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Contact:

Carrie Anderson, Committee Manager

22 December 2016

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Dear Councillor

Your attendance is requested at a meeting of the **BOROUGH, ECONOMY AND INFRASTRUCTURE EXECUTIVE ADVISORY BOARD** to be held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey, on **MONDAY 9 JANUARY 2017 at 7.00 pm.**

Yours faithfully

Sue Sturgeon
Managing Director

MEMBERS OF THE EXECUTIVE ADVISORY BOARD

Chairman: Councillor Jenny Wicks
Vice-Chairman: Councillor Liz Hogger

Councillor Philip Brooker
Councillor Nils Christiansen
Councillor Andrew Gomm
Councillor Angela Goodwin
Councillor Nigel Kearse

Councillor Julia McShane
Councillor Bob McShee
Councillor Mike Parsons
Councillor Mike Piper
Councillor Matthew Sarti

Authorised Substitute Members:

Councillor Adrian Chandler
Councillor Colin Cross
Councillor David Goodwin
Councillor Murray Grubb Jnr
Councillor Gillian Harwood
Councillor Christian Holliday
Councillor Jennifer Jordan

Councillor Dennis Paul
Councillor Tony Phillips
Councillor David Quelch
Councillor Caroline Reeves
Councillor Pauline Searle
Councillor David Wright

WEBCASTING NOTICE

This meeting will be recorded for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you make a representation to the meeting you will be deemed to have consented to being recorded. By entering the Council Chamber, you are also consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

If you have any queries, please contact Committee Services on 01483 444102.

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.

Five fundamental themes that support the achievement of our vision:

- **Our Borough** – ensuring that proportional and managed growth for future generations meets our community and economic needs
- **Our Economy** – improving prosperity for all by enabling a dynamic, productive and sustainable economy that provides jobs and homes for local people
- **Our Infrastructure** – working with partners to deliver the massive improvements needed in the next 20 years, including tackling congestion issues
- **Our Environment** – improving sustainability and protecting our countryside, balancing this with the needs of the rural and wider economy
- **Our Society** – believing that every person matters and concentrating on the needs of the less advantaged

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Your Council – working to ensure a sustainable financial future to deliver improved and innovative 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.

Mission – for the Council

A forward looking, efficiently run Council, working in partnership with others and providing first class services that give the community value for money, now and in the future.

AGENDA

ITEM NO.

- 1 **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 **MINUTES** (Pages 1 - 4)
To confirm the minutes of the Executive Advisory Board meeting held on 14 November 2016.
- 3 **LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

In accordance with the revised 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.
- 4 **M25 JUNCTION 10/A3 WISLEY INTERCHANGE CONSULTATION PRESENTATION** (Pages 5 - 14)

The M25 junction 10/A3 Wisley interchange has been identified for improvements. A public consultation run by Highways England is currently underway.

Hugh Coakley, Project Manager, Regional Investment Programme (South and East) and Graham Bown, from Highways England have kindly agreed to give a presentation to the Board on the proposals and answer councillors' questions.
- 5 **GUILDFORD TOWN CENTRE WI-FI**
Following the briefing in September 2016, the Board will receive an update on the project to date.
- 6 **UPDATE/PROGRESS WITH MATTERS PREVIOUSLY CONSIDERED BY THE BOROUGH, ECONOMY AND INFRASTRUCTURE - EXECUTIVE ADVISORY BOARD** (Pages 15 - 24)
- 7 **EAB WORK PROGRAMME** (Pages 25 - 46)
To consider and approve the EAB's draft work programme. Details of future Executive decisions are included.

Please contact us to request this document in an alternative format

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BOROUGH, ECONOMY AND INFRASTRUCTURE EXECUTIVE ADVISORY BOARD

14 November 2016

* Councillor Jenny Wicks (Chairman)
Councillor Liz Hogger (Vice-Chairman)

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|--------------------------------|----------------------------|
| * Councillor Philip Brooker | * Councillor Julia McShane |
| * Councillor Nils Christiansen | * Councillor Bob McShee |
| Councillor Andrew Gomm | * Councillor Mike Parsons |
| * Councillor Angela Goodwin | * Councillor Mike Piper |
| Councillor Nigel Kears | * Councillor Matthew Sarti |

*Present

The Lead Councillor for Economic Development, Tourism and Climate Change, Councillor David Bilbé, the Lead Councillor for Rural Economy, Countryside, Parks and Leisure, Councillor Richard Billington, the Lead Councillor for Internal Business Systems, Heritage and the Arts, Councillor Nikki Nelson-Smith, and Councillor Caroline Reeves, representing the Public Art Advisory Group (PAAG), were also in attendance.

BEI41 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Councillors Andrew Gomm, Liz Hogger (Vice Chairman) and Nigel Kears submitted apologies for absence.

In accordance with procedure rule 23(j) Councillor David Wright attended on behalf of Councillor Nigel Kears.

BEI42 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations of disclosable pecuniary interest.

BEI43 MINUTES

The minutes of the Executive Advisory Board meeting held on 31 October 2016 were confirmed as a true record and signed by the Chairman.

BEI44 PUBLIC ARTS STRATEGY

It was explained that the Public Art Strategy and the Arts Development Strategy were both due for renewal. A paper discussing a new Arts Development Strategy had been submitted to the Society, Environment and Council Development Executive Advisory Board in July 2016. This paper submitted to the Borough, Economy and Infrastructure Board concerned a new Public Art Strategy, which related to the installation of public art projects.

The Board received a presentation from the Arts Officers, which set out the reasons why there was a need for two separate strategies and the differences between the two pieces of work. Notably, public art commissions tended to be capital projects, had different funding streams and involved different stakeholders and areas of expertise. Arts development focussed on the process of taking part and received an annual revenue budget of £10,000 from the council. The presentation set out the benefits of public art, the limitations of the existing strategy and the approach and timescales for renewal. The approach to the renewal of the strategy included public consultation, engaging an external arts consultant and a review of the existing Public Art Advisory Group (PAAG).

It was noted that one of the sources for public art commissions was developer contributions known as Section 106 funds through planning. Historically, this funding had been tied to the general geographic area close to the development itself and thus restricted the place in which art could be located. New planning rules for developer contributions, called the Community Infrastructure Levy (CIL), which is, yet to be implemented by this Council, has the potential to open up the expenditure of developer funding beyond a specific development. This change in the rules means that public art commissions placed anywhere in the borough might draw down from CIL funds. Through the production of the new Public Art Strategy, the feasibility of Section 106, CIL and other means of funding public art will be explored.

The Board was asked to consider the outline process of the consultation, which consultation groups should be involved; what should be the skill-set of the PAAG; what opportunities were there for promoting public art and raising the profile of its benefits. In addition, the Chairman suggested the Board might also consider if a Public Art Strategy were needed; if the answer was yes, to consider other sources of funding; if it were proper that funding should be raised through the planning budget; and if the recruitment of a consultant was the best approach.

In noting that public art might not just be sculptural or iconic, but could have a functional purpose including lighting, landscaping, road-calming or street furniture the Board made the following comments;

- Generally, the Board was in favour of public art commissions and the need to have a separate strategic approach from arts development. There were a variety of views and opinions put forward on the type and location of existing and future commissions.
- Although the Board acknowledged that there were many differing views about the value of public art commissions, there was concern that the public may not consider it a good use of taxpayers money. It was proposed that before CIL were utilised there should be a demonstrable effort made to source additional contributions. It was suggested additional or alternative contributions could come from private donors, business sponsorship, Government grants, Project Aspire or crowdfunding.
- The consultation should be across communities and age groups. Young people should be very much involved in the consultation.
- The strategy would be borough-wide and for that reason there should be consultation within the rural areas and with parish councils.
- There was concern over value for money from recruiting a consultant and argued could not ideas be drawn from other councils strategies. The Board heard that the consultant will be asked to map public art in the borough, explore opportunities for funding, review internal strategies, policy and procedures linking to public art and bring an external proven record of delivering public art strategies to the borough and so the recommendations from this piece of work would be particular and unique to Guildford and demonstrate value for money.
- It was suggested public art could be sensory as well as visual for those with visual impairment.

