticipated that the total cost of external consultancy support required to support preparation of a document to replace the Core Strategy will be in the region of £300-350,000. In addition, the replacement for the Core Strategy would – as with the DMP - also have to undergo independent examination: this is likely to be an even more involved process than the DMP and, on its own, is anticipated to cost £150,000. Total costs associated with preparation of a new document to replace the Core Strategy are therefore anticipated to be in the region of £450-500,000 over a period of 3 years to 2022.

EQUALITIES IMPLICATIONS

36. An Equalities Impact Assessment screening was undertaken in respect of the submission Development Management Plan. This identified no negative equalities impacts, and identifies positive equalities impacts in relation to: older people, younger people and children, disability, pregnancy and maternity, racial and ethnic groups (Romany Gypsies and Irish Travellers).
37. The proposed 'Main Modifications' are considered to result in a more positive impact in respect of ethnic groups, specifically Romany Gypsies and Irish Travellers, as the modifications provide additional land to provide pitches to meet their identified accommodation needs.

COMMUNICATION IMPLICATIONS

38. A press release has already been issued in respect of the Inspector's Post Hearing Advice Note.
39. A Communications plan has been produced in order to publicise the public consultation on the Main Modifications to the Development Management Plan. The consultation will be publicised in accordance with the Council's Statement of Community Involvement and relevant legislation as set out below.

RISK MANAGEMENT CONSIDERATIONS

40. Risk associated with any delays to the adoption of the Development Management Plan are outlined in the 'Options' section above.

OTHER IMPLICATIONS

41. No other implications have been identified.

CONSULTATION

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42. Consultation on this report has been carried out with the Council's Legal Services and Finance Teams.
43. In preparing the Development Management Plan to date, a range of consultation has been undertaken. This has included:
 - Informal consultation with local community groups inviting suggestions about potential development sites and designations. Comments provided have been incorporated within the evidence base development work.
 - Considerable informal consultation with all members on the main aspects within the Development Management Plan Document. This has included the Development Management Advisory Group, member workshops, briefing sessions and one-to-one meetings. Comments have been used to inform the preparation of the consultation document.
 - Input from neighbouring authorities and other 'duty to cooperate' bodies
 - Development Management Plan Hearing Sessions
 - Formal public consultation in accordance with Regulations 18 and 19 of the Town and Country Planning (Local Planning)(England) Regulations 2012.
 - The LDF Scrutiny Panel met on 2 and 12 October 2017 to consider the Development Management Plan principles and processes followed in preparing the Plan. The Overview and Scrutiny Committee on 12 October 2017 received the Panel's report from its meeting on 2 October and a verbal report from the Chairman of the Panel from its meeting earlier that evening (12 October 2017).
44. Subject to agreement by the Executive, further formal public consultation will be carried out on the 'main' modifications to the Development Management Plan as scheduled in Annex 2. This consultation will be carried out in line with the Council's adopted Statement of Community Involvement and relevant regulations. Consultation documents will be published on the Council's website, with paper copies made available for inspection at the Town Hall and libraries. Specific statutory consultees will be directly notified, as well as those who have previously commented on the Regulation 19 Development Management Plan and those who have requested to be kept informed about plan progress. Comments received through the consultation will be collated and analysed by the Policy Team and forwarded to the Planning Inspector via the Programme Officer.

POLICY FRAMEWORK

45. The Development Management Plan is part of the Council's Policy Framework. Responsibility for adopting the final Development Management Plan will lie with Full Council.

BACKGROUND PAPERS

Inspector's Post Hearing Advice Note (ID-6) - http://www.reigate-banstead.gov.uk/download/downloads/id/5220/id-6_inspector_s_post_hearing_advice_note.pdf

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RBBC-DMP-007

Schedule of Proposed Main Modifications to the Submission Development Management Plan (March 2019)

Reigate Borough Council submitted its Development Management Plan (DMP) for Examination in May 2018.

Following Examination Hearings (held between 30th October and 8th November 2018), the Inspector has published a Post-Hearing Advice Note (ID/6). The Advice Note (ID/6) identifies further Main Modifications (MM) which the Inspector considers are likely to be required to make the DMP sound, taking account of any modifications previously suggested by the Council (including in RBBC-DMP-003/003a and within the Council's responses to "Actions Arising from Examination Hearings" (22 November 2018)).

This Schedule of Main Modifications supersedes any previous versions (including those set out in RBBC-DMP-003/003a). The Schedule is published for the purposes of public consultation and to enable interested parties the opportunity to comment on the modifications. For completeness, the Council has also published alongside this Schedule a separate Schedule of amendments to the Submission Policies Map arising from the Main Modifications. **However, these documents are published for information only, and are not subject to consultation, nor a matter for the Inspector's consideration.**

Addenda to the Sustainability Appraisal (CD3) and to the Traveller Site Land Availability Assessment May 2018 (SD10) / Green Belt Review 2017 (SD33) are published alongside this Main Modifications schedule, and are also subject to consultation.

Each of the Main Modifications has a unique reference number (MM*); this should be quoted when making representations.

The Main Modifications are grouped by Policy, and presented in the order in which they appear in the DMP. The page and paragraph numbers in this Schedule relate to the Regulation 19 Proposed Submission DMP (January 2018) (Examination document CD1).

The following conventions are used throughout this Schedule of MMs:

The standard convention of ~~striketrough~~ for deleted text, and underscored for additional text are used.

All proposed main modifications are shown in red. **Comments are invited on these modifications.**

Where policies are substantially re-written, any additional (minor) modifications are shown here in blue for completeness and readability.

Comments are NOT invited on these modifications.

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
Policy Context for Policies EMP1 – EMP4		
MM1	Paragraph 2.2.5 (p.12)	<p>Add new paragraph under the table entitled Policy CS8 Areas 1-3/Figure 7 as follows:</p> <p><u>2.2.5A In accordance with Core Strategy Policy CS8, the Council will seek to deliver 46,000sqm of employment floorspace by 2027. Identified needs for industrial, storage and distribution premises are anticipated to be met through the reuse and intensification of existing employment areas, including a number of existing permissions. Office needs will be met through a combination of the reuse and intensification of existing employment areas and town centres, small scale planning permissions within the urban area and through a number of specific site allocations in this plan (namely, RTC6 Gloucester Road, REI2 Land adjacent to the Town Hall, BAN2 The Horseshoe, ERM5 Oakley Farm, SSW2 Land at Sandcross Lane and HOR9 Horley Strategic Business Park).</u></p>
Policy EMP5: Safeguarding employment land and premises		
MM2	Policy EMP5 (p.17)	<p>Replace wording of Policy EMP5 in its entirety as follows:</p> <p>Developers of new residential development of 25 units or more, and non-residential development in excess of 1,000sqm size (gross), will be required to agree with the Council, and implement, a Training and Employment Plan demonstrating how the development will:</p> <p>1) Provide or enable the delivery of new construction apprenticeships and other on-site training opportunities as follows:</p> <ul style="list-style-type: none"> a) Residential development: 1 new apprenticeship per 25 units for the first 100 units, then 1 new apprenticeship per 50 units b) Non-residential development: 1 new apprenticeship for the first 1,000sqm, then 1 new apprenticeship per 2,500sqm. <p>2) For non-residential schemes, provide or support local training and placement schemes targeted at local residents in respect of any jobs created through the end use.</p> <p><u>Requirements for employment and skills training in new development will be secured by means of condition or Section 106 agreements for new residential developments of 25 units or more and for non-residential</u></p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		<p><u>development in excess of 1,000sqm size (gross).</u></p> <p><u>The Council will seek to secure a minimum of 20% of the total jobs created by the construction of the new development for local residents or apprenticeships. Opportunities for training and placement schemes targeted at local residents in respect of any jobs created through the end use of any non-residential development will also be explored.</u></p>
		<p>Policy DES6: Affordable Housing</p>
MM3	Policy DES6 (p.35)	<p><i>Amending wording of criteria (1) and (2) as follows:</i></p> <ol style="list-style-type: none"> 1) Between 2012 and 2027 a minimum of 1,500 gross new affordable dwellings will be delivered within the borough. These will be provided by registered providers, and by seeking affordable housing provision and contributions from all housing developments except for single replacement dwellings. 2) The Council will negotiate affordable housing provision and contributions taking into account the specifics of the site, <u>including financial viability</u>, as follows : <ol style="list-style-type: none"> a) Development of allocated greenfield urban extension sites should provide 35% of (gross) dwellings on the site as affordable housing; b) On all other developments providing 11 or more dwellings, (gross) 30% of the dwellings on the site should be affordable housing; e) On development sites providing less than 11 dwellings (gross), a financial contribution broadly equivalent to the cost to the developer of on-site provision of 20% will be sought; d) Within the regeneration areas, a lower proportion of affordable dwellings may be accepted in order to achieve other regeneration aims, including improving the mix of local housing stock. <p><u>In exceptional circumstances, where it can be robustly justified, should the Council consider it would not be suitable or practical to provide affordable housing on site it may accept affordable housing provided on an alternative site or as a payment in lieu.</u></p> 3)-6) <i>[unchanged]</i>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM3 (cont)	DES6 Explanation (p.36)	<p><i>Amend paragraphs 3.2.28 and 3.2.37 as follows:</i></p> <p>3.2.28 The high level of house prices and rental values bot in absolute terms and relative to wages within the borough means that many households cannot access market housing to meet their needs. Lack of affordability has the greatest impact on households with the lowest earnings, including first time buyers. “In order to maximise the amount of new affordable housing in the borough, we will seek a financial contribution from small developments, although at a lower proportion than larger sites.”</p> <p>...</p> <p>3.2.37 Where requirement for on-site provision of 30% of 35% would result in a fraction of a dwelling, this will be rounded up or down according to mathematical convention (up at 0.5). The national vacant building credit will be applied where relevant in calculating both the on-site provision required. and the affordable housing contributions required from smaller sites. Details of both calculations will be set out in a revision to the Affordable Housing Supplementary Planning Document 2014.</p>
Policy DES7: Specialist Housing		
MM4	Policy DES7 (p.37-37)	<p><i>Amend wording of Policy DES7, criteria 1 and 2 as follows:</i></p> <p>Caravans</p> <p>1) For planning a-Applications for residential caravans (these that <u>are not covered by</u> do not fall under Core Strategy Policy CS16 - Gypsies, travellers and travelling showpeople or DMP <u>Policy GTT1 – Gypsy, travellers and travelling showpeople accommodation</u>) the following criteria will be used to assess the suitability of sites <u>must be met for new sites</u>:</p> <p>a)-f) [unchanged]</p> <p>Older people and support needs</p> <p>2) To provide enough suitable accommodation for older people and for people with other support needs:</p> <p>a) The Council will support proposals that are easily accessible to shops, public transport, community facilities and services appropriate to the needs of the intended occupiers.</p> <p>b) The loss of existing care homes, housing for older people and <u>housing for people</u> these with support needs will be resisted unless adequate alternative provision is provided locally or evidence is provided-</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		<p>to the satisfaction of the Council – that there is no longer a need for the facilities <u>or it is not viable for continued care home use.</u></p> <p>c) <i>[unchanged]</i> d) To meet the need for affordable accommodation within the Borough (in line with Policy DES6): i. Where accommodation falls into C3 use class, the Council will expect <u>negotiate to secure the provision of</u> affordable housing to be provided in accordance with DES6 e) <i>[unchanged]</i></p>
Policy DES10: Advertisements & Shopfront design		
MM5	Policy DES10 (p.42)	<p><i>Delete criteria (5) as follows:</i></p> <p>“5. High level brilliantly illuminated, neon, or flashing advertisements, or advertisements with moving parts, will not normally be permitted.”</p>
Policy OSR2: Open space in new developments		
MM6	Policy OSR2 (p.46)	<p><i>Amend wording of criteria (1) as follows:</i></p> <p>1) New housing developments will be expected <u>required</u> to make suitable provision for public open space, sport and recreational facilities as set out below...</p> <p>a) Open space provision should be provided in line with the following standards:</p> <p><u>i. For sites of 830 dwellings or more, allotment plots should be provided at a standard of 10 plots / 1,000 people</u></p> <p><u>ii. i</u> For sites of 460 dwellings or more, natural and semi-natural greenspace should be provided at a standard of 1.8ha/1,000 people.</p> <p>iii ii For sites of 830 dwellings or more, allotment plots should be provided at a standard of 10 plots/ 1,000 people.</p> <p>iv iii For sites of 25 dwellings or more, amenity greenspace should be provided at a standard of 0.8ha/1,000 people.</p> <p>v iv For sites of less than 25 dwellings, amenity greenspace should be provided in line with policy DES1.</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		<p><i>Amend wording of criteria (4) as follows:</i></p> <p>4) On large housing sites <u>over 100 units</u>, including sustainable urban extensions, open space requirements and how they are to be delivered will be established on a case by case basis and set out in a development brief, using the standards above as a minimum starting point.</p>
Policy TAP1: Access, parking and servicing		
MM7	Policy TAP1 (1) c) and (2) (p.49)	<p><i>Amend wording of criteria (1)(c) as follows</i></p> <p>c) Include car parking and cycle storage for residential and non-residential development in accordance with adopted local standards (see Annex 4) <u>unless satisfactory evidence is provided that non-compliance would not result in unacceptable harm. Such evidence could include on-street parking surveys, evidence of parking demand, and/or further information on accessibility.</u> Development should not result in unacceptable levels of on-street parking demand in existing or new streets.</p> <p><i>Amend wording of criteria (2) as follows:</i></p> <p>2) Planning applications will be looked upon favourably <u>unless they where they do not have unacceptable a severe residual</u> transport impacts (including cumulative impacts) <u>taking into account proposed mitigation.</u> or where they provide improvements that would make them acceptable.</p>
Policy CCF1:Climate change mitigation		
MM8	Policy CCF1 (3) (p.52)	<p><i>Replace criteria (3) as follows:</i></p> <p>3) Micro-generation should be considered for new development and where proposed should be incorporated sensitively into the proposed design. <u>The Council will support developments that make provision for on site micro-generation.</u></p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
Policy CCF2: Flood risk		
MM9	Policy CCF2 (1) and (3) (p.53)	<p><i>Amend wording of criteria (1) as follows:</i></p> <p>1) Development proposals must avoid areas at risk of flooding <u>where possible</u> and prioritise development in areas with the lowest risk of flooding. Any proposal within an area known to be at risk of flooding should satisfy the sequential test, and where necessary, the exceptions test in line with relevant national guidance. The Sequential Test shall be undertaken for developments in flood zones 2 and 3 except where exempt in accordance with the requirements of the NPPF and Planning Practice Guidance. Development will not be permitted if there are reasonably available sites appropriate for the proposed development in areas with a lower probability of flooding. Where necessary the Exception Test must also be satisfied in line with national guidance.</p> <p><i>Amend wording of criteria (3) as follows:</i></p> <p>3) Proposals must not increase the <u>level of existing and future</u> risk of flooding elsewhere. Where possible, proposals should seek to secure opportunities to reduce both the cause and impact of flooding <u>for existing and proposed development</u>.</p>
Policy NHE1: Landscape protection		
MM10	Policy NHE1 (p.57)	<p><i>Amend policy wording as follows:</i></p> <p>The following spatial designations are relevant:</p> <ul style="list-style-type: none"> • The Surrey Hills Area of Outstanding Natural Beauty (AONB) • The Area of Great Landscape Value (AGLV) <p>1) <u>With regard to the Surrey Hills Area of Outstanding Natural Beauty (AONB):</u></p> <p><u>a) Within or adjacent to the Surrey Hills Area of Outstanding Natural Beauty, g</u> Great weight will be attached to the impact that <u>the development</u> proposals <u>s</u> would have on the landscape and scenic beauty <u>of the AONB.</u></p> <p>The same principles will apply to proposals within the current Area of Great Landscape Value and</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		<p>maintained as such, until such a time as the AONB Boundary Review is completed which may extend the AONB onto current AGLV.</p> <p><u>b) Proposals for major development within the AONB will only be supported in exceptional circumstances where it is demonstrated as being in the public interest, in accordance with national policy</u></p> <p><u>c) Proposals must conserve and enhance the landscape and scenic beauty of the AONB and development proposals outside its boundaries must have regard to protecting its setting</u></p> <p><u>d) Proposals should have regard to the current Surrey Hills AONB Management Plan</u></p> <p><u>2) The principles set out in Policy NHE1(1) above apply in the Area of Great Landscape Value (AGLV), as designated on the Policies Map, until such a time as the Surrey Hills AONB Boundary Review is completed which may extend the AONB into land currently designated AGLV. Any AGLV remaining after the AONB Boundary Review will thereafter be treated as a local landscape designation.</u></p> <p><u>2)3) Proposals for d Development proposals located between Horley and Gatwick Airport must ensure that a physical visual break is retained through the protection and intensification of existing tree/hedgerow belts and other landscape measures, including introducing a suitable and distinct landscape buffer to reinforce the identity and separateness of the settlement of Horley from Crawley and the Gatwick a Airport. Development and proposals must also have regard to the open setting of the Gatwick Airport consistent with adopted planning policies in adjoining areas. This is reflected on the policies map with the notation <u>designation</u> of 'Gatwick Open Setting'.</u></p> <p><u>3)4) Throughout the borough, development proposals must:</u></p> <ul style="list-style-type: none"> a) Respect the landscape character and landscape features of the locality b) Have particular regard for to potential impacts on ridgelines, public views and tranquillity, and the effects of light pollution c) Be of a design, siting and scale that is complementary to the landscape and <u>its S</u> surroundings d) Use appropriate external building materials, particularly in terms of type and colour, to avoid the development appearing conspicuous in the landscape e) Demonstrate how opportunities have been taken to enhance the immediate and wider setting of the development

