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Contact: Andrea Carr
Committee Services
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5 February 2020

Dear Councillor

Your attendance is requested at a meeting of the **COMMUNITY EXECUTIVE ADVISORY BOARD** to be held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey, GU2 4BB on **THURSDAY 13 FEBRUARY 2020 at 7.00 pm.**

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE EXECUTIVE ADVISORY BOARD

Chairman: Councillor John Redpath
Vice-Chairman: Councillor Steven Lee

Councillor Paul Abbey
Councillor Andrew Gomm
Councillor Gillian Harwood
Councillor Diana Jones
Councillor Ted Mayne

Councillor Ann McShee
Councillor Ramsey Nagaty
Councillor George Potter
Councillor Jo Randall
Councillor Deborah Seabrook

Authorised Substitute Members:

Councillor Jon Askew
Councillor David Bilbé
Councillor Richard Billington
Councillor Chris Blow
Councillor Ruth Brothwell
Councillor Graham Eyre
Councillor Tom Hunt
Councillor Gordon Jackson

Councillor Nigel Manning
Councillor Masuk Miah
Councillor Marsha Moseley
Councillor Maddy Redpath
Councillor Will Salmon
Councillor Patrick Sheard
Councillor Paul Spooner
Councillor Catherine Young

WEBCASTING NOTICE

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QUORUM: 4



THE COUNCIL'S STRATEGIC FRAMEWORK

Vision – for the borough

For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.

Three fundamental themes and nine strategic priorities that support our vision:

- | | |
|---------------------|--|
| Place-making | Delivering the Guildford Borough Local Plan and providing the range of housing that people need, particularly affordable homes |
| | Making travel in Guildford and across the borough easier |
| | Regenerating and improving Guildford town centre and other urban areas |
| Community | Supporting older, more vulnerable and less advantaged people in our community |
| | Protecting our environment |
| | Enhancing sporting, cultural, community, and recreational facilities |
| Innovation | Encouraging sustainable and proportionate economic growth to help provide the prosperity and employment that people need |
| | Creating smart places infrastructure across Guildford |
| | Using innovation, technology and new ways of working to improve value for money and efficiency in Council services |

Values for our residents

- We will strive to be the best Council.
- We will deliver quality and value for money services.
- We will help the vulnerable members of our community.
- We will be open and accountable.
- We will deliver improvements and enable change across the borough.

“The information contained in the items on this agenda has been allowed into the public arena in a spirit of openness and transparency to gain broad input at an early stage. Some of the ideas and proposals placed before this Executive Advisory Board may be at the very earliest stage of consideration by the democratic decision-making processes of the Council and should not be considered, or commented on, as if they already represent either Council policy or its firm intentions on the issue under discussion.

The Executive Advisory Boards do not have any substantive decision-making powers and, as the name suggests, their purpose is to advise the Executive. The subject matter of the items on this agenda, therefore, is for discussion only at this stage and any recommendations are subject to further consideration or approval by the Executive, and are not necessarily in final form.”

AGENDA

ITEM NO.

1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

2 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any Disclosable Pecuniary Interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, the councillor must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

3 MINUTES (Pages 5 - 10)

To confirm the minutes of the Executive Advisory Board meeting held on 17 October 2019.

4 COMMUNITY AND VOLUNTARY GRANTS 2020-21 (Pages 11 - 20)

5 FUTURE MANAGEMENT AND OPERATION OF CHANTRY WOOD CAMPSITE (Pages 21 - 86)

6 FORWARD PLAN (Pages 87 - 120)

7 EAB WORK PROGRAMME (Pages 121 - 124)

To consider and approve the EAB's draft work programme.

Please contact us to request this document in an alternative format

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COMMUNITY EXECUTIVE ADVISORY BOARD

17 October 2019

* Councillor John Redpath (Chairman)
Councillor Steven Lee (Vice-Chairman)

* Councillor Paul Abbey	* Councillor Ann McShee
* Councillor Andrew Gomm	* Councillor Ramsey Nagaty
* Councillor Gillian Harwood	Councillor George Potter
* Councillor Diana Jones	* Councillor Jo Randall
* Councillor Ted Mayne	* Councillor Deborah Seabrook

* Present

Councillors Joss Bigmore, Dennis Booth, David Goodwin, Gordon Jackson, John Rigg and Tony Rooth were also in attendance.

C17 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor Steven Lee. There were no substitutes.

C18 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations of pecuniary or non-pecuniary interests.

C19 MINUTES

The minutes of the meeting of the Executive Advisory Board held on 5 September 2019 were confirmed as a correct record, and signed by the Chairman.

C20 PROCUREMENT UPDATE

The Board was invited to note the Procurement Service Strategy 2019 – 2021 and covering update report regarding procurement at the Council, its importance and the planned approach going forward. The report highlighted the need for an effective commissioning, procurement and contract management function.

A supporting presentation was given by the Procurement Manager which explained that commissioning was a process of identifying the needs of a business area and assessing how those needs could be met and services provided, procurement was a system of buying goods, services or works and contract management was an ongoing oversight of a contract to ensure that it was delivered and that risks and opportunities were identified and managed. The presentation outlined the procurement cycle; addressed procurement history to date at the Council; identified key drivers for savings, efficiencies, alternative models for delivery and legal compliance; and covered social value and small to medium enterprises (SMEs).

The procurement cycle consisted of defining requirements, specifications, make or buy options, source identification and selection, contracting, receipt and payment, contract management, and de-commissioning and disposal.

In terms of history, the Council's approximate annual spend was £50 million. Procurement had progressed since the appointment of the first Procurement Officer in 2015 and was

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transforming from an autonomous devolved model into a centralised commercial team with a work programme with 50 plus live projects. In addition to a Procurement Service Strategy, the service benefited from a Corporate Procurement Board which fulfilled the governance of the service. The dedicated Procurement Manager was assisted by an experienced Procurement Team (currently resourced by interim staff) who were working towards the delivery of a centralised category management model identifying savings under the Future Guildford programme.

The key drivers were effective procurement to deliver substantial savings and efficiencies and maximise commercial opportunities for the Council. Commissioning examined how services could be provided in different ways such as working collaboratively with neighbouring authorities (or other bodies) and alternative / innovative delivery models for goods and services. Compliance with legislation, mainly the Public Contract Regulations 2015 and the Local Government Transparency Code 2015, was a further key driver. Effective procurement would mitigate the likelihood of legal challenges due to lack of procurement compliance and procurement challenge was avoided through the systematic, equal opportunities treatment of suppliers at every stage of procurement. There were many forms of challenge, namely, legal challenge, the Cabinet Office Mystery Shopping Scheme, the Council's Corporate Complaints process and the Ombudsman. Receipt of a formal challenge could lead to severe consequences for reputation and meeting timelines.

Procurement could ensure that there was a commercial focus on Social Value and SMEs, assisting local suppliers to be more competitive. The Public Services (Social Value) Act 2012 required social value to be considered when procuring goods and services for the Council. Focus in local government was on building skills and employment opportunities in the local area such as the number of apprenticeships per £ million contract value. A strong procurement function within the Council could help to ensure that this focus was central to procurement activity across the organisation.

The Board was advised of the current top four procurement projects live in terms of spend and noted that the service area fell within Phase A of the Future Guildford programme and proposals around the new staffing structure were being considered. All contracts procured in excess of £5,000 were published onto the Council's website on a quarterly basis under the Transparency Agenda. Unsuccessful contractors could challenge the tender process. The Council had not been challenged to date and the team engaged with the Economic Development team to reach SMEs.

Arising from related discussion and questions, the following points were made:

- Environmental considerations formed part of the specification and the invitation to tender and therefore informed the procurement decision-making process although these were not specifically identified in the Procurement Service Strategy. The Strategy would be reviewed and amended to prioritise environmental issues.
- Final decisions relating to procuring goods, services or works rested with the Council following exploration of needs by service areas and the Procurement Team and the receipt of related tender estimates.
- The systemic category management approach to procurement was welcomed.
- Six to seven full time equivalent employees would be needed to make the Procurement Team fully effective.
- The Modern Slavery Act 2015 and numerous procedures ensured that contractors utilised ethical supply chains and paid employees a living wage.
- An organisational culture change would be required to embrace the move from a devolved to a central approach to procurement and this would be achieved through

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clear messages from management, governance changes and the Procurement Procedure Rules.

- There was a procurement work programme and a register of contracts which were available for Councillors to inspect.
- There were examples of successful joint procuring which could bring efficiencies of scale.
- Procurement featured in the terms of reference of the Climate Change and Innovation Board which would invite the Procurement Team to attend one of its meetings to discuss sustainable development and encouraging suppliers to disclose their environmental credentials. A balance between contract value for money and environmental considerations would need to be identified when awarding contracts.

C21 REVIEW OF REFUSE AND RECYCLING SERVICE - PRESENTATION

The Waste Policy and Development Manager and Waste, Parking and Fleet Services Manager gave a presentation in respect of the above. The presentation covered the background to the service, consistency of collections, Deposit Return Scheme (DRS), Packaging Producer Responsibility Scheme (an extended producer responsibility (EPR) scheme), packaging tax, disposal, collection changes and the resulting impact on the Borough, future possible service models, progress update and summary.

In terms of background, the Government had published a Resources and Waste Strategy in December 2018. Between February and May 2019 four consultations were issued by the Government in respect of collection consistency, DRS, EPR and packaging tax and on 15 October 2019 the Government published the draft Environment Bill. The responses to the consultations and indicated direction of travel would also be published.

With regard to consistency of collections, core materials had been agreed in the form of glass; paper and card; plastic bottles, pots, tubs and trays; and steel and aluminium tins and cans. The inclusion of cartons and plastic film was under review. Free collection of garden waste, standardisation of bin colours, minimum refuse and recycling collection frequencies, and new Key Performance Indicators, likely to be carbon based, were being considered. Food waste would be mandated and there would be a requirement for the separation of waste. A minimum commercial standard would be set and businesses would be required to recycle waste.

Although DRS was expected to be introduced in 2023 following further consultation in 2020 regarding the related detail, the exact approach remained to be confirmed. The Government had commissioned a social research project that would consider the impacts on residents of recycling at home which would result in less material for the Council to collect.

The EPR scheme was also expected to be introduced in 2023 following further consultation in 2020. The scheme would require packaging producers to pay to place material on the market and to contribute to the costs of collecting and recycling it. Money could be claimed back by producers when they used recycled plastic driving the recycling market. The resulting impact on the Borough would be changes in the materials collected and contributions to collection costs.

The packaging tax was a tax on all plastic packaging with less than a set recyclable content. The 2019 budget would include further detail and HM Treasury would publish a technical consultation in respect of the tax design. Related draft legislation would be published in 2020 for implementation in 2022. This scheme would change the composition of the material collected by the Council resulting in collecting less packaging in volume and tonnage.

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In terms of waste disposal, controls remained in place in China and its 2020 ban on imported waste was likely to occur. Indonesia would be introducing new restrictions which would prevent export to the second biggest market, whilst the Netherlands had implemented a flat rate tax on every tonne of Refuse Derived Fuel waste, increasing the cost of disposing of rejected recycling and refuse. Brexit was likely to result in challenges relating to waste exports and additional costs impacting on the income from waste streams. Financial pressures associated with Surrey County Council could determine a new method for collection or change to the material mix in the interests of economy.

Changes to waste collections would feature further analysis to inform EPR and DRS proposals and work with other local authorities to develop further consistency in recycling collections proposals. The next steps for plastic packaging tax were to be set out in the 2019 budget (October/November) and a technical consultation would follow in late 2019 or early-mid 2020. Second consultations in respect of the specific details of EPR, DRS and consistent recycling collections would be held in 2020 on a timescale to be agreed. Draft legislation for plastic packaging tax would be published during 2020 when a new EPR scheme, a DRS for drinks containers and measures in the consistency in recycling would come into effect.

The implications for the Council were the need to change how it collected waste to reflect the changes in what there was to collect and do before the market changed to ensure best value and to guarantee that there remained a market for collected waste.

The likely scenarios for future possible service models included separating paper with cans, plastics and glass together or separating glass and paper with cans and plastics together. The first proposal would retain material value, reduce contamination and require an additional container (bin, box or bag). The second proposal could possibly be mandated by Government and would also ensure that material retained value and contamination was reduced whilst requiring two additional containers (bins, boxes or bags) and potentially reducing the recycling rate.

With regard to progress to date, vehicle procurement was in the initial stages and the Council continued to monitor the market and respond to consultations and studies.

In summary, collection methods would need to change, materials to collect would be determined centrally and were not yet confirmed. There would be more consultations, Government responses to which were expected in summer 2020. By July 2020 the Council should have a clear direction of travel and options and proposals would be put before the Board to consider at that time. Vehicles were being procured to handle all options although additional fleet may be needed and delivery was expected in Autumn 2020.

The following points arose from related discussion and questions:

- Although there were numerous changes proposed in the field of refuse and recycling, the Council was in a strong position to respond to these in partnership with other Surrey local authorities whilst retaining services and expertise in-house.
- Sorting of waste by residents using their own receptacles was beneficial to minimise contamination.
- There were various options in respect of bin types and frequency of collection, for example, three-weekly collections would reduce costs. All options would be presented to Councillors to consider in the future.
- Refuse collection crews undertook bin lid lift exercises for check for contamination and, if found, the incident would be recorded and bins would be labelled and letters sent to alert residents to their errors.

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- Some form of cleansing of all recyclables was required and it was possible that an entire load of recycling may be rejected in the event of severe contamination.
- Educational work, including that with the Surrey Environmental Partnership, continued and the Council supported campaigns such as that designed to reduce food waste. Communications took many forms including notices and bin hangers. The Council communicated with the University of Surrey which had an educational programme which aimed to encourage students to recycle.
- Annual collection calendars and leaflets would be circulated the following week. In the case of residents with English as an additional language, these could be translated on request and the use of pictorials in leaflets and on the website assisted. Large print communications were available.
- Although leasing of the waste collection fleet resulted in fixed costs and risks, the Council preferred to purchase its fleet as this gave flexibility, extended vehicle life and retained some vehicle value.
- As the Council's depot did not currently have a viable electrical infrastructure to support a fleet of electric refuse collection vehicles, the next generation of vehicles would not be electric. However, following some investment in the infrastructure, electric vehicles could be utilised in the future. There was a balance to be reached between finance and the environment as, although electric vehicles could be more costly to purchase, they could be cheaper to run and had environmental benefits. Methane and hydrogen fuel cells were possible alternative fuel sources.
- A gasification plant involving methane gas to produce electricity was being developed by Surrey County Council in the Spelthorne area.
- Surrey County Council was seeking to measure its carbon footprint and comply with its declared climate change emergency.
- Green waste was disposed of at various locations in the Borough and beyond. The export of organic matter was not known.

C22 EXECUTIVE FORWARD PLAN

The Executive Forward Plan dated October 2019 was noted by the Executive Advisory Board.

C23 EAB WORK PROGRAMME

The Executive Advisory Board agreed its work programme.

The meeting finished at 9.05 pm

Signed

Date

Chairman

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Executive Report

Ward(s) affected: All

Report of Director of Strategic Services

Author: Steve Benbough

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Lead Councillor responsible: Councillor Julia McShane

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Email: julia.mcshane@guildford.gov.uk

Date: 18 February 2020

Community and Voluntary Grants 2020-21

Executive Summary

This report sets out the proposed allocation of grants to voluntary and community organisations for 2020-21. In order to protect and maintain services to some of our most vulnerable and disadvantaged residents, we are proposing to transfer £50,495 from the community grants budget to support the voluntary grants scheme in 2020-21.

Recommendation to Executive

That the Executive approves:

- (1) the allocation of community grants for 2020-21 as set out in Appendix 1 to this report;
- (2) the transfer of £50,495 from the community grants budget to the budget for grants to voluntary organisations for 2020-21; and
- (3) the allocation of grant funding to voluntary organisations for 2020-21 as set out in Appendix 2 to this report.

Reason(s) for Recommendation:

To enable the grants process for 2020-21 to be implemented.

Is the report (or part of it) exempt from publication? No

1. Purpose of Report

- 1.1 The report asks the Executive to approve grants to community and voluntary organisations for 2020-21 as proposed by the Council's Grants Panel.

2. Strategic Priorities

- 2.1 Voluntary and community organisations deliver a wide range of services within the borough, including to some of our most vulnerable residents. As such, the

grants proposed within this report will contribute to the delivery of the following strategic priorities:

- supporting older, more vulnerable and less advantaged people in our community; and
- enhancing sporting, cultural, community and recreational facilities.

3. Background

Community Grants

- 3.1 Charitable, social enterprise, community and voluntary organisations are eligible to apply to this grant scheme. The scheme does not provide year-on-year funding for the same project and support is directed towards projects that will become self-sustaining in future. The budget for 2020-21 is £132,360.
- 3.2 The maximum grant available under the scheme is the lower of £15,000 or 50% of the cost of the project. Applications were assessed and scored by the Grants Panel (comprising Councillors Julia McShane, Graham Eyre, Angela Goodwin and John Redpath) on 26 November 2019 against the following criteria:
- support for the Council's corporate priorities;
 - extra facilities, equipment, services or activities to be provided that do not already exist;
 - local need and community benefit; and
 - financial position and viability and sustainability of the project.
- 3.3 Following discussion, the Grants Panel decided to award grants to organisations scoring 10 points or more out of a possible 20. The grants recommended for funding in 2020-21 are set out in Appendix 1 to this report. The total proposed allocation is £81,865 and the Panel recommended that the remaining £50,495 be transferred to the voluntary grants budget for 2020-21 to maintain vital services for some of our most vulnerable residents.

Grants to Voluntary Organisations

- 3.4 The Voluntary Grants Panel was previously a partnership between Surrey County Council and ourselves. However, since 2018-19, funding is now provided only by this Council. Grants are awarded to voluntary organisations for projects that:
- support older people in our community
 - support vulnerable and less advantaged people in our community
 - protect or enhance our environment
 - enhance our sporting, cultural and recreational facilities
 - deliver health and wellbeing improvement for our residents

- prevent homelessness and rough-sleeping in the borough
 - provide skills, training and work opportunities for residents
 - deliver initiatives to address issues of rural deprivation
- 3.5 The provisional budget for voluntary grants for 2020-21 is £178,870. We are also recommending that unallocated community grants funding is transferred to the voluntary grants budget which, if agreed, would provide a total pot of £229,365 for 2020-21.
- 3.6 Applications were assessed and scored by the Grants Panel on 20 November 2019 against the following criteria:
- evidence of need for project or service;
 - evidence of partnership working (particularly with other voluntary organisations);
 - evidence of measures taken to improve cost-effectiveness, reduce operating costs or increase income; and
 - extent to which the project supports the Council's corporate priorities.
- 3.7 The Panel decided to award grants to organisations scoring 12 points or more out of a possible 25. The grants recommended for funding in 2020-21 are set out in Appendix 2 to this report. The total proposed allocation is £221,500.
- 3.8 Applicants for voluntary (and community) grants have been informed of their provisional allocations and advised that these are subject to approval by the Executive.

4. Consultation

- 4.1 All applications for community and voluntary grants have been considered by the Council's Grants Panel.

5. Key Risks

- 5.1 We believe that the grants recommended in this report align our grant support for voluntary and community organisations with our corporate priorities, particularly in terms of the focus on the disadvantaged and vulnerable. However, we should be mindful that, as the largest funder of services in some cases, we are likely to be seen as being responsible and accountable for their provision and continuation.

6. Financial Implications

- 6.1 The proposed allocations set out in this report are based on the funding for community and voluntary grants included within the Council's budget for 2020-21. Within this overall grants pot, we are proposing the virement of £50,495 from the

community grants budget to the budget for grants to voluntary organisations for 2020-21.

7. Legal Implications

- 7.1 We have the power to give grants to voluntary and community organisations under the general power of competence in Section 1 of the Localism Act 2011.
- 7.2 Community and voluntary organisations awarded grants will be required to enter into a funding agreement with us before any payment is made. The agreement will set out the outcomes to be achieved using the funding and these will be monitored to ensure that they are delivered.

8. Human Resource Implications

- 8.1 There are no human resources implications arising from the report.

9. Equality and Diversity Implications

- 9.1 When deciding whether to recommend a grant for approval, we must have due regard to the public sector equality duty by consciously thinking about the need to:
 - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

(Protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.)
- 9.2 We need to carefully consider proposals that would reduce funding to groups that have previously received financial support on a regular basis. In this case though, voluntary and community grants only provide funding for one year and there is no commitment to ongoing support. This is made clear to applicants so there is no legitimate expectation that funding will continue.

10. Climate Change/Sustainability Implications

- 10.1 There are no significant implications for climate change or sustainability arising from the proposals in the report.

11. Summary of Options

- 11.1 Grants to voluntary and community organisations are made on an entirely discretionary basis. Grant recipients are made aware that funding is provided for one year only and that there is no commitment to further support. On that basis,

it is for the Council to choose the overall level of grant funding to make available. Within that framework, individual grants are recommended based on the outcome of a consistent assessment and scoring process undertaken by the Grants Panel.

12. Conclusion

- 12.1 The report proposes that grants are awarded to community and voluntary organisations in 2020-21 as set out in Appendices 1 and 2 to this report. It recommends that £50,495 be vired from the community grants budget to the budget for grants to voluntary organisations to accommodate this.