- It was suggested that Local expertise could be drawn from the Royal Horticultural Society at Wisley, the Guildford Society and the Watts Gallery in Compton. The 'Inspiring Views' project was noted.

The Lead Councillor for Internal Business Systems, Heritage and Arts commented that there would be a full exploration of funding options and that fortunately there were a great many artists interested in working on Commissions in Guildford. She noted the cultural and economic advantages of public art as well as the sense of community-ownership, self-identity and pride of place it generated.

BEI45 RURAL ECONOMIC STRATEGY

The item had been previously presented to the Board in February of this year. At that point, in time work was at an early stage. The Board had the opportunity to consider and to contribute to the initial scoping and offered advice.

The Local Economy Manager informed the Board that since February the council had created the new post of Rural Economy Officer on a fixed term basis of two years. The purpose of this post was to develop and deliver the new strategy. Recruitment to the post was three months previously and since then work had been ongoing. The item was back before the Board to introduce the new Rural Economy Officer and to provide an opportunity for further comment on work to date. It was intended that the draft strategy would be put before the Executive in March 2017.

The Chairman welcomed Chris Stanton, the new Rural Economy Officer, who delivered a presentation in which was proposed a draft five-year plan for the rural economy.

It was explained that the strategy would be a local document, but it would also respond to national influences and drivers such as the Chancellor's Autumn Statement and 'Brexit'. A rural mapping exercise had been commissioned from Hampshire County Council Research and Intelligence which was underway. In the meantime, early work had identified six strategic interim priorities along with a number of objectives on which the Executive Advisory Board was asked to comment.

The Lead Member for Economic Development, Tourism and Climate Change said the rural economy needed a voice in the council and that the rural picture was multifaceted including farming, business development and tourism. It was essential to create a quantitative map of the rural economic area to understand the true extent of rural business opportunities and needs.

The Board made the following comments:

- It was noted that with a fixed term contract of two years the maximum benefit must be made of having a dedicated officer in post.
- The recognition of the rural areas in the council's strategic thinking was welcomed.
- There were a number of priorities and objectives identified in the paper submitted to the Board. Some were considered to be achievable in a shorter time period than others and some new ideas were proposed:
 - Improve broadband access and download speeds in rural areas
 - Give the Council website a rural dimension
 - Encourage others to create or use alternative energy sources sourced in the area such as wood and water
 - Encourage countryside-focused officers to further develop the Guildford Waverley Woodland Cooperation Agreement.
 - Further develop relationships with our parish councils

- Ensure the council is fully engaged in projects concerning off-road biking routes
 - Ensure the council is fully engaged in projects concerning Newlands Corner
 - Continue to nurture positive relationships with the Surrey Hills partnership groups and projects
 - The Surrey Hills Trust Fund could become a permanent income stream for rural projects and initiatives
-
- The strategy should address rural deprivation.
 - There should be a clear statement of recognition of the value of the countryside to the wellbeing of Guildford, providing quality of life and its attraction to business.
 - A clear identification of who really needs support in the rural areas.
 - Exert pressure on planners to appreciate the need for appropriate business space in the countryside.
 - There should be clear aims by which progress can be measured, both quantitatively and qualitatively.
 - Ensure the strategic objectives are not duplicated.
 - Affordable housing should be the top priority as there was a critical need.
 - If possible, the Rural Economy Officer should have a role in working with planners and local people as Neighbourhood Plans came together.

The Board noted that the implications of 'Brexit' to the rural economy were difficult to assess at this stage, but there was concern about the loss of grants, funding and subsidies.

The Lead Councillor for Rural Economy, Countryside, Parks and Leisure commented there would certainly be an impact from 'Brexit' and the Surrey Hills Area of Outstanding Natural Beauty (AONB) would find greater advantage as a National Park, as this designation offered greater protection of the natural resource and more support for local economic projects. Visitors from outside of the borough made impacts in both negative and positive ways in the countryside and it was important to have sound priorities such as those in the Corporate Plan and the forthcoming Rural Economic Strategy to manage these impacts. He hoped for measurable improvements for, what amounted to, 85% of the borough in two years' time.

BEI46 EAB WORK PROGRAMME

The Executive Advisory Board Work Programme was noted.

BEI47 UPDATE/PROGRESS WITH MATTERS PREVIOUSLY CONSIDERED BY THE BOROUGH, ECONOMY AND INFRASTRUCTURE - EXECUTIVE ADVISORY BOARD

The update report was noted.

The meeting finished at 9.13 pm

Signed

Chairman

Date

M25 junction 10/A3 Wisley interchange Improvement scheme

Have your say



About us

Highways England is the government company charged with operating, maintaining and improving England's motorways and major A roads. Formerly the Highways Agency, we became a government company in April 2015.

Have your say

We want your views on our plans to improve the M25 junction 10/A3 Wisley interchange to tackle issues including congestion, capacity, safety, noise and environmental impacts.

Inside this brochure you will find early proposals for 2 options for improvements to the junction. The consultation on potential improvements will run from **5 December 2016 until 6 February 2017**.

The 2 options which this consultation is seeking views on are:

- **Option 9** – a new flyover to link right-turning movements from the A3 onto the M25
- **Option 14** – enlarging the existing roundabout, to add more capacity

We are also looking at the A3 between Ockham and Painshill. Improvements could include widening parts of the A3 to 4 lanes, creating an extra lane for vehicles turning left onto the A245 at the Painshill roundabout, and changing local accesses to make these safer and cause fewer delays on the A3.

This scheme has a budget of £100 million – £250 million.

Please tell us what you think by:

- completing the questionnaire included with this brochure and returning it to **FREEPOST M25 junction 10/A3 Wisley interchange**
- attending a public consultation event and completing a questionnaire or completing the consultation questionnaire online at **www.highways.gov.uk/m25j10**
- emailing **info@highwaysengland.co.uk**
- calling **0300 123 5000**

Scheme background

This section of the M25 is of nationally-strategic importance, as it is vital for access to and from Heathrow and is a key route from the Kent ports to much of the rest of the country. The cost to the economy of ongoing delays here would be considerable if left unchanged.

The A3, which is the key route between London and Portsmouth, intersects the M25 at junction 10, and has its own issues with traffic flow. Painshill interchange, to the north of the junction, creates a pinch-point or bottleneck, because its current layout and proximity to junction 10 restricts traffic flow through the area.

The M25 junction 10/A3 Wisley interchange has been identified for improvements as it experiences heavy congestion on a daily basis. This causes queues and prevents access from Ockham Park junction (A3) to the M25 junction 10 and on to Painshill junction (A3) in both directions. A similar problem is experienced by traffic entering and exiting the M25 junction 10/A3 Wisley interchange. The area around the M25 junction 10/A3 Wisley interchange has the highest recorded collision rate across the Highways England network.

This consultation aims to get your views on 2 potential options for improvements. A number of other options have also been looked at but they either fail to reduce congestion or improve safety, or have a very significant impact on the surrounding environment.