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy NHE3: Protecting trees, woodland areas and natural habitats
MM12	<p>Policy NHE3 (p.60)</p> <p>Policy NHE3 Explanation (p.61)</p>	<p><i>Additional wording to be added as a fourth bullet in list at beginning of Policy NHE3:</i></p> <ul style="list-style-type: none"> • Ancient woodland areas • Trees, either individually or in groups/areas, protected by Preservation Orders • Conservation Areas • <u>Mole Gap to Reigate Escarpment SAC Core Sustenance Zone of Bechstein's Bat (<i>Myotis bechsteinii</i>)</u> <p><i>Additional paragraph at end of the Explanation (following paragraph 3.5.15) to Policy NHE3 as follows:</i></p> <p><u>3.5.15A The Mole Gap to Reigate Escarpment SAC supports a population of Bechstein's bat (<i>Myotis bechsteinii</i>). Bechstein's bats roosting within the Mole Gap to Reigate Escarpment SAC rely on land outside of the site boundaries. This is in part because they are a highly mobile species. Land which is required to sustain species associated with a Natura 2000 site is referred to as 'functional linkage'. Where impacts to 'functional linkage' could result in significant effects to the bat populations associated with the SAC, full consideration needs to be undertaken under the Habitats Regulations (in the same way as habitat in the SAC). A 3.5km Core Sustenance Zone (CSZ) is put in place to protect the 'functional linkage' from any development that has potential to impact greenfield sites or existing mature vegetation lines (trees and hedgerows) and/ or river bank corridors and potentially to impact upon the commuting and foraging routes of bats for which these sites are designated. This could include direct loss of habitat and light and sound/ vibration pollution.</u></p>
		Policy NHE4: Green and blue infrastructure
MM13	Policy NHE4 (3) (p.62)	<p><i>Amend wording of criteria (3)b) to Policy NHE4 as follows:</i></p> <p>b) Formal outdoor recreation, allotments, agriculture and woodland where feasible. excluding horse keeping and equestrian development"</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
Policy NHE6: Reuse and adaptation of buildings in the Green Belt		
MM14	Policy NHE6 (p.66)	<p><i>Amend wording of NHE6 as follows:</i></p> <ol style="list-style-type: none"> 1) The re-use and adaptation of buildings to support the rural economy or diversification of rural businesses will be supported provided <u>that</u>: <ol style="list-style-type: none"> a) The existing building is lawful, permanent and of sound construction and can be converted without significant or complete reconstruction; b) The conversion would not detract from the character of <u>enhance</u> the building or the surrounding rural character and would not lead to the loss of any features of architectural or historic importance c) <i>[unchanged]</i> <u>d) The proposal would enhance the rural character of the immediate setting; and</u> <u>e) The proposal would enhance or maintain the visual or physical distinction between urban areas and rural surrounds.</u> 2) Where conversion to residential use is proposed, planning permission will only be granted where: <p>(subject to adherence with other policies)</p> <ol style="list-style-type: none"> a) <i>[unchanged]</i> b) The building is vacant, and <u>It</u> can be demonstrated that reasonable attempts have been made for a minimum 6 month period, without success, to let or sell the premises for a use which would support the rural economy or that such a conversion would be financially unviable (See Annex 3 for marketing requirements).
Policy NHE7: Rural Surrounds of Horley		
MM15	Policy NHE7 (p.66)	<p><i>Amend wording of Policy NHE7 as follows:</i></p> <p>Proposals for development <u>with</u>in the Rural Surrounds of Horley will be expected to <u>should</u> protect the countryside in accordance with <u>national policy paragraph 17 of the NPPF</u>, which recognises the intrinsic character and beauty of the countryside.</p> <ol style="list-style-type: none"> 1) Proposals for development <u>with</u>in the Rural Surrounds of Horley will be looked on favourably where they:

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		<p>a) Support the essential needs of agriculture, forestry and outdoor sports <u>with development</u> that are <u>is an</u> of appropriate size, siting and design and materials; <u>or</u></p> <p>b) Support suitable small scale employment and tourism opportunities in the countryside. Support the social and economic wellbeing of rural communities, including small scale rural businesses.</p> <p>2) The creation of new dwellings will be permitted <u>where: in limited circumstances, including:</u></p> <p>a) Where the <u>proposal</u> meets the requirements of <u>Criteria</u> 1 above;</p> <p>b) The one to one replacement of an existing single dwelling is replaced by with one having of a similar landscape impact; Proposals seeking the demolition of an existing single dwelling will be replaced with a dwelling that will result in an equivalent landscape impact;</p> <p>c) <u>The requirement for a countryside or rural location of the proposal can be justified;</u></p> <p>d) <u>The proposal will enhance or maintain the characteristics of the immediate rural setting;</u></p> <p>e) <u>The scale of the proposal is proportionate to its countryside setting; and</u></p> <p>f) <u>The proposal will enhance or maintain the visual and physical distinction between Horley urban area and its rural surroundings.</u></p> <p>3) Extensions and replacement of existing buildings and any other ancillary development must maintain and not compromise the character of the countryside and landscape.</p> <p>4) <u>Proposals that promote innovative and outstanding architectural design will be considered favourably.</u></p>
Policy NHE8: Horse keeping and equestrian development		
MM16	Policy NHE8 (p.67)	<p><i>Amend wording of criteria (1) a) to Policy NHE8 as follows:</i></p> <p>a) Preserves the <u>openness character</u> of the countryside and, where relevant, would not conflict with the purposes of the Green Belt <u>or harm its openness</u></p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy NHE9: Heritage assets
MM17	Policy NHE9 (p.68-69)	<p><i>Amend wording of Policy NHE9 as follows:</i></p> <ol style="list-style-type: none"> 1) Development will be required to protect, preserve, and wherever possible enhance, the Borough's <u>designated and non-designated</u> heritage assets and historic environment including special features, area character or settings of statutory and locally listed buildings. 2) In-considering All planning applications that that directly or indirectly affect designated or non-designated Hheritage Aassets a balanced judgement will be applied having regard to the scale of any harm or loss as a result of the proposed development and the significance of the heritage asset. Development proposals must demonstrate be supported by a thorough clear understanding of the significance, character and setting of the heritage asset <u>and demonstrate:</u> <ol style="list-style-type: none"> a) how this <u>understanding</u> has informed the proposed development, b) how the proposal would impact affect the asset's significance; <u>and</u> c) any necessary justification proportionate to the importance of the heritage asset and the potential impact effect of the proposal. 3) <u>In considering planning applications that directly or indirectly affect designated heritage assets, the Council will give great weight to the conservation of the asset, irrespective of the level of harm.</u> Any proposal which will-would result in substantial harm to, or total loss of, a designated Hheritage Aasset or its setting will be refused not be supported unless a clear and convincing justification <u>is provided. In this regard:</u> <ol style="list-style-type: none"> a) <u>Substantial harm to, or loss of, Grade II assets will be treated as exceptional and substantial harm to, or loss of, Grade I and II* assets and scheduled monuments will be treated as wholly exceptional.</u> b) <u>Where substantial harm to, or loss of designated heritage assets would occur as a result of a development proposal, planning permission will be refused unless there are substantial public benefits which would outweigh the harm or loss; or</u> <ol style="list-style-type: none"> i) <u>it can be robustly proven that there are no other reasonable and viable uses for the asset in the short or medium term nor any other realistic prospect of conservation; and</u> ii) <u>the harm or loss would be outweighed by the benefits of redevelopment. or a substantial public benefit can be identified.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM17 (cont)	Policy NHE9 (cont) (p.68-69)	<p><u>c) Where less than substantial harm to a designated heritage asset would occur as a result of a development proposed, the harm will be weighed against the public benefits of the proposal.</u></p> <p><u>4) Non-designated heritage assets of archaeological interest that are demonstrably of equivalent significance to scheduled monuments will be subjected to the tests in (3) above.</u></p> <p><u>5) In considering proposals that directly or indirectly affect other non-designated heritage assets, the Council will give weight to the conservation of the asset and will take a balanced judgement having regard to the extent of harm or loss and the significance of the asset.</u></p> <p>6) All development proposals must be sympathetic to a heritage asset and/or its setting by ensuring the use of appropriate high quality materials, design and detailing (form, scale, layout and massing).</p> <p>7) Development that would help secure the long term optimum-viable use and sustainable future for heritage assets, especially those identified as being at of greater risk of loss and decay, in a manner consistent with its conservation will be supported. Any associated development or enabling development should <u>have an be acceptable in terms of its</u> relationship to the <u>listed or locally listed building heritage asset</u>, and character of the surrounding area.</p> <p>8) Proposals which retain <u>or, if possible, and improve enhance</u> the setting of heritage assets, including views, public rights of way, trees, and landscape features , including historic public realm features, in a manner consistent with its conservation, will be supported.</p> <p>9) Proposals affecting a Conservation aArea must preserve and, where appropriate possible <u>enhance the Conservation Area. The quality of the proposal must have particular regard to</u> those elements that have been identified as making make a positive contribution to the character <u>of the Conservation Area</u> and its setting, <u>including and the</u> special architectural or historic interest of the area.</p> <p>10) Demolition (full or partial) of a building, or removal of trees, structures or other landscape features in a Conservation Area, will be permitted <u>only</u> where:</p> <p>a) <u>An approved replacement development scheme is in place; and</u></p> <p>a)b) <u>The loss of the existing building, structure, tree or landscape feature will not detracts, or where appropriate enhances, from</u> the character or appearance of the Conservation Area. <u>Assessment of the contribution of an existing building must have regard to its character by reason of its,</u> design and construction, but not its condition., and</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM17 (cont)	Policy NHE9 (cont) (p.68-69)	<p>b) An approved replacement development scheme is in place, which preserves or enhances the character or appearance of the Conservation Area.</p> <p>11) Development within or affecting the setting of a historic park or garden will be required to:</p> <ol style="list-style-type: none"> a. Avoid subdivision b. Retain or restore features of historic or architectural interest, including trees, other distinctive planting and hard landscaping, and garden features c. Where relevant, be accompanied by an appropriate management plan. <p>12) An archaeological assessment, and including where appropriate, a field evaluation, will be required to inform the determination of planning applications for in the following circumstances:</p> <ol style="list-style-type: none"> a) Sites which affect, or have the potential to affect, Scheduled Monuments b) Sites which affect, or have the potential to affect, aAreas of Archaeological Importance or High Archaeological Potential c) All other development sites exceeding 0.4ha. <p>13) Where the policies map, or other research, indicates that remains of archaeological significance will be, or are likely to be encountered on a site, the Council will require submission and agreement of schemes for the proper investigation of the site to be submitted and agreed. These must incorporate the, recording of any evidence, archiving of recovered material, and the publication of the results of the archaeological work as appropriate, in line with accepted national professional standards.</p>