13. Background Papers

Community Grants Scheme Application Forms 2020-21
 Voluntary Grants Application Forms 2020-21
 Community Grants Scoring Matrix
 Voluntary Grants Scoring Matrix

14. Appendices

Appendix 1: Proposed Community Grants Scheme Allocations 2020-21
 Appendix 2: Proposed Voluntary Grants Scheme Allocations 2020-21

Service	Sign off date
<i>Finance / 151 Officer</i>	<i>06/01/20</i>
<i>Legal / Governance</i>	<i>07/01/20</i>
<i>HR</i>	
<i>Equalities</i>	
<i>Lead Councillor</i>	<i>14/01/20</i>
<i>CMT</i>	<i>14/01/20</i>
<i>Committee Services</i>	

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COMMUNITY GRANTS SCHEME: PROPOSED GRANTS 2020-21

Organisation	Project	Amount Applied For	Total Score	Amount Awarded	GBC Premises	Rent Paid	Estimated Market Rent
Wanborough Village Hall	Upgrade the premises, including accessibility for all	£15,000	16	£15,000	No	-	
Rosamund Community Garden	Establishment of a community hub in the garden	£6,286	16	£6,286	No	-	
HQ Theatres Trust	Provision of Live Well Festival 2020 at G Live	£4,910	16	£4,910	Yes	0	Unknown
Stoke and District Horticultural Society	Refurbishment of Aggie Hall	£13,309	16	£13,309	Yes	£700	£20,000
Reskilled	Start-up funding for project to support the long-term unemployed	£3,488	15	£3,488	No	-	
Guildford Walking for Health	Expansion of offer and increased capacity to deliver	£2,085	15	£2,085	No	-	
CHIPS	Supporting attendance by less advantage young people	£15,000	14	£15,000	No	-	
Surrey Beekeepers Association (Guildford Division)	Expansion of outreach programme	£785	14	£785	No	-	
Eden People Community Wellbeing Group	Project to support emotional and physical health	£1,562	14	£1,562	No	-	
YMCA Downslink Group	Programme to provide life skills training and	£14,440	12	£14,440	No*	-	

	support						
Crossroads Care Surrey	Supporting unpaid carers with respite breaks	£15,000	11	5,000	No	-	
			Total	£81,865			

*The Council owns and leases the land on which the premises are located

VOLUNTARY GRANTS SCHEME: PROPOSED GRANTS 2020-21

Organisation	Project	Amount Applied For	Total Score	Amount Awarded	GBC Premises	Rent Paid	Estimated Market Rent	Notes
Home Support Services (Guildford)	Home support service	£18,000	19	£18,000	No	-		
Surrey Welfare Rights Unit	Specialist benefits support	£5,000	18	£5,000	No	-		
Guildford Action Day Service	Day service provision for people at risk of homelessness	£120,000	18	£90,000	Yes (Beverley Hall)	Nil	£15,000	Total support of £135,000
Guildford Action for Families	Support for vulnerable parents and children in a home setting or community group access point	£60,000	14	£30,000				
Oakleaf Enterprise	Vocational training for vulnerable clients with mental ill health	£25,000	17	£20,000	No	-		
South West Surrey Association for Mental Health	Canterbury Care Centre	£22,500	15	£20,000	No	-		
Cruse Bereavement Care, South West Surrey	Bereavement advice and support	£8,000	15	£8,000	No	-		
Surrey Hills Society	Chilworth Gunpowder Mills performance and film	£1,080	14	£500	No	-		
Age Concern Shalford and Peasmarsh	Help for the elderly	£500	14	£500	No	-		
Citizens Advice Ash	Ash Independent Living Advisor	£12,500	14	£12,000	No	-		Also core funding of £69,500 amounting to total overall support of £81,500
Outline	LGBT outreach and support	£1,000	13	£1,000	No	-		

Organisation	Project	Amount Applied For	Total Score	Amount Awarded	GBC Premises	Rent Paid	Estimated Market Rent	Notes
Citizens Advice County Court Helpdesk	Guildford County Court Help Desk Project	£5,000	13	£5,000	No	-		
Citizens Advice Guildford	Mental Health Project	£10,000	13	£10,000	Yes (Hayden Place)	£41,400	£50,000	Also core funding of £214,000 amounting to total overall support of £232,600
Voluntary Action South West Surrey	Buddy Scheme	£2,500	12	£1,500	Yes	£9,000	£14,000	Total support of £6,500
				Total	£221,500			

Executive Report

Ward(s) affected: Holy Trinity

Report of Director of Service Delivery

Author: Hendryk Jurk, Countryside Manager

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Lead Councillor responsible: Councillor Pauline Searle

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Date: 24 March 2020

Future Management and Operation of Chantry Wood Campsite

Executive Summary

In March 2019, the Executive considered the options available to the Council in relation to the Chantry wood campsite. It decided that public consultation should be undertaken and the results reported back to the Executive to inform its decision on the future of the campsite.

Consultation exercises were undertaken during 2019 via a range of methods.

The key messages resulting from the consultation are that there is strong public support for the continuation of public camping at Chantry Wood, there is an appeal of the basic facilities and that people would be willing to pay a higher fee.

Respondents were also supportive of the idea of using this area for a forest school but were concerned about the loss of private camping.

Finally, some residents indicated that the Council should consider enabling volunteers to run the site and this has been added to the original options appraisal.

The information gathered has been added to the original options appraisal and seeks a decision on the way forward.

Recommendation to Executive

The Executive is asked to agree

1. that the camp site continues in its current form with increased fees as shown in Option B" shown in paragraph 5.7.
2. that the Council continues to engage with forest school operators to explore options to increase outdoor education whilst maintaining a camping facility.

Reason(s) for Recommendation:

To implement arrangements at the campsite that respond to the views expressed during the consultation protects the natural environment and reduces the operational cost to the Council.

1. Purpose of Report

1.1. This report set out the responses from: the public consultation carried out in November 2019, site users feedback collected during the summer season 2019 and the local consultation undertaken in February 2019 in order to enable the Executive to reach a decision on the future of the camp site.

2. Strategic Priorities

2.1. A number of Council policies and strategies cover the management of the Borough's countryside estate. These include the adopted Countryside Vision, the Play Strategy, the Surrey Hills AONB Management Plan and the provision of SANGs in the Local Plan.

2.2. These policies and strategies seek

- to protect and enhance the natural environment for future generations
- to encourage access, education and enjoyment of the natural environment
- to reduce negative impacts from activities on residents, landscape, biodiversity and other recreational activities

3. Background

3.1. The Chantry Wood Campsite was originally subject to review because the current buildings required investment and there were operational costs and difficulties for the Parks Service to effectively manage the site.

3.2. The original report was considered by the Executive at its meeting on 8 January 2019 and this considered the following options:

Option	Capital Cost	Operational Cost	Constraints
A: Fully refurbish campsite with upgraded facilities	£313,000	(£2,500)	Traffic, Habitat, Impact on Neighbours, Planning permission, Building Regulations
B: Continue current operation with small facility improvements	£58,500	£2,000	Due to the constraints on building regulation this option was not consulted on.
C: Continue current operation without changes to the facilities	£36,000	£5,000	
D: Carry out small scale refurbishment to lease area for forest school use	£36,000	(£7-9,000)	No camping facilities
E: Lease area for forest school	£17,000	(£4,000)	No camping facilities

use without facility improvement			
F: Return site to grassland/ woodland	£8,000	0	
G: Consult on options	tbc	tbc	

3.3. The Executive met again on 7 March 2019 following public representations and decided:

“1) That subject to paragraph (2) below and a further report to and decision of the Executive, the proposal to lease Chantry Wood campsite (Barn and firepits) to a forest school operator, as approved provisionally by the Executive on 8 January 2019, be amended to a proposal to grant a non-exclusive licence(s) in respect of the Chantry Wood Campsite for use as a forest school, with the continued shared use for camping and use by community groups and families at weekends and in holiday periods.

2) That the proposal referred to in paragraph (1) above be delayed for 12 months, during which time the Council shall:

- a) undertake further discussions with the local community to seek to ascertain a preferred option for the future management of the campsite, including other options in terms of the educational aspects relating to woodland and countryside awareness;
- b) undertake as soon as practicable the minimum level of works to the building to make it weatherproof and secure in 2019 for continued use as a campsite;
- c) confirm provisional bookings for the campsite for 2019;
- d) undertake further monitoring of usage of the campsite;
- e) engage with potential operators to establish the future viability of a forest school operating a campsite at Chantry Wood Campsite, and that this be reviewed by the Executive once responses are received; and
- f) postpone the proposed small-scale refurbishment and upgrade works pending the review of responses received from potential forest school operators.

Reasons: To respond to concerns raised by local residents during and following the recent consultation.”

3.4. Since the 7 March 2019:

- (i) Further discussions with the local community and consultation exercises have been undertaken.
- (ii) Works have been undertaken to allow the camp site to continue to operate.
- (iii) Bookings were honoured.

3.5. During 2019 there were 992 bookings covering 91 nights.

- 3.6. Detailed discussions with Forest School operators have not yet taking place, as the potential constraints resulting from the public consultation will need to be included in those discussions.

4. Stakeholder engagement/ Consultations:

- 4.1. A local consultation was carried out following the Executive meeting on 8 January 2019. Residents and interest groups were contacted. These included local residents, the Tytings Society, Holy Trinity Amenity Group and customers who made provisional bookings.
- 4.2. The detailed actions and responses received in the local consultation were outlined in the Executive report 7 March 2019, Appendix 2.
- 4.3. The local consultation received 12 responses with a further 5 responses received as a result of a blog published by a member of the public. In addition, some other correspondence has been received.
- 4.4. Over summer 2019 the Council collected on site feedback from campers using a comment form. The form provided space to make comments on the campsite and its facilities without asking specific questions.
- 4.5. Twelve feedback forms were returned that all commented positively on the location but not the facilities, apart from two comments on the access track.
- 4.6. Following the summer camping season, the Council engaged an external consultancy company (SMSR) to carry out a wider consultation exercise. This took place in November 2019.
- 4.7. The following stakeholders were included
- Non-users
 - Users (including previous campers / family groups)
 - Scout/ community groups
 - Schools that previously booked the campsite
 - Forest school providers
- 4.8. The consultation included the following activities:
- I. Online consultation open from 24 October 2019 until 30 November 2019. 459 residents completed the survey. The consultation was advertised via a press release and posters displayed at Chantry Wood. Of the online users, all were deemed to be Guildford residents, 48% had never used the facility, 19% had used it once, 22 % 2-5 times and 11% more than 5 times.
 - II. Two focus groups held at Guildford Council Offices on 12 and 13 November. 25 residents attended the groups consisting of a mix of users and non-users – mainly recruited from the Citizens' Panel and previous users (family groups/ Scouts) and forest school providers.

III. Face to face interviews with 3 individual residents and 2 forest schools.

5. Stakeholder responses received

5.1. The detailed stakeholder responses are outlined in the report SMSR (Appendix 1).

5.2. The key issues raised by stakeholders are summarised below.

- I. No support for large scale development
- II. Desire to retain camping for the public
- III. Concerns regarding traffic on local roads
- IV. Concerns regarding the bluebell woodland that surrounds the campsite
- V. Concerns that access to Chantry Wood would be restricted or parts of Chantry Woods were sold off which were the result of misinformation
- VI. Request for more Stakeholder engagement and provision of more detail on the various options

5.3. The consultation results regarding the future operation of the camp site are summarised below:

Option	Preferred option	Second choice		Total % for first and second choice
A: Fully refurbish campsite with upgraded facilities	15%	29%		44%
B: Public campsite with the basic existing facilities the facilities	60%	19%		79%
C: Campsite for schools and scouts only	9%	32%		41%
D: Forest School	18%	12%		30%
E: No campsite.	9%	6%		15%

5.4. The table below summarises the results of the qualitative consultation on the options:

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Option A: Fully refurbished campsite	Little support to justify a large investment to the site and there are concerns about the impact on the Area of Outstanding Natural Beauty.	Improvements to the water supply and provision of electricity on site are only deliverable in this scenario.
Option B: Continued public camping with basic facilities.	Strong desire for public camping, including a willingness to accept higher camping fees. The existing facilities were rated poor by 22% of respondents.	Further details are explored below
Option C: Campsite for school and scouts only	No strong support this option, which can be attributed to the desire to retain public camping.	The lack of responses received from community groups indicates that there is little demand from this customer base
Option D: Forest School	There is support for the Forest School in principle, but this was overshadowed by the desire to retain public camping.	Further details are explored below
Option E: No campsite	Although the possibility to return the area to natural habitat found some support, it has been the least popular option.	

- 5.5. No responses were received from the five schools that were contacted.
- 5.6. In relation to the preferred option of continuing public camping, the following should be noted:
- (i) It is not practical to install toilets with direct connections to the cesspit without a better water supply that would comply with Building Regulations.
 - (ii) The campsite will need investment in order to extend the life of the current facilities. The levels of investment are detail in section 9.
 - (iii) Consultees recognised the financial challenges of the running of the campsite and there were suggestions made to explore the running of the campsite bookings by a third party.
 - (iv) Within the qualitative analysis some residents indicated that the Council should consider enabling volunteers to run the site. This has been included in the options appraisal. No firm proposals have been received at this stage however.
- 5.7. Continuing with the stated preferred option, the qualitative assessment suggests that following would be acceptable to the public.

Option	Consultation responses	Estimates	What does it mean to the customer
B1 Basic facilities run by GBC	Current charges at £4.75 Considered value for money	Net cost to the Council in 2018/19 £3,306 Net cost to the Council so far in 2019/20 £7,609 which includes reactive repairs of £6,943	Customers pay the same amount for the camping facilities, subject to agreed inflation increases.
B2 Basic facilities run by GBC with increased charges	Consultation identified that there is support (73%) to increase camping fees of up to £10 per person. (A previous increase in fees led to a drop in customer numbers however)	For example £9.50/ person. Could achieve surplus in the region of £3,000	This would mean campers would need to pay more money to camp with the same facilities. A detailed pricing structure is outlined in 8.3. Subject to inflation increases.
B3 Basic Facilities – run by volunteers	This has been proposed by a number of respondents	Assuming this could generate an income that could be re-invested in the facilities.	As B1. plus Volunteers would need to <ul style="list-style-type: none"> • Take bookings and answer queries • Visually inspect buildings, bollards, taps, fire pits, benches, chemical toilets • Prepare toilets (sweep out, place chemical toilets into toilet blocks) • Inspect campsite for dog fouling prior to bookings • Meet to unlock the site and provide introduction to campers (be available for changes in arrival times) • Be on call to respond to issues, in particular un-authorised groups turning up on site • Remove litter daily for large groups • Remove litter, and empty chemical toilets if required and clean toilets and barn after departure • Monitor and replenish usable items (toilet roll, toilet fluid, disposable gloves) • Check fire is out following bookings • Secure site

B4 Basic facilities – run by forest school	This has been considered as an option but has not found support from forest school operators without considering the full extent of business limitations.	As it stands this scenario is currently unlikely to be deliverable in the short term as this is outside the forest schools business model	
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5.7.1. The financial estimates based on realistic assumptions of visitor that may not occur as estimated. The estimated numbers aim to reflect an average group size over the year. Visitor numbers may change year on year. Estimates assume no significant increase in use during the winter months.

5.7.2. The camping fees illustrated include a VAT charge that is not applied to the net income.

5.7.3. The cost of administration (for the booking is not known and not factored into the assumptions.

5.7.4. The Council has previously supplied fire wood in order to discourage campers from collecting wood from the surrounding areas. Due to a change in forestry operations, firewood cannot be provided in future.

5.8. Options for Community Group Camping

5.8.1. There was no strong support for this option as standalone camping provision.

5.8.2. Responses received from 11 groups appear to reflect that there is little demand from this customer group.

5.8.3. This option would continue provide camping opportunities for community groups who are largely self sufficient.

5.8.4. Some feedback received raised safeguarding issues as a reason why the site is less used by scouts, guides and schools, because the campsite is fully accessible to the public at all times.

5.9. Options for Forest Schools

5.9.1. The qualitative assessment identified that there is support for a Forest School in principle, but this has been overshadowed by the desire to retain public camping.

5.9.2. Further detailed discussions with Forest School operators have not yet taking place, as the potential constraints resulting from the public consultation will need to be included in any discussions. Feedback received indicates that it is unlikely that Forest School Operators would consider it viable to operate public camping provision.

- 5.9.3. As it stands, Forest School operators are not confident that they could include a public campsite operation into their business model.
- 5.9.4. The public reaction towards the forest school proposal have made some operators reconsider the suitability of the campsite as long term operation.

6. Executive Advisory Board Comment

The item is scheduled for the EAB on 13 February 2020.

7. Equality and Diversity Implications

- 7.1. Please refer to the EQiA from the previous report in Appendix 2.

8. Financial Implications

- 8.1. The net cost for the operation the campsite in 2018/19 was £3,306 and in 2019-20 (to date) £7,609 which includes reactive repairs of £6,943.
- 8.2. A review of the pricing structure that doubles the general fee per person could potentially achieve break even or achieve a small profit depending on uptake by customers.
- 8.3. Proposed Prices:

Proposed Price	Previous price
Adults £9.50/ person/ night	£4.75/ person/ night
Children under 4 years old: no charge	Children under 3 years old no charge
Children under 16: £4.75/ person / night	£4.75/ person / night
Scouts / Guides and affiliated groups: £4.75 / person/ night	£4.75/ person / night
School groups: £4.75 / person/ night	£4.75/ person / night
Minimum charge: £30 per booking. (previously £15)	£15 per booking

- 8.4. Potential scenarios in 2020-21 based on average expenditure are as follows:

summary				
resistance	5%	10%	15%	20%
expenditure	6,149	6,056	5,963	5,901
income	(9,460)	(9,217)	(8,975)	(8,732)
net income	(3,311)	(3,161)	(3,012)	(2,831)

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- 8.5. A review of the pricing structure appears to be supported by 73% of sites users. It is not possible to predict customers' acceptance of a new pricing structure and no exact estimates have been made yet to predict a revised income.
- 8.6. These figures are theoretical estimates, and may change, for example if discounts for children or community groups are applied.
- 8.7. It is assumed that any surplus generated would be re-invested in the campsite infrastructure.
- 8.8. Please note that work has been carried out to the buildings since compiling the report the report in Appendix 2. A further detailed assessment of costs would need to be carried out to identify the exact refurbishment costs.
- 8.9. Possible capital investment scenarios are:

Works	Cost
Minimal work to buildings are safe for immediate use.	This was done in 2019 at cost £6,900
Work to address foreseeable issues in order to extend the life of the existing facilities	Replace roof of toilet blocks and decorate by 2021: £5,500 Replace doors to both toilet blocks with self-finished steel by 2021: £3,500 Re-paint exterior of barn and an allowance for sundry repairs by 2024: £3,500
Works to implement small improvements for example	Re-paint exterior of barn and an allowance for sundry repairs - £3,000 Refurbish barn including timber repairs, partitioning, insulation, lining, solar lighting, roof covering, etc. - £40,000 Re-build both toilet blocks to make them both accessible to the disabled and more pleasant - £22,000 (Includes extending water supply to suitable locations) Move the toilet facilities into one end of the barn and construct dedicated storage on the footprint of the existing - £16,500 Construct a dedicated chemical toilet emptying point, as typically found on caravan sites, to make this activity less arduous - £4,000 Add some paved areas in and around the facilities to make them more useable and easier to keep clean - £3-5,000

9. Legal Implications

- 9.1. Title of the campsite land and surrounding area was purchased by the Council on the 4th February 1938. The conveyance contains restrictive covenants which will require further investigation and legal advice prior to any disposition of the land.

- 9.2. In addition, the campsite land and surrounding area is designated to be green belt land pursuant to a Deed dated 7th April 1942. The Deed limits the use of the land and details consents which are required for any disposal of this land.
- 9.3. Planning permission will be required to change the use of the land. Building on the land is limited by its designation as an Area of Outstanding Natural Beauty.

10. Human Resource Implications

- 10.1. There are no Human Resource implications arising from this report.

11. Conclusion

- 11.1. As reported previously, there are challenges and costs associated with continuing with the operation of the campsite in its current or a refurbished format.
- 11.2. The consultation that took place in November/ December 2019 comprised of an online survey eliciting 459 responses, two focus groups utilising 25 members of the citizens panel and 5 in depth stakeholder interviews.
- 11.3. The preferred options for the use of the campsite in rank order were:
 - 1) Option B – a campsite for the public with basic facilities 79%
 - 2) Option A – a refurbished campsite for the public 44%
 - 3) Option C – a campsite for schools and scouts only 41%
 - 4) Option D – A campsite for forest school education 30%
 - 5) Option E - No campsite 15%
- 11.4. There is strong public support for the continuation for public camping at Chantry Wood, and the appeal of the basic facilities was highlighted.
- 11.5. Previous users (165 out of 225) indicated that they would be willing to pay a higher fee.
- 11.6. 210 respondents consider that it currently offers value for money and indicated high satisfaction levels with the current provision.
- 11.7. Respondents were in principle supportive of the proposal to use this area for a forest school, but were concerned about the loss of private camping. There continues to be a limited understanding of what a forest school is by the public.
- 11.8. Respondents to the consultation also raised concerns about potential impact on the Chantry Wood bluebell habitat and traffic on the local roads that would limit commercial potential of the site.
- 11.9. Further detailed discussions with Forest School operators have not yet taking place, as the potential constraints resulting from the public consultation will need to be

included in the discussions. Feedback received indicates that it is unlikely that Forest School Operators would consider it viable to operate public camping provision.

11.10. In any future scenario the Council may require introducing rules or restrictions to the use of the site for example to comply with safety regulations or to limit impact on the environment and other site users.

11.11. Given all the feedback and further analysis it is recommended that public camping continues to be provided at Chantry Wood camp site with increased fees being introduced.

12. Background Papers

12.1. Executive reports considered on 8 January 2019 and 7 March 2019.

13. Appendices

Appendix 1 – Chantry Wood Campsite Consultation

Please ensure the following service areas have signed off your report. Please complete this box and do not delete

Service	Sign off date
<i>Finance / 151 Officer</i>	
<i>Legal / Governance</i>	
<i>HR</i>	
<i>Equalities</i>	
<i>Lead Councillor</i>	
<i>CMT</i>	
<i>Committee Services</i>	

Interim report:
Chantry Wood Campsite Consultation



GUILDFORD
BOROUGH

Prepared by

SMSR
RESEARCH

January 2020
V1.3



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1.0 Executive summary

The following summary intends to provide Guildford Borough Council with the key findings from the Chantry Wood Campsite Consultation undertaken by SMSR Ltd; between 24 October 2019 to Monday 30 November 2019. The mixed method research engaged stakeholders through both quantitative and qualitative processes including an online survey (459 respondents) and two focus groups with supplementary in-depth interviews. The research sought a balance of both individual and organisations to respond to the research questions and a blend of 'users' and 'non-users' of the Chantry Wood Campsite. All contributors to the robust data are Guildford residents and Guildford organisations.