Details on the 2 options, with maps, are contained in this brochure.

Once we have analysed your feedback, a preferred route will be chosen and more detailed plans will be developed. You will have a further opportunity to give feedback via public consultation once the preferred route is announced – this is expected to be in late 2017.

Benefits and objectives

The proposed improvements for the M25 junction 10/A3 Wisley interchange will smooth the flow of traffic and improve journey time reliability on the A3 by reducing average delays (time lost per vehicle per mile). The proposed options also improve safety at this interchange.

In terms of planning for the future, the current junction is already operating at capacity, and, without intervention, will fail to support future traffic increases.

And while the M25 junction itself is a major part of the scheme, we also want your views on potential changes to a number of local access routes. We will work with customers and stakeholders to develop and review options as we progress to ensure we deliver a scheme which works for the local area, as well as the wider south east region.

The key **benefits** are:

- **increased road capacity at the M25 junction 10 roundabout**
- **increased road capacity on the A3 between Ockham and Painshill**
- **improved traffic flow and reduced delays at M25 junction 10 and on the A3**
- **improved safety on the A3, its entry and exit roads and the M25 junction 10 roundabout**
- **reduced queuing as traffic enters the M25 junction 10 roundabout**
- **improved access to RHS Garden, Wisley**

The key **objectives** are:

- **improve the current layout of the junction and interchange**
- **reduce delays at M25 junction 10**
- **smooth traffic flow at M25 junction 10 and the exit and entry roads for the A3 Wisley**
- **reduce stopping and starting across the junction**
- **address issues at noise important areas where possible**
- **support sustainable travel routes**
- **support economic growth and ensure the junction can accommodate extra traffic**
- **mitigate environmental impacts wherever possible**

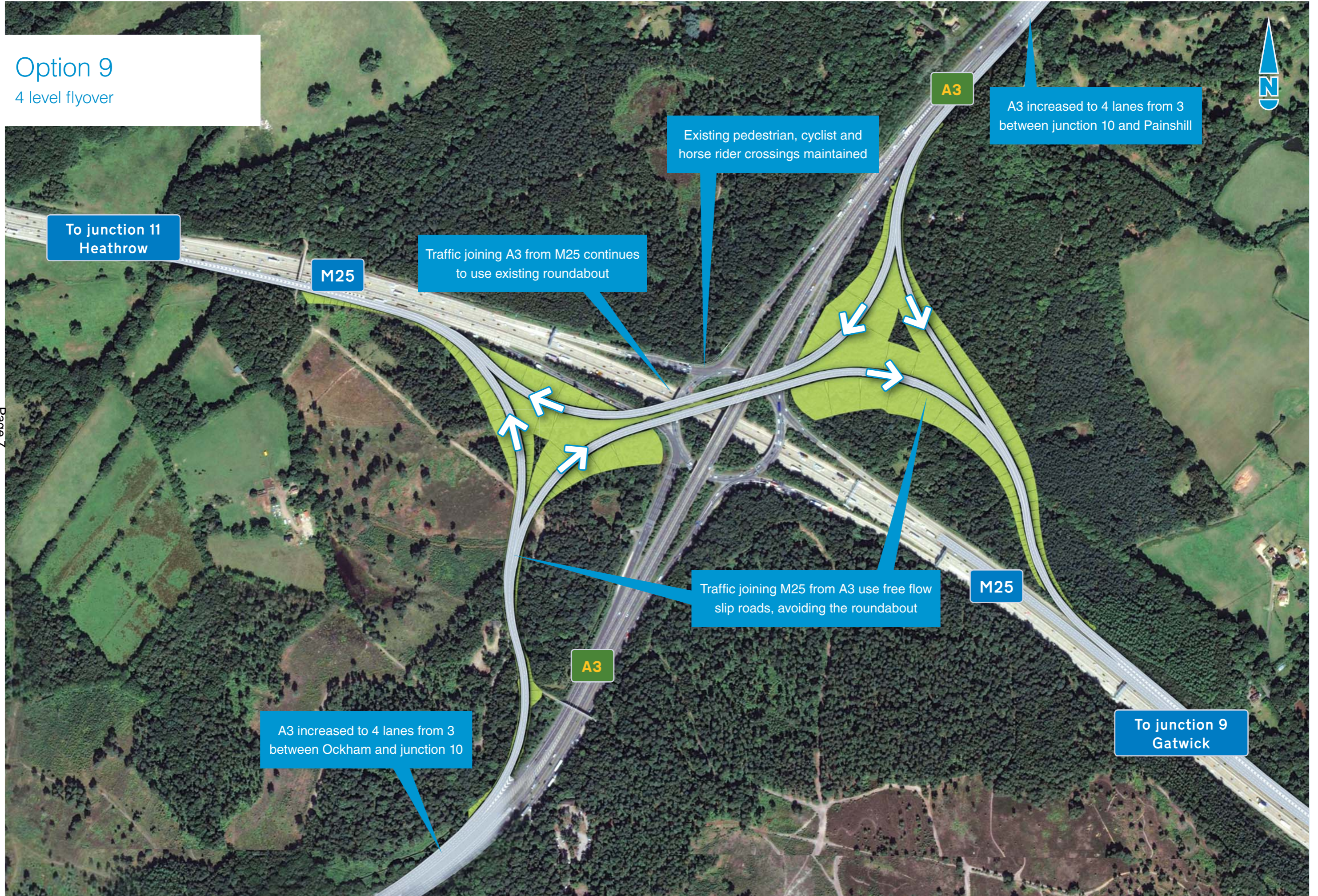
Rejected option

Over the past year, we have been looking at 3 options that address the key objectives for this scheme. An alternative design, Option 16, meets the scheme objectives, but has been rejected because we consider that the slightly increased level of benefit compared with option 9 is not worth the additional cost and greater environmental impact.

Option 9 delivers almost the same level of benefit, with less environmental impact and at a lower cost than Option 16.