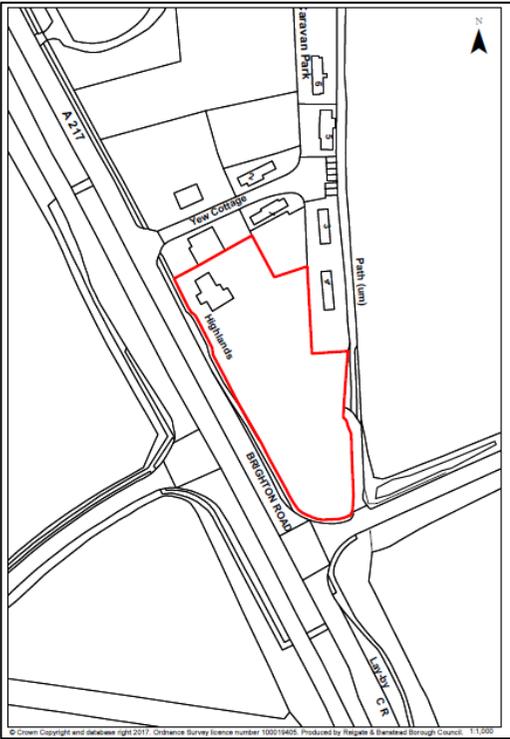
Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP																						
		Policy GTT1: Gypsy, Traveller and Travelling Showpeople accommodation																						
MM18	Policy GTT1 (p.74-77)	<p><i>Re-word Policy GTT1 as follows, including one additional site (G11) and one site allocation which has been increased in site area (G12) (and amend Submission Policies Map accordingly):</i></p> <div style="border: 1px solid black; padding: 5px;"> <p>Policy GTT1 – Gypsy, Traveller and Travelling Showperson Accommodation</p> <p>1) The Council will <u>following sites are inset within the Green Belt and allocated the following sites</u> for <u>the provision of</u> Traveller accommodation.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9e1f2;">Site <u>Allocation</u></th> <th style="background-color: #d9e1f2;">Estimated <u>Indicative</u> capacity</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="background-color: #e2efda;">Gypsy and Traveller</td> </tr> <tr> <td>G3 - Woodlea Stables, Peeks Brook Lane, Horley</td> <td>Up to 4 <u>Approximately 5</u> pitches</td> </tr> <tr> <td>G4 - Treetops/Trentham, Peeks Brook Lane,</td> <td>Up to 2 <u>Approximately 5</u> pitches</td> </tr> <tr> <td><u>G11 - Highlands, Blackhorse Lane, Lower</u></td> <td><u>Approximately 4 pitches</u></td> </tr> <tr> <td><u>G12 - Land at Kents Field, Rectory Lane, Chipstead Woodmansterne</u></td> <td>Up to 2 <u>Approximately 4</u> pitches</td> </tr> <tr> <td></td> <td><u>Total: Approximately 18 pitches</u></td> </tr> <tr> <td colspan="2" style="background-color: #e2efda;">Travelling showpeople</td> </tr> <tr> <td>G9a - Land south of Fairacres, Axes Lane, Salfords</td> <td>Up to <u>Approximately</u> 1 plot</td> </tr> <tr> <td>G9b - Land south of Fairacres, Axes Lane, Salfords</td> <td>Up to <u>Approximately</u> 4 plots</td> </tr> <tr> <td></td> <td><u>Total: Up to 8 pitches & Approximately 5 plots</u></td> </tr> </tbody> </table> <p>As well as complying with other relevant policies, sites must comply with the following site specific requirements:</p> </div>	Site <u>Allocation</u>	Estimated <u>Indicative</u> capacity	Gypsy and Traveller		G3 - Woodlea Stables, Peeks Brook Lane, Horley	Up to 4 <u>Approximately 5</u> pitches	G4 - Treetops/Trentham, Peeks Brook Lane,	Up to 2 <u>Approximately 5</u> pitches	<u>G11 - Highlands, Blackhorse Lane, Lower</u>	<u>Approximately 4 pitches</u>	<u>G12 - Land at Kents Field, Rectory Lane, Chipstead Woodmansterne</u>	Up to 2 <u>Approximately 4</u> pitches		<u>Total: Approximately 18 pitches</u>	Travelling showpeople		G9a - Land south of Fairacres, Axes Lane, Salfords	Up to <u>Approximately</u> 1 plot	G9b - Land south of Fairacres, Axes Lane, Salfords	Up to <u>Approximately</u> 4 plots		<u>Total: Up to 8 pitches & Approximately 5 plots</u>
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Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM18 (cont)	Policy GTT1 (p.74-77)	<p>2) Sites<u>Development of the allocated sites</u>-Proposals for the development and/or intensification of allocated sites to provide additional pitches and plots will be supported where it can be demonstrated that the intensification would meet the needs of gypsies and travellers. Proposals must also comply with the relevant requirements of Policy CS16 of the Core Strategy and the following site specific requirements as set out below.</p> <p>3) <u>Planning permission will not be granted for proposals which would result in the loss of existing traveller accommodation on the allocated sites, or other existing traveller sites unless an alternative replacement site has been identified to provide accommodation of an equivalent or improved standard (including in terms of location).</u></p> <p>4) The site allocations set out in this plan are inset within from the Green Belt and are specifically allocated as Traveller sites only. Occupancy of the above allocated sites will therefore be restricted to the travelling community who meet the "Traveller" definition as set out in current national policy, or who identify as Travellers in line with the stipulations in the Equality Act 2010. If these allocated sites are no longer required to meet an identified Traveller need, then the site will revert to Green Belt status.</p> <p>5) Planning applications should make clearly <u>state</u> what commercial activity, if any, would be carried out on the site, and where. It is recommended that pre-application advice is sought on proposals for Gypsy and Traveller related accommodation development.</p> <p>6) To accommodate<u>To ensure a sufficient supply of suitable accommodation to meet future need in years 6-11, the following pitch numbers will be set aside provided on allocated sustainable urban extensions of over 70 units will be required to provide land for traveller pitches in accordance with the table below. Such set aside</u>+<u>and for these pitches should be provided on-site on the sustainable urban extension unless the developer can demonstrate circumstances which demonstrate that to justify that:</u></p> <p>a) <u>provision on an alternative site within the borough would be more sustainable and/or better meet the needs of the travelling community; and</u></p> <p>b) <u>that the alternative site is within the applicant's control, and is suitable and available for traveller accommodation</u></p> <p>provision on an alternative suitable and available site within the applicant's control is identified, and is</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP																																	
MM18 (cont)	Policy GTT1 (p.74-77)	<p>made available and deliverable by the applicant. <u>Such set aside</u> Land <u>for these pitches</u> (whether on the SUE site or off-site) will be secured through an appropriate legal agreement. The following table identifies the relevant site allocations and the number of pitches required:</p> <table border="1" data-bbox="647 493 1912 983"> <thead> <tr> <th></th> <th>Site No. Reference</th> <th>No. of homes deliverable</th> <th>No. of pitches achievable required</th> </tr> </thead> <tbody> <tr> <td rowspan="2">East Redhill</td> <td>ERM1</td> <td>400 145</td> <td><u>At least</u> 1</td> </tr> <tr> <td>ERM2/3</td> <td>210 230</td> <td><u>At least</u> 3</td> </tr> <tr> <td>East Merstham</td> <td>ERM5</td> <td>95 130</td> <td><u>At least</u> 1</td> </tr> <tr> <td rowspan="2">South & South West Reigate</td> <td>SSW2</td> <td>260 290</td> <td><u>At least</u> 3</td> </tr> <tr> <td>SSW9</td> <td>400 120</td> <td><u>At least</u> 1</td> </tr> <tr> <td rowspan="2">Horley</td> <td>NWH1</td> <td>75</td> <td><u>At least</u> 1</td> </tr> <tr> <td>SEH4</td> <td>70 75</td> <td><u>At least</u> 1</td> </tr> <tr> <td colspan="2">Total</td> <td>940 1,065 homes</td> <td><u>At least</u> 11 pitches</td> </tr> </tbody> </table>		Site No. Reference	No. of homes deliverable	No. of pitches achievable required	East Redhill	ERM1	400 145	<u>At least</u> 1	ERM2/3	210 230	<u>At least</u> 3	East Merstham	ERM5	95 130	<u>At least</u> 1	South & South West Reigate	SSW2	260 290	<u>At least</u> 3	SSW9	400 120	<u>At least</u> 1	Horley	NWH1	75	<u>At least</u> 1	SEH4	70 75	<u>At least</u> 1	Total		940 1,065 homes	<u>At least</u> 11 pitches
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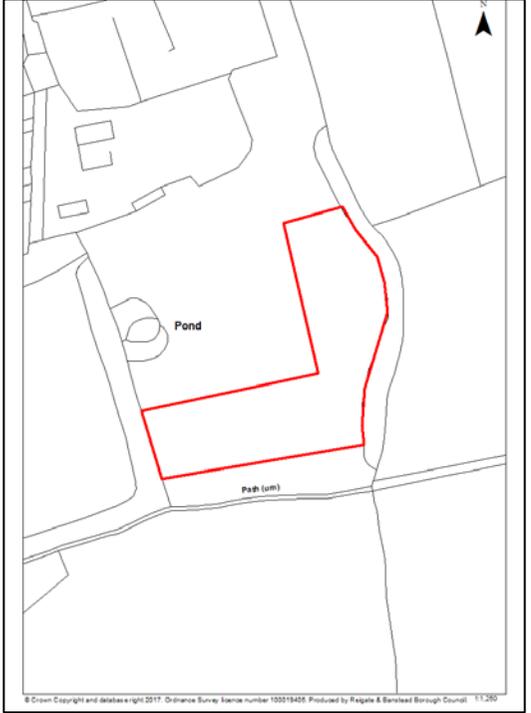
Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM18 (cont)	Policy GTT1 (p.74-77)	<p><u>Allocated Sites:</u></p> <p>G3 - Woodlea Stables, Peeks Brook Lane, Horley</p> <div data-bbox="577 411 1099 1241"> </div> <p><u>Indicative</u> number of pitches: Up to 4 <u>Approximately 5</u> pitches</p> <p>Development will be subject to the following requirements:</p> <ul style="list-style-type: none"> • Any on-site external lighting should be carefully designed and specified so as not to cause disturbance to nearby residents. • Additional tree or hedgerow planting along the western and southern boundary to strengthen the gGreen bBelt boundary. <p>Planning applications must include:</p> <ul style="list-style-type: none"> • A flood risk assessment (<u>to be informed by the Strategic Flood Risk Assessment Level 2</u>); and • <u>A noise assessment</u>

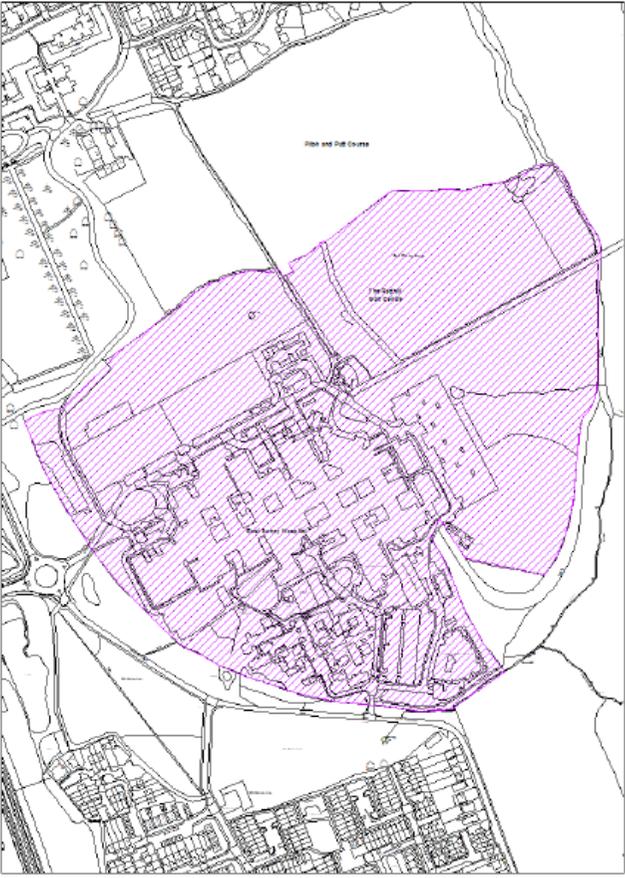
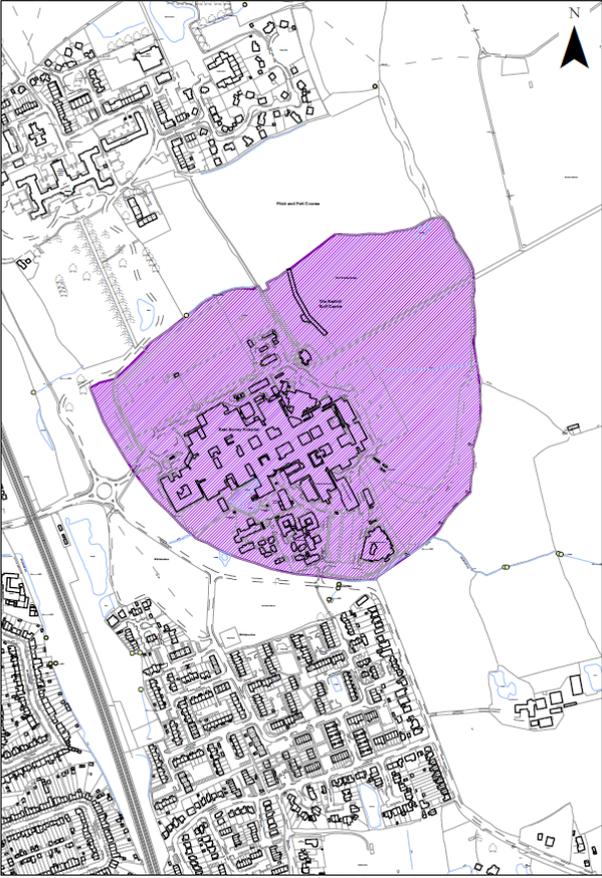
Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM18 (cont)	Policy GTT1 (p.74-77)	<p>G4 - Treetops/Trentham, Peeks Brook Lane, Horley</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="568 368 1099 1249" style="width: 45%;"> </div> <div data-bbox="1099 368 2022 1249" style="width: 50%;"> <p><u>Indicative</u> number of pitches: Up to 2 <u>Approximately 5</u> pitches</p> <p>Development will be subject to the following requirements:</p> <ul style="list-style-type: none"> Any on-site external lighting should be carefully designed and specified so as not to cause disturbance to nearby residents. <p>Planning applications must include:</p> <ul style="list-style-type: none"> A flood risk assessment (<u>to be informed by the Strategic Flood Risk Assessment Level 2</u>); and <u>A noise assessment</u> </div> </div>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP	
MM18 (cont)	Policy GTT1 (p.74-77)	<p><u>G11 Highlands, Blackhorse Lane, Lower Kingswood</u></p>  <p><small>© Crown Copyright and database right 2017. Ordnance Survey licence number 100019425. Produced by Reggate & Bantelwood Borough Council 1:1,500</small></p>	<p><u>Indicative number of pitches: Approximately 4 pitches</u></p> <p><u>Development will be subject to the following requirements:</u></p> <ul style="list-style-type: none"> • <u>Any on-site external lighting should be carefully designed and specified so as not to cause disturbance to nearby residents</u> • <u>The layout and landscaping should be designed to avoid or mitigate adverse landscape or visual impacts on the AGLV and adjoining AONB</u> • <u>Appropriate, safe access to the adjoining highway network</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP	
MM18 (cont)	Policy GTT1 (p.74-77)	<p>G12 - Land at Kents Field, Rectory Lane, <u>Chipstead Woodmansterne</u></p>  <p><small>© Crown Copyright and database right 2018. Ordnance Survey licence number 100010408. Produced by Reigate & Banstead Borough Council. 1:500</small></p>	<p><u>Indicative</u> number of pitches: Up to 2 <u>Approximately 4 additional</u> pitches</p> <p>Development will be subject to the following requirements:</p> <ul style="list-style-type: none"> Any on-site external lighting should be carefully designed and specified so as not to cause disturbance to nearby residents. <p><u>Planning applications must include:</u></p> <ul style="list-style-type: none"> Provide details of on landscaping to reduce visual impact <u>should be provided. This should include A</u> additional tree or hedgerow planting along the western and southern boundary to strengthen the <u>g</u>Green bBelt boundary.