While the consultation could be considered sensitive, measured in part by the public response, media exposure and number of Information Requests submitted, it is possible to distil down the data collected to identify with more accuracy, public opinion and opportunities for pragmatic next steps for the borough council.

The quantitative, online consultation elicited 459 responses from Guildford residents and presented an overwhelming level of support for Option B - *A campsite for the public: basic facilities*. With this option the Council would continue to provide a campsite with the existing basic facilities (chemical toilets and cold water supply). Repairs would cost about £36,000. The Council would continue to subsidise the campsite, costing about £5,000 a year. In total 60% of participants within the online consultation stated Option B as their preferred solution for the Chantry Wood campsite (71% of users stated this as their preferred option compared to 50% non-users) while overall 20% stated the Option B as their second preference.

While support for Option B is dominant the caveat must be that it presented the only viable option for the site which retained the capacity for public camping. While Option A incorporated public access it was vehemently rejected through the qualitative engagement due to both cost and the potential detrimental impact on the area as one Outstanding Natural Beauty through increased visitor numbers and considered less favourable in the quantitative process for the same reasons.

The qualitative engagement process revealed stakeholder concern for the potential loss of the facility for public camping; while there was no resistance to use of the facilities from scout groups, schools and forest schools, in fact, these cohorts were encouraged to occupy the camping space, as was opportunities for these groups to coexist with public campers.

Understanding was demonstrated by respondents that a council facility operating at a financial loss was both of concern and not considered sustainable while there was an appetite to work collaboratively to identify a solution which may satiate stakeholders and the borough councils' requirements, this needs further exploration as the chances of working this way were not explicitly tested during the groups.

The qualitative process included flexibility to explore opportunities to reengineer the site which would reposition the asset and mitigate the current financial deficit it operates under. These discussions incorporated an almost amalgamation of options A-D tested within the online survey; it is possible to validate these suggestions with data yielded from the quantitative consultation.

While current Chantry Wood campsite price point was considered high in the context of the quality of amenities/ facilities offered, reinforced when considering the price of alternative sites and their standard of facilities it is thought of as having a Unique Selling Point which could justify a higher admission/ price per person; the USP is considered it's semi-wild location and facilities. The capacity

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for higher user charges were initially framed as an opportunity for the borough council to offset its current losses although concessions were made that delivery of the service were still outside the scope of the authority's core business activity. The potential for greater revenue was discussed as an opportunity to attract delivering organisations which could capitalise on this commercial prospect, allowing the council to retain ownership of the land, discharge the current financial and operational responsibility which is a peripheral activity and protect public use while maintaining the potential for forest school stewardship. Within the quantitative process; more than nine-tenths of those that had used the site (92%) agreed the campsite offered value for money and 73% said they would be willing to pay more than the current fee of £4.75 per night with 66% suggesting they would pay up to £10 per night and 7% that would pay up to £15 per night.

While the concept of a forest school assuming responsibility for the management of public bookings is a fledgling one, feedback suggested by forest school representatives indicated a greater sense of what the responsibility, length of lease/ contract and associated costs could look like would provide a platform to assess the feasibility of opportunity. In-depth interview data indicated the value of a 'worked-up' contract or lease, not necessarily for public consultation but as an instrument to gain a more accurate response and level of interest to the opportunities available to stakeholders.

Within both the qualitative and quantitative strands there was some public enquiry into the capacity for volunteer contribution; this was broadly split into two cohorts of 'redevelopment' and 'maintenance'. Within the quantitative process the focus was primarily on the value of local "volunteers" to undertake "necessary repairs" and engaging "local businesses to make the necessary repairs". The authority was also questioned in terms of appropriateness as an organisation being "responsible for utilising such a great space"?

Within the qualitative engagement there was development to this line of thinking and questions again raised regarding the management of the campsite and the most effective organisation; "There are examples of other parts of the UK where council services are run by community groups, such as libraries and things; there is no reason why an interested stakeholder group couldn't form, even something like a CIC (Community Interest Company) be developed, but the appetite would have to be tested, it is easy to suggest but I have no idea if there is a collective ready to consider this".

While the ideas were fledgling the data indicated an alternative organisation responsible for the management of the campsite is part of some public discourse and represents a further opportunity to 'test' an alternative way of managing the site. An important distinction to make is that only management of the campsite was discussed in this context, not ownership and while the term 'volunteer' was not specifically defined it was used fluidly enough to be interpreted as an alternative to the borough council.

It is clear there are a number of competing priorities across stakeholder groups and a requirement to address the financial shortfall of the site by the borough council. The quantitative data indicated while 'public camping' was the priority, Option C – A campsite for schools and scouts only was ranked a second priority by 32% and their 3rd priority by 41%, although just 8% ranked it as their number one option. The indication then, reinforced through the interest of forest schools in the potential use of the site is to develop framework which supports multi-use (public, schools, scouts and forest schools) under the ownership of the council and the management of a contractor, consortium or partnership.

Therefore, a recommendation can be made which is two-fold:

1. Develop a framework/ contract/ lease which can be tested within the market with potential custodians to inform a formal procurement process.
2. Develop a revised suite of options for further public consultation

The opportunity to engage potential contractors would likely require the development of a greater degree of detail than is currently available in order to expedite the process. The value of a second level plan in this regard may also serve to retain public confidence and provide a message which can be communicated to the wider public, i.e. *a desire to retain public access is reflected in the second-level plan we are market testing.*

Further public consultation is recommended with caution as it incurs further costs which may not provide a social return on the investment and the data it generates may be negligible in its value. The current intelligence indicates a deteriorating campsite and declining user numbers which is requiring of some investment. Large scale investment would not receive public support although the closure to public use would equally generate a strong and negative public response. The requirements to create an efficient campsite which is commercially viable is likely extraneous to Guildford Borough Councils business model although could provide a commercial opportunity for a third party.

The value of a contractor utilising the current facilities, incentivised further by the councils consideration of a small (circa £30k) investment to make good the current facilities would allay public fear that part of an AONB would no longer be under the authorities ownership and the qualitative and quantitative data relating to site fees suggests for a prospective contract or lease holder the public are willing to spend more money per person, per night than currently experienced by the incumbent.

For completeness, Option E – No campsite was the least popular option with 61% ranked this as their 5th preferred option; 48% of non-users mentioned this as their 5th preferred option compared to 73% of users. In total 15% of non-users stated this as their 1st preferred option compared to just 3% of users.

2.0 Public literature

To support a public consultation, encourage engagement and familiarity in both the subject and the options being explored the following background information was provided with the consultation documents.

Introduction

We are considering the future of Chantry Wood campsite. This is a small campsite in Chantry Wood which we own and manage. It has been run as a small site for schools, scouts and guides and other groups since the 1960s with some limited forest school use. The campsite needs refurbishing, and to bring it up to meet today's standards and regulations would cost about £300,000.

Why we are consulting with you

We want to safeguard Chantry Wood for everyone to enjoy. We are carefully considering the future of the campsite and its surrounding area. We would like to make the campsite facilities available to a permanent forest school to carry out activities on the campsite and in the woodland, with continuing use by scouts, guides and school groups. Like all councils we have challenging and competing financial pressures. We try to balance the needs of the community with our aim of providing more efficient services. This is why it is important that we review facilities like this, to see whether they should continue and to make sure they are run in the best way possible.

Have your say

We will consider your feedback and use it to help inform decisions on the future use of the campsite. All responses are anonymous and we are working with an independent agency, SMSR Ltd., who will process your replies on our behalf. We are considering the future of Chantry Wood campsite. This is a small campsite in Chantry Wood which we own and manage. It has been run as a small site for schools, scouts and guides and other groups since the 1960s with some limited forest school use. The campsite needs refurbishing, and to bring it up to meet today's standards and regulations would cost about £300,000.

Background information

We want to safeguard Chantry Wood for everyone to enjoy. We are carefully considering the future of the campsite and its surrounding area. We would like to make the campsite facilities available to a permanent forest school to carry out activities on the campsite and in the woodland, with continuing use by scouts, guides and school groups.

Like all councils we have challenging and competing financial pressures. We try to balance the needs of the community with our aim of providing more efficient services. This is why it is important that we review facilities like this, to see whether they should continue and to make sure they are run in the best way possible.

Next steps

We will consider your feedback and use it to help inform decisions on the future use of the campsite. All responses are anonymous and we are working with an independent agency, SMSR, who will process your replies on our behalf.

3.0 Method & Sampling

It was important that the methodological approach was robust and wide reaching and therefore it was decided that a combination of methods would be utilised. The overview of the approach was as follows:

3.1 Online Survey

A questionnaire was designed and developed in conjunction with officers at Guildford Borough Council. The process ensured that all draft versions of the questionnaire were piloted and tested. A copy of the final questionnaire can be found in the appendices.

When the questionnaire was approved an online link was produced. This link was promoted to local residents in various ways, including through the issuing of a press release and promotional material/posters in Chantry Wood. In addition to residential views, the online survey yielded responses on behalf of the following local groups/ organisations:

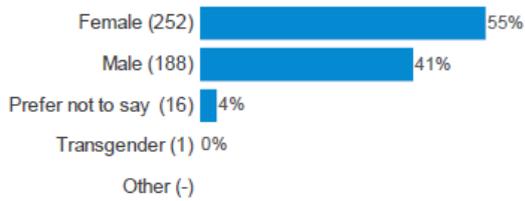
- Reigate and Redhill Woodcraft Folk
- Surrey Hills AONB Board
- Families of children in local schools, primarily Boxgrove Primary
- Guildford Scouts
- Boxgrove Dads and kids adventure club
- St Saviours Beavers, Cubs and Scouts
- Emmaus Rd Church and Matrix Charity
- Family unit
- 1st Stoughton Scout Group
- Holy Trinity Amenity Group
- Woodcraft Folk

The online survey was accessible via a dedicated page on the council's website from 24 October 2019 to Monday 30 December 2019. A total of 459 residents completed the survey.

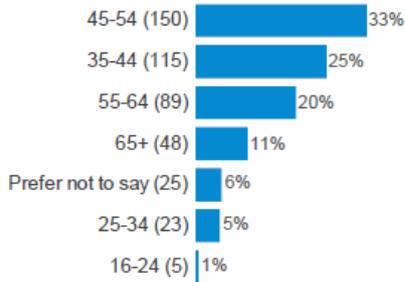
The online survey utilised non-probability (convenience) sampling as participants self-selected based on their availability and willingness to take part. The online survey was open to all Guildford Borough residents.

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What is your gender?



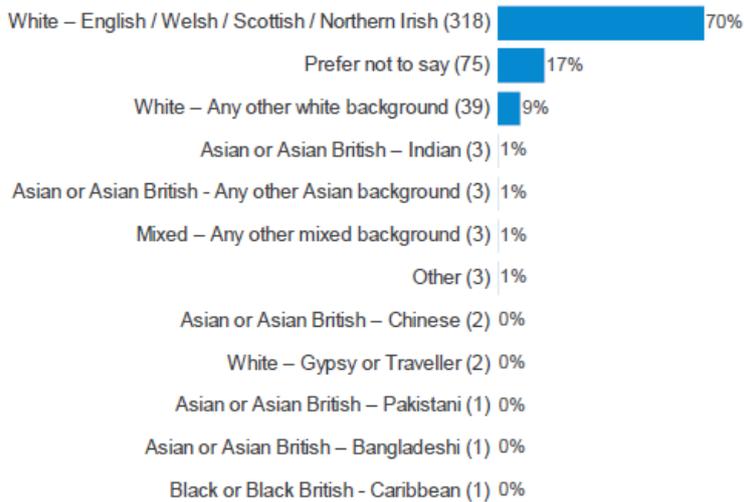
To which of the following age groups do you belong?



Do you have any long-standing illness, disability or infirmity (long-standing means anything that has troubled you over a period of time or that is likely to affect you over a period of time)?



What is your ethnic group?



3.2 Focus groups & in-depth interviews

The qualitative phase of the project was fundamental in ensuring a deeper insight was achieved when considering the future of the campsite. The council provided SMSR Ltd with a list of individuals and organisations that were associated with the campsite or organisations that had an interest in the provision. This contact list included schools, scout groups, forest school providers and individual advocates of the campsite; all individuals and groups had experience of residential stays, day visits or had utilised the Chantry for the delivery of activities (in the case of forest schools).

Of the stakeholder list identified, all were invited to participate in the focus groups delivered at Millmead House, Guildford, on the evenings of the 12th and 13th November 2019; those which were unable to attend a focus group were provided with an opportunity to participate in an in-depth interview in a one-to-one format. 5 stakeholders engaged in the interview process (3 individual residents and 2 forest school representatives). Interviews were conducted both face to face and by telephone at the participants preference between 28th November 2019 and 13th December 2019. Interviews typically lasted between 1 and 2 hours with the addition of several supplementary conversations for the purpose of clarification or further explanation. Interviews followed a semi-structured script to:

- establish the relationship of the respondent with the campsite
- their understanding of the borough council proposals
- their position with regard to a preferred solution
- alternative views and/or preferences for the Chantry Wood campsite

The focus groups were attended predominantly by individual residents although representation was recorded from two forest schools (Wild Learning and Little Rays Forest School) and a Guildford based scouting group (First Normandy Scouts). None of the 5 mainstream education providers/ schools accepted the invitation to attend the qualitative process.

Focus groups lasted approx. 2 hours and were used to give more detailed information to residents so they could have a more informed discussion; initially structured around a short presentation, illustrating a timeline of events from December 2018 up to and including the current consultation and the suite of options for the campsite being tested with stakeholders. The presentation included available footfall and throughput data of the Chantry Wood campsite in addition to revenue generated and forecasted expenditure. The purpose of the presentation was to assume a degree of common currency with participants underpinned by fact and dispel any mistruths related to the sites planning which may have been perpetuated within either the public narrative and/ or media coverage.

Alongside the attendees from the initial stakeholder list, the groups were recruited utilising the council's Citizens Panel and included both users and non-users of the site. 'Users' were defined for the purpose of the consultation as individuals which had experience of residential stays at the Chantry Wood campsite and not solely users of the wider Chantry Wood area.

In total 25 residents attended the two groups (13 & 12) and the sampling process was considered stratified, i.e. each attendee had a similar characteristic (all Guildford residents) while subgroups were identified which in this instance was 'users' and 'non-users' of the campsite. Each group was facilitated by a research consultant from SMSR Ltd and attended as an observer by the Guildford Borough Council Countryside Manager.

4.0 Summary of qualitative work

Qualitative feedback identified a preference for a campsite which was retained by the borough council with regard to ownership, although managed, via a procured contract to a third party (or parties).

Much of the public resistance was rooted in a perception that the *“the council are just getting rid of assets”* which prompted exploration of scenarios through which the council retained its ownership of the site while the day-to-day management and financial responsibility of the concern was the responsibility of a contractor.

Of interest, during the consultation process, there was no indication that the borough council intended to forfeit ownership of the campsite through sale or transfer yet this was central to public concern; other public concerns were noted within the consultation such as *“...the large fence that is going to be built in the middle of the Chantries around the campsite for a forest school”*. Similarly, the construction of a fence, much like the fear of the site’s sale were not recorded as council thinking but rather emanating from public opposition. This narrative appeared to gain traction through public discussion and media exposure and represented a barrier in engaging stakeholders to identify their preferred options for the campsite.

The benefit of a less structured qualitative consultation, i.e. exploring options which included (and extended beyond) the borough councils five suggested options was an opportunity to test alternative configurations that met both the council’s objectives and public preference.

This included consideration of elements of the different options, fused together to suggest a new alternative. For example, within the qualitative work, participants explored opportunities to retain public bookings for the site, addressing a primary concern that this capacity will be lost through any future changes.

The rationale for protecting public bookings was ingrained in a perception that the Chantries, as a campsite had a number of points of difference to other facilities in the area; *“It is the simplicity of it that you do not get anywhere else, there are not many places in the UK like the Chantry Wood campsite, I would pay more money to keep it as it is”*.

This perception appeared to be a key driver within the qualitative work that also explicitly saw the rejection of the option to invest in the campsite to service current building regulations, compliance and code; *“...no, this is not what the site is about, we don’t want it turned into a generic campsite and we don’t want the council investing their finite resources in this way”*.

Additionally, and alongside fiscal responsibility there was a demonstrable awareness of the Chantry Wood campsite being located within an area of outstanding natural beauty (AONB); *“Any large scale development would upset the ecosystem and from a look at the numbers, there is no guaranteed return on a large development so this should be off the table. In fact, it should never have been on the table”*.

There was further support for maintaining the biodiversity of the area and a challenge to and development of the site; *“There is already irreparable damage to the bluebells in the woods so I would like to see the site returned to its natural state and left to grass over”*. While this opinion was a solitary one within the qualitative work there was a further, sympathetic contribution which rejected any large scale redevelopment, predicated on traffic congestion; *“It is a rat run already and there is minimal parking on the site, when you live close to the woods you suffer as a resident. If*

you start to develop the facilities and encourage more visitors, it will be a nightmare for local residents... the traffic, the pollution, it will be awful”.

While the contribution from organised groups was small, representatives from a Guildford based Scout collective indicated that the facilities currently were already aligned to the ambitions of the Scout movement and an over-development of the site *“would take something away from what Scout groups take from the experience”.*

The qualitative engagement process was used to test, explicitly, the perception of a forest school being delivered within the Chantry Wood space. Representatives of 4 schools were invited to participate in the process and 3 engaged proactively; a degree of education was required for the wider participants in terms of what a forest school was and in what ways a school would utilise the land. The concept of a *“low-impact”* and *“environmentally friendly outdoor education service for children”* received a positive response from participants. The challenge, if any was to reconcile how a forest school, a primarily day-service which operate Monday through Friday would be prohibitive to members of the public camping on the site during evening and weekends?

Representatives of the forest schools described how the management of a commercial camping facility was not part of their current business models and therefore remained as an unknown although *“If some more detail was provided it would be something that could be considered”*. The *“detail”*, in this instance was considered to be pertaining to the length and cost of the lease to provide a platform for a prospective forest school *“to consider if we are capable of delivering the service, if there was any financial value and the level of risk involved... it would also allow us to consider if a partnership or collaboration was required to make it viable”*.

Within the in-depth interview process a respondent considered their *“concerns”* regarding the site development; *“Primarily, I am worried that the council are looking to give up their ownership of the campsite and what that is indicative of? Is it the start of a bigger initiative in which more of the land will be parcelled off through sales?”*

When asked to reflect on the options to develop the Chantry Wood campsite while retaining ownership of the land and devolve its management through a lease; the participant described; *“I have no issue with that in principal, but I think an idea would have been to develop a lease, not every detail, but a high-level view of what that might look like. It might allay some fears from an ownership point of view that people might have, like me, and calm any concerns about the site being over developed... it might even help prospective contractors like the forest schools to develop a sense of what is on the table”*.

A similar line of thinking was identified elsewhere within both the group consultation and additional in-depth interviews; *“Some of these options (A-E) are pointless, I think I understand why they have been suggested because the council a required to demonstrate a breadth of thinking, but in reality, a couple of options like B, C and D should be worked up with more detail, because the solution is somewhere in those and a greater understanding of what that looks like would probably move the process on”*.

While the qualitative process was observed as being collaborative there appeared to be a number of contributions within (two of) the in-depth interviews that although related to the campsite were concerned to a greater extent with the Guildford political landscape and the integrity of the consultation. One participant explained; *“There was an absolute abuse of power in the previous administration and I think the current party took the reins on the back of that, people thought they represented an ethical alternative. The problem is, it now looks like they have continued the culture*

of the previous administration. They (borough council) are very good at responding to certain problems; parking problems and bin problems, but as soon as it is not in the handbook, they struggle. The chantries campsite is not in the handbook so it is like, 'we don't understand this particular problem so we will sell it off'. I'm sorry, you can't do that".

The concern regarding the decision making of the council within the current Chantry Wood process was further placed into context when the perception of the previous administration and the depth of feeling towards them were revealed; *"There were two particular people for me and I think they degraded their office, I think they degraded public office and I considered reporting them to the local government ombudsman because I understand there is a process for that and I think they met the threshold".*

Despite a politically centric view there was an opportunity to develop a response regarding next steps in relation to the process and the participant described; *"What I think needs to happen now is more engagement, lets shape what this looks like, collaboratively, together. That way you will start to build political capital. If they (Liberal Democrats) go their best instincts, as Liberals, they will engage the people. That is why the liberals did so well in May, people felt they would hear them".*

A more challenging view held by a participant focussed on the integrity of the consultation, questioning the transparency of the council's ambition; *"Don't get me wrong I am delighted this consultation has been extended and an independent research service is responsible but there are too many contradictions and too many inaccuracies within the data that has been used to justify the decision".*

The respondent whom reports being active in their opposition to the council decision to initially close the campsite to public use, particularly through the administration of Freedom of Information Requests believes the council to already *"have a preferred option, which is to close"*; adding, *"The site has been left to deteriorate, one of the fire-pits has been back-filled and the grass is not maintained as it should... it's like the council has tried to close it by stealth"*.

When attempting to clarify a position of the respondent in terms of a preference for 'next steps' they expressed, *"I would like to see the site managed, maintained and simply run properly before a view is taken that it is unsustainable or unfeasible to operate"*. When encouraged to consider the suggested opportunities for change (options A-E) and the narrative within the qualitative work which at times was more dynamic, the respondent's position did not move and considered; *"I have heard the argument that management of the campsite is not part of the council's core business but how this is different from management of a number of other facilities, i.e. a mini golf course? The idea which has been promoted that the site is a scout campsite is a completely false narrative. There is already demonstrable diversity in the use of the site but much of the management of the site marginalises or excludes particular groups... the £5.00 (per person) charge excludes large school bookings. It is not affordable when schools consider the overall cost of a booking, but a sensible approach to the overall price structure might allow groups like schools to be subsidised or even free"*.