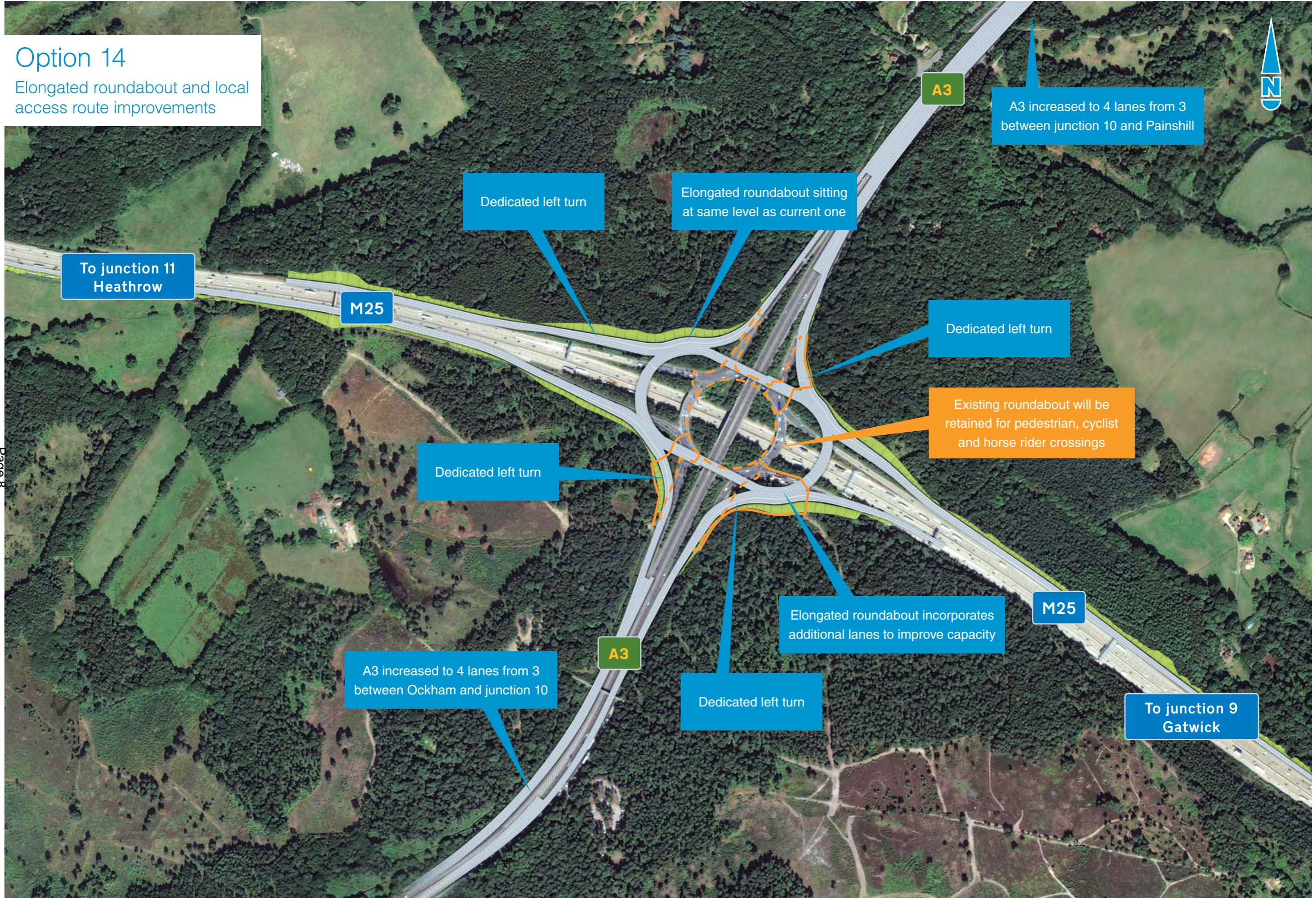
As a result, we are not taking option 16 forward to consultation. However, we would like your views on whether we were right not to take this option forward. A map of Option 16 can be found on page 8 along with key information and a benefit comparison table can be found on pages 10 and 11 so you can compare like-for-like with the 2 options we are presenting.