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP	
MM18 (cont)	Policy GTT1 (p.74-77)	<p>G9 (a) - Land south of Fairacres, Axes Lane, Salfords</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="573 512 1077 1201" style="width: 45%;"> </div> <div data-bbox="1115 408 2011 799" style="width: 50%;"> <p>Indicative number of plots: Up to <u>Approximately</u> 1 plot for Travelling Showpeople</p> <p>Development will be subject to the following requirements:</p> <ul style="list-style-type: none"> Any on-site external lighting should be carefully designed and specified so as not to cause disturbance to nearby residents. Provide details on landscaping to reduce visual impact <p><u>Planning applications must include :</u></p> <ul style="list-style-type: none"> <u>Details of landscaping to reduce visual impact</u> </div> </div>	

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP	
MM18 (cont)	Policy GTT1 (p.74-77)	<p>G9 (b) - Land south of Fairacres, Axes Lane, Salfords</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="568 368 1099 1425" style="width: 48%;">  </div> <div data-bbox="1099 368 2022 1425" style="width: 48%;"> <p>Indicative number of plots: Approximately Up to 4 plots for Travelling Showpeople</p> <p>Development will be subject to the following requirements:</p> <ul style="list-style-type: none"> Any on-site external lighting should be carefully designed and specified so as not to cause disturbance to nearby residents. <p>Planning applications must include:</p> <ul style="list-style-type: none"> Provide <u>d</u>etails on landscaping to reduce visual impact </div> </div>	

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy RED9: East Surrey Hospital
MM19	Policy RED9: Allocation (p.105)	<p><i>Replace existing site plan [left] with amended site plan [right] (and amend Submission Policies Map accordingly): – as per changes proposed through RBBC-DMP-003:</i></p> <div style="display: flex; justify-content: space-around;">   </div> <p><i>Amend site area as follows – as per changes proposed through RBBC-DMP-003::</i> Site area: Total: <u>26</u> 24ha</p>

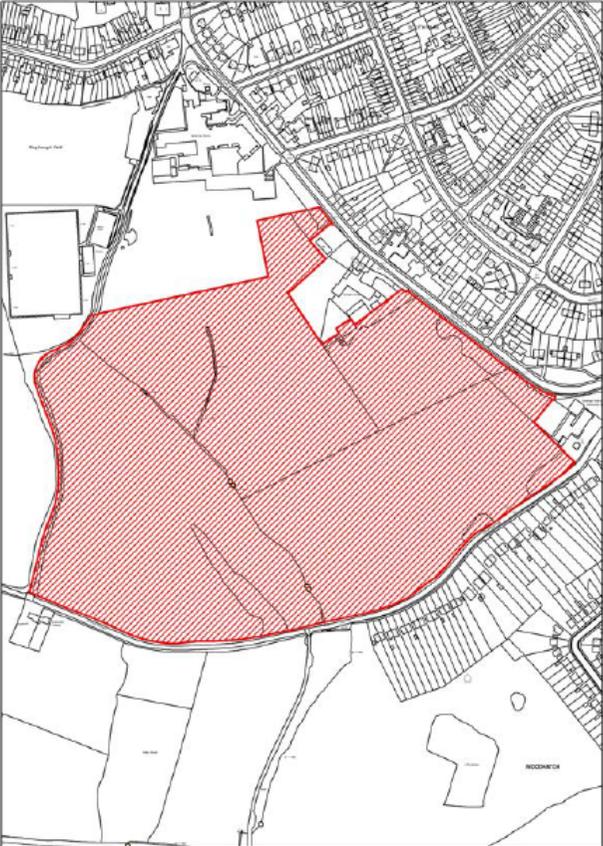
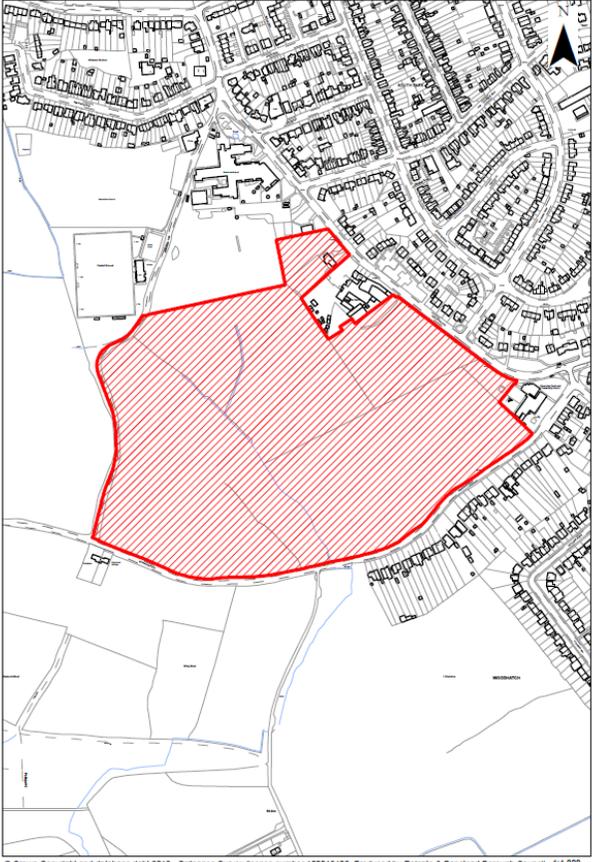
Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM19	<p>Policy ERM1: Allocation (p.107)</p> <p>Policy ERM1 Requirements: (p.108)</p>	<p>Policy ERM1: Land at Hillsbrow</p> <p><i>Amend Allocation text as follows:</i></p> <p>Allocation: The site is allocated for :</p> <ul style="list-style-type: none"> • Residential: approximately 100-145 new homes, including <u>approximately</u> 25 units of retirement accommodation of housing for older people <u>and at least 1 traveller pitch</u> <p><i>Additional requirements to be included at bottom of Infrastructure list as follows:</i></p> <ul style="list-style-type: none"> • <u>Submission of a Transport Assessment will be required as part of a planning application, to include consideration of impacts on the A25</u> • <u>Provide at least one serviced traveller pitch which provide hard standing, garden and connections for drainage, electricity and water to accommodate three households. Pitches should be reasonably integrated with other residential development and not be enclosed with hard landscaping, high walls or fences, to an extent that suggests deliberate isolation from the community. Delivery is to be phased alongside delivery of other new homes. Pitches should be provided on this site unless the applicant can demonstrate that these pitches can be provided on an alternative site which is suitable, available and within the applicant's control. Land provided (whether on the SUE site or off-site) for this purpose will be secured through an appropriate legal agreement.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy ERM2/3: Land west of Copyhold Works and Former Copyhold Works
MM20	<p>Policy ERM2/3 Allocation: (p.109)</p> <p>Policy ERM2/3 Requirements: (p.109-110)</p>	<p><i>Amend Allocation as follows:</i></p> <p>Allocation: The site is allocated for:</p> <ul style="list-style-type: none"> • Residential: approximately 210-230 new homes, including approximately 53 units of retirement accommodation of housing for older people and at least 3 traveller pitches; and • Education/Community: 1.5ha of d serviced land set aside for a new two-form of entry primary school. If the applicant can demonstrate there is no need for this use at the point of planning application the need for an alternative community facility must be tested; and • Open Space: a new, high quality public open space in the southern part of the site. <p><i>Amend 4th bullet point of Design approach and mitigation requirements as follows:</i></p> <ul style="list-style-type: none"> • Design and mitigation measures to address environmental health impacts associated with the adjoining landfill and to ensure an acceptable residential amenity, including but not limited to, an <u>Appropriate buffer zone to the adjoining landfill and mitigation measures to safeguard residential amenity and maintaining including appropriate access to boreholes.</u> <p><i>Additional final bullet point at end of Design approach and mitigation requirements as follows:</i></p> <ul style="list-style-type: none"> • Appropriate phasing of the delivery of homes on the site in order to minimise potential conflicts with any ongoing or future waste operations and site restoration works. <p><i>Amend 1st and 8th bullet points of Infrastructure requirements as follows:</i></p> <ul style="list-style-type: none"> • A 1.5ha serviced site capable of accommodating a new two-from entry primary school and/or complementary community uses • • A new, high-quality <u>Appropriate on-site</u> public open space in the south of the site and play facilities.

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM20 (cont)	<p>Policy ERM2/3 Requirements: (p.109-110)</p> <p>ERM2/3 Explanatory text (p. 110)</p>	<p><i>Additional final bullet point at the end of Infrastructure requirements as follows:</i></p> <ul style="list-style-type: none"> <u>Provide at least three serviced traveller pitches which provide hard standing, garden and connections for drainage, electricity and water to accommodate three households. Pitches should be reasonably integrated with other residential development and not be enclosed with hard landscaping, high walls or fences, to an extent that suggests deliberate isolation from the community. Delivery is to be phased alongside delivery of other new homes. Pitches should be provided on this site unless the applicant can demonstrate that these pitches can be provided on an alternative site which is suitable, available and within the applicant's control. Land provided (whether on the SUE site or off-site) for this purpose will be secured through an appropriate legal agreement.</u> <p><i>Amend paragraphs 4.6.46 and 4.6.47 of Explanatory text to ERM2/3 as follows:</i></p> <p>4.6.46 <u>Housing development of the site</u> The release of housing land will be phased in line with Policy MLS1 to <u>must</u> ensure that operations at Patteson Court are substantially completed before residential development takes place and are not compromised by development of this site. <u>As advised by Surrey County Council as the Waste Planning Authority, 'substantially complete' shall be taken to be the date at which the disposal of non-hazardous and hazardous waste materials (with the exception of those materials that meet the relevant restoration criteria) is completed in accordance with the details approved through the applicable planning permission(s) and Environmental Permit, including completion of all capping activities.</u> In line with advice from Surrey County Council, as w<u>Waste p</u>P<u>lanning a</u>A<u>uthority</u>, care should be taken in the site design and layout to minimise any environmental concerns arising from the <u>landfill</u>.</p> <p><u>4.6.46A Any planning application, should demonstrate that the development of the site would not compromise the effective operation of the Patteson Court landfill and that it would achieve an acceptable residential environment.</u> In particular, careful consideration would be required in terms of traffic and environmental health impacts, including noise and odour. <u>Appropriate environmental and technical assessments – taking account of the up to date information regarding any ongoing operations at the landfill at the time of application and appropriate consultation with the operator and</u></p>

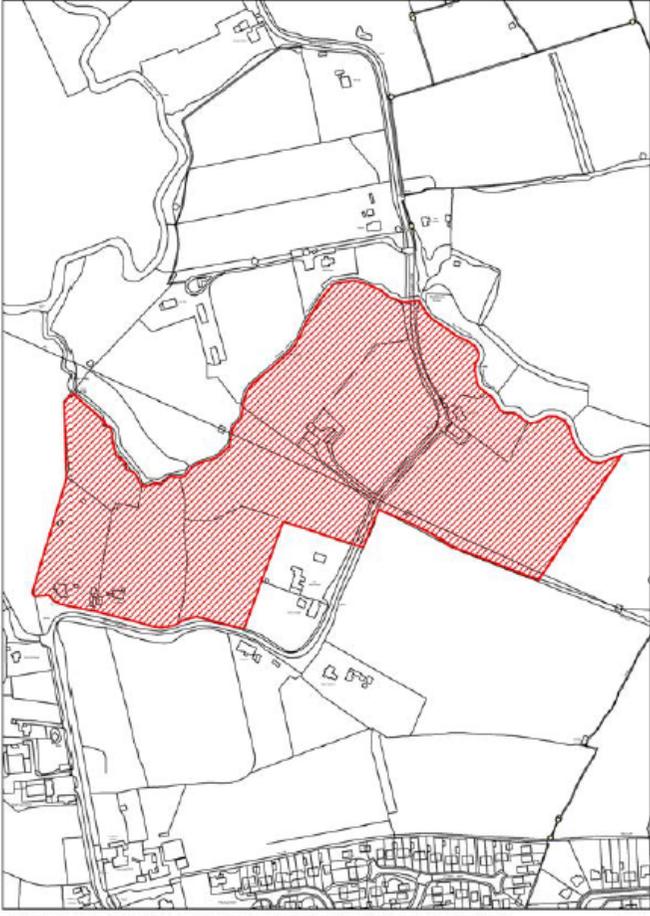
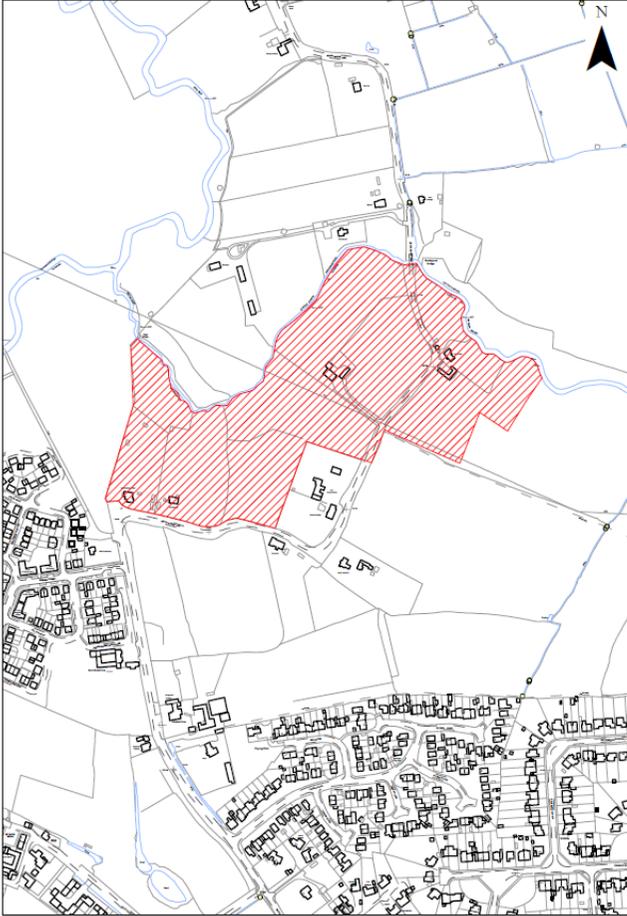
Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM20 (cont)	ERM2/3 Explanatory text (p. 110)	<p><u>Waste Planning Authority – would be expected to support any planning application. These studies should also clearly identify any mitigation measures to be provided within any development proposals in order to ensure an acceptable relationship and residential environment. Such mitigation measures could include appropriate stand-off/buffer zones, acoustic screening and strengthening of boundary landscaping to the landfill operation.</u></p> <p>4.6.47 A phasing plan will be required for this site, informed by the phasing plan for the Landfill site. Careful consideration should also be given to the phasing of the delivery of homes within the site. The phasing plan should to ensure that any potential conflict with ongoing waste operations <u>and site restoration works at Patteson Court</u> can be minimised, and any continuing waste operations and site restoration works at Patteson Court fully taken into account, taking account of circumstances at the time and the future of the <u>Landfill</u> site <u>and any environmental assessments available at the time of any planning application.</u></p> <p><i>Add additional paragraph to Explanatory Text after 4.6.49 as follows:</i></p> <p><u>4.6.50 The housing capacity on the site may be increased over the allocated capacity, should testing at the point of planning application demonstrate there is no need for a new primary school here.</u></p>
Policy ERM4b: Land south of Bletchingley Road		
MM21	ERM4b Allocation: (p.113)	<p><i>Amend Allocation text as follows:</i></p> <p>Allocation: The site is allocated for :</p> <ul style="list-style-type: none"> • Residential: Approximately 230 new homes