Asked if consideration of the site operating *"at a loss"* changed their perspective on the future management of the space, it appeared to not alter the view held which considered; *"There is a requirement to have a little more transparency in relation to the proposed investment levels. What is the £35k for? What work will be undertaken for that money? And there are discrepancies in the data offered by the council in the context of visitor numbers. The site has always been a multi-use facility but greater use is by far through families and private bookings. Restricting the access is counter-intuitive to a successful facility as you are alienating two thirds of the users"*.

5.0 Summary of quantitative work

The vast majority of respondents (96%) that completed the online survey were aware of the Chantry Wood campsite, just 4% were unaware before they completed the survey.

Just less than half (48%) had never used the facility, 19% had used it once with 22% that has used it 2-5 times and 11% that had used it more than 5 times.

Three-quarters of previous camp users had booked for more than 6 people with 17% that had booked for 6-10 people, 23% that had booked for between 11 and 20 people and 35% who had booked for more than 21 people.

The main reason identified for using the campsite was for recreational camping (67%), 11% said it was for organisational camping, 10% said it had been used for a party and 2% through forest schools.

Satisfaction was very high with all aspects of the campsite experience which included the booking process, location, access and their whole experience, almost a quarter (22%) did however, state that they were dissatisfied with the facilities.

More than nine-tenths of camp site users (92%) agreed the campsite offered value for money and 73% said they would be willing to pay more than the current fee of £4.75 per night with 66% suggesting they would pay up to £10 per night and 7% that would pay up to £15 per night.

Of the five options presented to respondents Option B was considered the most popular with 60% rating this as their first choice and 20% ranked it as their second choice. Option C was ranked a second priority by 32% and their 3rd priority by 41%, although just 9% ranked it as their number one option.

Option E was the least popular option with 61% ranked this as their 5th option. Options A and D received mixed results 44% suggesting option A was their first or second favourite option and 30% ranked option D as their first or second choice.

The table below shows the options ranked in terms of those that said it was their most preferred option:

Option	%
Option B – A campsite for the public: basic facilities	60%
Option D - Forest school education	18%
Option A – A refurbished campsite for the public	15%
Option C – A campsite for school and scouts only	9%
Option E – No campsite	9%

Option E – No campsite was the least popular option with 61% ranked this as their 5th preferred option, this was 48% for users and 73% for non-users.

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It is worth noting the difference in opinion between users and non-users in terms of their preferred option.

Option	% Users	% Non-Users
Option B – A campsite for the public: basic facilities	71%	50%
Option D - Forest school education	10%	24%
Option A – A refurbished campsite for the public	19%	13%
Option C – A campsite for school and scouts only	6%	12%
Option E – No campsite	3%	15%

5.1 Quantitative findings

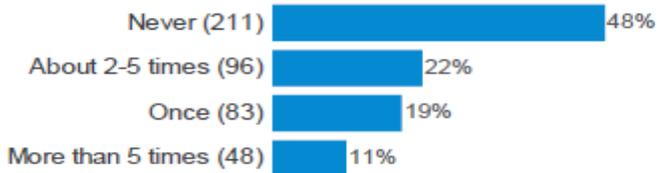
The following results show the key findings from the online survey, which highlight all responses from the completed surveys. Questions on the camp facilities were only asked to those who have used the site.

It should be noted that when reading the results within the report, often percentages will be rounded up or down to the nearest one per cent. Therefore occasionally figures may add up to 101% or 99%. Base numbers may also add up to less than 459 due to missed answers by the respondent.

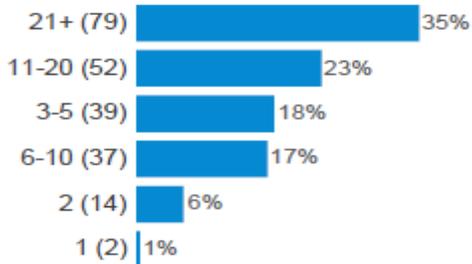
Before this consultation, have you heard of Chantry Wood campsite?



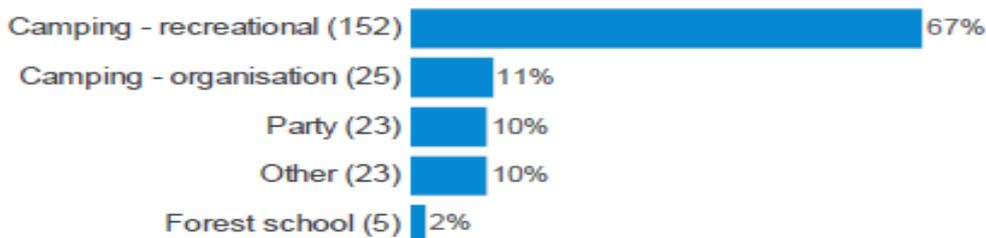
How often have you used the campsite in the last five years?



Thinking back to your last visit, how many people were in the party that booked?



What was the main reason for visiting the campsite?

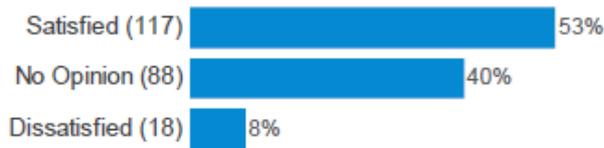


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Please specify other

- Walking at campsite
- Family
- Camping as part of my thru-hike on the North Downs Way
- Use firepit for youth club
- Meeting friends, dog walking, party, forest school & all the above
- Brownie campfire
- Orienteering
- bonfire night
- West Surrey IVC activity day
- School trips
- To admire the view
- Use of firepits as a group-recreational
- Looking
- Guides
- Class parents and children camping
- walking / views
- Walk through and round it on a daily basis
- Dog walking and resting
- Walking through mainly, but recreational camping for some members.

Thinking back to your last visit, how satisfied were you with the following aspects of the campsite: (Booking Process)



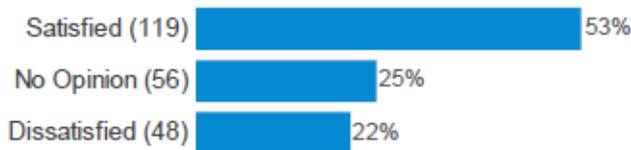
Thinking back to your last visit, how satisfied were you with the following aspects of the campsite: (Access to the site)



Thinking back to your last visit, how satisfied were you with the following aspects of the campsite: (Location)



Thinking back to your last visit, how satisfied were you with the following aspects of the campsite: (Facilities (e.g. toilets etc.))



Thinking back to your last visit, how satisfied were you with the following aspects of the campsite: (Whole experience)



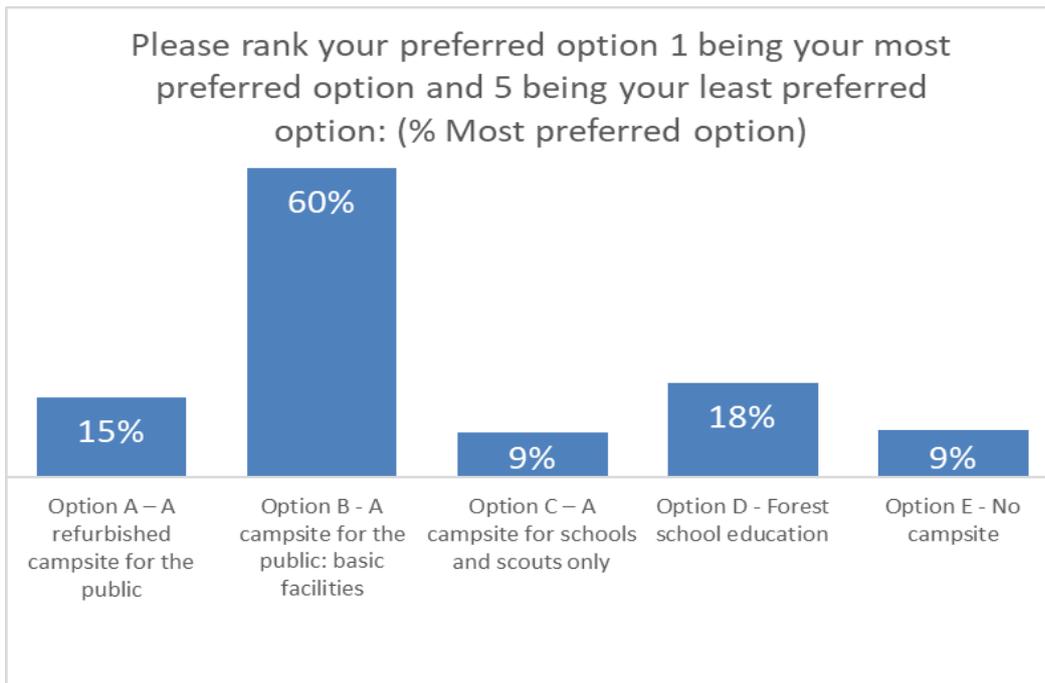
Do you think the campsite provides value for money?



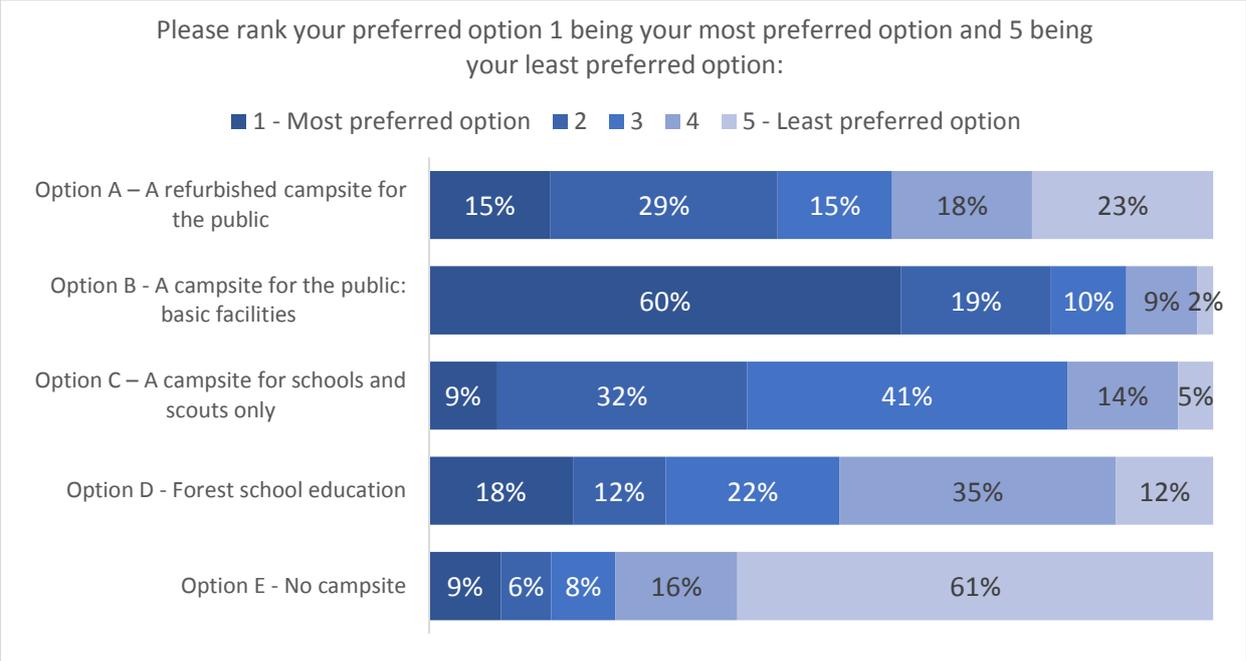
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Please rank your preferred option

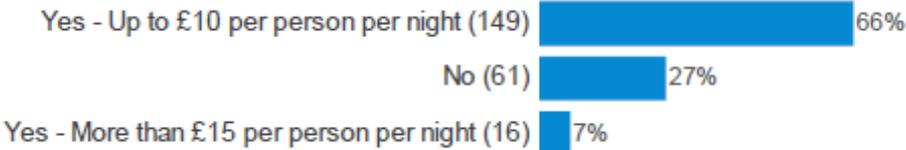
Option	%
Option B – A campsite for the public: basic facilities	60%
Option D - Forest school education	18%
Option A – A refurbished campsite for the public	15%
Option C – A campsite for school and scouts only	9%
Option E – No campsite	9%



The full break down by the full raking exercise is highlighted in the chart below:



The campsite currently costs £4.75 per person per night. Would you be willing to pay a higher camping fee for the same facilities?



6.0 Appendices

6.1 Chantry Wood campsite consultation online survey

Guildford Borough Council Chantry Wood Campsite Consultation

We are considering the future of Chantry Wood campsite. This is a small campsite in Chantry Wood which we own and manage. It has been run as a small site for schools, scouts and guides and other groups since the 1960s with some temporary forest school use. The campsite needs refurbishing, and to bring it up to meet today's standards and regulations would cost about £300,000.

Why we are consulting with you

We want to safeguard Chantry Wood for everyone to enjoy. We are carefully considering the future of the campsite and its surrounding area. We would like to make the campsite facilities available to a permanent forest school to carry out activities on the campsite and in the woodland, with continuing use by scouts, guides and school groups.

Like all councils we have challenging and competing financial pressures. We try to balance the needs of the community with our aim of providing more efficient services. This is why it is important that we review facilities like this, to see whether they should continue and to make sure they are run in the best way possible.

Have your say

We will consider your feedback and use it to help inform decisions on the future use of the campsite.

All responses are anonymous and we are working with an independent agency, SMSR, who will process your replies on our behalf.

Background information

There are currently limited facilities at the campsite – chemical toilets that must be emptied by the customer, no electricity and limited water supply. These limited facilities restrict the current use to single party bookings.

There were 1,263 visitors [is that separate groups or individuals?] in 2017.
2018 figures
2019 figures

The campsite costs about £5,000 a year to run.

Next steps

After the consultation we will review your feedback. The Council's Executive will then consider a report with recommendations for the campsite's future early next year.

Look out for more information on our website, Facebook and Twitter and in the local media.

Please click NEXT to start the survey.

About you

Q1 Do you live in the borough?

- Yes
- No

Q2 Are you responding as:

- Individual
- On behalf of a group

Q2a Is the group in the borough?

- Yes
- No

Q3 Before this consultation, have you heard of Chantry Wood campsite?

- Yes
- No

Use of campsite

Q4 How often have you used the campsite in the last five years?

- Never
- Once
- About 2-5 times
- More than 5 times

Q5 Thinking back to your last visit, how many people were in the party that booked?

- 1
- 2
- 3-5
- 6-10
- 11-20
- 21+

Q6 What was the main reason for visiting the campsite?

- Camping - recreational
- Camping - organisation
- Forest school
- Party
- Other

Please specify other

Q7 Thinking back to your last visit, how satisfied were you with the following aspects of the campsite:

	Satisfied	No Opinion	Dissatisfied
Booking Process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to the site	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Location	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Facilities (e.g. toilets etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Whole experience	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q8 Do you think the campsite provides value for money?

- Yes
- No
- Don't know

Please say why.



Q9 The campsite currently costs £4.75 per person per night. Would you be willing to pay a higher camping fee for the same facilities?

- Yes - Up to £10 per person per night
- Yes - More than £15 per person per night
- No

Future of the campsite

We would like your views on the following possible options for the future of Chantry Wood campsite. Please read the following and tick your preferred option.

Option A – A refurbished campsite for the public - The Council would provide a campsite for the public at Chantry Wood, with showers, changing rooms, washing facilities, hot and cold running water and mains toilets. This would cost about £300,000 for electricity, water, major works including some tree removal to provide the infrastructure. An increase in visitor numbers and bookings per night would be needed to offset some of the investment costs . This would change the tranquillity and habitat of the area and increase traffic [or could we say numbers] through the woodland. The Council might be able to make a small annual profit of £2,500.

Option B - A campsite for the public: basic facilities - The Council would continue to provide a campsite with the existing basic facilities (chemical toilets and cold water supply). Repairs would cost about £36,000. The Council would continue to subsidise the campsite, costing about £5,000 a year.

Option C – A campsite for schools and scouts only – The Council would continue to provide a campsite with the existing basic facilities. Repairs would cost about £36,000. The Council would continue to subsidise the campsite. Running costs would be much lower than Option A.

Option D - Forest school education - The Council would make the campsite available to a forest school to carry out educational activities on the campsite and in the woodland. It would improve forest school provision in Chantry Wood. Scouts, guides and school groups would continue to use the campsite. Camping would not be available to the public. This option would cost about £36,000 for repairs to the existing facilities. The Council would generate an annual income of about £7-9,000 which would cover the repairs and ongoing maintenance costs. Conditions would be put in place to limit numbers.

Option E - No campsite – The existing buildings would be removed and the campsite area would be returned to grassland and woodland for nature conservation. This would cost about £8,000. There would be no further running costs to the Council.

Q10 Please rank your preferred option 1 being your most preferred option and 5 being your least preferred option:

Option A – A refurbished campsite for the public

Option B - A campsite for the public: basic facilities

Option C – A campsite for schools and scouts only

Option D - Forest school education

Option E - No campsite

Option F - None of the above

Please say why you said 'None of the above':

Q11 Any further comments you would like to make?



About you

Finally, a couple of questions about yourself, so that we can understand the views of a whole range of people...

Q12 What is your gender?

- Male
- Female
- Transgender
- Other
- Prefer not to say

Q13 To which of the following age groups do you belong?

- 16-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+
- Prefer not to say

Q14 Which of these activities best describes what you are doing at present?

- Employee in full-time job (30 hours or more a week)
- Employee in part-time job (under 30 hours a week)
- Self-employed
- In full-time or part time education/training
- Not currently working/unemployed (including if on long-term sickness or disability or looking after the home or family)
- Retired
- Doing something else
- Prefer not to say

Please specify 'Doing something else'

Q15 Do you have any long-standing illness, disability or infirmity (long-standing means anything that has troubled you over a period of time or that is likely to affect you over a period of time)?

- Yes
- No
- Prefer not to say

Q16 How many children aged 18 and under live in your household?

Q17 What is your ethnic group? Are you Asian, Black, or of a mixed background, White, or of another ethnic group?

- Asian or Asian British – Indian
- Asian or Asian British – Pakistani
- Asian or Asian British – Bangladeshi
- Asian or Asian British - Any other Asian background
- Black or Black British - Caribbean
- Black or Black British – African
- Black or Black British – Any other Black background
- Asian or Asian British – Chinese
- Mixed –White and Black Caribbean
- Mixed – White and Black African
- Mixed – White and Asian
- Mixed – Any other mixed background
- White – English / Welsh / Scottish / Northern Irish
- White – Irish
- White – Any other white background
- White – Gypsy or Traveller
- Other
- Prefer not to say

Q18 What is your postcode

Thank you for taking part in our survey.

6.2 Graphical presentation of option by option respondent preference

The following charts breakdown respondent preference for each of the suggested options for the Chantry Wood campsite. The reference, the options were described as:

Option A – A refurbished campsite for the public - The Council would provide a campsite for the public at Chantry Wood, with showers, changing rooms, washing facilities, hot and cold running water and mains toilets. This would cost about £300,000 for electricity, water, major works including some tree removal to provide the infrastructure. An increase in visitor numbers and bookings per night would be needed to offset some of the refurbishment costs.

This would change the tranquillity and habitat of the area and increase traffic through the woodland.