Option 9
4 level flyover



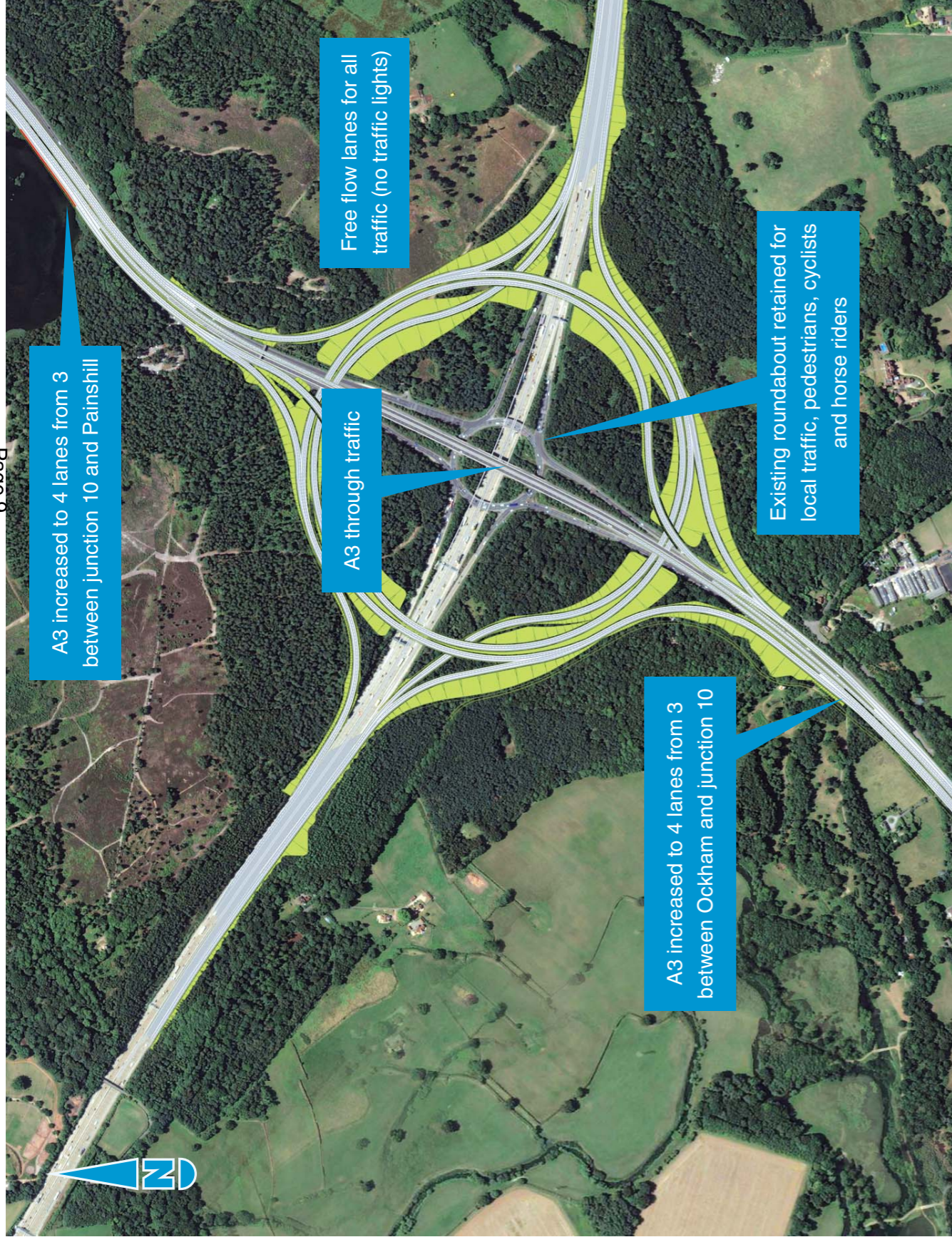
Option 14

Elongated roundabout and local access route improvements



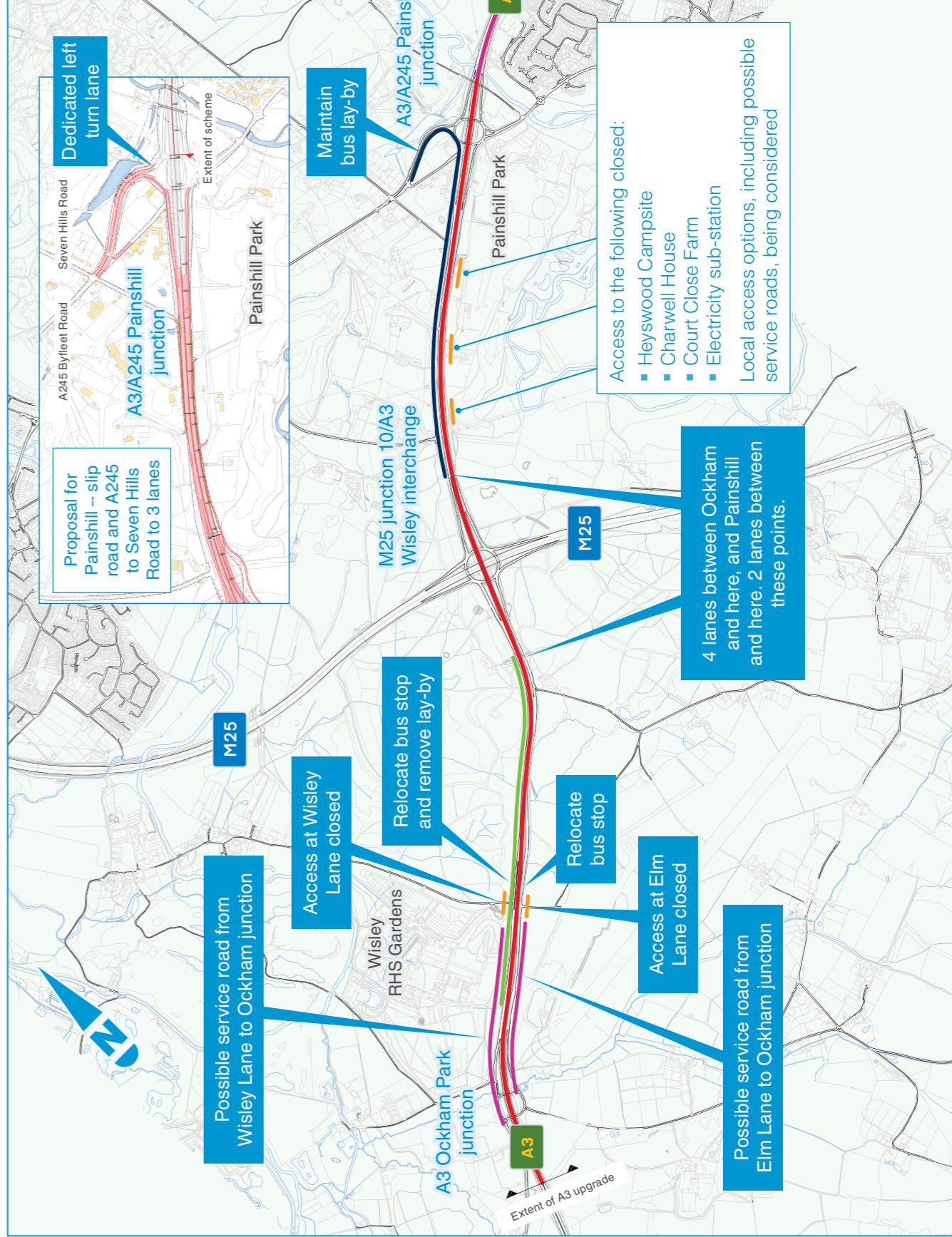
Option 16

Rejected option. Removal of roundabout for M25 and A3.



A3 corridor

Painshill and local access improvements



Scheme objectives and other considerations	Option 9 4 level "flyover"	Option 14 Elongated roundabout and local access route improvements	Rejected Option 16 Removal of the roundabout for M25 and A3 traffic
Improving journey times and reliability	<ul style="list-style-type: none"> Journey time savings of 10 minutes per mile on average in the morning peak Less congestion would improve journey time reliability Free flow (where there are no traffic lights) will operate on 2 of the 4 roundabout arms Creates an additional A3 lane (from 3 to 4) between Ockham and Painshill (the existing bridge will remain 2 lanes in each direction) 	<ul style="list-style-type: none"> Journey time savings of 7 minutes per mile on average in the morning peak Less congestion would improve journey time reliability There would be no completely free flow operation (where there are no traffic lights at all) on any of the roundabout arms Creates an additional A3 lane (from 3 to 4) between Ockham and Painshill (the existing bridge will remain 2 lanes in each direction) 	<ul style="list-style-type: none"> Journey time savings of 12 minutes per mile on average in the morning peak Less congestion would improve journey time reliability Provides free flow movements for 100% of traffic On the A3 an additional lane added (from 3 to 4) between Ockham and Painshill (the existing bridge will remain 2 lanes in each direction) Specific provision would be provided for pedestrians, cyclists and equestrians Specific provision would be made for local traffic
Supporting walking and cycling and other non-car modes of travel	<ul style="list-style-type: none"> Provides 4 signalised pedestrian crossings, but traffic from 2 of the busiest turns is removed from the roundabout Could include further provision for pedestrians, cyclists and equestrians 	<ul style="list-style-type: none"> Provides 4 pedestrian signalised crossings, but traffic on the roundabout would be increased Could include further provision for pedestrians, cyclists and equestrians 	<ul style="list-style-type: none"> A re-designed junction would be required to provide traffic-free movement for pedestrians, cyclists and equestrians
Improving safety	<ul style="list-style-type: none"> Predicted to save 15 "injury accidents" per year on the A3 between Ockham and Painshill and on the M25 junction 10 roundabout 	<ul style="list-style-type: none"> Predicted to save 1 "injury accident" per year on the A3 between Ockham and Painshill and on the M25 junction 10 roundabout 	<ul style="list-style-type: none"> Predicted to save 20 "injury accidents" per year on the A3 between Ockham and Painshill and on the M25 junction 10 roundabout
Minimising environmental impact	<ul style="list-style-type: none"> Air quality may be adversely impacted but this is limited (due to increased traffic levels but less static traffic) Air quality could be adversely affected on ecological sites surrounding junction 10 Increased traffic levels will have an impact on noise This option encroaches vertically on the visual environment, as it adds another level to the current structure Around 17 hectares of land would be required There could be an impact on unique habitats that cannot be restored or moved 	<ul style="list-style-type: none"> Air quality may be adversely impacted but this is limited (due to increased traffic levels but less static traffic) Air quality could be adversely affected on ecological sites surrounding junction 10 Increased traffic levels will have an impact on noise Around 8 hectares of land would be required There could be an impact on unique habitats that cannot be restored or moved There is likely to be a temporary impact from construction vehicles and the site compound in a Site of Special Scientific Interest (SSSI) 	<ul style="list-style-type: none"> Air quality may be adversely impacted but this is limited (due to increased traffic levels but less static traffic) Air quality could be adversely affected on ecological sites surrounding junction 10 Increased traffic levels will have an impact on noise Around 48 hectares of land would be required There could be an impact on unique habitats that cannot be restored or moved
Building capacity for future growth	<ul style="list-style-type: none"> Provides capacity in line with predicted traffic growth up to 2037 	<ul style="list-style-type: none"> Provides capacity in line with predicted traffic levels, although some arms of the roundabout would exceed capacity before 2037 	<ul style="list-style-type: none"> This option provides capacity in line with predicted traffic growth up to 2037 and beyond
Construction impact	<ul style="list-style-type: none"> The existing roundabout would remain open to traffic throughout construction Speed reductions will be required with some lane space restrictions Some overnight closures would be required Most construction would be carried out away from the existing carriage way The construction compound could be accommodated within the work site itself 	<ul style="list-style-type: none"> The existing roundabout would remain open to traffic throughout construction Speed reductions will be required with some lane space restrictions Some overnight closures would be required All construction would be carried out adjacent to the existing carriageway The construction compound would require temporary land take 	<ul style="list-style-type: none"> The existing roundabout would remain open to traffic throughout construction Speed reductions will be required with some lane space restrictions Some overnight closures would be required All construction would be carried out away from the existing carriageway The construction compound could be accommodated within the work site itself
Local route access impacts/opportunities	<ul style="list-style-type: none"> Would improve local access on the A3, with improved safety provision and up-to-date design standards for this section 	<ul style="list-style-type: none"> Would improve local access on the A3, with improved safety provision and up-to-date design standards for this section 	<ul style="list-style-type: none"> Would improve local access on the A3, with improved safety provision and up-to-date design standards on this section. The opportunity to U-turn at junction 10 would be lost.
Total costs	£214.7 million	£152.5 million	£339.7 million
Construction duration	24 months	24 months	24 months
Benefit to cost ratio	8.3	7.4	5.2
Value for money	Very high	Very high	Very high

Constraints and issues

The area around M25 junction 10 presents a number of challenges for developing this scheme, notably the sensitive environmental and heritage features.