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy ERM5: Oakley Farm, off Bletchingley Road, Merstham
MM22	<p>ERM5 Allocation: (p.115)</p> <p>ERM5 Requirements: Infrastructure: (p.116)</p>	<p><i>Amend Allocation text as follows:</i></p> <p>Allocation: The site is allocated for :</p> <ul style="list-style-type: none"> • Residential: Approximately 95 130 new homes <u>including approximately 25 units of housing for older people and at least 1 traveller pitch;</u> <p><i>Additional final bullet point at the end of Infrastructure requirements as follows:</i></p> <ul style="list-style-type: none"> • <u>Provide at least one serviced Traveller pitch which provides for hard standing, garden and connections for drainage, electricity and water to accommodate one household. This pitch should be reasonably integrated with other residential development and not be enclosed with hard landscaping, high walls or fences, to an extent that suggests deliberate isolation from the community. Delivery is to be phased alongside delivery of other new homes. This pitch should be provided on this site unless the applicant can demonstrate that the pitch can be provided on an alternative site which is suitable, available and within the applicant's control. Land provided (whether on the SUE site or off-site) for this purpose will be secured through an appropriate legal agreement.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy SSW2: Land at Sandcross Lane
MM23	SSW2 Allocation: (p.122)	<p><i>Replace existing site plan [left] with amended site plan [right] (and amend Submission Policies Map accordingly):</i></p> <div style="display: flex; justify-content: space-around;">   </div> <p><i>Amend site area as follows:</i> Site area: Total: <u>16.674</u>ha</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy SSW6: Land west of Castle Drive
MM24	SSW6 Allocation: (p.124) SSW6 Requirements: Infrastructure (p.124)	<p><i>Amend site area as follows:</i></p> <p>Site Area: 1.<u>06</u>ha</p> <p><i>Delete final bullet point of Infrastructure requirements as follows:</i></p> <ul style="list-style-type: none"> • Appropriate on-site public open space and play facilities in line with policy OSR2– Open space in new developments
		Policy SSW7: Hartswood Nursery
MM25	SSW7 Requirements: Design approach and mitigation (p.125)	<p><i>Additional 9th bullet point at the end of Design approach and mitigation requirements as follows:</i></p> <ul style="list-style-type: none"> <u>A site-specific flood risk assessment must be undertaken which takes account of the Strategic Flood Risk Assessment (SFRA) Level 2 (2017)</u>
		Policy SSW9: Land at Dovers Farm
MM26	SSW9 Allocation: (p.128)	<p><i>Amend Allocation text as follows:</i></p> <p>Allocation: The site is allocated for :</p> <ul style="list-style-type: none"> Residential: Approximately 100–120 <u>new</u> homes, including <u>approximately</u> 25 units <u>of retirement accommodation of housing</u> for older people <u>and at least one traveller pitch.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM26 (cont)	SSW9 Requirements: Infrastructure: (p.129)	<p><i>Additional final bullet point at the end of Infrastructure requirements as follows:</i></p> <ul style="list-style-type: none"> • <u>Provide at least one serviced traveller pitch which provides for hard standing, garden and connections for drainage, electricity and water to accommodate one household. This pitch should be reasonably integrated with other residential development and not be enclosed with hard landscaping, high walls or fences, to an extent that suggests deliberate isolation from the community. Delivery is to be phased alongside delivery of other new homes. This pitch should be provided on this site unless the applicant can demonstrate that the pitch can be provided on an alternative site which is suitable, available and within the applicant's control. Land provided (whether on the SUE site or off-site) for this purpose will be secured through an appropriate legal agreement.</u>
Policy HOR1: High Street car park		
MM27	HOR1 Requirements: (p.132)	<p><i>Additional bullet point to Requirements as follows:</i></p> <ul style="list-style-type: none"> • <u>Measures to address and attenuate surface water flooding risk</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy NWH1: Land at Meath Green Lane
MM28	NWH1 Allocation: (p.139)	<p><i>Replace existing site plan [left] with amended site plan [right] (and amend Submission Policies Map accordingly):</i></p> <div style="display: flex; justify-content: space-around;">   </div> <p><small>© Crown Copyright and database right 2018. Ordnance Survey licence number 100019405. Produced by Reigate & Banstead Borough Council. 1:3,323</small></p> <p><small>© Crown Copyright and database right 2018. Ordnance Survey licence number 100019405. Produced by Reigate & Banstead Borough Council. 1:4,000</small></p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM28 (cont)	<p>NWH1 Allocation: (p.139)</p> <p>NWH1 Requirements: (p. 139)</p>	<p>Amend Allocation text as follows:</p> <p>Allocation: The site is allocated for :</p> <ul style="list-style-type: none"> • Residential: approximately 75 new homes <u>and at least one traveller pitch;</u> <p><i>Additional bullet point in Design approach and mitigation requirements as follows:</i></p> <ul style="list-style-type: none"> • <u>A site-specific flood risk assessment must be undertaken which takes account of the Strategic Flood Risk Assessment (SFRA) Level 2 (2017)</u> <p><i>Delete 1st Bullet point of Infrastructure requirements list as follows:</i></p> <ul style="list-style-type: none"> • New public open space along the river corridor as a continuation of the Riverside Green Chain and appropriate play facilities <p><i>Additional bullet point at end of Infrastructure requirements list:</i></p> <ul style="list-style-type: none"> • <u>Provide at least one serviced traveller pitch which provides for hard standing, garden and connections for drainage, electricity and water to accommodate one household. This pitch should be reasonably integrated with other residential development and not be enclosed with hard landscaping, high walls or fences, to an extent that suggests deliberate isolation from the community. Delivery is to be phased alongside delivery of other new homes. This pitch should be provided on this site unless the applicant can demonstrate that the pitch can be provided on an alternative site which is suitable, available and within the applicant's control. Land provided (whether on the SUE site or off-site) for this purpose will be secured through an appropriate legal agreement.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
		Policy SEH4: Land off The Close and Harolsea Drive
MM29	Policy SEH4 Allocation: (p.143)	<p><i>Replace existing site plan [left] with amended site plan [right] (and amend Submission Policies Map accordingly):</i></p> <div style="display: flex; justify-content: space-around;">   </div> <p><small>© Crown Copyright and database right 2018. Ordnance Survey licence number 100019405. Produced by Reigate & Banstead Borough Council. 1:1,151</small></p> <p><small>© Crown Copyright and database right 2018. Ordnance Survey licence number 100019405. Produced by Reigate & Banstead Borough Council. 1:1,500</small></p> <p><i>Amend site area as follows:</i> Site area: Total: 2.4 2.5ha</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM29 (cont)	Policy SEH4 Allocation: (p.143)	<p><i>Amend Allocation text as follows:</i></p> <p>Allocation: The site is allocated for :</p> <p>Residential: Approximately 40 <u>75</u> new homes, <u>and at least one traveller pitch</u></p>
Policy HOR9: Horley Strategic Business Park		
MM30	<p>Policy HOR9 Allocation: (p.146)</p> <p>Policy HOR9 Requirements: Movement and Accessibility (p.146)</p>	<p><i>Amend Allocation text as follows:</i></p> <p>Allocation: The site is allocated for:</p> <ul style="list-style-type: none"> • A mix of business space for strategic <u>business park of predominantly offices employment purposes and suitable for a range of occupiers within Class B1 uses</u> <p><i>Amend Requirements - Movement and Accessibility as follows:</i></p> <ul style="list-style-type: none"> • Demonstrate through a Transport Assessment or Transport Statement that there will be no severe residual impact on the local and strategic road network, taking into account <u>the operation of Gatwick Airport as nationally significant infrastructure</u>, the impact of committed developments in the borough and surrounding areas including West Sussex, and any necessary viable mitigation. • A new dedicated, direct access onto the strategic road network (M23) • <u>A cap on number of vehicles accessing the site per hour from the strategic road network M23 J9A spur (and how to monitor and enforce this if it is breached) if needed. To be determined at the planning application stage.</u> • A secondary access from Balcombe Road <u>for a limited number of local registered users of the Business Park (proportion to be agreed at planning application stage), to include mechanism (such as ANPR, and / or barriers) to prevent through traffic, and subject to appropriate local road network mitigation, and to be limited to</u> public transport and emergency service use. • Measures and improvements to manage the impact of additional traffic on surrounding local roads;

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM30 (cont)	<p>Policy HOR9 Requirements: Movement and Accessibility (p.146)</p> <p>Policy HOR9 Requirements: Drainage (p.147)</p>	<ul style="list-style-type: none"> • Provision of appropriate levels of on-site parking and a comprehensive Travel Plan. • Improvements to public transport facilities, including existing bus infrastructure/passenger facilities, <u>a financial contribution to increase capacity at Gatwick Airport station if determined to be required as part of a planning application</u>, and measures to maximise the accessibility of routes and services to future occupiers in and around the site. • Upgrading and extension of pedestrian/cycle routes from the Business Park to Horley town centre and Gatwick Airport station; • <u>Public Right of Way footpath (362a) to be retained or re-routed across the site to maintain a pedestrian link from Balcombe Road to the footbridge across the railway;</u> • <u>Air quality modelling should be submitted alongside a Transport Assessment, to include consideration of cumulative impacts</u> <p><i>Amend Requirements – Drainage as follows:</i></p> <ul style="list-style-type: none"> • <u>A site-specific flood risk assessment must be undertaken which takes account of the Strategic Flood Risk Assessment (SFRA) Level 2 (2017)</u> • Layout to ensure no <u>buildings other than carparks and supporting infrastructure t development</u> on land within Flood Zone 2, and incorporate a buffer zone and improvements to the ditch network within the site • Measures to manage and reduce surface water run-off including a comprehensive system of SUDs <u>SuDS</u>; • <u>Early discussions with Thames Water are needed to consider on- and off-site drainage requirements and the likely load/flow from the proposed development, to ensure that sufficient wastewater capacity is available when required, and consider the potential need for trade effluent license (depending on uses proposed).</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM30 (cont)	<p>Policy HOR9 Requirements: Design (p. 147)</p> <p>Policy HOR9 Requirements: Uses (p.147)</p> <p>Policy HOR9 Requirements: Delivery (p.147)</p>	<p><i>Additional bullet point to end of Requirements - Design list as follows:</i></p> <ul style="list-style-type: none"> <u>Development proposals must have regard to conserving the setting of the Listed Buildings at Fishers Farm and the locally listed buildings at Bayhorne Farm and Bayhorne. The retention of important hedgerows will be encouraged as will retention of a buffer to the green corridor along Balcombe Road to retain the historic landscape character.</u> <p><i>Amend Requirements – Uses section as follows:</i></p> <p>Uses</p> <p>The predominant use of the site should be for B1a purposes with limited B1b, B1c, <u>B8</u>, and non B Class uses <u>including appropriate airport-related Sui Generis uses.</u></p> <p>Complementary uses could include on-site catering, limited retail provision, <u>hotel and conference facilities</u>, gym, crèche and medical services and similar provision but not at a scale likely to significantly divert trade from the wider area or to detract from the prime focus of the site as a Strategic Business Park.</p> <p>An economic impact assessment must <u>be produced in line with national policy demonstrate that there would be no significant adverse impact on nearby town centres, in particular Horley and Crawley town centre.</u></p> <p><i>Amend second paragraph of Requirements – Delivery as follows:</i></p> <p>The development of the site will be in accordance with an agreed master plan, <u>produced by the site promoter in consultation with the Council, and</u> requiring comprehensive development in line with the above requirements. The master plan will be submitted <u>at the outline planning application stage</u> to assist the consideration of subsequent planning application (s) and must include details on phasing, programming of infrastructure and details on quantum of development and appropriate uses.</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM30 (cont)	Policy HOR9 Explanation: Key Considerations (p.148)	<p><i>Amend Key Considerations as follows:</i></p> <p>Key Considerations</p> <ul style="list-style-type: none"> • In the northern part of the site some areas are at risk of flooding (Zone 2).The southern/central part of the site is reserved for public open space provision in the Borough Local Plan 2005 • In the southern part of the site the land falls within the Gatwick Open Setting designation in the Borough Local Plan 2005 and is affected by 57dB LAeq airport noise contour • The site was previously identified as part of the rural surrounds of Horley and making a contribution to the open setting of Gatwick airport. There continues to be is a well-established need to reflect consistency with the policies of adjacent local authorities to preserve the distinctiveness, setting and individual character of Horley, Gatwick Airport and Crawley • Any proposals would need to have regard to conserving the setting of the <u>nearby statutory listed buildings at Fishers Farm and the locally listed buildings at Bayhorne Farm and Bayhorne. The, as well as</u> retention of historic hedgerows will be encouraged as will and retention of a buffer to the green corridor along Balcombe Road to retain the undesignated historic landscape character • <u>There are a number of access solutions to the strategic road network that could range from a new access to the existing roundabout through to a grade-separated junction, depending on the level of development traffic, other committed development in the local area and surrounding network traffic flows. The means of access will need to comply with the Secretary of State's for Transport's policy as set out in Department for Transport Circular 02/2013 (or any successor) and the Licence from the Secretary of State for Transport appointing Highways England as a strategic roads company. Any access arrangement should be viable and deliverable.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM30 (cont)	Policy HOR9 Explanation: Delivery paragraph 4.8.58	<p><i>Amend paragraph 4.8.58 as follows:</i></p> <p>4.8.58 The timing of delivery (possibly to continue beyond this plan period) and the need to ensure that there is a high level of overall quality in terms of design and performance of the site as a whole requires a clear set of design principles and codes to be created. This will allow effective control of the overall development over time and ensure future phases (which may be at the end or beyond the current plan period) can be controlled and permitted swiftly. This will also ensure that the impact on the surrounding area is properly managed and minimised, <u>with infrastructure improvements and mitigation provided when needed to support the development, including cross-boundary infrastructure,</u> whilst allowing flexibility for future market changes. This will be delivered through a supplementary planning document to facilitate the masterplanning and subsequent stages in the achievement of the objectives and development of the site and to ensure wider public engagement in the detailed planning of this important site.</p>
Policy MLS1 Phasing of urban extension sites		
MM31	Policy MLS1 (p.156-158)	<p><i>Amend Policy MLS1 and supporting/explanatory text from paragraph 4.10.6 to 4.10.17 as follows.</i></p> <p>What does the DMP do?</p> <p>4.10.6 The DMP will set out how land for sustainable urban extensions will be released, including the phasing and ordering of individual sites, taking account of site specific factors.</p> <p>4.10.7 Core Strategy</p> <p><i>Policy CS3:</i> Land may also be safeguarded through the DMP in order to provide options to meet development needs beyond the plan period. Safeguarded land will only be allocated through a subsequent local plan review and will be subject to Green Belt policy until such time.</p> <p><i>Policy CS13:</i> (4) Sites for sustainable urban extensions within the broad areas of search set out in policy CS6 will be released when such action is necessary to maintain a five year supply of specific deliverable sites (based on the residual annual housing requirement).</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM31 (cont)	Policy MLS1 (p.156-158)	<p><i>Para 7.4.7:</i> The DMP will take account of site specific factors in allocating and phasing sustainable urban extension sites for development.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Policy MLS1 – Phasing of urban extension sites <u>Managing land supply</u></p> <p>1. The release of urban extensions for development will be determined through the Council's annual monitoring process.</p> <p>2. Where a five year supply shortfall is identified through this process, the Council will release sites:</p> <ul style="list-style-type: none"> a) with sufficient capacity to address the identified five year supply shortfall plus a margin of 5% b) in the following order: <ul style="list-style-type: none"> i. SEH4: and NWH2: ii. NWH1: (subject to access through the North West sector) iii. ERM1: Hillsbrow iv. SSW6: Land west of Castle Drive v. SSW7: Hartswood Nursery vi. ERM5: Oakley Farm vii. ERM4: Land south of Blotchingley Road viii. SSW2: Land at Sandcross Lane, ix. SSW9: Dovers Farm, x. ERM2/3: Copyhold <p>3. Planning permission will not be granted for any proposals which would prejudice or compromise the long-term comprehensive development of an urban extension allocation.</p> <p>4. Planning permission will only be granted for the development of an urban extension site where this is not in accordance with the phasing in (2), where:</p> <ul style="list-style-type: none"> a) Evidence demonstrates that higher priority sites are not deliverable within a timescale which would address the five year supply shortfall; and b) It can be demonstrated that any site-specific constraints or infrastructure requirements associated with the site can be adequately addressed prior to, or in the early stages of, development <p>5. The Council will encourage Developers to enter into a Planning Performance Agreement</p> </div>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM31 (cont)	Policy MLS1 (p.156-158)	<ol style="list-style-type: none"> 1. <u>The Council's Housing Monitor will proactively consider the need for release of the allocated sustainable urban extension sites based on a forward-looking mechanism. In order to maintain a five-year housing supply it will forecast whether such supply can be maintained over the next year and subsequent year. Where the Housing Monitor predicts that a five-year housing supply would not be maintained over this period, allocated sustainable urban extension sites will be released for development as necessary.</u> 2. <u>The Housing Monitor will be published annually, in June each year, setting out the position as of April that year. The Housing Monitor will:</u> <ol style="list-style-type: none"> a) <u>Set out the 5YHLS position for that year and establish whether or not the Council can demonstrate a 5YHLS</u> b) <u>Make an assessment of the likely 5YHLS position in April of the subsequent year, based on an up to date assessment of the Council's housing trajectory</u> 3. <u>The Council will only grant planning permission for sites outside of the annual monitoring process if it can be clearly demonstrated, via up to date evidence, that there is a five year supply shortfall.</u> 4. <u>Planning permission will not be granted for any proposals which would prejudice or compromise the long-term comprehensive development of an urban extension allocation. This excludes proposals for necessary works to support the efficient operation of the Patteson Court Landfill.</u> 5. <u>The Council will maintain an on-going dialogue with those involved in promoting and delivering allocated sustainable urban extensions sites and will actively support and encourage Planning Performance Agreements and/or the preparation of joint Development Briefs (where appropriate) for the sites in order to facilitate their timely delivery upon release.</u>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM31 (cont)	Policy MLS1 (p.156-158)	<p>Explanation</p> <p>4.10.8 The Core Strategy sets out a strategy to meet the borough’s identified housing target. The Housing trajectory (Annex 7) demonstrates how this can be achieved to ensure continuity throughout the plan period (ending 2027). The Housing Monitor shows that housing delivery has responded so far to meet the key indicator of five years supply of specific deliverable sites and it is important that this level of delivery is maintained to assist in the achievement of sustainable development.</p> <p>4.10.9 The Core Strategy recognises that Sustainable urban extensions will be needed as part of the housing delivery strategy to support delivery of the borough’s housing requirement as set out in Core Strategy Policy CS13.</p> <p>4.10.10 Core Strategy Policy CS13 identifies that sites for sustainable urban extensions within the broad areas of search set out in pPolicy CS6 will be released when such action is necessary needed to maintain a five year supply of specific deliverable sites. The pPolicy CS13 also notes that the phasing of sustainable urban extension sites will be set out in the DMP and will take account of strategic infrastructure requirements.</p> <p>4.10.11 Core Strategy Policy CS6(3) identifies that the Council will allocate land beyond the current urban area for sustainable urban extensions, based on an assessment of the potential and sets out the following broad areas of search (in order of priority):</p> <ul style="list-style-type: none"> a. Countryside beyond the Green Belt adjoining the urban area of Horley b. East of Redhill and East of Merstham c. South and South West of Reigate. <p>4.10.12 Within the above broad areas the DMP has prioritised urban extension allocations based on their relative sustainability, relative contribution to Green Belt purposes, and any site specific constraints or infrastructure requirements. Sites will therefore be released in line with the above phasing policy.</p> <p>4.10.13 The sustainability assessment of each of the specific urban extensions sites, through the DMP stage, has provided further understanding of the merits of each of the sites. This subsequent approach to</p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP
MM31 (cont)	Policy MLS1 (p.156-158)	<p style="color: red;">phasing of sites has been informed by the site specific sustainability appraisal.</p> <p style="color: red;">4.10.14 Where sites are comparable in sustainability terms, the contribution to the purposes and integrity of the green belt has been used to further inform the release of the sites.</p> <p>4.10.15 Based on current information, the only site where <u>delivery is reliant on an extended timescale the timing of delivery may be impacted by a site specific constraint or infrastructure requirement</u> is ERM2/3 Copyhold, which is linked to the future operation of the landfill site, in order to ensure the <u>efficient operation of the landfill site</u>s operation is not compromised. (See ERM2/3 for more information) <u>Policy ERM2/3 explains this relationship further and identifies the evidence, mitigation and issues which would need to be considered as part of any application for development. Otherwise, sites will be released in the order identified above.</u></p> <p style="color: red;">4.10.16 The 5 year housing supply will be reviewed and updated annually through the Council's Housing Monitor. In the event that the Council's Housing Monitor identifies that the Council does not have a five year supply of housing, the Housing Monitor will also identify which allocated urban extension sites will be released for development. This policy establishes a proactive and forward looking approach to the management of land supply which respects the Council's "urban areas first" approach and the principles established through Policy CS13 of the Core Strategy whilst ensuring that the Council is able to respond effectively and decisively to evidence of a current or future shortfall in the five year land supply in a planned manner.</p> <p>4.10.17 This will be based on the prioritisation within the DMP and the size of the five year land supply deficit. <u>Only those sites necessary to cover the shortfall in five year supply would be released at any one time. To do this, the policy sets out clear and robust mechanisms for the release of urban extensions sites, starting with the Council's annual Housing Monitoring process. In this way, it provides clarity and certainty for all stakeholders but allows for sufficient flexibility to respond to changing circumstances. The Council recognises the important of a positive, on-going dialogue with those involved in bringing forward sustainable urban extensions and the policy reflects a commitment to this to ensure that these sites deliver the right development at the right time.</u></p>