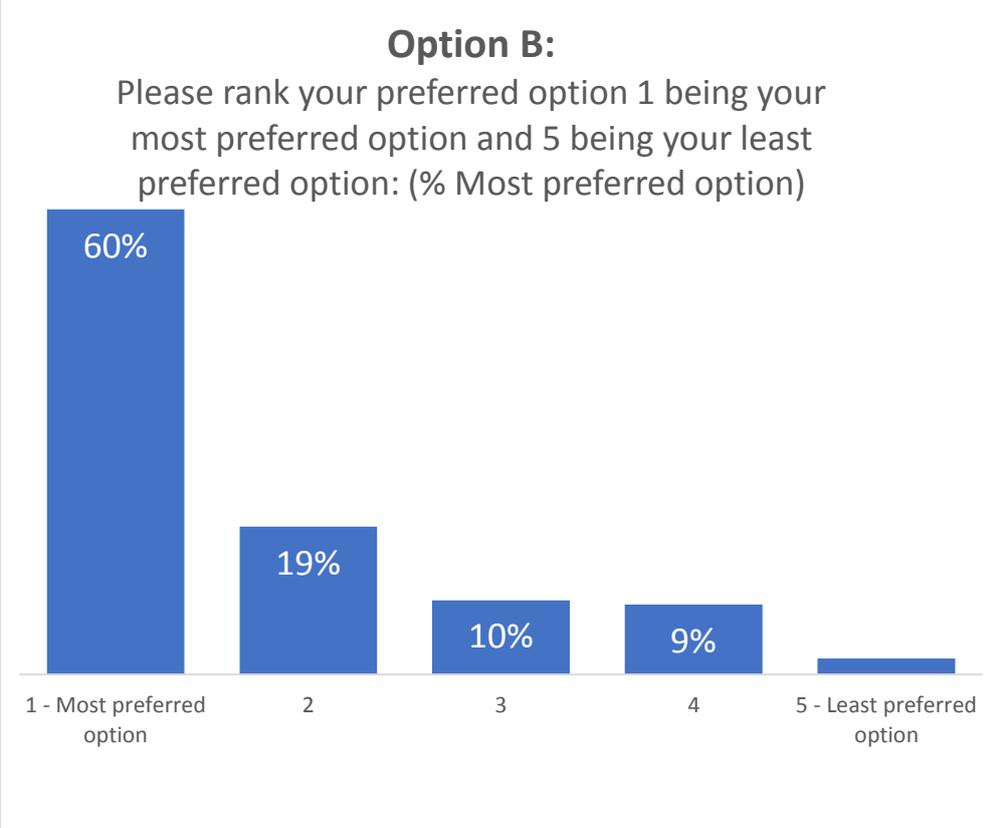
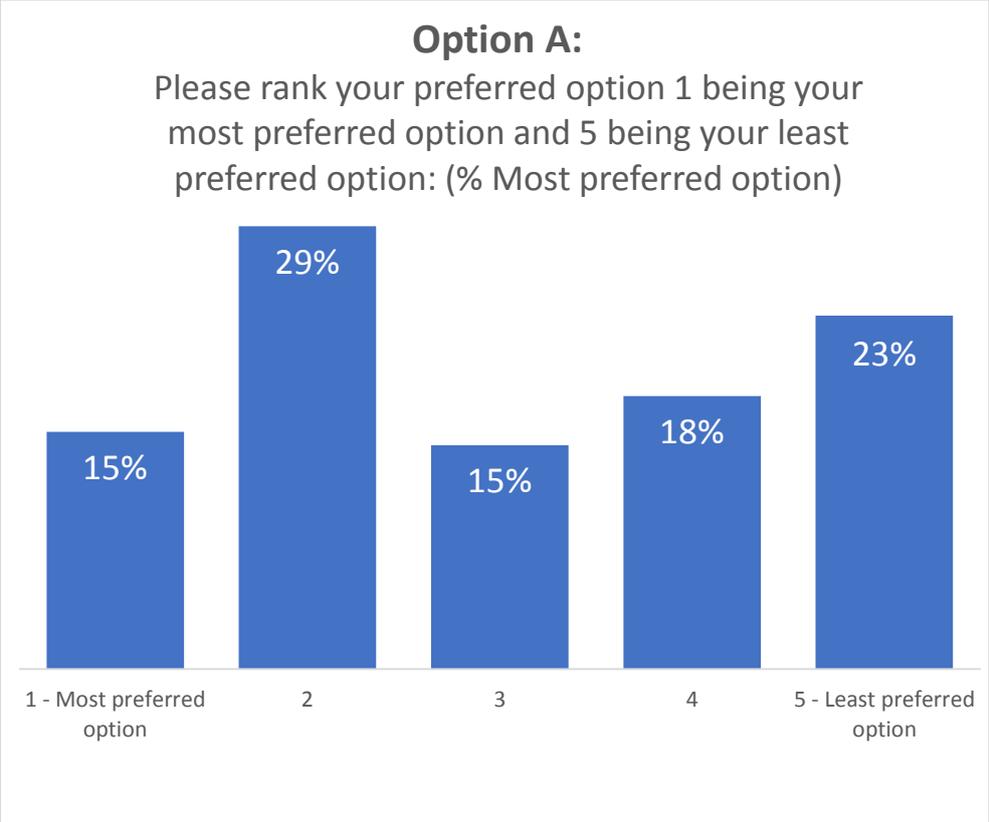
The Council might be able to make a small annual profit of £2,500.

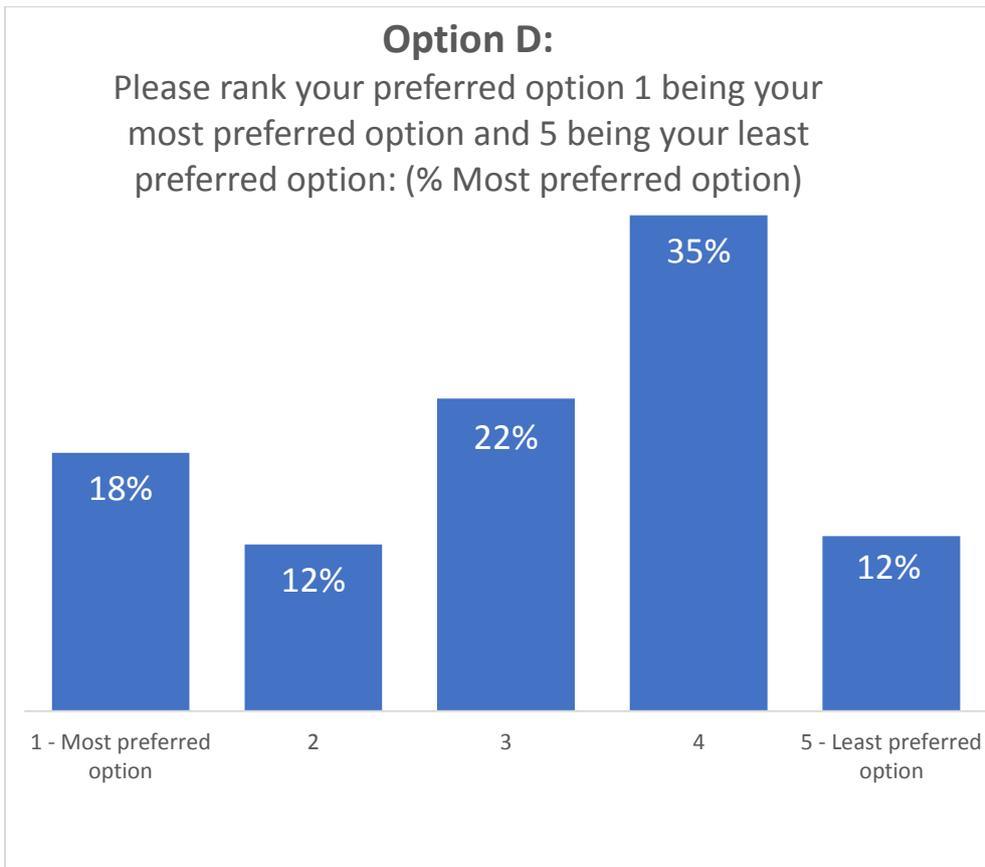
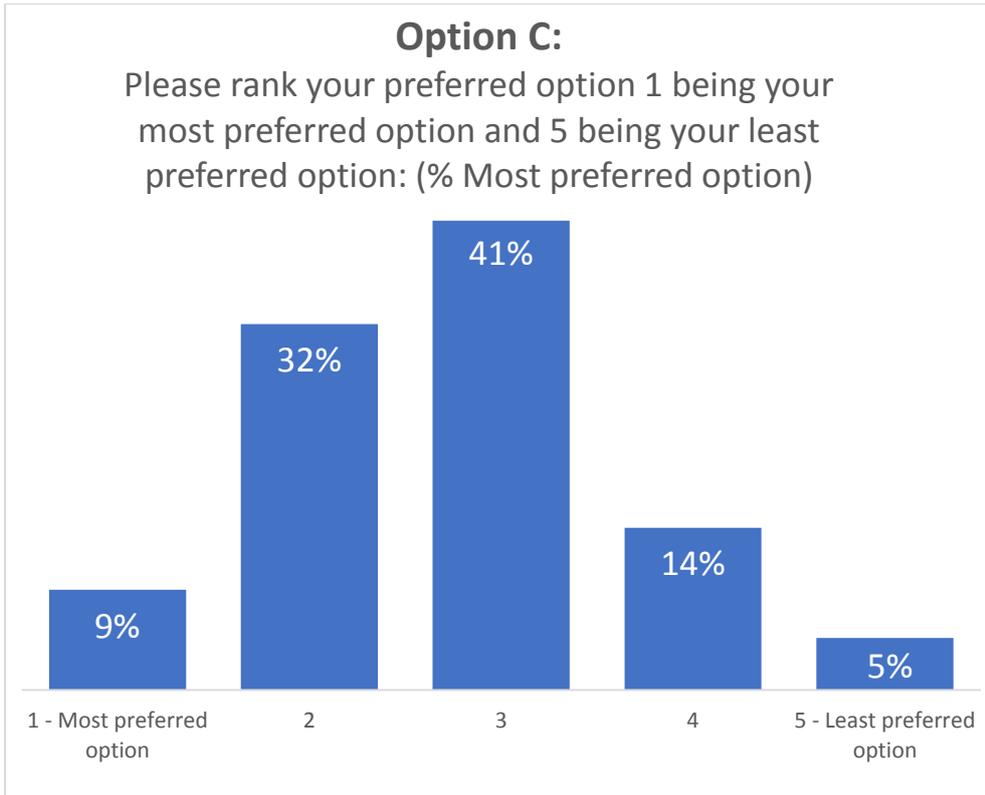
Option B - A campsite for the public: basic facilities - The Council would continue to provide a campsite with the existing basic facilities (chemical toilets and cold water supply). Repairs would cost about £36,000. The Council would continue to subsidise the campsite, costing about £5,000 a year.

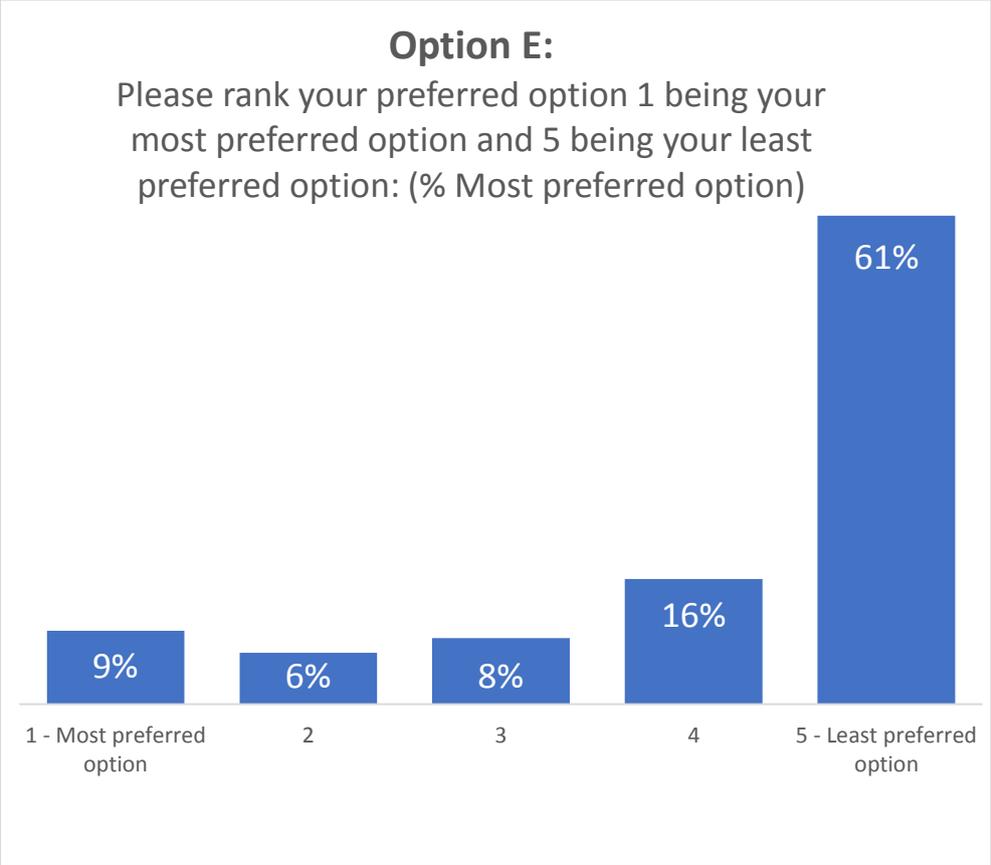
Option C – A campsite for schools and scouts only – The Council would continue to provide a campsite with the existing basic facilities. Repairs would cost about £36,000. The Council would continue to subsidise the campsite. Running costs would be much lower than Option A.

Option D - Forest school education - The Council would make the campsite available to a forest school to carry out educational activities on the campsite and in the woodland. It would improve forest school provision in Chantry Wood. Scouts, guides and school groups would continue to use the campsite. Camping would not be available to the public. This option would cost about £36,000 for repairs to the existing facilities. The Council would generate an annual income of about £7-9,000 which would cover the repairs and ongoing maintenance costs. Conditions would be put in place to limit numbers.

Option E - No campsite – The existing buildings would be removed and the campsite area would be returned to grassland and woodland for nature conservation. This would cost about £8,000. There would be no further running costs to the Council.







6.3 Cross-tab presentation of option by option respondent preference

Guildford Borough Council - Chantry Wood Campsite Consultation Preferences



		Total
Please rank your preferred option 1 being your most preferred option and 5 being your least preferred option: Option A – A refurbished campsite for the public	Sample Size	342
	1 - Most preferred option	
	Count	53
	Column %	15%
	2	
	Count	99
	Column %	29%
	3	
	Count	50
	Column %	15%
	4	
	Count	61
	Column %	18%
5 - Least preferred option		
Count	79	
Column %	23%	

Option B - A campsite for the public: basic facilities	Sample Size	387
	1 - Most preferred option	
	Count	233
	Column %	60%
	2	
	Count	74
	Column %	19%
	3	
	Count	37
	Column %	10%
	4	
	Count	35
	Column %	9%
5 - Least preferred option		
Count	8	
Column %	2%	

Option C – A campsite for schools and scouts only		
	Sample Size	333
	1 - Most preferred option	
	Count	29
	Column %	9%
	2	
	Count	106
	Column %	32%
	3	
	Count	136
	Column %	41%
	4	
	Count	47
	Column %	14%
	5 - Least preferred option	
	Count	15
	Column %	5%

Option D - Forest school education		
	Sample Size	338
	1 - Most preferred option	
	Count	62
	Column %	18%
	2	
	Count	40
	Column %	12%
	3	
	Count	75
	Column %	22%
	4	
	Count	119
	Column %	35%
	5 - Least preferred option	
	Count	42
	Column %	12%

Agenda item number: 5
Appendix 1

Option E - No campsite	Sample Size	328
	1 - Most preferred option	
	Count	30
	Column %	9%
	2	
	Count	21
	Column %	6%
3		
Count	27	
Column %	8%	
4		
Count	51	
Column %	16%	
5 - Least preferred option		
Count	199	
Column %	61%	

Option F - None of the above	Sample Size	409
	Option F - None of the above	
	Count	6
	Column %	1%

Any further comments you would like to make...?

- The campsite is a beautiful part of the chantries and needs to be kept as rural as possible. Improving facilities for school/scout use is good. Spending £300,000 is too much and could surely be spent in local schools/nurseries to improve those facilities and benefit many more individuals.
- We have always really enjoyed staying at the campsite and although the facilities are limited, it is a very special place. Thanks, have the campsite to ourselves is good. A slight improvement in facilities such as a composting toilet would be welcome.
- Please continue to provide public access to the campsite. Our family has had many wonderful experiences there. Restricting it to Forest school use would be fundamentally unfair to the rest of the community who would be denied camping access to an amazing site. Increasing fees to pay for new facilities would seem to be the way forward.
- These plans are great, but none of them are sufficient if you don't deal with the most fundamental flaw of the site: The main issue we found was the safeguarding aspect of people walking through our camp at all hours of the day and night. People stopping to watch our young people playing group games, dogs off leads early in the morning sniffing for food. Nobody malicious, but you just don't know. We had to be watching out all the time to see who was on the site. As a local youth group, we had been really keen to try the site and had been trying to book for years, but didn't feel afterwards that we could take our young people again as we couldn't guarantee even vaguely sensible safety precautions to their parents.
- For goodness sake, please don't start charging the general public just to walk there, we DO NOT want another 'Newlands Corner' situation!!
- Option B, then C, D, A and E.
- Option B is best. The reason the campsite is so loved is because it has a real "back to basics" feel about it. Families love using this area and it is an important asset to have available to Guildford residents and visitors from further afield.
- The whole appeal of camping here is that it is basic and part of the countryside. Having the whole site to yourself was also a huge attraction as the kids can run around and play in the woods without fear of annoying other campers and in safety as they can still be seen from the site. To develop this with more facilities so more campers can stay would ruin the tranquillity of the site, especially removing trees to make way for bigger facilities. You make the facilities quite clear at time of booking so there is no surprise when you arrive. It would be a real shame to stop allowing the public access to camp here, it's part of its uniqueness.
- The site is great as it is - a natural camping location that has minimal impact on the surrounding area. We - with a number of other local families come every year.
- I think the campsite is wonderful and hope it continues to be available as it is today. Is it a real asset to the community? A lot of its charm (and the joy our children get from it) is how under developed it is.
- it would be nice to have a campsite that is open for booking by local people, but not traipsing large numbers of people from other places through the area.
- We stayed with a big party of adults and children in the summer. A great time was had by everyone. It was a real pleasure to see the children playing free and wild in the woods with their friends and experiencing nature.
- Option 1C schools and scouts, option 2E and option 3D. Unable to put these numbers in boxes above.
- Not sure if my numbers registered as I'm doing this on the phone. 1 for public - basic facilities, and 2 for public - refurbished. Don't feel strongly about the remaining three options but think it would be really important to ensure that if this is opened up to increased public use that

you preserve the tranquillity and environment. This is a beautiful spot and so much of its appeal is that it is not too developed and that it is a wild escape, that groups can use to gain an experience of living close to nature.

- The campsite is a brilliant and beautiful asset that should remain open to the public. My family and friends have enjoyed some of our favourite camping trips at the site and we hope that this continues to be open to us and all families for years to come. If it comes down to cost, it does not matter if the facilities are basic.
- Keep the campsite open for Guildford residents, but promote it more. I think a lot of people don't know about it.
- We have taken our two daughters to the campsite every year since they were born (our oldest is now 11) and they have both loved it. It is magical to be able to go camping so close to a big town and get the feeling of being somewhere rural. The fire pits provide endless entertainment for the young and a great place for us parents to huddle around and catch up. One of the gems of Guildford.
- This is such a lovely site! There aren't any other campsites near Guildford that will take a larger group. It would be such a shame to lose this facility for the public.
- It's a great place as it is and its appeal is its basic nature.
- It's a fantastic location and it's great that it's as basic as it is. It really feels like you are in the wild (but actually Guildford is so close). Pit toilets would be fine if chemical toilets needed to be removed. It works in Canada!
- Focus on the environment is key, especially given the emergency declared recently. The expansion to have shower blocks etc. should be avoided as this would impact the local area much more. We walk at Chantry every day and love how untouched it remains. Walkers, runners and dog walkers use this site and need to be considered too.
- This is a great campsite for those with young families to attend. There doesn't seem to be a plan to encourage families here.
- I think it's important to maintain the tranquillity of the area.
- I've grown up in Guildford and moved back 10 years ago, it's only last year that I knew you could hire the campsite. What a shame for us, but I hired last year and only one group can hire for a whole weekend, this doesn't make practical sense, especially over busy summer periods when your demand is high. Consider better marketing. I don't disagree with Forest school, but I think it wrong to give to one Forest school company, this is monopoly, but why can't it be offered to a few companies to manage over the weekdays only to run concurrently with the campsite, as they are generally in the woods anyway.
- Option B, A, C and then D.
- The beauty of the campsite is that it is low key and simple, allowing people to respect the woods.
- I only support option B. There are plenty of places to camp in the south east of England with "proper" facilities. We camp at Chantry Wood because it is basic and unspoilt, and therefore is a really special family experience. I assume the costs listed in option B do not take into account an increased nightly fee. I imagine if it did rise to £10 per person that annual cost quoted would be largely if not wholly offset. This is a really special facility and we all camp there because it is different.
- A more developed campsite would ruin the beauty of Chantry Wood.
- Plant more trees.
- The magic of the site are its simple facilities - toilets and running water and the amazing location. Flushing toilets would be a good improvement. A refurbished site for the public would damage the environment, there are also plenty of public campsites around. Use by a Forest school is fine but they should not take booking priority.
- Intrusion into this Green Belt site should be kept to the absolute minimum. I dislike options C

and D which limit public access and enjoyment of the site. Therefore, strong preference for options B or E. I live nearby.

- In all the years I've walked through this part of the Chantry's I've hardly ever seen someone camp there who was not part of a school/scout/youth group. They are the obvious beneficiaries of this wonderful space. Paying out for a hardly used public facility at £360k makes no sense at all.
- I am not sure I can answer the above about ranking options as perhaps it's not iPhone friendly. I am happy with a basic campsite and keeping the area as close to nature as possible. I would not support the forest school as this limits user groups to school age children rather than all ages.
- I do not feel this site merits a campsite because there are no parking facilities in the woods. The nearest car parks are at the bottom of St Martha's Hill, which is small and always full at the weekends, and the other end of the Chantry's at Pilgrims Way. This is a small car park and a good way from the proposed site.
- If it isn't broke don't fix it. Leave it to run as a basic campsite and charge a little extra for repairs. I am strongly opposed to any other option.
- Just upgrade the barn to provide basic bunk beds like those of Scottish Bothies, and include a covered veranda for outdoors cooking.
- The area is interesting because it is wild and basic.
- I'm strongly in favour of the campsite remaining open to the public and to scouts, brownies etc. with basic facilities but I think it's worth considering whether some of these options can be combined e.g. Forest school Monday-Friday and term time Monday-Thursday but the campsite remains open to the public and/or scouts/brownies etc. with basic facilities during holidays and at weekends (Friday-Sunday).
- The fact the campsite has minimal facilities is what makes it such a good campsite. There are plenty of privately run modern, busy and overcrowded campsites in Surrey already. The location of this campsite makes it perfect for long distance walkers/runners, and in my opinion should be left as it is, with minor repairs. I am sure volunteers could be found for this.
- The combination of nature and simple facilities works well.
- A low-key campsite aimed primarily or exclusively at giving children the experience of sleeping under canvas and enjoying the adjacent woodland and views during the day seems the most appropriate. They would have simple but hygienic toilets and showers. Being in the AONB it would accord with the Government's Glover Review recommendation "a night under the stars in a national landscape for every child". The health and wellbeing benefits for children would be significant and the experience would stay with them for life.
- This is an incredibly special place made all the more beautiful by the fact that the facilities are basic. I worry that expanding the campsite and improving the facilities will only end up destroying the charm of the campsite. Currently it is a place I go every year with my family and friends to escape and relax. I like the fact that there is no shower etc and no other campers around!! I would rather there was no camping at all or that the campsite was used as a Forest school than see the site covered with litter and used by people who do not fully appreciate it. PLEASE keep the campsite just as it is. It really is one of my favourite places and I feel immensely privileged to be able to use it.
- Leasing for Forest school use would exclude the general public, I assume. More encouragement to all families to make use of the campsites would encourage local families who are 'time poor' and may never have had this back to nature experience to share the experience of outdoor living - roughing it with their children. How many families know of its existence? The rental of a family tent might also attract families without the means to have this experience.
- I have visited many campsites over the last few years and Wild camping is all the rage. Low impact on the environment and getting back to nature. GBC are missing a big market by only

allowing one booking at a time. No other campsite does this! You have the space to have at least 15 tents so charge per tent and allow multiple bookings! Fill your campsite like others are doing. Remove the big fire pits and rent small fire pits at £5 a night, all other campsites do this. Also sell logs at £5-£8 per sack again all campsites do this. Please look on any camping booking sites you can sign up I'm sure and they will run it for you! People wanting to book get info on how many pitches are left and a confirmation email directly/ instantly when they book and make card payment with a reference no. You would be making money not losing it! There are only 2 campsites in Surrey and the chantry's is one of them.