Keeping disruption to a minimum is essential during the construction of any improvement. As such, we will develop plans to ensure both the M25 and A3 can remain open as much as possible, and access to local attractions is maintained.

Improving access to RHS Garden, Wisley will also be a consideration of this scheme – the current access point at Wisley Lane is acknowledged to be unsatisfactory from both a customer and design perspective.

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Another issue to be addressed is illegal heavy goods vehicles parking in several lay-bys along this stretch of the A3 and in some areas north and south of junction 10. We will be reviewing the lay-by and emergency refuge provision on the A3 with a view to upgrading these facilities.

M25 junction 10 to 16 smart motorway scheme

In addition to the M25 junction 10/A3 Wisley interchange improvements, Highways England is due to deliver an upgrade to the M25 between junctions 10 and 16, making it a smart motorway (increasing capacity by the use of variable speed limits and hard shoulder running at busy times).

The 2 project teams are working together to align their activities where possible, and minimise any additional disruption for road users and local residents. The full benefits of the M25 junction 10/A3 Wisley improvement scheme will be realised in conjunction with this smart motorway upgrade.

Environmental considerations

The area around the proposed scheme is very environmentally-sensitive and protected by a number of important national and international designations.

The next stage of the project will consider these in more detail, as well as any necessary mitigation and enhancement measures.

Much of the land around M25 junction 10 and the A3 is designated as a SSSI, which supports a rich community of heathland plants and animals including a large number of rare insects. The land is also designated as a 'special protection area', as it is a habitat for a number of endangered bird species. There are 16 parcels of ancient woodland within a mile of the junction and 4 scheduled monuments.

There are 40 listed buildings, 5 of which are Grade II*, and 2 registered parks and gardens – RHS Wisley and Painshill Park. In addition, there are 2 areas of common land, Ockham and Wisley Commons, which would be affected by a new layout at the junction. Areas of land around the junction are designated as 'access land' and the area is well used by walkers and horse riders.

Although there are no large areas of housing in close proximity to the motorway, the M25 is the dominant noise source in the area and there are environmental barriers on either side of the motorway to reduce its impact. A number of 'important areas for noise' are designated on the M25 as well as on the A3 at Painshill, and noise mitigation will be considered. No 'air quality management areas' have been declared by the local authorities for the area immediately around the junction.

Road Investment Strategy

The government's Road Investment Strategy identifies improvements to M25 junction 10 as one of the key investments in the strategic road network (England's motorways and main A roads) for the London and south east region.

Junction 10 itself is a key interchange for routes from Surrey and Hampshire to Greater London, with orbital routes between Kent, East and West Sussex, Surrey, Berkshire and beyond.

Although there will be other opportunities to influence the proposals, this is a key chance for you to have your say on the future direction of the scheme. We will review and consider all comments received.



Details of public exhibitions

Meet staff from Highways England to learn more about the proposed schemes:

Date	Time	Venue
Monday 5 December	3pm – 7.30pm	Ripley Village Hall, High St, Ripley, Woking GU23 6AF
Monday 12 December	3pm – 7.30pm	Ripley Village Hall, High St, Ripley, Woking GU23 6AF
Friday 16 December	1pm – 7.30pm	Cobham Village Hall, Lushington Dr, Cobham KT11 2LU
Saturday 17 December	10am – 3pm	Cobham Village Hall, Lushington Dr, Cobham KT11 2LU
Monday 9 January	3pm – 7pm	Ripley Village Hall, High St, Ripley, Woking GU23 6AF
Friday 3 February	12pm – 8pm	Cobham Hilton, Seven Hills Rd, Cobham KT11 1EW
Saturday 4 February	10am – 3pm	Cobham Hilton, Seven Hills Rd, Cobham KT11 1EW

Alternatively, pick up a brochure and questionnaire from:

Location	Address
Guildford Library	North Street, Guildford, Surrey GU1 4AL
Hersham Library	Molesey Road, Hersham, Surrey KT12 4RF
Cobham Library	The Cedar Centre, Cedar Road, Cobham, Surrey KT11 2AE
Horley Library	Victoria Road, Horley, Surrey RH6 7AG
Woking Library	Gloucester Walk, Woking, Surrey GU21 6EP

How will you use my response?

All views and comments received help us to:

- make sure potential impacts on the community and environment have been fully considered
- ensure the final scheme design is updated with all relevant responses where applicable
- ensure the final environmental statement takes into account impacts and mitigation measures you have told us about
- record how we have considered feedback to develop the scheme further within our consultation report

What happens after the consultation?

Views and comments received during the consultation will be considered and summarised in our public consultation report.

Following a preferred route announcement, we will develop detailed proposals for the scheme. This will include surveys and investigations to allow us to design the proposals in more detail.

Another opportunity to have your say

When the detailed designs are complete there will be another opportunity to have your say and influence their development. We will let you know more about this nearer the time.

Development Consent Order

After this second consultation we will need to apply for a Development Consent Order. The Development Consent Order application will be examined by the independent Planning Inspectorate, who will ask for representations from interested parties. This is another opportunity for you to have your say.

After the examination, the Planning Inspectorate will make a recommendation to the Secretary of State for Transport who makes the final decision on the scheme. We will only be given consent to construct the scheme if the Development Consent Order is granted. Consent will also allow compulsory purchase of any land required.

Scheme milestones

Milestone	Dates
Preferred route announced	Late 2017
Full public consultation on preferred route	Late 2017
Work commences (if planning consent granted)	2020
Work complete and open for traffic	2022

Agenda item number: 4

Next steps

We want to hear your views on these options.

Please tell us what you think by:

- completing the questionnaire included with this brochure and returning it to **FREEPOST M25 junction 10/A3 Wisley interchange**
- completing the consultation questionnaire online at **www.highways.gov.uk/m25j10**

If you have questions, you can:

- attend one of our public events (details on page 14), where you can also pick up a questionnaire to fill in
- email **info@highwaysengland.co.uk**
- call us on **0300 123 5000**

We look forward to hearing from you.

If you need help accessing this or any other Highways England information, please call **0300 123 5000** and we will help you.