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP											
		Policy MLS2: Safeguarded land for development beyond the plan period											
MM32	Policy MLS2 (p.158-159)	<i>Delete Policy MLS2 and its Explanation text (paragraphs 4.10.18 to 4.10.22) in its entirety, and amend Green Belt designation on Submission Policies Map accordingly</i>											
		Annex 3: Marketing Requirements											
MM33	Annexe 3: Marketing requirements (p.173-174)	<p><i>Amend penultimate paragraph on page 174 as follows:</i></p> <p>Normally properties should be marketed for a period of at least six months. However in some cases it may be more appropriate to consider a longer marketing period particularly where the use is important to the local community. Properties should be actively marketed for a continuous period of at least six months prior to submission of a planning application, although the Council may require a longer period on larger sites, those within employment or retail designations or those of importance to the local community. Early pre-application discussions are encouraged to confirm the marketing period that would be appropriate. There may also be circumstances where a shorter marketing period may be acceptable if appropriate justification can be provided. To support any request for a reduced period of marketing, local vacancy rates and agent's reports as to market conditions should be provided.</p>											
		Annex 6: Infrastructure Schedule											
MM34	Annex 6: Infrastructure Delivery Schedule Entry PE3 (p.216)	<p><i>Amend entry PE3 as follows:</i></p> <table border="1"> <tr> <td>PE3</td> <td>New 2FE primary school as part of the Land west of Copyhold Works and former Copyhold Works, Redhill (Site allocation policy ERM2/ERM3)</td> <td>Academy (potentially delivered as a free school)</td> <td>Cost approximately £4 7,200,000 to build Developer to provide free make available serviced land <u>for a 2FE primary school (1.5ha)</u> as its Community Infrastructure Levy Payment in Kind (up to the equivalent cost value of</td> <td>September 2022/<u>23</u>5</td> <td>Need for project: Likely to be needed to meet the primary education needs arising from planning housing in the school place planning area of Merstham/Redhill/Reigate.</td> </tr> </table>						PE3	New 2FE primary school as part of the Land west of Copyhold Works and former Copyhold Works, Redhill (Site allocation policy ERM2/ ERM3)	Academy (potentially delivered as a free school)	Cost approximately £4 7,200,000 to build Developer to provide free make available serviced land <u>for a 2FE primary school (1.5ha)</u> as its Community Infrastructure Levy Payment in Kind (up to the equivalent cost value of	September 20 22 / <u>23</u> 5	Need for project: Likely to be needed to meet the primary education needs arising from planning housing in the school place planning area of Merstham/Redhill/Reigate.
PE3	New 2FE primary school as part of the Land west of Copyhold Works and former Copyhold Works, Redhill (Site allocation policy ERM2/ ERM3)	Academy (potentially delivered as a free school)	Cost approximately £4 7,200,000 to build Developer to provide free make available serviced land <u>for a 2FE primary school (1.5ha)</u> as its Community Infrastructure Levy Payment in Kind (up to the equivalent cost value of	September 20 22 / <u>23</u> 5	Need for project: Likely to be needed to meet the primary education needs arising from planning housing in the school place planning area of Merstham/Redhill/Reigate.								

Mod No.	Policy / Explanation paragraph / Annex	Proposed Modification to Submission DMP									
							<p>its CIL payment liability</p> <p>Any additional land value to be reimbursed to developer by Surrey County Council and the local Education Authority.</p>				<p>In accordance with the site allocation policy, the need for a new 2FE primary school to serve this primary school planning area will be re-tested before planning <u>permission</u> is granted. Should there be insufficient need at that time the need for an alternative community use must be tested, and if any is needed serviced land for a community use must be made available</p>
		Annex: 7: Housing Trajectory									
MM33	Annex 7 : Housing Trajectory	<i>Replace existing table in Annex 7 with the table overleaf.</i>									

			Trajectory														Total Number of Units	
			12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26		26/27
Area 1: Banstead	Housing Completions	Large Sites	131	132	179	163	146	72	44	0	0	0	0	0	0	0	0	867
		Small Sites	0	0	0	2	0	0	12	0	0	0	0	0	0	0	0	14
	Sites with Planning Permission	Large Sites	0	0	0	0	0	0	120	111	100	7	0	0	0	0	0	338
		Small Sites	0	0	0	0	0	0	21	24	27	14	0	0	0	0	0	86
	DMP Site Allocations	Town Centre Site Allocations	0	0	0	0	0	0	0	0	0	0	0	25	25	25	0	75
		Rest of the Urban Area Allocations	0	0	0	0	0	0	0	0	0	0	0	0	15	0	0	15
	HELAA Sites		0	0	0	0	0	0	0	0	8	15	0	0	0	15	0	38
	Other Sites Granted Planning Permission Since June 2018		0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
	Total Net Number of Dwellings Area 1		131	132	179	165	146	72	197	135	136	36	0	25	40	40	0	1,434
Area 2a: Redhill	Housing Completions	Large Sites	107	131	71	119	94	103	7	0	0	0	0	0	0	0	0	632
		Small Sites	7	0	6	10	0	0	9	0	0	0	0	0	0	0	0	32
	Sites with Planning Permission	Large Sites	0	0	0	0	0	0	32	106	166	84	101	50	0	0	0	539
		Small Sites	0	0	0	0	0	0	14	29	14	5	0	0	0	0	0	62
	DMP Site Allocations	Town Centre Site Allocations	0	0	0	0	0	0	0	12	12	0	0	25	25	0	0	74
		Rest of the Urban Area Allocations	0	0	0	0	0	0	0	0	15	25	110	140	40	40	50	420
		Sustainable Urban Extensions	0	0	0	0	0	0	0	0	0	0	0	0	0	30	93	123
	HELAA Sites		0	0	0	0	0	0	0	0	0	10	15	0	0	0	0	25
	Other Sites Granted Planning Permission Since June 2018		0	0	0	0	0	0	0	9	7	0	0	0	0	0	0	16
Total Net Number of Dwellings Area 2a		114	131	77	129	94	103	62	156	214	124	226	215	65	70	143	1,923	
Area 2b: Reigate	Housing Completions	Large Sites	54	34	81	95	138	45	5	0	0	0	0	0	0	0	0	452
		Small Sites	0	10	0	0	0	0	5	7	0	0	0	0	0	0	0	22
	Sites with Planning Permission	Large Sites	0	0	0	0	0	0	18	49	50	22	0	0	0	0	0	139
		Small Sites	0	0	0	0	0	0	2	40	26	7	0	0	0	0	0	75
	DMP Site Allocations	Town Centre Site Allocations	0	0	0	0	0	0	0	0	0	15	15	0	0	0	0	30
		Sustainable Urban Extensions	0	0	0	0	0	0	0	0	0	0	0	0	0	35	68	103
	HELAA Sites		0	0	0	0	0	0	0	0	0	0	0	0	0	10	27	37
	Other sites granted planning permission		0	0	0	0	0	0	0	0	7	0	0	0	0	0	0	7

		since June 2018																	
		Total Net Number of Dwellings Area 2b	54	44	81	95	138	50	32	89	83	44	15	0	0	45	95	865	
Area 3: Horley	Housing Completions	Large Sites	133	101	35	77	107	254	73	0	0	0	0	0	0	0	0	780	
		Small Sites	86	77	116	178	105	94	4	0	0	0	0	0	0	0	0	0	660
	Sites with Planning Permission	Large Sites	0	0	0	0	0	0	166	223	236	180	180	180	172	0	0	0	1,337
		Small Sites	0	0	0	0	0	0	13	31	21	12	0	0	0	0	0	0	77
	DMP Site Allocations	Town Centre Site Allocations	0	0	0	0	0	0	0	0	20	40	20	20	0	0	0	0	100
		Rest of the Urban Area Allocations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	20
		Sustainable Urban Extensions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	55	98	153
HELAA Sites		0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	0	6	
Total Net Number of Dwellings Area 3		219	178	151	255	212	348	256	274	297	212	206	180	172	55	118	3,133		
Windfalls									75	75	75	75	75	75	75	75	75	675	
Total Number of Dwellings		518	485	488	644	590	573	622	729	805	491	522	495	352	285	431	8,030		

Reigate & Banstead Borough Council

Local Development Scheme

Revised February 2019

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1. Introduction

- 1.1 The Planning and Compulsory Purchase Act 2004 (as amended by the Planning Act 2008 and the Localism Act 2011) requires a Local Planning Authority to prepare and maintain a Local Development Scheme (LDS). The LDS must set out the scope, and timetable for production/review, of Local Plan documents¹.
- 1.2 The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended in 2017) also requires local planning authorities to complete a review of Local Plan documents every five years, starting from the date of their adoption, to determine whether they require updating.
- 1.3 This LDS supersedes and updates the previous version that was agreed in June 2018, and covers the period to 2023.
- 1.4 Following changes in legislation in 2011 and 2012² there is no longer a requirement for Local Planning Authorities to specify the timetables for producing other planning policy documents (such as Supplementary Planning Documents (SPD), the Community Infrastructure Levy (CIL) and the Statement of Community Involvement (SCI)) in the LDS.
- 1.5 This LDS was approved by the Council's Executive on 21 February 2019 and is brought into effect from 28 February 2019. A glossary of terms is provided at Annex 1.