- Forest school please! Great idea - get our children outside & in our wonderful countryside.
- The campsite is just perfect as it is. We are loving it and are camping there at least twice a year. Please leave it as it is and don't sell it off to private schools. It is much loved and appreciated by local residents, and its beauty is the basic facilities that it has, that keeps the area untouched and natural. We don't need any improvement; we love it just the way it is!
- The fact that it is basic makes the whole experience an enjoyable one!
- This campsite is a fantastic resource that makes access to nature and a camping experience available to all. If it is refurbished, I would like to see it done in a sustainable way - compost toilets? As it is a small campsite, the impact on the environment would be minimal. Local forest schools could have exclusive use of the site at certain times as well and consult on - and assist with - sustainable management and maintenance.
- Toilets are the only thing that need improvement the rest was great as it is.
- The campsite is a wonderful public space giving all the chance to enjoy affordable wild camping. I would be very aggrieved if public accessibility was removed.
- It seems there is no consideration for an option somewhere between A and B. For example, you could provide main toilets and washing facilities but you don't need changing rooms or even showers as most people would use it for weekend use - there are many simple campsites which operate like this and are more successful. Also, the funding for improvements could be partially or entirely achieved through crowdfunding, sponsorship, or you could get local people to help with the work. The website needs to be improved and there would need to be money spent on advertising. The current losses are in large part because outside of the local community people simply don't know the campsite exists. With improved toilet facilities and decent marketing, the current campsite could be improved and at least the losses minimised. It seems that the options presented have not been well thought through, are the people making these options regular campers - do they know what people want in a campsite?
- Children are spending less time outdoors so any improvement in facilities which will encourage families as well as schools and scout groups etc. to get out and enjoy nature - as long as traffic can be managed sensitively - should be encouraged.
- Mark out route to reach campsite.
- My preference would be to leave it as much like it currently stands as possible. Small groups of children should be able to enjoy the environment but equally camping in such a natural setting should be a fairly basic pastime. Makes you appreciate the facilities at home when you get back.
- This campsite is right next to the North Downs way - it should be busy but is not properly advertised and booking was a shamble. It's good to see there's something more proper in place now. The way you have worded option A to influence people's choices is pretty disgraceful. Unless you're planning extensive unmentioned works beyond the campsite itself it's not going to be changing the habitat of the area, and any change to the 'tranquillity' applies to all the school/scouts/forest school options too but goes unmentioned. You should withdraw this survey with an apology and reword.
- I walk this area frequently and we should discourage any new buildings on it. Young people should be encouraged to camp there and learn how to sleep in tents, empty toilets and make

fires- it should not become a building site.

- No need to upgrade it (i.e. option A) because it is fine as it is. It offers basic facilities that allow users a genuine outdoor experience. Why spend so much money?
- Keep campsite public and affordable for local people.
- This is an excellent local resource which should be available to all. I have never camped there but have used the site for picnics.
- The campsite is already out of keeping with the chantries - the only way to improve the area would be to remove it altogether.
- I'd like to see it used for educational purposes, especially important for the coming generations. I'd also like to see as little impact on the area as is practicably possible, it's a beautiful spot.
- The campsite should remain, it is in a beautiful setting with good walking trails. It should be preserved for future generations to enjoy.
- I would vote for option A and B. The campsite should be available for public use and not Just scouts/guides Forest school. They should be allowed to book like the general public and pay accordingly.
- It already takes income from forest schools which are I think run independently from the campsite. Are you seriously saying the forest school having additional use for camping will generate an extra £9k? The maths is crazy.
- There is definitely another option that sits between option A (new facilities) and option B (as is) where the existing facilities are upgraded but without the need for full utilities (electricity / mains water / plumbed toilets etc). I have stayed at several campsites that successfully blend wildness and convenience that certainly haven't cost £300k to set up. I would suggest consulting with someone who can advise on the various options available. The problem with the site at the moment is it feels very utilitarian, but if it had more of back-to-basics wild glamping vibe with slightly upgraded facilities I think you could charge more and get more people staying there without it 'changing the tranquillity and habitat of the woodland'. Having discussed this with many of my friends who have primary school aged children and live in and around Guildford, we are all in agreement with this approach.
- The chantries campsite is lovely because it doesn't impact the woodland and allows people to get closer to nature. I think if additional facilities e.g. showers etc were put in it would destroy the atmosphere.
- Unable to use above boxes, but choice would be B, A, C, D, E. My family have enjoyed some special nights camping there and it will be a huge loss to Guildford, if it were to close to the public.
- Option B is preferred over all others by a wide margin.
- Option C should include Guides as well as Schools & Scouts.
- The rural nature of Chantry Woods and the area as a whole should be preserved hence, I have put Option E as No. 1. While I personally would prefer no campsite at all for the sake of our fast vanishing wildlife, no campsite would mean that the many DofE scouts on the North Downs Way might find it difficult to find somewhere else, hence I have put Option C as my No.2. The other three options would be detrimental to the peace and quiet of the existing area and would cause permanent environmental damage. Therefore, I favour a return to grassland and woodland for nature conservation. I also believe that there are more worthy projects in the Borough that would benefit from financial input that are more accessible by vehicle than the Chantry site.
- Not too sure what forest school is but I expect the charges would exempt the less well-off people of our community hence the lower position of Forest school use in my rankings.
- We have visited the Chantry Woods on numerous occasions with our family and now with the grandchildren. We have, in addition, camped there with the whole extended family this

summer. It is a very special place with just the right amount of intervention from the Council with regard to facilities. Please do not upgrade the site with showers etc. The whole fun of camping is to be resourceful. It is not difficult to deal with loos etc. and ensures that the character of the site is preserved by not upgrading it too much. Children need to be allowed to explore, learn about risk-taking in a safe environment and enjoy the natural environment. This ticks all the boxes and the Council is helping in that by keeping the site open as it is.

- I am not sure of the need to encourage more vehicles/traffic to this area. It would be a big shame. Part of the charm of this campsite is that it is so basic.
- Strong preference for a basic upgrade of facilities. This is not a campsite for “destination holidays” but ought to be a place for Surrey families to take kids for short breaks to introduce them to camping. It’s not competing with Center Parcs!
- A basic campsite for scout groups is all that needs to be maintained.
- Option B - The charm of the site is the views and basic facilities. It would be terrible if this asset was lost to local people and visitors.
- It is a lovely campsite - it would be possible to charge more for it or work out a pricing structure for exclusive hire or for different groups. I am not sure it needs very 'flash' facilities - an 'eco' campsite would work well.
- Keeping the campsite, the same but trying to make it more ECO friendly would be lovely to see, especially seeing as our world is in a state of climatic emergency. Compostable toilet facilities etc.
- A one-off cost of a cesspit is about £20K and will be in situ for decades require the occasional emptying. This would make the campsite more viable and require occasional emptying A cesspit will lead to more than one party to book at one time - more income generation charge for groups according to age. Provide heavily discounted fees for school/forest school groups or for free. Allow campervans/mobiles for the disabled/elderly so they, too, can enjoy this wonderful site in comfort - without discrimination.
- This form has an error because in the first sentence you have asked for a tick then under OP E you ask for a ranking. The toilets can be improved and increased in volume - many houses throughout Guildford have septic tanks - have you even looked into that option? I have recently moved into Guildford and like this campsite - forest schools are good fun but to lose a campsite forever to one would be crazy.
- Keep the campsite as it is - open to walk through.
- Eco toilets? Cold running water only. Clean and basic.
- I choose D, C, B, E, A -12345. Boxes not working on my phone.
- This is the only campsite and should be kept.
- This is an excellent facility to have on our doorstep. Please retain it for future generations.
- I really think it wrong that I have to pay the same for my baby as me. Why don't you charge like normal campsites? I have stayed at lots with night soil toilets too - they're perfectly fine. We camp at East Horsley a lot that is supposed to be Guildford's campsite but a campsite closer to Guildford with all the mod cons would be great for tourism.
- This is a fantastic facility. It doesn't need masses of modernisation. Kids enjoy it as it is. Let our kids enjoy the wild without squeaky clean facilities. This is a real camping experience. If you need to raise money why not crowdfund it every year. I'm sure people would chip in.
- This is a public area and should be available to all RESPONSIBLE people. This may, however, require police monitoring. I wonder how e.g. public use of Newlands Corner is monitored.
- Need to keep it open for dog walkers, riders and even cattle. Dogs are regularly walked up on the chantries.
- This is a beautiful unique facility that has helped make many happy memories. Please, please, please keep it open for camping.
- How about using off-grid technology to make the campsite more desirable to members of the

public. That way you wouldn't need to run electricity and other services up to the campsite. It would also be another source of education and should not disturb the tranquillity.

- What about of the grid sources so the council doesn't have to pay as much?
- I know friends who have camped at the Chantryes and the attraction is going back to basics. The benefit is getting back to nature for all who wish to camp there.
- The campsite is a useful resource for Surrey Schools in general, and I don't think it should be limited to a forest school.
- Keep it as it is. Great to have an accessible site like this, affordable, basic and offering an opportunity for locals to experience the great outdoors. Please keep it!
- The existing campsite is a relatively ECO option, the only reason I haven't used it is one of timing and opportunity. I believe it should be an amenity for the public, not just restricted to educational groups. I see no reason why it couldn't be refurbished to a moderate standard as Option D and yet include public camping. I often walk through the area and would not want to see this restricted.
- What a lovely site for people to use. GBC should be proud this is available to public. Do something right for the good of the locals.
- Now I know there is a local campsite, I'll take my children for a night!
- The field is one of a series of fields on the top of the North Downs Chantryes, which are enjoyed by many walkers, including large numbers of local dog walkers. For the council to spend a lot of money on this field seems an inappropriate use of council funds, when I am sure there are much more important issues. Option A would alter the tranquillity adversely, and I think is totally unnecessary, as there are plenty of other commercial campsites around which fulfil the needs of those campers who want more facilities.
- The campsite should remain open for public use - it is a beautiful location and a valuable facility, however recognising the financial challenges I would support any investment that retains public access, but allows GBC to get a return.
- Although I don't camp here, I've passed through many times with my dog and it's lovely to see all kinds of groups using the site. It would be a great shame if the public could no longer access it.
- This spot is on a beautiful public right of way. Any restriction for that has to be opposed. As for the camping, we currently assist at two forest schools in Guildford, the option C implies only one would be using it. This simply is not good enough. Option E, wholly unacceptable, the site hardly makes an impact on this staggering area, to remove any facilities will not add to it. Option A would inevitably mean a busier site, more building and traffic. The peaceful nature of the site would go. I also volunteer at a Youth Club in Guildford and remember the site was used wholly for youth groups of various kinds. This should continue. My Youth Club members are some way from enjoying the great outdoors so far, but the option should remain open to us.
- I have walked through the campsite many times over the last 20 years and love to see it being used by families, schools and especially charities such as CHICKS. I understand the cost is/was £7 per person per night.
- It is well used by D of E and scout and guides so please ensure the campsite continues to be available.
- I also walk there everyday of the year. A limited access would be a disaster to me and my friends.
- It has been enjoyed by many over the years and I am sure many will do so in the future if allowed to do so.
- This is bonkers. Why can't the campsite be used by scouts, guides and members of the public AND a forest school over specific parts of the year? Is the site large enough that a forest school can operate on part of it permanently and the rest used by school, scouts, guides, the public etc? By leasing it to a forest school you are effectively making a public owned resource

accessible only to those who can afford to attend the forest school. I'd strongly suggest that you also advertise it far more broadly - I doubt many know of its existence and it would be a brilliant resource for families who cannot afford to travel far or pay lots, giving them a break in nature which is proven to have benefits for mental health etc. I'm in two minds about keeping the facilities basic - on the one hand it ensures affordability to those on lower incomes, and I think there's something to be said for roughing it a bit - teaches children to be grateful for mod cons and to be resourceful - on the other hand...

- It would seem a shame to waste the current site. Have you seen if there is an external organisation that could help take it on? Embers? Surrey Adventure company etc?
- I would like to see the forest school option with at least some public access ideally. Perhaps it could be public access on some weekends or weeks of the year, particularly to coincide with school holidays, when presumably, school groups would not be using it. I would also like to know that the option for schools to take groups to the site would be widely promoted to local schools so that they could avail of the facility.
- I don't think this facility should be turned over to a forest school. By all means they could book it but it would discriminate against families, other schools and scouts etc.
- One of my children has camped at the Chantries campsite with Holy Trinity School back in 2010. It was great the children could camp in Guildford after a circular school to Shere. The walk was at the end of term and was from Guildford to Shere, they called the walk the Trinity Trek. Unfortunately, since then in subsequent years, the trip has had to be revised. My other two children had to camp at Bentley Copse at the end of the walk, not as convenient for a Guildford School. Quite polluting for 90 parents to drive up those congested lanes to Shere to pick up their children. I think it would be great if the campsite would be used by local schools and Scouts. Could the facilities be updated to be on a par with Bentley Copse? I agree a campsite for the public could increase traffic and may not be a good idea for that reason, unless it was a 'green' campsite and could only be walked to. Maybe for people walking the Pilgrims Way or Downs Link path.
- I don't think the higher standard (A) means overall better outcome in terms of community and environment. It's a great place for public to enjoy and I believe it can also be reserved for schools and scouts if needed.
- This is an absolutely beautiful campsite and it would be an incredible shame if it was not to be available to the public in some way. I don't think anyone camping there needs a fully refurbished site, it is frankly absolutely perfect as it is, and I would think most campers would be happy to pay more for it as it is, allowing the council to make a small profit each year.
- I can't stress enough how important I think that this sort of simple undeveloped and cheap access to the countryside is for people's wellbeing and it is just the sort of thing a local council should be championing. I appreciate the pressure on finance but then I see money spent on unnecessary projects in other areas so my sympathy is tempered. I have also become extremely cynical about these consultations having concluded that they are exercises to make it look as if the local authority listens with there being no intention of changing a pre-conceived plan. I hope I'm proved wrong this time.
- I have been walking the Chantries and through the campsite for over 40 years. I like its tranquillity and the way it fits into the environment. I welcome the idea of a forest school assuming it really would still be open to school and other youth groups. But, as someone who has walked the North Downs Way camping on it, there is a dearth of places to camp. I did it without permission then, when I was with my son and couldn't find any. I expect people will still do that today, but it would be better to have somewhere official.
- I'm always surprised how underused such a lovely site is - even in the summer holidays. An increase in visitor numbers through greater local awareness could help reduce the ongoing costs anticipated in option B without the drawbacks of A.
- This campsite is a special place for the local community. We are so lucky to have the beauty of

the Chancies in our town, and being able to camp in our local woods gives a sense of belonging to this special piece of land. This is also a local space for people to get together. It is not just about camping. I firmly believe it should remain as a basic campsite. It is not clear where the view has come from that it should be developed into a commercial campsite with showers and electricity. It seems to me it is more about an experience of being in local nature that is the value of this precious space, plus a local place for people to come together to celebrate. Showers are not necessary for these mostly one-night stays. The conservation work that goes into the chancies is much appreciated, but probably never gets voiced. It is not clear to me how the campsite currently costs £5,000 a year to run. I would like to see the accounts details to determine what this money is being spent on.

- Keep it for public use. There are few enough public camps sites as is.
- Keep it open for the public use, but by all means take bookings for forest schools too- why not? We pay for it in our rates, but GBC and SCC seem hell bent on commercialising everything, these sites are not actually yours to do this with, they are held in trust by the council on behalf of the tax/ rate paying public.
- I think options D and E are terrible.
- GBC are supposed to serve their public, the ones that pay their Council Tax to enable the council to supply services to the people of Guildford...So GBC serve your public. Or do what all public service bodies do, do what you want and blow everyone else!!!!!!!!!!!!!!
- I think we should be mindful of a low carbon footprint and keep the campsite as it is. If a toilet block could be added at a minimal cost then I would support that. I think this should remain a local campsite for local people and visitors.
- The campsite is fine as it is. There is no need to change it. However, the campsite should be better publicised. Most local people aren't aware of it, which is a shame. If the cost of running the campsite is an issue, why not just charge a flat £50 per night for the campsite, raising to £75 during the summer months, and £100 for summer weekend nights? This would likely raise more money the current pricing model.
- Make the booking service online with immediate booking options. Offer small fire pits for rent but keep the option of allowing campers to bring their own. Sell bags of logs at £5 a bag like other wild camping sites with a couple of fire lights.
- This is a beautiful spot for the public to use. The council is, after all supposed to serve it's public, it would be a great shame to give it to a Forest school. Not much point refurbishing for such a small revenue and huge costs and tree removal.
- It should remain open to public with simple update in sanitation.
- There are no public camping facilities elsewhere in the Guildford area. Although we have been unsuccessful so far at booking a night at the Chancies site, we are still excited about being able to spend a night under canvas close to home with an almost wild camping experience.
- I was a scout for all my childhood and I'd tend towards leaving nature to be as close to nature as possible - rustic campsites are beautiful and inspirational. Too much of our world is 'managed' and subject to too much health and safety restrictions.
- The area is such a benefit to the school it would be such a shame to no longer be able to use it. The children gain so much from being able to go there.
- Do nothing to increase the footprint of the site. The site is small and to justify such a radical change it would have to enlarge. The council should look at the environmental impact of upgrading the site to commercial standards. The primary use of this area is for walkers rather than campers and the site needs to be seen in that context.
- I would pay more for better facilities.
- Please leave the campsite for everyone to use as they have done without issue for years. Clean up the toilets by all means, but otherwise leave the place alone. Please stop harming our countryside by building on it. Leave out countryside alone.

- I am a local resident who walks through the campsite daily. It is in an AONB and provides a beauty spot and view for all visitors and members of the public. I believe that it should be returned to its natural state for everyone to enjoy rather than becoming a commercial enterprise for the council. If it is refurbished to be used by a forest school it will alter the character of the area irrevocably. Please do not do this - we have precious little natural woodland as it is and we need to preserve it for future generations.
- The area must continue to be open to members of the public. So many dog walkers and other users enjoy the chancies on a daily basis.
- This should be available to all.
- We need more spaces like these but they don't have to be gold plated.
- Although I've never personally used this campsite, I do think that given the view that we should encourage children and families to make more use of the countryside, it would be a loss for this amenity to be lost. Many children never experience the great outdoors and instead of restricting use of the campsite why not use a small amount of public funds to actually publicise this amenity rather than just lose or restrict it? Also, why does it have to be a forest school only, why can't a forest school and public use be shared? I'm sure most of the public would use it at the weekend when forest school wouldn't thereby introducing two funding streams for the council.
- My children and I have camped at Chantry Woods campsite 1-2 times/year for the last 3 years (age range of children during stays 6 to 10), as part of a party of fellow parents and children from the same year group at our school. Every year when asked they reply an instant 'yes!' to the prospect of a long weekend stay at the site. When surrounded by all the comforts of home, you could ask why? The simple answer is that it's fun! A beautiful location, with woods to explore with their friends, grounds to roam, dens to build, trees to climb, night explorations with head torches, fires to make, sausages to cook over the fire, marshmallows to toast, and bacon sandwiches for breakfast. Every time, whatever the weather, both return home in need of a wash but with many happy memories. They are not concerned (and neither am I) about the chemical toilet facilities or 2 cold water taps. In addition to the memories, these weekends away in this beautiful environment with basic facilities.
- The site must remain an amenity available to all. Options C, D, E are absolutely unacceptable.
- Please keep as is and safe current set up.
- The campsite is fantastic - to limit its use to a forest school or for schools and scouts only, and by encouraging regular large groups could be harmful for the natural environment and would be limiting for those outside those groups. Its current sporadic usage allows the area to be enjoyed by all with nature not disproportionately affected by campers. This is an area regularly used by walkers, runners, young and old and should be kept so that all can use it.
- Out of 5 options only 2 allow for public camping! Why? Although it's great to ensure young people, scouts, schools etc get to experience camping in such a lovely place why make it exclusive to such a small section of the community- whilst also minimising the overall utilisation of the site.
- Whatever the decision this area should be open for access to the general public. I, like many people, walk through the campsite several times a week. The reason I put I have never "used" it is because I have never camped there. Both my children did when at school. I think it completely inappropriate to do anything other than a basic refurb of the current facility as necessary. We all appreciate a water source particularly in the summer. Any cost can be offset by an increase of hire charge. Definitely not upgrade to showers and other amenities. This is a precious area of natural beauty enjoyed by many. Forests schools etc. would create health and safety issues and the inevitable building and potentially limit the access to the public.
- Please don't change it, if you do you will break it and ruin it. Its basic but it works. If you provide shiny facilities some miscreants will burn it down and then you will close the site. Leave it as is please.