Contact us

If you have any queries relating to the M25 junction 10/A3 Wisley interchange improvement scheme, please do not hesitate to contact us at **info@highwaysengland.co.uk**

For the latest information and updates, please visit our website **www.highways.gov.uk/m25j10**

If you have any queries relating to Highways England, please call the customer contact centre on **0300 123 5000** or alternatively email **info@highwaysengland.co.uk**

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This document is also available on our website at **www.gov.uk/highways**

If you have any enquiries about this publication email **info@highwaysengland.co.uk** or call **0300 123 5000***. Please quote the Highways England publications code **PR128/16**

Highways England, Creative S160489

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UPDATE/PROGRESS WITH MATTERS PREVIOUSLY CONSIDERED BY THE BOROUGH, ECONOMY, AND INFRASTRUCTURE EAB

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
11 Jan 2016	Annual Parking Business Plan and Parking Tariffs	Kevin McKee (Parking Manager)	Cllr Matt Furniss	That the recommendations to the Executive (19/01/16) submitted in the report to the Board, be approved. No further action required.	At its meeting on 19 January 2016, the Executive approved the proposals in the Business Plan and the amended tariffs.
	General Fund Capital Programme (2016-17 to 2020-21)	Claire Morris (Head of Financial Services)	Cllr Nigel Manning (now Cllr Michael Illman)	With reference to Bid 19 PR304 – Fleet Renewals Programme, the Board raised concern at the level of expenditure on the renewal of the fleet and suggested further staging of expenditure be considered. In response, officers suggested that the Executive be requested to place PR304 on the provisional list of items subject to a further report to the Executive and that the fleet renewals programme expenditure be approved for 2016/17 only. The Lead Councillor for Housing and Social Welfare indicated that he would convey the Board's advice on PR304 to the Lead Councillor for Infrastructure and Environment.	The Executive recommended the Capital Programme (including the new bids) for approval by Council The Executive also agreed to add item 19 (Fleet Renewals Programme), to the General Fund Capital Programme provisional list, and subject to a further report to the Executive, before being progressed.
	Service and Financial Planning – General Fund Budget 2016-17	Claire Morris (Head of Financial Services)	Cllr Nigel Manning (now Cllr Michael Illman)	The following comments were submitted to the Executive: <ul style="list-style-type: none"> The Business Rates Reform announced in the Autumn Statement would be fiscally neutral for central government, rather than for individual councils. Under the reform proposed to business rates the Council would retain less business rate than 	The Executive noted the detailed comments from the EAB on the draft budget and recommended adoption of the Budget and Council Tax for 2016-17 to the Council

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
				<p>currently. Members advised the Executive to protest to Government about the unfairness of the reform; the Lead Councillor for Housing and Social Welfare indicated his sympathy for the suggestion and undertook to take this request to the Executive.</p> <ul style="list-style-type: none"> • The New Homes Bonus would be withheld in 2017/18 if the Council had not submitted a Local Plan by the relevant deadline. • In reply to a question about the viability of addressing the deficit, the Board was reminded of the Council's transformation programme and the need to transform the Council's operations and services. 	
	<p>Establishment of North Downs Housing Ltd – A Local Authority Wholly Owned Housing Company</p>	<p>Phil O'Dwyer (Director of Community Services)</p>	<p>Cllr Tony Rooth</p>	<p>To submit the following comments to the Executive:</p> <ul style="list-style-type: none"> (i) the Board's endorsement of the creation of a Wholly Owned Local Authority Housing Company; (ii) the Board's agreement with the four, draft company objectives, as detailed in the report; (iii) the Board's endorsement of the governance arrangements; and (iv) the Board's views on Directors of the Housing Company 	<p>At its meeting on 23 February 2016, the Executive noted the EAB's comments and approved:</p> <ul style="list-style-type: none"> (1) the setting up of a wholly owned local authority housing company limited by shares, provisionally called 'North Downs Housing Ltd' and a parent company called 'Guildford Holdings Ltd'. (2) the grant by the Council of a 25-year repayment loan of £1.8 million to the company at an initial interest rate of

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
					<p>6.5% to be drawn down in stages as required.</p> <p>(3) the investment of £0.6 million in equity shares of the company financed from the pre-April 2013 housing capital receipts reserve, to be drawn down alongside the loan.</p> <p>(4) a budget of £130,000 to be financed from the Council's invest to save reserve, to fund the start-up and business plan modelling costs for the companies.</p> <p>(5) authorised the Head of Paid Service in consultation with the Monitoring Officer and the Leader of the Council,</p> <p>(a) to approve articles of association and such other documents as may be necessary to govern the companies and to manage the relationship between the Council and the Companies; and</p> <p>(b) the appointment of the first directors</p>
22 Feb 2016	Rural Economic Strategy	Chris Burchell (Local Economy Manager)	Cllr Richard Billington	The Board concluded there was a need for clear definitions, priorities, and measurables. In addition, there should be a mechanism to enable interested organisations to contribute to the development of the strategy and sources of funding should be explored.	A full-time Rural Economy Manager, Chris Stanton has been appointed and will draft a Rural Economic Strategy which will be subject to approval by the Executive in the next 4-6 months. In addition, a consultant has also been employed to undertake a mapping

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
					<p>exercise of the rural economy in Guildford and Surrey. This item brought back to the Board on 14 November (see note below)</p>
4 April 2016	The Future of Guildford Museum	James Whiteman (Director of Environment)	Cllr Geoff Davis (now Cllr Nikki Nelson-Smith)	<p>The Board fully supported the recommendations for Executive's consideration on 19 April 2016 and subject to its approval, looked forward to the reinvention and development of Guildford Museum as part of Guildford's 'Heritage Quarter'.</p>	<p>The Executive noted the EAB's comments and agreed:</p> <ul style="list-style-type: none"> (1) To commission a feasibility and costing report for the proposed new build extension to the current Museum buildings and approved the vision of developing an updated and exciting museum offering at that site. (2) To transfer £240,000 from the provisional capital programme (ED18(p) Museum and Castle Development scheme to the approved capital programme to carry out the work referred to in paragraph (1) above. (3) To authorise the Director of Environment, in consultation with the Lead Councillor for Economic Development, Heritage and Tourism: <ul style="list-style-type: none"> (i) to establish a Development Group, consisting of internal representatives and external partners, to assist in the delivery of improvements to the Museum; and

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
					<p>(ii) to develop a fundraising strategy and related fundraising committee with a view to identifying and securing external grants and funding for improvements to the Museum</p> <p>(4) To request the Museum Working Group to review and make recommendations on the future of the Victorian Schoolroom, including the possible sale of 39½ Castle Street, should the Schoolroom be discontinued.</p> <p>(5) To approve the Action Plan and request the Museum Working Group to continue its work to deliver the Action Plan.</p>
	Town Centre Regeneration Strategy	Barry Fagg (Major Projects Portfolio Manager Interim)	Cllr Paul Spooner	The Board fully supported the proposals for the implementation and delivery of a Town Centre Regeneration Plan subject to Executive's approval at their meeting on 31 May 2016. [this item was subsequently deferred].	This item was brought back to the Board on 11 July 2016 (please see note below).
13 April 2016	Proposed Submission Local Plan: Strategy and Sites	Stuart Harrison (Planning Policy Manager)	Cllr Paul Spooner	<p>The Board agreed to submit the following comments to the Executive:</p> <p>(1) To consider the Board's overwhelming concern about the lack of adequate infrastructure to support planned development particularly in its rural areas.</p>	<p>At its special meeting on 11 May 2016, the Executive noted the EAB's comments and recommended to full Council that the draft Local Plan: strategy and sites document be approved for public consultation, subject to:</p> <ul style="list-style-type: none"> the removal of site allocation policy

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
				<p>Sufficient infrastructure should be delivered when needed to support the cumulative impact of development in the future, in particular for sites that are too small to provide their own infrastructure directly themselves, but which cumulatively would have an impact.</p> <p>(2) To give assurance and guarantee that infrastructure improvements would be delivered in time to support planned growth.</p> <p>(3) To consider reviewing the methodology employed in the Green Belt and Countryside Study, specifically in relation to deciding between, low, medium and high sensitivity areas. This would ensure that it was defensible when examined by the Secretary of State.</p> <p>(4) To support the strongest worded affordable housing policy we can have within the remit of sustainable development.</p> <p>(5) To safeguard green spaces and green approaches in Guildford Town and its surrounding countryside so to enhance the quality of life for all.</p> <p>(6) To review whether a higher</p>	<p>A43 Land around Burnt Common warehouse, London Road, Send, and</p> <ul style="list-style-type: none"> • replacement of site allocation policy A43 with a new site to the east of Burnt Common Lane, south of Portsmouth Road, and north of the A3 known as Garlick's Arch, Send Marsh/Burnt Common and Ripley