2. Policy context

Legislation

- 2.1 The Planning and Compulsory Purchase Act 2004: This Act introduced requirements for the preparation of planning policy documents across England and Wales. This included requirements for Local Planning authorities to prepare Development Plan Documents (DPDs), a Statement of Community Involvement, and a Local Development Scheme
- 2.2 The Localism Act 2011: This Act introduced further changes to the planning system, including the abolition of regional spatial strategies, the introduction of a new duty to cooperate on local authorities, and new arrangements for neighbourhood planning.
- 2.3 The Town and Country Planning (Local Planning)(England) Regulations 2012 (as amended): These regulations prescribe the form and content of a Local Plan documents and the Policies Map, and set out revised procedural arrangements for preparing Local Plans. As above, these regulations also prescribe that local planning authorities must review local development

¹ Known in the legislation as Development Plan Documents (DPDs)

² The Localism Act 2011 and the Town and Country Planning (Local Planning)(England) Regulations 2012

documents, including Local Plan documents and the SCI, within five years of their adoption to determine whether they require updating.

- 2.4 All legislation is available to view at <http://www.legislation.gov.uk>.

National policy and guidance

- 2.5 National Planning Policy Framework (NPPF): The NPPF was published in July 2018. It requires that local authorities plan positively to meet the development needs of their area; and that each local authority should produce a Local Plan for its area. Local Plans should be based around a presumption in favour of sustainable development and should set out strategic priorities for the area which should look ahead over a minimum of 15 years from adoption. The NPPF requires that plans are kept up-to-date, are based on joint working to address larger than local issues, and should provide a practical and deliverable framework within which decisions on planning applications can be made.
- 2.6 National Planning Practice Guidance (NPPG): The NPPG provides more detail about how the NPPF should be applied in practice. It provides more information about the process for preparing Local Plans, including evidence gathering, sustainability appraisal and public consultation.
- 2.7 The NPPF and NPPG are available online at <http://planningguidance.planningportal.gov.uk>.

The current Development Plan for Reigate & Banstead

- 2.8 Legislation and national planning policy require that decisions on planning applications are made in accordance with the Development Plan for a local area, unless material considerations indicate otherwise. The Development Plan in Reigate & Banstead currently comprises:
- a. The Core Strategy: The Reigate & Banstead Core Strategy was adopted in July 2014. It sets the overarching framework for planning and development in the borough until 2027, including the scale and location of growth. The Core Strategy is available on the Council's website at www.reigate-banstead.gov.uk/corestrategy.
 - b. The Borough Local Plan: The Reigate & Banstead Borough Local Plan (BLP) was adopted in 2005. The majority of policies in the BLP were 'saved' by the Secretary of State in Autumn 2007. A small number of saved policies were replaced by policies within the Core Strategy; however the majority of BLP policies remain in effect, until such time as they are replaced by new policies. The BLP, and accompanying Proposals Map, is available on the Council's website at <http://www.reigate-banstead.gov.uk/blp>.
 - c. Minerals and Waste Planning Documents: Minerals and waste planning documents are prepared by Surrey County Council but form part of the Development Plan for the borough. The Surrey Minerals and Waste Development Framework comprises the following documents:

- (i) Surrey Waste Plan (2008)
- (ii) Surrey Minerals Plan Core Strategy and Primary Aggregates Development Plan Document (2011)
- (iii) Aggregates Recycling Joint Development Plan Document (2013).

2.9 These are available at <http://www.surreycc.gov.uk/environment-housing-and-planning/minerals-and-waste-policies-and-plans>.

Supplementary Planning Documents and Guidance

2.10 The Council has adopted a range of Supplementary Planning Documents (SPD) and Supplementary Planning Guidance (SPG) to provide supporting information and additional detail on the implementation of policies included within adopted Development Plan documents. Whilst not a formal part of the Development Plan, SPD and SPG are material considerations in the determination of planning applications.

2.11 The Council's adopted SPD and SPG are available on the Council's website at <http://www.reigate-banstead.gov.uk/planningpolicy>.

Background evidence

2.12 Local Plans are prepared drawing on a wide range of technical evidence, to ensure that future planning policies and decisions are based on robust and up-to-date information.

2.13 Assessment of the implications of Local Plan documents is also required, including Sustainability Appraisal (SA), Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA). Evidence and appraisal documents are available on the Council's website at <http://www.reigate-banstead.gov.uk/planningpolicy>.

3. New planning policy documents

3.1 The following section provides a summary of the work planned on formal Local Plan documents. The key priorities are the preparation and adoption of the Development Management Plan and preparation of a new Local Plan Core Strategy. Separate documents setting out the timetables for preparation of new/updated SPDs will be available on the Council's website where such documents are proposed.

3.2 Development Management Plan

3.3 At the time of preparation of this LDS, the Development Management Plan is undergoing Examination. The update to the timetable for this document reflects the need to carry out a period of further consultation on Main Modifications arising from the Examination process. This period of additional consultation will extend the timetable for the Examination process and, by consequence, the anticipated date of adoption of the document.

Overview	
Geographical area	Borough-wide
Description of content	Detailed policies to guide decision making on planning applications; Development site allocations
Chain of conformity	National Planning Policy Framework; Core Strategy
Type of document	Development Plan Document
Priority	High
Timetable and key milestones	
Preparatory work	Until June 2016
Regulation 18 consultation	August – October 2016
Regulation 19 publication	January – May 2018
Submission	August 2018
Examination	August 2018 – April 2019
Adoption	May-June 2019
Working arrangements	
Organisational lead	Director of Place
Political management	Executive Member for Planning Policy Development Management Plan Task Group Development Management Advisory Group
Internal resources	Officers: Planning Policy team; Other Council officers, including from Development Management, Regeneration, Economic Prosperity, and Property. Members: All members input into plan preparation process. Financial: staff costs, costs associated with public consultation, printing and the examination process (Planning Inspector and Programme Officer)
External resources	External consultants as required Stakeholder and community groups Developers and landowners Duty to Cooperate bodies

	Infrastructure Providers
Stakeholder involvement	Informal engagement with partners and stakeholders during preparatory work, including those organisations that fall within the scope of the Duty to Cooperate. Public consultation on Preferred Options DMP, including a range of consultation methods as described in the Statement of Community Involvement. Statutory publication consultation on issues of soundness and legal compliance, and involvement at Examination stage.
Evidence	
Key pieces of evidence:	Strategic Housing Land Availability Assessment; Green Belt Review; Infrastructure Delivery Plan; Sustainable Urban Extensions Study; Sustainability Appraisal; Habitats Regulations Assessment

3.4 Policies Map

Overview	
Geographical area	Borough-wide
Description of content	Map illustrating geographically the application of policies within the adopted Development Plan, including local and national policy designations and local and county development allocations.
Chain of conformity	Any Development Plan Document (including Core Strategy, DMP, Minerals and Waste Plans)
Type of document	Local Development Document
Priority	High
Timetable and key milestones	
Preparatory work	To be progressed on the same timetable as the DMP, and updated as required to incorporate any changes resulting from the adoption/review of other Development Plan documents.
Regulation 18 consultation	
Regulation 19 consultation	
Submission	
Examination	
Adoption	
Working arrangements	
Organisational lead	Director of Place
Political management	Executive Member for Planning Policy
Internal resources	Officers: Planning Policy team Financial: Costs associated with printing and online interactive mapping.
External resources	External companies may be required to undertake printing of policies map and preparation of interactive online map.
Stakeholder involvement	Stakeholder engagement undertaken as part of preparation of associated Development Plan documents (over this period, primarily the DMP).

Evidence	
Key pieces of evidence:	n/a

3.5 New Local Plan Core Strategy

3.6 In addition to the above, the current Core Strategy (adopted in July 2014) includes within it a commitment to commence a review within 5 years of its adoption date. As such, a review of the Core Strategy will be required to commence in 2019.

3.7 This is also consistent with the requirements of the Town and Country Planning (Local Planning)(England) Regulations 2012 (as amended in 2017) which require that Local Plan documents must be subject to review at least once every 5 years in order to determine whether they require updating.

Overview	
Geographical Area	Borough Wide
Description of Content	Overall strategy for the future amount and pattern of development, including housing, employment and infrastructure, in the Borough and strategic policies to guide future development and the conservation of the natural and built environment.
Chain of Conformity	National Planning Policy Framework
Type of Document	Development Plan Document
Priority	High
Timetable and Key Milestones	
Preparatory work	Commencing January 2019
Regulation 18 consultation	January-February 2020
Regulation 18 consultation	November-December 2020
Regulation 19 consultation	April-May 2021
Submission	June 2021
Examination	July 2021-July 2022
Adoption	September 2022
Working Arrangements	
Organisational Lead	Director of Place
Political management	Executive Member for Planning Policy Local Plan Task Group/LDF Scrutiny Panel Development Management Advisory Group
Internal resources	Officers: Planning Policy team; Other Council officers, including from Development Management, Regeneration, Economic Prosperity, Housing, Health & Wellbeing and Property. Members: All members input into plan preparation process. Financial: staff costs, costs associated with evidence gathering, costs associated with public consultation, printing and the examination process (Planning Inspector and Programme Officer)

External Resources	External consultants as required Stakeholder and community groups Developers and landowners Duty to Cooperate bodies Infrastructure Providers
Stakeholder involvement	Engagement with partners and stakeholders during preparatory work, including those organisations that fall within the scope of the Duty to Cooperate, including preparation of Statements of Common Ground. Public consultation on Preferred Options, including a range of consultation methods as described in the Statement of Community Involvement. Statutory publication consultation on issues of soundness and legal compliance, and involvement at Examination stage.
Evidence	
Key pieces of evidence (anticipated, not exhaustive)	Needs Assessments in respect of Housing, Employment, Retail and Leisure; Land Availability Assessment; Urban Capacity Study; Strategic Flood Risk Assessment; Green Belt Review; Infrastructure Needs Assessment & Funding Strategy; Transport Assessment and Modelling; Viability Assessment; Sustainability Appraisal; Habitats Regulations Assessment

4. Risk assessment

- 4.1 It is important to identify the risks that could affect the work programme set out in this LDS, and consider how the risks may be minimised and mitigated. Identified risks are set out in Annex 2.

5. Monitoring and Review

- 5.1 The Council compiles an Authority Monitoring Report (AMR). Amongst other things this monitors progress against the milestones set out in the LDS. The AMR will identify whether milestones have been met, and if not, the reasons for this, and any proposed actions resulting from delays. It will also outline whether there has been any new technical information, changes to legislation/guidance, or other unforeseen circumstances that may warrant amendments to the LDS. The AMR will also monitor
- a. Policies in adopted plans to identify whether they are being successfully implemented
 - b. Progress towards the delivery of development targets in adopted plans
 - c. The delivery of allocated sites.
- 5.2 Where policies are not being implemented, development targets are not being met or allocated sites not being delivered, the AMR will identify management actions and / or contingency measures.
- 5.3 The latest AMR is available to view on the Council's website at <http://www.reigate-banstead.gov.uk/planningpolicy>.

6. Further information

- 6.1 For further information about this document, or about the preparation of Local Plan documents in Reigate & Banstead, please contact:

Email: ldf@reigate-banstead.gov.uk
Post: Planning Policy Team, Reigate & Banstead Borough Council,
Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH
Tel: 01737 276178

- 6.2 If you wish to be added to our consultation database, to receive notifications about relevant consultations, please email the Planning Policy Team at the above email address or complete our Planning Policy mailing list [online form](#).

Annex 1: Glossary

Abbreviation	Term	Definition
AMR	Authority's Monitoring Report	Previously known as Annual Monitoring Report. Monitors progress in preparing Local Plan documents, and assesses the extent to which planning policies are being implemented successfully. Also updates monitoring information for key subject areas including housing, the economy and the environment.
CIL	Community Infrastructure Levy	Sets the financial contributions to be paid on new development in the borough, to fund a wide range of infrastructure to support development.
DP	Development Plan	Legislation requires decision making on planning applications to be made in accordance with the Development Plan unless material considerations indicate otherwise. Comprises DPDs and saved 'old-style' Local Plan policies
DPD	Development Plan Document	Local Development Documents that have Development Plan Status, and are subject to independent examination.
LDD	Local Development Document	A range of different types of planning policy documents, including DPDs, SPDs, the SCI and the LDS.
LDF	Local Development Framework	An overarching term for the suite of Local Development Documents prepared by a local authority.
LDS	Local Development Scheme	A three year project plan setting out the programme for the production of planning policy documents.
LP	Local Plan	The Development Plan Documents that together comprise the Development Plan for a local authority area.
NPPF	National Planning Policy Framework	Document setting out the Government's planning policies for England and how these are expected to be applied
NPPG/PPG	(National) Planning Policy Guidance	Additional guidance provided by Government about how the NPPF should be implemented.
SA	Sustainability Appraisal	Assesses the social, environmental and economic impact of policy options and proposed plans and projects to inform decision making.
SCI	Statement of Community Involvement	Document setting out who, how and when the Council will involve communities and other stakeholders in the preparation and review of planning policy documents and on planning applications.
SEA	Strategic Environmental Assessment	Assessment of the environmental impact of plans and programmes, required under European legislation.
SPD/SPG	Supplementary Planning Document/Guidance	Document providing supporting information and additional detail on how Local Plan policies should be implemented.