- The site is an integral part of the Chancies and further development and in particular commercialisation of the site which is enjoyed by a wide spectrum of local and non-local residents should be avoided at all costs.
- Please, please don't change the nature of this beautiful peaceful place enjoyed by so many people. A small refurb is absolutely sufficient and you can charge a little more per person. Please don't add a car park, lighting, buildings, access roads etc. Keep it as it is! There is so little provision for family basic wild camping available.
- The campsite is a special asset and it needs to be protected. Additional facilities are not required. Our children would not have enjoyed their camping holidays there (which they LOVE) any more for the addition of electricity etc. The charm of the site is the 'back to nature' feel and the safe environment for kids to play on the field and in the woods. Plus, the camp fire of course! Members of the community have made their views clear and I wholeheartedly support the messages being shared. We believe that the payment for the site requires more careful thought. You currently charge the same for adults, children and babies; commercial groups and school groups; whether it's August or January; whether you have just one person taking up the whole field or one hundred people; whether it's a 2h lunchtime birthday party or an overnight stay; etc. The current model is not fit for purpose, and increasing the £ pp/pn number without making any changes to the pricing structure does not solve it.
- Given the very few campsites in the area I am amazed that the council can't or won't make money from it as it is and wants to give the campsite up to a private operator. Have you spoken to the Basingstoke Canal about how popular their campsite is?? In the last 5 years I have tried on 3 occasions to book it for group use and always it has been fully booked.
- I think the costs seem excessive and profits low. During weekends in the summer pitches could be sold for a good price with a communal fire pit. It would be a wonderful way for the local community to come together.
- I feel strongly that it needs only basic facilities - it is the joy of being close to nature that will benefit young people in particular.
- The current campsite is a huge benefit to local groups who have been using it for many years. It would be very sad to see an area of outstanding natural beauty turned into a private business that would have different priorities and not be accessible for everybody (this is based on prices charged).
- I feel that there are hardly any facilities like these in the borough and it's important to keep them running. I will help if I can. I run a local therapy garden and am fully DBS checked. Call me on [REDACTED].
- Essential to ensure preservation of the natural environment. All too few of these basic campsites left.
- Leave as is. Great location. Basic but that is also the appeal of the place as close to nature.
- Option A sounds like it would destroy/disturb/disrupt the current habitat to an unacceptable level and it would be a shame to do this to an area of natural beauty. This most disturbing element of the other options C and D is that these options are promoting exclusive use and as such promoting a very non-inclusive solution. This would be not be in keeping with good relations within the local community. £5,000 for option B is a small price to pay compared to other much larger borough spending.
- The best option is to continue with a basic, no-frills camping experience and so I would prefer options C or B. The supporting info for each option is not clear but I would prefer B if it meant more people used it, and therefore it cost less in subsidy. Option A should be rejected out of hand as it detracts from the current offer and delivers an appalling return on investment. If the numbers given are correct, this option has a negative NPV. Option D is effectively privatisation of this public space. It benefits a private company at the cost of the experience available to council tax payers.
- It would be a huge loss to lose public access to the campsite.

- This is a wonderful site much loved by the community. To go and have a picnic in the Surrey Hills is a very special thing and in winter this is the only place where fires can be lit. As a family we love it and would happily pay for the use of the firepits. We have many happy memories here; it is particularly special for family friends who don't normally socialise in groups due to autistic family members, who feel the space here allows interaction and solitude when necessary. There is just about access for the disabled which is wonderful as most places in the Surrey Hills are inaccessible. We would very much like to keep this space for community use, whether it is used for camping is neither here nor there. The flat space allows for games to be played and children to safely explore.
- Only Option B is recommended. The other options are exclusive and Option A would ruin the whole nature of the area.
- This is a beautiful spot which provides public open access in particular for dog walkers/families etc. which should be kept as open space for all to enjoy. It is wonderful that families can picnic freely or even BBQ. I don't believe it should be used as a so-called forest school as I would be concerned/fearful that it would be 'developed' in some way. Access to the Chantry is via a very busy narrow lane and I would fear more traffic, and it is pretty dangerous for pedestrians walking from St. Martha's car park to the Chantry.
- Take a massive asset for the future and should be brought up to date asap so that existing walkers and future campers can enjoy the countryside. I've noticed over recent years the decline of the site. I thought surely this should be looked after for many future generations who will only get to camp out in sites like these. Life is becoming so predictable with all this cost cutting until in the end there will be nothing for anybody unless you're really wealthy and can afford to have holidays abroad 2 or 3 times a year.
- It is vital that this be retained as a campsite to encourage people to reconnect with our environment and help them to understand how important these wonderful open spaces are - not only for the wildlife but for people too. Being outside has been shown in many studies to improve people's mind and body so any facilities which help people gain the experience of being at one with nature is to be applauded. Starting with young people has to be a good way forward. Whilst I would like the general public to still be able to use the site, I cannot see the necessity to refurbish and make it a plush place to be. Wild camping is a thing in itself - getting back to basics is something to be enjoyed. It would be a pity to exclude the general public - could it not be used by the public when the forest school is not using it???? That would enable the council to get more money in. Why restrict it to one option or the other? It is currently used by both.
- This is a valuable asset which should be maintained as a basic campsite for all to use. A more creative fee structure should be used to generate more revenue and greater usage. Current charges are too low per head for camping but if a large group is using the site it may be prohibitive. Consider a minimum and a maximum charge for site use. Consider different fee structure for young people's organisations vs private/corporate users.
- It would be nice to have improved facilities, that would allow members of the public to use it as a single group booking.
- Keep the site as close to nature as possible.
- I think in this day of busy people and refinement it is essential to have a facility for schools and guides/scouts to use in Guildford. I walk my dog weekly passed the campsite and witness young people having a marvellous wild experience. Lots of family groups seem to book the site too. We are very lucky to have this site and it must be protected and refurbished.
- Rough camping is rough camping, that is how it should be. No fun otherwise.
- None.
- Why is there no option to improve the facilities in a limited way to allow multiple group use at a lower cost than £300,000, there seems to be an all or nothing approach. Surely a simple block with flushing toilets would be all that is required to allow multiple simultaneous group

use. The limitation at present is that booking the site has to be done months in advance due to popularity during the months when camping is attractive. Surely a lower investment with a slightly higher booking fee and the potential for increased utilisation would benefit both users and the council's finances?

- This is a beautiful area, keep it beautiful and no more infrastructure or building is needed.
- I would much prefer the facilities to remain low key, although some basic improvements would be a good idea. I walk my dog there at least 3 times a week so would not support anything that changed my enjoyment of such a lovely area. I am very supportive of the educational aspects of option B and fully believe in creating an opportunity for the younger generations to experience the joys of nature and benefits to wellbeing that it brings.
- Use for housing rather than green belt?
- The current site could do with some very modest tidying, but should be essentially maintained as it is. The costing estimate of £300k seems excessive and prohibitive and should not be pursued. The council should share the working behind this figure.
- It cannot just be about money. It is also about community and providing facilities for locals, families and young people. Please do not deprive us of another local facility which takes us away from busy and digital lives.
- I walk through the campsite every day. The vast majority of people using the area are walkers and dog walkers, of which there are many. In my view this area of land should be treated as the adjoining open areas in the Chantryes - as a marvellous site to enjoy the Surrey Hills. It's one of the delights of the area and I see the campsite as a minor consideration.
- No.
- Only recently aware, but our family are camping fans and we would like to use it.
- The forest school option would benefit so many children. My only concern is parking - the car park at St Martha's is often quite busy already.
- Should have reduced rates for children. Install cesspit if there isn't one there and have flushing toilets. Take in more than 1 group. Local schools have been using the site for forest school days, let that continue.
- Camping doesn't require 'modern facilities'. That's the essence of camping- back to basics! If more visitors are needed to increase income then promote the site - Facebook etc. I am sure few people are aware of the wonderful opportunities to camp there.
- The location of the campsite is not suitable for a commercial campsite - the peace and quiet of the area and lack of easy access (single lane road) and lack of parking all mean development would be inappropriate.
- I would be concerned that creating access would cause damage to a sensitive bluebell wood, as would the increased traffic through the wood. A public campsite would change the nature of the area and could encourage further development.
- There has been a huge rise in camping & glamping in the last few years. This is a beautiful spot which if looked after & advertised would do very well bring close to London the coast & an area of outstanding natural beauty, there are already a number of scouts only campsites in the area & nothing for public use. I have in the past looked into staying at the campsite but it was very difficult.
- Public use, no other option in my opinion is welcome.
- It would be a real shame to not have the campsite available to the public.
- Please do not commercialise the best area in Guildford which is a natural environment. Changing the use of this area will not improve its use, please don't look at this merely from a financial aspect.
- My family have used the chantries between the 70's and the 90's. They run scout camps for Bellfield's cubs and a deaf children's camp. It would be a shame to lose the place but the facilities do need upgrading. It would encourage others to use it more often.

- This is a poor survey.
- Keep it basic, like a mountain bothy for public use including scouting fraternity. Presume there is a booking system?
- I used the campsite as a girl guide. We need this sort of facility to stop children being so dependent on IT games and social media.
- Please keep it open.
- I really object to needless changes when something is working already. It's a simple, low-tech, low-fi, beauty spot which should be kept for the local community. That means people living in Guildford or surrounding villages, or local schools and local groups. Upgrading with showers, toilets and facilities will simply SPOIL this beauty spot by over-development and over use, building structures, increasing visitors, increasing noise and disturbance. I have used the campsite several times, but I also walk through the campsite at least once a week with my dogs. I always see other walkers passing over this land. It's so calm and peaceful with a wonderful view. Please, please just leave things alone. Less is often more in this day. Under-development rather than over-development!
- Keep it as it is. Advertise it better and charge enough to cover costs or make a small profit. Clearly state that any profit goes straight back into the campsite. Lots of local groups could use the space and if managed well, the events they hold could help fund the space. It is a unique space, 30 miles from central London and is under-utilised and not very well known. Is a town council the best organisation to be responsible for utilising such a great space?
- Why can't the area be shared for public use and forest school?
- I believe that continued provision of such facilities to schools and scouts is essential. I personally benefited greatly from such facilities in my youth.
- I would pay more money per night if the facilities were updated.
- It is public land so should be open to public! Having visited the campsite for over fifty years since a child would not want it closed to the public. The beauty of it is it is basic! I suspect the majority of groups are children and young people anyway! Whatever option public access for walkers etc to be maintained.
- I am 50 years old, not used it for years but had some great times as a scout in the 80's there, be a shame to lose it, you seem to charge us more every year for council tax but we get less services each year and it's disgusting.
- The campsite has been a part of the amenities available to the people of Guildford for decades giving many children and young people the opportunity to enjoy the outstanding natural beauty of the Surrey Hills. In my opinion the cost to the tax payer is a very small and therefore the campsite must be maintained and made available to as many groups as possible.
- If there are 1,400 visitors per year, paying £4.75 each, and it costs the Council £5,000 pa to run, the campsite is more than paying for itself. Why does it need a subsidy? What are the repairs costing £36,000? Could some of these be carried out by local volunteers? It's local people who treasure this simple site as it is. Could the council work with them to make the necessary repairs?
- Used to camp there with the scouts. Important to keep the availability for the youth to get out into nature.
- I think with deforestation it's important for the youths (our future) to embrace nature and what better way than being surrounded by it.
- Use by a forest school plus use by scouts etc. AND the public campers at other times seems to be the obvious answer that would please all interested parties! The preferred solution will have to be explained clearly and ask for feedback to avoid troublesome rumours from residents. The rumours have not been helped by rather unclear communication so far. Also, perhaps the forest school would be willing to provide the booking system.

- Although the survey asked about use of the campsite in the last 5 years, I'd like to point out that many of used this site many times in our youth, our children used it, and although we haven't used it in the last 5 years, we do understand what value it is to the community, and value what it gave us years ago!
- Please keep it open and accessible to as many parties, individuals and organised groups alike. It's part of any young, then older, person's heritage, when living in Guildford.
- Although I have not personally used it, our children have and loved it. Let's hope lots more children in the community get the opportunity to do so also.
- I believe any form of camping should be available to all members of the public but especially to the younger generation. In this age of inactivity and obesity any outdoor activities should be encouraged and made achievable.
- In the current financial and environmental climate, I don't think option A makes any sense. From growing up using the campsite, option D sounds like a fantastic option :)
- Please let's not turn this into a mass public campsite. It should remain natural and as wild as possible with limited numbers allowed each year. Over recent years it has become more and more popular and it is losing its appeal. I would strongly recommend increasing the price per night and limiting the numbers allowed per night and per year and keeping it wild, this is the most appealing aspect.
- This is an AONB and in terms of climate change we need to protect these woods as much as possible. Less human interference at night and all day (as with camping) would be better. Forest schools already access the woods quite successfully and they do not need this site.
- I would like to see the breakdown for £36,000 worth of repairs please. Can you make this document public? If people want to go to a campsite with hot and cold running water, car parking, electricity and plumbed in lavatories then they should go somewhere else. There is nearly nowhere left where people can just enjoy life and nature and leave no carbon footprint.
- This campsite is a fabulous facility - over and beyond camping. We've gathered friends there informally for wide games (when no-one is camping) and we regularly walk our dog (up to five times a week) in this site. It's a beautiful clearing and so well placed but we'd hate to be shut out of it in any way. Our main priority would be to maintain open access, but we also see that a little more publicity could see the site booked more often which would be lovely. I have no doubt that the beauty of this spot keeps walkers coming and we are proud of it - and thankful to the council for operating it!
- I do not want this site to become a mainstream camping provision at all.
- Local resident for 17 years and have lived in/around Guildford since 1991. This area is used daily by dog-walkers as well as families, walking groups etc. Access must be preserved to this area for local tax-paying residents: privatising this area (Option D Forest school) and "limiting numbers" does not appear to preserve the area for public use nor for local residents. The existing toilet blocks are an eye-sore: they should be removed (Option E No campsite) or updated in keeping with the rural surroundings (Option A Refurbished campsite). The Hall has recently had the roof repaired. Campsite bookings would increase if shower/toilet facilities were updated: increased visitors would increase revenue for local leisure/ entertainment providers e.g. pubs, restaurants, cafes, High street shops, YA Theatre, Guildford Spectrum, G Live.
- I have walked over the hills since I was very young. If you are thinking of going for option. With trees being cut and more traffic. I don't agree with that. I wouldn't like it. So, everyone can enjoy it.
- My children use the facilities via scouts organised events. I feel it would be a massive loss to the area and these groups may also be under threat if the council were to permanently close sites like this.
- We have spoken to families using this when we have been out walking. Some come here year

after year. It is a beautiful area to camp and give children a safe experience of camping. Toilets and running water are a real bonus and make it usable by families. Please keep this available to all.

- To me option 1 seems to be over the top, and in the present climate the money it will take to achieve this could be better used elsewhere. Personally, only proper toilets and wash facilities, along with cold water for washing and cooking are all that is required, and hot water can be produced by using fires rather than potentially wasting energy storing hot water in a tank. Approx. a year ago I started walking in and around Chantry Wood during my lunch hour, and to me it is an extremely valuable place to walk and spend time there. Partly due to nature and how it changes during the seasons, with the bluebells and other flowers in Spring, to the cyclamen flowering in Autumn, along with the open space where the campsite is and the wonderful views into the distance. Having this amazing green space on the edge of a busy and built up town it is an escape from the noise, pollution and the busyness of life is extremely important.
- Option A would represent an extremely poor return on the capital investment (0.83% p.a.) and even that is uncertain. It would also have a negative impact on the environment in that area. So, this seems to be the worst idea presented. Option D would presumably require a lot of transport movements to bring young children to the "forest school" and take them home again on the same day. This does not seem a good idea from an environmental perspective, which should be important in this sensitive location, or in view of the narrow lane access to this part of Chantry Woods. There must be more appropriate locations for forest school activities, even elsewhere in Chantry Woods. Option C is my preferred choice as there must be a considerable demand for a site of this type with all of the Duke of Edinburgh's Award Scheme groups doing their expeditions and training in this area. It would be unfortunate to close it altogether, and these groups should have the experience of using basic services.
- I would like to ask whether scout, guide and schools have been asked what their opinions are? I think it is imperative for as many children as possible and from diverse backgrounds should have the opportunity to use the campsite, especially as so many children who do not have enough exercise or outdoor play. For some children it is their only holiday and time away from possibly a difficult home or school life. Have the council approached any local businesses to help fund the necessary refurbishments? Could local voluntary groups help with the works? I understand the council's resources are limited but by looking elsewhere for support might be an option? I camped as a guide and still remember how much I enjoyed myself and how many skills I learnt. I wonder whether the site really needs showers etc? We just had one running cold tap and managed for the week?
- [REDACTED]@outlook.com. The campsite would have to be made fairly secure, or it could be invaded by groups of rough sleepers/homeless people, and therefore not be able to fulfil its main purpose. I am not unsympathetic to the homeless, but a secluded site like this could be left in a messy state (speaking from experience).
- It is a lovely campsite which I have often wanted to use but it has been booked by other groups when I have wanted to use it. I love the fact that the facilities are basic- that is part of the charm. Please keep it basic for all people who love the outdoors.
- If a public campsite is decided on where would the public park their cars, and the lane, being single is already hazardous.
- It's a public space and I feel that it's important to keep it this way. I do not want this area to be privatised.
- No.
- I am concerned about there being any development in this special natural area. The less facilities that are provided the better. I feel there are other locations which would be less impacted by the provision facilities. This area is currently enjoyed by a lot of walkers who massively value it as a natural area.

- Option A would spoil the campsite and woods, and constitutes a far too intensive use of the area which was never intended by the people that originally acquired the land for public use. Please leave this incredibly beautiful and peaceful area alone (as existing - basic campsite or remove the campsite altogether). I visit the woods three times a week, every week, to walk and I pass through the campsite. It is a peaceful spot to admire the view and should not be developed further. Please do not develop the site further. Please leave the site as it is.
- I have been walking in the Chantry Woods for most of my life as a child with my family and now at least three times a week with my dogs. The area is not large and is not sustainable for an increase in traffic or lots of people. The forest/woods will suffer if a bigger infrastructure is built. The Bluebell woods should be protected!! The Wildlife should be protected. It is the proximity of the beautiful countryside to Guildford Town Centre and our homes is what makes Guildford so special. The future of these beautiful woods should be preserved for the next generations. Commercial enterprise should not be a consideration in this matter. If the bottom line is purely monetary than the campsite should be returned to open grassland and managed accordingly with the Chantry Woods as a whole. PRESERVATION OF CHANTRY WOOD IS PARAMOUNT. I ask that the Council seek Expert Advice in this matter as well as listen to the public. Avoid hugely expensive mistakes.
- Retain the campsite and continue access for all. Subsidising facilities for community benefit are an important role for the council not an admission of failure.
- I am responding on behalf of Holy Trinity Amenity Group. The site is a much-valued part of the Chantries. Some of our members use it for camping, and many more frequently pass through it when taking a walk from our homes (no car travel involved). Over the years we have had involvement with its future. We wish it to remain a mainly natural area that can be enjoyed by all, with only basic facilities for camping which should be primarily for the general public, and Guildford residents in particular. This pro-forma consultation is not helpful. We hope that the submissions and correspondence we have previously made, which remain relevant, will continue to be considered.
- Whilst it would be unlikely to become Piccadilly Circus the campsite should be able to be accessed by all. £300,000 is nothing in the grand scheme of things. I also think it possible to hold some fund-raising events to help with some cost. it is a wonderful resource. The open nature is wonderful and the views are stunning. I enjoy walking through the area with my dogs. It would be a tragedy to allow it to become under used and a victim of the bracken invasion that happens every time a tree is removed.
- Not well-enough used. I walk my dog there about twice a week and it is so rarely used. I don't think it would be well-used as a public site, so not worth the investment. Forest school use is a good idea.
- There is no need whatsoever to spend £300,000. The pleasure experienced by any campers is the basic nature of the site. The forest school deal is far too restrictive and exclusive, it would be preferable for the public to be able to enjoy the space even if they can't camp rather than have a forest school take it over. Rethink this whole proposal and listen to what people are saying.
- The campsite is such a good resource for public groups. We used it several times for Woodcraft Folk summer camp. Doesn't need significant upgrade for this purpose except for better water/tap and better track/access.

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THE FORWARD PLAN

(INCORPORATING NOTICE OF KEY DECISIONS TO BE TAKEN BY THE EXECUTIVE AND NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE)

Schedule 1 to this document sets out details of the various decisions that the [Executive](#) and full [Council](#) are likely to take over the next twelve months in so far as they are known at the time of publication. Except in rare circumstances where confidential or exempt information is likely to be disclosed, all decisions taken by the Executive and full Council are taken in public, and all reports and supporting documents in respect of those decisions are made available both at the Council offices and on our website.

Members of the public are welcome to attend and, in most cases, participate in all of our meetings and should seek confirmation as to the timing of any proposed decision referred to in the Forward Plan from the Committee Services team by telephone on 01483 444102, or email committeeservices@guildford.gov.uk prior to attending any particular meeting.

Details of the membership of the Executive and the respective areas of responsibility of the Leader of the Council and the lead councillors are set out in Schedule 2 to this document.

Key decisions

As required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document also contains information about known key decisions to be taken during this period.

A key decision is defined in the Council's Constitution as an executive decision which is likely to result in expenditure or savings of at least £200,000 or which is likely to have a significant impact on two or more wards within the Borough.

A key decision is indicated in Schedule 1 by an asterisk in the first column of each table of proposed decisions to be taken by the Executive.

In order to comply with the publicity requirements of Regulation 9 of the 2012 Regulations referred to above, we will publish this document at least 28 clear days before each meeting of the Executive by making it available for inspection by the public at the council offices during normal working hours and on our website: <http://www.guildford.gov.uk/ForwardPlan>

Availability of reports and other documents

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document to be submitted to a decision-maker for consideration in relation to a matter in respect of which a decision is to be made will normally be available for inspection at the Borough Council offices and on our website five clear working days before the meeting, or the date on which the proposed decision is to be taken. Other documents relevant to a

matter in respect of which a decision is to be made may be submitted to the Executive, or to an individual decision maker, before the meeting or date on which the decision is to be taken, and copies of these will also be available on request and online.

Taking decisions in private

Where, in relation to any matter to be discussed by the Executive, the public may be excluded from the meeting due to the likely disclosure of confidential or exempt information, the documents referred to above may not contain any such confidential or exempt information.

In order to comply with the requirements of Regulation 5 of the 2012 Regulations referred to above, Schedule 1 to this document will indicate where it is intended to deal with any matter in private due to the likely disclosure of confidential or exempt information. Where applicable, a statement of reasons for holding that part of the meeting in private together with an invitation to the public to submit written representations about why the meeting should be open to the public when the matter is dealt with will be set out on the relevant page of Schedule 1.

James Whiteman

Managing Director

Guildford Borough Council
Millmead House
Millmead
Guildford
GU2 4BB

Dated: 25 February 2020 (Draft)

SCHEDULE 1
EXECUTIVE SHAREHOLDER
AND TRUSTEE COMMITTEE:
24 March 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Allen House Pavillion	To seek authority to proceed with new lease of charitable land at Allen House.	No	Report to Executive Shareholder and Trustee Committee (24/03/2020)	Simon Goldsworthy 01483 444593 simon.goldsworthy@guildford.gov.uk

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EXECUTIVE: 24 March 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Property Investment Strategy	To approve a new property investment strategy which will provide a robust and viable framework for the organisation and retention of commercial properties located within the borough.	No	Report to Executive (24/03/2020)	Melissa Bromham 01483 444587 melissa.bromham@guildford.gov.uk

Agenda item number: 6

*	Chantry Wood Campsite	To report the outcome consultation and agree on future use.	No	Report to Executive (24/03/2020) incorporating comments/ recommendations of Community EAB (13/02/2020)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*	New Housing Strategy	To develop a new Housing Strategy.	No	Report to Executive (24/03/2020)	Peter O'Connell 01483 444800 peter.oconnell@guildford.gov.uk
*	Town Centre Masterplan	To seek approval to proceed with the preparation of a DPD Masterplan.	No	Report to Executive (24/03/2020)	Andrew Tyldesley 01483 444617 andrew.tyldesley@guildford.gov.uk

Agenda item number: 6

	Development Management DPD	To adopt the Development Management DPD	No	Report to Council (7/04/2020) incorporating comments/ recommendations of Executive (24/03/2020) and Place-Making EAB (17/02/2020)	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
	Transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park	To agree the transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park.	Yes Appendix 3	Report to Executive (24/03/2020)	Sally Astles 01483 444728 sally.astles@guildford.gov.uk
Page 91	Revocation of the Taxi Rank, Guildford Park Road	To consider and approve the revocation of the Taxi Rank, Guildford Park Road	No	Report to Executive (24/03/2020)	Mike Smith 01483 444387 mike.smith@guildford.gov.uk

COUNCIL 7 April 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Development Management DPD	To adopt the Development Management DPD	No	Report to Council (7/04/2020) Incorporating comments/ recommendations of Executive (24/03/2020) and Place-Making EAB (17/02/2020)	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
Review of various corporate governance related matters	To consider proposals from the task group in respect of reviews of various corporate governance related matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (07/04/2020) and Corporate Governance and Standards Committee (26/03/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk and Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk

Agenda item number: 6

EXECUTIVE: 21 April 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Tenancy Conditions and Flexible Tenancies	To review the tenancy conditions and flexible tenancies.	No	Report to Executive (21/04/2020)	Siobhan Rumble 01483 444296 siobhan.rumble@guildford.gov.uk
* Page 93	Annual Governance Statement 2019-20	To adopt the Council's Annual Governance Statement for 2019-20	No	Report to Executive (21/04/2020) and Corporate Governance and Standards Committee (26/03/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

COUNCIL 13 May 2020 (Annual Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Election of Mayor and appointment of Deputy Mayor 2020-21	To elect a Mayor and appoint a Deputy Mayor for the municipal year 2020-21.	No	Report to Council (13/05/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Appointment of Honorary Remembrancer 2020-21	To appoint the Honorary Remembrancer for the municipal year 2020-21	No	Report to Council (13/05/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

COUNCIL: 19 May 2020 (Selection Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Appointments to committees 2020-21	To agree the numerical allocation of seats to political groups on committees and to agree the membership and (where appropriate) substitute membership of those committees, including the election of committee chairmen and vice-chairmen	No	Report to Council (19/05/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Review of Executive Advisory Boards	To review the effectiveness of the operation of Executive Advisory Boards in the light of a strengthened Forward Plan process and better work programming.		Report to Council (19/05/2020) Incorporating comments/recommendations of EABs	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

EXECUTIVE: 26 May 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Councillor Working Groups	To review the current councillor working groups, and to determine whether they should continue in their present format; and if so to confirm the political composition of each of them.	No	Report to Executive (26/05/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Page 95	Surrey Leaders' Group	To consider and approve nominations to the Surrey Leaders' Group for appointments of district council representatives on outside bodies.	No	Report to Executive (26/05/2020)	John Armstrong <hr/> 01483 444102 john.armstrong@guildford.gov.uk
*	Bedford Wharf Plaza Landscaping Scheme	To approve the landscaping scheme following public consultation.	No	Report to Executive (26/05/2020) and Place Making EAB (06/04/2020)	Paul Bassi 01483 444515 paul.bassi@guildford.gov.uk
	Charging for Regulatory Services	To consider proposal to charge for pre-application advice	No	Report to Executive (26/05/2020)	Justine Fuller 01483 444370 justine.fuller@guildford.gov.uk
	Pest Control Services	To consider proposal to introduce charging for pest control treatments (rats and mice)	No	Report to Executive (26/05/2020)	Justine Fuller 01483 444370 justine.fuller@guildford.gov.uk

Agenda item number: 6

EXECUTIVE: 23 June 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Capital and Investment Outturn Report 2019-20	(1) To note the Capital and Investment Outturn Report for 2019-20. (2) To approve the actual prudential indicators for 2019-20.	No	Report to Executive (23/06/2020) and Council (28/07/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
* Page 96	Revenue Outturn Report 2019-20	(1) To note the final position on the General Fund and the Collection Fund revenue accounts for the 2019-20 financial year. (2) To determine how any available balances are to be used.	No	Report to Executive (23/06/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

*	Housing Revenue Account: draft final Accounts 2019-20	To consider the draft accounts for 2019-20 and agree any transfers to earmarked reserves before the statutory Statement of Accounts is signed by the Chief Financial Officer.	No	Report to Executive (23/06/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
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EXECUTIVE SHAREHOLDER AND TRUSTEE COMMITTEE 23 June 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Foxenden Deep Shelter	To consider the potential alternative future uses of the Shelter, possibly including a heritage element.	No	Executive Shareholder and Trustee Committee (23/06/2020)	Alex Duggan 01483 444584 alex.duggan@guildford.gov.uk
	Sutherland Memorial Park	To renew the lease to Guildford City Youth Project	No	Executive Shareholder and Trustee Committee (23/06/2020)	Alex Duggan 01483 444584 alex.duggan@guildford.gov.uk

EXECUTIVE: 21 July 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
* Page 98	Budget assumptions for Business Planning 2021-22 to 2024-25	To agree the inflation factors to be used in the preparation of the 2021-22 outline budget.	No	Report to Executive (21/07/2020)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
*	Crematorium Project	To approve the supplementary capital estimates	No	Report to Executive (21/07/2020) and Council (28/07/2020)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk

COUNCIL: 28 July 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Review of Overview and Scrutiny Annual Report	To note the annual report on overview and scrutiny function, including review of “call-in” and “urgency” provisions and future work programme.	No	Report to Council (28/07/2020) Incorporating comments/recommendations of Overview and Scrutiny Committee (7/07/2020)	James Dearling 01483 444141 james.dearling@guildford.gov.uk
Capital and Investment Outturn Report 2019-20	(1) To note the Capital and Investment Outturn Report 2019-20 (2) To approve the actual prudential indicators reported for 2019-20	No	Report to Council (28/07/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (18/06/2020) and Executive (23/06/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Crematorium Project	To approve supplementary capital estimates.	No	Report to Council (28/07/2020) Incorporating comments/recommendations of Executive (21/07/2020)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk

<p>Reviews of various corporate governance related matters</p>	<p>To consider proposals from the task group in respect of reviews of various corporate governance related matters including:</p> <ul style="list-style-type: none"> (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications 	<p>No</p>	<p>Report to Council (28/07/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (18/06/2020)</p>	<p>Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk</p> <p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>
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Agenda item number: 6

EXECUTIVE: 25 August 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
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EXECUTIVE: 22 September 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 102	Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Executive (22/09/2020) and Council (6/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Policy on Debt Recovery	To develop a policy on how the Council manages debt recovery	No	Report to Executive (22/09/2020) Incorporating comments/ recommendations of Community EAB (2/04/2020)	Siobhan Rumble 01483 444296 siobhan.rumble@guildford.gov.uk Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk Maureen Wilson 01483 444837 maureen.wilson@guildford.gov.uk

*	Strategic Development Framework SPD	To adopt the Strategic Development Framework SPD	No	Report to Executive (22/09/2020)	Simon Lee 01483 444670 simon.lee@guildford.gov.uk
*	Sustainable Design and Construction SPD	To adopt the Sustainable Design and Construction SPD	No	Report to Executive (22/09/2020)	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
* Page 103	Parking SPD	To adopt the Parking SPD	No	Report to Executive (22/09/2020)	Edward Cheng 01483 444083 edward.cheng@guildford.gov.uk

COUNCIL: 6 October 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Council (6/10/2020) Incorporating comments/recommendations of Executive (22/09/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Lovelace Neighbourhood Plan	To adopt the Lovelace Neighbourhood Plan	No	Report to Council (6/10/2020)	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
Review of corporate governance matters	To consider proposal from the task group in respect of reviews of various corporate governance matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (06/10/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (30/07/2020) and (24/09/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk and Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk

EXECUTIVE: 27 October 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Annual Audit Letter 2019-20	To approve the Annual Audit Letter for 2019-20..	No	Report to Executive (27/10/2020) Incorporating comments/recommen- dations from Corporate Governance and Standards Committee (24/09/2020)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk

EXECUTIVE: 24 November 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 106	Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Executive (24/11/2020) and Council (08/12/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Summary of transactions at less than best consideration.	Reporting on all less than best consideration transactions entered into annually.	No	Report to Executive (24/11/2020)	Mark Appleton 01483 444364 mark.appleton@guildford.gov.uk
*	Future Operating Models for frontline services	To approve Future Operating Models for frontline services.	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Place Making EAB (6/07/2020)	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk

COUNCIL: 8 December 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Council (8/12/2020) Incorporating comments/recommendations of the Executive (24/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Review of corporate governance matters	To consider proposal from the task group in respect of reviews of various corporate governance matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (08/12/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (19/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk and Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk

EXECUTIVE: 5 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Pitch Strategy	To adopt a Pitch Strategy	No	Report to Executive (5/01/2021) Incorporating comments/recommendations of Community EAB (04/07/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk

EXECUTIVE: 26 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 109	Capital and Investment Strategy (2021-22 to 2045- 25)	To comment on various recommendations to the Executive and Council	No	Report to Executive (26/01/2021) Incorporating comments/recomm endations of the Corporate Governance and Standards Committee (14/01/2021) Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

COUNCIL: 10 February 2021

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Capital and Investment Strategy (2021-22 to 2045-25)	To comment on various recommendations to the Executive and Council	No	Report to Council (10/02/2021) Incorporating comments/recommendations of the Corporate Governance and Standards Committee (14/01/2021) and Executive (26/01/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

EXECUTIVE: 23 March 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Regeneration of Guildford town centre	To consider an aspirational council document to guide development in the town centre	No	Report to Executive (23/03/2021) Incorporating comments/ recommendations of Place-Making and Innovation EAB (12/10/2020)	Tracey Coleman 01483 444827 tracey.coleman@guildford.gov.uk

Page 1

UNSCHEDULED ITEMS – EXECUTIVE/COUNCIL

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Transfer of Gosden Common to Bramley Parish Council	To consider and approve the transfer of Gosden Common to Bramley Parish Council	No	Executive	Fiona Williams 01483 444999 fiona.williams@guildford.gov.uk
u	Puttenham Neighbourhood Plan	To adopt the Puttenham Neighbourhood Plan	No	Council	Dan Nunn 01483 444671 daniel.nunn@guildford.gov.uk
u	Send Neighbourhood Plan	To adopt the Send Neighbourhood Plan	No	Council	Gavin Stonham 01483

Agenda Item number: 6

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*u	Guildford Park Project – Multi-Storey Car Park	To approve the transfer of monies from the provisional capital programme to the approved capital programme for the purpose of funding the multi-storey car park element of the Project.	No	Executive	Rachel Harper 01483 444311 rachel.harper@guildford.gov.uk
*u	Surrey Waste Partnership – Inter Authority Agreement	To confirm the formation of a Joint Committee to replace the Surrey Waste Partnership, to seek sign up to a relevant IAA and to agree what decisions around waste and what services we want delivered via a joint approach.	No	Executive	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
*u	Resurfacing of Westfield and Moorfield Roads	To agree the budget to be transferred from the provisional to the approved budget.	No	Executive	Michael Lee-Dickson 01483 445123 michael.lee-dickson@guildford.gov.uk
*u	Parks Strategy	To adopt a Parks Strategy	No	Report to Executive Incorporating comments/ recommendations of Community EAB (5/09/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*u	Industrial Estates	To consider strategies for the future development of individual industrial estates	No	Report to Executive	Melissa Bromham 01483 444587 melissa.bromham@guildford.gov.uk
*u	Future Residential Housing developments (HRA)	To consider proposals on a site by site basis	No	Report to Executive	Peter O'Connell 01483 444800 peter.oconnell@guildford.gov.uk

Agenda item number: 6

* u	Bridges – Inspection and Remedial Work	(1) To approve appointment of consultants to: (a) carry out inspections (b) cost immediate and long term works (c) advise on future inspection frequency	No	Report to Executive	Tim Pilsbury 01483 444521 tim.pilsbury@guildford.gov.uk
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Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
		(2) To approve works that arise from inspections (3) Move money from provisional to approved capital programme			
* u	Regeneration of Guildford town centre	To consider whether to progress to a town centre DPD	No	Report to Executive Incorporating comments/ recommendations of Place-Making and Innovation EAB	Tracey Coleman 01483 444827 tracey.coleman@guildford.gov.uk
* u	Community Infrastructure Levy Charging Schedule	To adopt the Community Infrastructure Levy Charging Schedule	No	Report to Executive Incorporating comments/ recommendations of Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
* u	Planning Contributions SPD	To adopt the Planning Contributions SPD	No	Report to Executive	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
* u	Green and Blue Infrastructure SPD	To adopt the Green and Blue Infrastructure SPD	No	Report to Executive	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
* u	Green Belt SPD	To adopt the Green Belt SPD	No	Report to Executive	Laura Howard 01483 444626 laura.howard@guildford.gov.uk
* u	Review of Refuse and Recycling Service	<ul style="list-style-type: none"> • To report back on Phase 2 of the review • To agree future waste collection methodology 	No	Report to Executive incorporating comments/ recommendations from Community EAB	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
u	Review of Councillor/Officer Protocol	To consider the recommendations of the Task Group established by the Corporate Governance and Standards Committee	No	Report to Council Incorporating comments/ recommendations of Corporate Governance and Standards Committee	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
*u	Budget assumptions for Business Planning 2021-22 to 2024-25	To agree the inflation factors to be used in the preparation of the 2021-22 outline budget.	No	Report to Executive	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
* Page 115	Ash Road Bridge Funding	To agree the funding for Ash Road Bridge	No	Report to Executive	Mike Miles 01483 444077 michael.miles@guildford.gov.uk
*	Ash Road Bridge CPO	To agree the CPO for Ash Road Bridge	No	Report to Executive	Mike Miles 01483 444077 michael.miles@guildford.gov.uk

UNSCHEDULED ITEMS – EXECUTIVE SHAREHOLDER AND TRUSTEE COMMITTEE

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer	Agenda item number: 6
?	Allen House Pavilion	To renew the lease to the Matrix Trust	No	Executive Shareholder & Trustee Committee	Alex Duggan 01483 444584 alex.duggan@guildford.gov.uk	

UNSCHEDULED ITEMS – GUILDFORD JOINT COMMITTEE

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Traveller sites	(1) Identification of transit sites (2) Future management of existing traveller sites	No	Report to Guildford Joint Committee	Peter O'Connell 01483 444800 peter.oconnell@guildford.gov.uk
Community Infrastructure Delivery	(1) To agree a statement of priority for the delivery of infrastructure described in the GBC Infrastructure Delivery Plan and informed by the GBC Regulation 123 list (2) To discuss and propose strategies for securing additional funding necessary for that delivery	No	Report to Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk

SCHEDULE 2

MEMBERSHIP OF THE BOROUGH COUNCIL'S EXECUTIVE

AREAS OF RESPONSIBILITY FOR THE LEADER OF THE COUNCIL & LEAD COUNCILLORS GUILDFORD BOROUGH COUNCIL

Councillor	Areas of Responsibility
<p>Leader of the Council and Lead Councillor for Environment & Sustainability across the borough, Transformation, Sustainable Transport, Economic Development, and Governance</p> <p>Councillor Caroline Reeves 31 Artillery Road Guildford Surrey GU1 4NW (Friary and St. Nicolas Ward)</p>	<ul style="list-style-type: none"> • Environment & Sustainability across the borough • Transformation • Sustainable Transport • Economic Development • Governance
<p>Deputy Leader of the Council and Lead Councillor for Personal Health, Safety and Wellbeing</p> <p>Councillor Fiona White 28 Ash Close Ash Surrey GU12 6AR (Westborough Ward)</p>	<ul style="list-style-type: none"> • Personal Health • Safety and Wellbeing
<p>Lead Councillor for Finance and Assets, Customer Services</p> <p>Councillor Joss Bigmore c/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB (Christchurch Ward)</p>	<ul style="list-style-type: none"> • Finance and Assets • Customer Services

Councillor	Areas of Responsibility
<p>Lead Councillor for Housing, Access and Disability</p> <p>Councillor Angela Goodwin 27 Guildford Park Road Guildford Surrey GU2 7NA</p> <p>(Friary and St. Nicolas Ward)</p>	<ul style="list-style-type: none"> • Housing • Access and Disability
<p>Lead Councillor for Waste, Licensing, and Parking</p> <p>Councillor David Goodwin</p> <p>27 Guildford Park Road Guildford Surrey GU2 7NA</p> <p>(Onslow Ward)</p>	<ul style="list-style-type: none"> • Waste • Licensing • Parking
<p>Lead Councillor for Planning, Regeneration and housing delivery</p> <p>Councillor Jan Harwood c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Merrow Ward)</p>	<ul style="list-style-type: none"> • Planning • Regeneration • Housing delivery
<p>Lead Councillor for Community Health, Support and Wellbeing</p> <p>Councillor Julia McShane</p> <p>75 Applegarth Avenue Park Barn Guildford Surrey GU2 8LX</p> <p>(Westborough Ward)</p>	<ul style="list-style-type: none"> • Community Health • Support • Wellbeing
<p>Lead Councillor for Arts, Parks and Countryside</p> <p>Councillor Pauline Searle</p> <p>2 Rydes Hill Crescent Guildford Surrey GU2 9UH</p> <p>(Stoughton Ward)</p>	<ul style="list-style-type: none"> • Arts • Parks and Countryside

Councillor	Areas of Responsibility
<p>Lead Councillor for Tourism, Leisure, and Sport</p> <p>Councillor James Steel</p> <p>c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Westborough Ward)</p>	<ul style="list-style-type: none">• Tourism• Leisure• Sport
<p>Lead Councillor for Major Projects</p> <p>Councillor John Rigg</p> <p>c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Holy Trinity Ward)</p>	<ul style="list-style-type: none">• Major Projects

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EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Corporate Plan and Forward Plan items are intended to give the EABs an early opportunity to consider major policies or projects.

COMMUNITY EXECUTIVE ADVISORY BOARD

2 APRIL 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Policy on Debt Recovery	To develop a policy on how the Council manages debt recovery.	No	Cllr Joss Bigmore	Siobhan Rumble Landlord Services Manager Belinda Hayden Exchequer Services Manager	Late 2019
Review of Executive Advisory Boards	To review the effectiveness of the operation of Executive Advisory Boards in the light of a strengthened Forward Plan process and better work programming.	No	Cllr Caroline Reeves	John Armstrong, Democratic Services and Elections Manager	
21 MAY 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Foxenden Deep Shelter	To consider the future use of the shelter.	No	Cllr James Steel	Paul Stacey Parks and Landscape Manager	
9 JULY 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Tenancy Conditions	To review.	No	Cllr Angela Goodwin	Siobhan Rumble Landlord Services Manager	Mid 2020

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Flexible Tenancies	To review.	No	Cllr Angela Goodwin	Siobhan Rumble Landlord Services Manager	Mid 2020
New Housing Strategy (including the Homelessness Prevention and Rough Sleeping Strategies)	To develop a new housing strategy to include the statutory elements of homelessness prevention and rough sleeping.	No	Cllr Angela Goodwin	Peter O'Connell Service Delivery Director	2020
10 SEPTEMBER 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
15 OCTOBER 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
18 FEBRUARY 2021					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
1 APRIL 2021					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

UNSCHEDULED ITEMS

Community Executive Advisory Board

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Review of Refuse and Recycling Service	To consider future options and proposals for the Refuse and Recycling Service.	Yes	Cllr David Goodwin	Chris Wheeler Waste, Parking and Fleet Services Manager / Liz Mockeridge Waste Policy and Development Manager	Summer 2020
Arts Collection	To review the Council's art collection located at the Woking Road Depot (www2.guildford.gov.uk/boroughcollection/)	No	Cllr Pauline Searle	Hannah Dix, Arts Officer	

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