Annex 2: Risk Management

Risk	Likelihood	Impact	Possible consequences and mitigation
National policy changes	High	Medium	<p><u>Possible consequences:</u> Further changes to legislation/national policy and guidance may place different requirements on local authorities. The impact of these will be greater where they relate to strategic or cross-boundary issues such as housing needs. Such changes may require evidence to be reviewed and/or the content of any emerging plans to be adapted in response.</p> <p><u>Mitigation:</u> Emerging national legislation/policy will be closely monitored. Officers will carefully review and respond to Government consultations where these are likely to have implications for local plan making and, where relevant and necessary, will seek to engage with, relevant Government departments (such as MHCLG) and the Planning Inspectorate. Local Plan documents will be based on best information available at the time. Where possible and appropriate, flexibility will be built into evidence, external consultancy projects and draft policies to help minimise the impact of possible changes.</p>
Changes in local political control/leadership	Medium	Medium	<p><u>Possible consequences:</u> Changes political control or leadership could filter down into changes in corporate priorities which may have implications for the direction of travel for Local Plan documents. Political uncertainties may also result in delays in obtaining the necessary political approvals for consultation, submission or adoption of Local Plan documents.</p> <p><u>Mitigation:</u> Officers will work closely with the Leader & relevant Portfolio Holder, and other members through existing established advisory groups, to ensure that there is broad political understanding of the context, constraints and direction of travel for emerging Local Plan documents. Wider member engagement events may be held on important topics to assist with understanding and identify key issues or policy changes.</p>
Staffing and resources	Medium	High	<p><u>Possible consequences:</u> Government spending cuts will continue, placing more pressure on Council resources. The effects of this on the Local Plan preparation could be direct (through pressures on planning policy staffing levels or budget) or indirect (through pressures on resources of other teams which may affect their ability to support preparation of the Local Plan). There are also separate risks in relation to staff retention and recruitment: the departure of members of staff from the team has potential to disrupt work on Local Plan documents, particularly if there are delays in recruiting suitable replacements.</p> <p><u>Mitigation:</u> At the macro level, the Council's plans to mitigate overall budgetary pressures are well advanced and should avoid significant unexpected resourcing changes or pressures. Robust and realistic budgeting will be undertaken as part of the project management of Local Plan documents to ensure that likely costs and resource implications are fully understood at the outset. Staff retention will be carefully monitored. The use of external consultants in the preparation of Local Plan documents will be tailored to reflect any pressures which may arise (e.g. a greater reliance of consultancy may be necessary if there is a sudden, prolonged staffing pressure or may be reduced – through preparing more evidence in-house - should a budgetary pressure arise). As a last resort, document preparation timetables may be adjusted.</p>
Resourcing of external agencies	High	Medium	<p><u>Possible consequences:</u> Spending cuts may also impact on Government agencies/bodies, including the Planning Inspectorate or statutory consultees such as Highways England or the Environment Agency. If these organisations have insufficient resources to respond to consultations or input into evidence in a timely manner, delays to document production timetables may result.</p>

			<p><u>Mitigation:</u> Officers will work closely, and maintain positive working relationships with, external agencies and will approach them as early as reasonably practicable where their input is required. This will provide the maximum possible time for possible resourcing risks to be identified and addressed. Flexibility will be built into the project management where input of external agencies is required. Officers will keep PINS informed about any timetable alterations</p>
High levels of public interest/high volume of consultation responses	High	Medium	<p><u>Possible consequences:</u> This risk would place pressures on staff and other resources due to the need to respond to enquiries, process, summarise and consider representations.</p> <p><u>Mitigation:</u> Where controversial topics are involved, high volumes of responses are to a degree unavoidable, particularly as the Council is tasked with ensuring that consultation reaches all those persons/organisations that may have an interest. Officers will work closely with the Council's Communications Team when issues that are likely to generate a high level of interest are consulted upon to put in place an appropriate strategy for communications. Procedures and consultation measures will seek to ensure that consultation responses can be processed as efficiently as possible. Additional time may need to be programmed into project plans to allow for the proper analysis of representations.</p>
Local Plan found not to be 'sound' or legally compliant	Low	High	<p><u>Possible consequences:</u> Matters of 'soundness' can generally be reconciled through modifications to the plan by the Inspector; however, this would potentially give rise to delays whilst additional evidence is prepared or consultation undertaken. Failings in the legal compliance of the preparation of the document would be more significant and would result in the need to revert back to earlier steps in the preparation process to correct deficiencies.</p> <p><u>Mitigation:</u> Officers will put in place procedures to ensure that all Local Plan documents are legally compliant and that all relevant statutory procedures/obligations associated with their preparation are satisfied, particularly in respect of Duty to Cooperate, Sustainability Appraisal, Habitats Regulations and public consultation. Appropriate working arrangements will be established with Duty to Cooperate bodies and these will be maintained throughout the preparation of Local Plan documents. Officers will seek to ensure that all evidence is robust and that an appropriate strategy is put forward in the Plan to minimise the risk of the document being found unsound. Early advice will be sought from PINS to ensure that soundness issues can be addressed promptly should they be identified.</p>
Evidence base becomes dated	Medium	Medium	<p><u>Possible consequences:</u> External factors may lead to the Council's evidence base becoming out of date. Additional delays to document preparation timetables as the result of other risk factors may also result in evidence documents becoming out of date.</p> <p><u>Mitigation:</u> Officers will monitor circumstances and national policy to ensure that, where changes can be anticipated, these are built into the preparation or evidence or the specification for external commissions. If unanticipated changes or delays render evidence dated, Officers will prepare or commission updated evidence studies where necessary and as quickly as possible.</p>
Joint working with neighbouring authorities	Medium	High	<p><u>Possible consequences:</u> Joint working with neighbouring authorities is a statutory requirement of the Localism Act (the Duty to Cooperate) and the requirements in this respect have been heightened through the 2018 NPPF. Reaching common ground on challenging strategic issues such as unmet housing needs is not always straightforward and achieving the necessary officer and political sign up may take time resulting in delays. Different local authorities are at different stages in the plan making process which can also present</p>

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			<p>challenges. <u>Mitigation:</u> Appropriate working arrangements will be established with Duty to Cooperate bodies and these will be maintained throughout the preparation of Local Plan documents. Officers will continue to work closely with neighbouring authorities to share plan development timetables and will maintain positive working relationships. Officers will work closely with the Leader & relevant Portfolio Holder to ensure appropriate political engagement.</p>
Legal challenge	Medium	High	<p><u>Possible consequences:</u> External parties may seek to legally challenge all or part of Local Plan documents. Even an unsuccessful challenge would introduce risk of significant delay to formal adoption, along with associated cost in resisting such a challenge through the Courts. <u>Mitigation:</u> Officers will put in place procedures to ensure that all Local Plan documents are legally compliant and that all relevant statutory procedures/obligations associated with their preparation are satisfied, particularly in respect of Duty to Cooperate, Sustainability Appraisal, Habitats Regulations and public consultation. Close working with the Council's Legal team will be maintained throughout the preparation process and external legal advice (Counsel opinion) may also be sought should specific issues arise. Officers will also maintain a close dialogue with PINS to ensure procedures are satisfied.</p>

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TO	Executive
DATE	21 February 2019
EXECUTIVE MEMBER	Portfolio Holder for Property and Acquisitions

KEY DECISION REQUIRED	Y
WARDS AFFECTED	(All Wards);

SUBJECT	STRATEGIC PROCUREMENT OF FACILITIES MANAGEMENT MECHANICAL SERVICES CONTRACT
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RECOMMENDATIONS:

That the Council award a three year contract to the successful contractor, set out in the exempt report in Part 2 of the agenda, based upon annual orders being placed for mechanical services for an initial three year term, commencing on 1st April 2019 – 31st March 2022, with the option for up to two one year extensions (the extensions being subject to satisfactory performance and budget affordability).

REASONS FOR RECOMMENDATIONS:

As a result of changes to the Council's property portfolio and service requirements, and to ensure best value, the Council needs to procure a new Mechanical Services contract.

Executive authority is required for this contract as this is a Strategic Procurement under the Council's Contract Procedure Rules (CPRs 8.2) and approval is sought to enter into an agreement with the successful tenderer following the conclusion of this strategic procurement exercise.

The existing mechanical services included within this contract, are either currently placed on an annual basis or due to come to an end imminently.

The recent tender having been procured in line with EU Procurement Regulations and the Council's procurement procedures and has demonstrated current Best Value in the

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marketplace.

The new contract consolidates a number of existing contracts / services, providing both centralisation and simplification for management purposes, along with formalising a 24hour 365 day responsive service for the elements included within this contract.

It is anticipated that these annual orders be placed from existing revenue budget provisions.

EXECUTIVE SUMMARY:

The works have been tendered under the heading of Mechanical Services Contract, combining a number of mechanical and housekeeping operations, these services include the servicing and maintenance of heating and plumbing installations, building management systems (BMS), instantaneous water heaters, air conditioning installations, pumping stations, washhand systems, the testing and maintenance of fire sprinklers and fire-fighting mains and the regular testing for Legionella and water hygiene monitoring, which are either required to be undertaken by the Authority under Health & Safety legislation or what would be deemed as good practice. Presently these works have been undertaken by a number of different contractors. There is therefore the opportunity to aggregate the various contracts into one contract thereby creating management as well as other efficiencies including formally providing a 24hour 365 day responsive service. Based upon the successful tender submission it is anticipated the costs for Years 1-3 of this contract (1st April 2019 - 31st March 2022) will be as follows:

		3 Year Costs
Annual Order Value	£ 47,960.68	£ 143,882.04
Annual Call Out / Dayworks Provision	£ 90,889.16	£ 272,667.48
One off Costs	<u>£ 23,087.40</u>	<u>£ 23,087.40</u>
	£ 161,937.24	£ 439,636.92

With the option of extending on a yearly basis for a further two years.

In addition, it is proposed to carry out future approved Capital Mechanical Works under this contract and will be funded from within the existing Capital Programme.

The Council currently has an opportunity to award a contract for the services of mechanical services. This process is a legal requirement and could result in improved services and / or reduced costs.

It is recommended to award a three year contract to the successful contractor, based upon annual orders, with a performance review being undertaken towards the end of year three (March 2022) and if applicable, (March 2023), to decide upon possible one year extensions to the contract.

The indicative aggregative value of this contract makes this a Strategic Procurement under the Council's Contract Procedure Rules (CPRs) and therefore Executive approval is needed for the award of this contract.

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Executive has authority to approve the above recommendations.

STATUTORY POWERS

1. Service contracts of a total value estimated at £181,302.00 and above must comply with the requirements of EU Procurement Regulations.

BACKGROUND

2. The current contracts for the respective elements of the services that have been included within this contract have been in place for a number of years and it is necessary to re-tender them in order to comply with both Council policy and Health & Safety legislative compliance / EU Procurement Regulation.
3. The current specifications for these services are out of date, having been adapted over the years rather than being comprehensively reviewed and re-written. Tendering has provided an opportunity to review the documentation and has enabled the inclusion of the management of the Council's statutory requirements under Health and Safety legislation across the current portfolio.
4. Changes in ways of working and technology have presented further opportunities and going to the marketplace has given companies interested in bidding a chance to demonstrate more efficient ways of providing the services.
5. The changes in the Council's property portfolio and / or requirements over the years could have meant that we were not getting the best value for the services provided.
6. The options and issues are set out below.

MECHANICAL SERVICES CONTRACT TENDER RETURNS

7. This contract was advertised in the Official Journal of the European Union (OJEU) and was tendered under an Open process which facilitated the participation of both local companies and SME's, as well as the large managed services corporations. The tender was an open process in line with EU Procurement Regulations and the Council's own Contract Procedure Rules (CPR)'s.
8. Whilst there are framework agreements in place from which the Council could procure elements of this contract, this route of procurement was not considered suitable as:
 - it would have excluded smaller, potentially local, companies from having the opportunity to bid for the contract(s). It is considered important that local companies do have the opportunity to bid, as a number of informal expressions of interest were received.
 - these framework agreements do not cover the full scope of works intended to be included within this contract.
9. The tendered contract was based upon a five year period (three plus two, one-year, optional extensions). Tenders were received on 5th December 2018 and we received seven compliant submissions.
10. Following receipt, these submissions were not only assessed against price, compared with the services currently provided by the existing incumbents, but also against the

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quality of the contractors to fulfil the extended role, the results of which have been set out in the exempt report in Part 2 of the agenda.

OPTIONS AND RECOMMENDATIONS

Option 1 – (Continue with the current suppliers).

11. This would not be compliant with the Council's or EU Procurement Regulations.
12. The Council would have no way of knowing whether we are receiving best value for the services provided across the term of this contract.
13. The Council would have no benchmark against which to assess whether we are receiving the most efficient service for the cost.
14. There is risk of the current service declining for reasons including contractor complacency.
15. This is not the recommended option.

Option 2 – (Re-tender these services on an annual basis).

16. This process could be considered as not being compliant with current legislation, which expressly forbids splitting tenders to avoid the OJEU Supplies and Services threshold.
17. This would provide some competition and an indication of whether we are receiving good value services.
18. The considerable time, effort and cost involved in re-tendering, along with the need to repeat this process every year, would not be an efficient use of Officer time.
19. Companies may decline to bid for a one year contract due the costs and time involved in them bidding.
20. Successful tenderers may not invest in equipment and resources to support the contract.
21. Costs may be more as any equipment required that they do invest in, could only be spread across a year rather than a longer period.
22. This is not the recommended option

Option 3 – (Award a contract based upon the recent tender process, under new five year contract to the successful contractor). [Three years plus two one-year optional extensions]

23. This option is compliant with EU Procurement Regulations.
24. The Council will be able to get best value for the services and demonstrate that the contract has been fairly and competitively tendered.
25. The potential reward available to a contractor from the range of included services has ensured competitive bids.

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26. The Council will not have to incur the time and costs of re-tendering for three to five years.
27. The Contract will be drawn up to allow the Council to terminate the contract sooner for poor or non-performance.
28. It is expected that due to the period of this contract the Contractor will invest in resources to support and run the contract efficiently.
29. This is the recommended Option.

LEGAL IMPLICATIONS

Procurement

30. The recommended option of a five year contract (three years plus two sequential one year options to extend) is compliant with the Council's Contract Procedure Rules and EU Procurement Regulations. The other options detailed in this report are not available to the Council as they are not legally compliant and the Council would be open to legal challenge. The Head of Legal and Governance (Monitoring Officer) has advised that this is not a course of action the Council can take.
31. The contract was advertised in the Official Journal of the European Union (OJEU).
32. The contract is to be awarded under a JCT Measured Term Contract 2016.

Employment

33. Any existing staff working for the current contractors, that meet the qualification criteria, will have an opportunity to transfer to the new provider under the Transfer of Undertakings (Protection of Employment) Regulations [TUPE].

FINANCIAL IMPLICATIONS

34. The financial implications of the proposed contract are set out in detail in the Executive Summary above. These costs will be covered from existing revenue budgets.
35. The Council has demonstrated best value for these services by going to competitive tender.
36. The new contract aims to combine a number of existing electrical based contracts, currently being provided by multiple contractors, with a view to appointing a Principal Contractor thus reducing administrative costs and officer time for both the Property and Finance Departments. In addition to formally provide a 24hour 365 day responsive service, for those elements included for within the contract.
37. A Dun & Bradstreet independent financial check has been undertaken by the Authority's Finance Department and the successful contractor was identified as having a low-moderate D&B Failure Score. The Authority is not considered to be at risk as all work is done with payment made in arrears. In the event of a business failure the Council would look to replace the existing Contractor.

EQUALITIES IMPLICATIONS

38. None.

COMMUNICATION IMPLICATIONS

39. None.

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RISK MANAGEMENT CONSIDERATIONS

40. Legal and Contractual risks as detailed within the Options and Recommendations Paragraphs. 11 and 16.
41. Financial and Value For Money risks as detailed within the Options and Recommendations Paragraphs 12,13,18,19 and 21.

OTHER IMPLICATIONS

42. None.

CONSULTATION

43. The Executive Member for Finance and Property & Acquisitions has received a briefing on this matter.

POLICY FRAMEWORK

44. The potential value of the contracts makes this a Strategic Procurement under the Council's Contract Procedure Rules.

Background Papers:

None.