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
				windfall assumption is justified.	
23 May 2016	Implications for Guildford of the 'Surrey Infrastructure Study'	Neil Taylor (Director of Development)	Cllr Matt Furniss	The Board acknowledged that the Surrey Infrastructure Study had provided a useful framework to look at the infrastructural challenges that faced Guildford whilst also acknowledging the number of caveats that existed. The Board also recognised the significant work that had already been undertaken to bridge funding gaps and looked forward to the development and implementation of Guildford's Infrastructure Plan overall.	No update.
	Guildford Design Guide	Meave Faulkner (Design and Conservation Team Leader)	Cllr Paul Spooner	The Board fully endorsed the following recommendation: <ul style="list-style-type: none"> That a working group be established to oversee the emergence of the Guildford Design Guide, ensuring that it was comprised of enforceable policies that carried planning weight, rather than a guidance document per se. 	A working group has not yet been established owing to a lack of resources in the Design and Conservation Team. An update will be provided shortly.
11 July 2016	Stoke Park Masterplan	Paul Stacey (Parks and Landscape Manager)	Cllr Richard Billington	The Board fully endorsed the formation of a project board. The Parks and Landscape Manager would be invited back to the Borough, Economy and Infrastructure meeting in a year's time to look at setting up a project board and how to take this forward.	The Board will invite back Paul Stacey (Parks and Landscape Manager) to a meeting in approx. one year for an update on the establishment of a project board.

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
	Guildford Town Centre Regeneration Strategy	Barry Fagg (Major Projects Portfolio Manager Interim)	Cllr Paul Spooner	<p>The Board fully supported the work plan and objectives for the regeneration of the town centre. The Board noted that the regeneration plan was to be considered by the Executive at its meeting on 27 September 2016. The Board recognised the short time frame left for members to have further significant input into the plan. Nevertheless, the Board requested that they had sight of the report and any associated private papers at its next meeting on 12 September 2016.</p> <p>[post-meeting note: It was agreed at the Joint Overview and Scrutiny and EAB Work Programme meeting that owing to the short-turn around the above topic would not be considered at the next meeting of the Board on 12 September 2016].</p>	At its meeting on 24 January 2017, the Executive will be asked to approve the delivery of the Town Centre Regeneration Strategy.
12 Sep 2016	Guildford Parking Strategy and Electric Vehicle Charging Points	Kevin McKee	Cllr Matt Furniss	<p>The Board generally supported the draft strategy and made a number of comments and suggestions. The draft strategy will go before the Executive in November 2016 to seek approval to go out for public consultation. The outcome of the consultation will be relayed to Board members by email feedback.</p>	The Executive considered the draft strategy on 29 November 2016. The main principles of the strategy were agreed. Exec also resolved a process for conducting a wider public consultation on the strategy should be sought.

Date of Meeting	Item	Lead Officer	Lead Councillor	Action Agreed	Progress to date
	Guildford Town Centre Technology Solutions	Chris Burchell	Cllr David Bilbé	The Board was supportive of the initiative and made a number of comments. The Board requested the draft implementation report come before them in advance of it being presented to the Executive	To be revisited at the EAB meeting to be held 9 January 2017.
31 October 2016	Integrating Community Care Services	John Martin	Cllr Tony Rooth	For information item. The Board made a number of comments for Lead Councillors to consider.	No further action at this stage, although members were asked to bear in mind the matters raised when considering the budget.
	Multi-Use Sports and Entertainment Facility	Jonathan Sewell	Cllrs Iseult Roche/ Richard Billington	For information item. The Board made a number of comments for Lead Councillors to consider.	A viability study and public consultation programme will be developed in due course.
14 November 2016	Public Art Strategy	Jonathan Sewell	Cllr Nikki Nelson-Smith	The Board supported the need for a new Public Art Strategy and made a number of suggestions regarding sources of funding.	The proposed timeline included a period of public consultation in the spring and delivery of a draft to the executive in June 2017.
	Rural Economy Strategy	Chis Burchell	Richard Billington	The Board welcomed this piece of work and the creation of a designated post. It reviewed and commented on a set of draft priorities and objectives. A rural mapping exercise was underway which would inform the work.	It was intended that the draft strategy would be before the Executive on 21/3/17

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EAB WORK PROGRAMMES

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

BOROUGH, ECONOMY, AND INFRASTRUCTURE EAB

20 FEBRUARY 2017					
Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Sustainable Movement Corridor	Pursue the funding and delivery of a sustainable movement corridor linking the main economic areas and development sites to the town centre.	Yes	Cllr Matt Furniss	Director of Development	2018
3 APRIL 2017					
Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
LEP's wider picture/Ensuring a sustainable economy	Co-ordinate the LEP relationship and maximise funding opportunities to support Guildford as a smart growth hub	Yes	Cllr Paul Spooner	Local Economy Manager	2020
Devolution matters	A general discussion.	No	Cllr Paul Spooner	Managing Director	None

EAB WORK PROGRAMMES

SOCIETY, ENVIRONMENT, AND COUNCIL DEVELOPMENT EAB

23 FEBRUARY 2017					
Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Procurement	Progress report including information regarding a targeted approach to cost savings (as requested by the EAB on 25 February 2016)	No	Cllr Matt Furniss	Director of Corporate Services	November 2016
Countryside Vision	To set out strategic policies for managing our countryside sites to inform detailed site management plans and operations.	Yes	Cllr Richard Billington	Countryside Manager	April 2017
6 APRIL 2017					
Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Recycling Improvements/ Review of refuse and recycling service	(a) Review core recycling services to ensure that they remain fit-for-purpose (b) Carry out doorstep surveys in 2017 and 2019 to identify residents' views on current and future recycling services	Yes	Cllr Matt Furniss	Fleet and Waste Services Manager	(a) December 2018 (b) December 2019
Traded services & income generation	Develop business cases for new traded services to increase commercial income	Yes	Cllr Michael Illman	Head of Financial Services	2020

EAB WORK PROGRAMMES

Unscheduled items

Borough EAB

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Business Improvement District	Objectives for next five years of the BID	No	Cllr David Bilbé	Local Economy Manager	

Society EAB

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Sustainability Issues (including eco-living options and the impact of/adapting to climate change)	Ensure that Council decisions include an impact assessment on whole life energy costs, environmental sustainability and resilience to climate change and that appropriate planning for adaption measures in undertaken	Yes	Cllr David Bilbé	Energy Management and Sustainability Officer	May 2017

Others (suitability for EABs?) (1) Implications of the UK leaving the European Union - 'Brexit' (2) Community Right to Bid



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 or full Council at a meeting, or by an individual decision-maker, 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.

Sue Sturgeon
Managing Director

Guildford Borough Council
Millmead House
Millmead
Guildford
GU2 4BB

Dated: 23 December 2016

SCHEDULE 1

EXECUTIVE: 24 January 2017

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
	Treasury Management Annual Strategy Report 2017-18 and Prudential Indicators 2017-18 to 2021-22	To recommend to Council the adoption of the revised Treasury Management Strategy and prudential indicators.	No	Report to Executive (24/01/2017) incorporating comments/ Recommendations of Corporate Governance and Standards Committee (12/01/2017) and making recommendations to Council (08/02/2017)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
	General Fund Capital Programme (2018-19 to 2021-22)	To recommend to Council the approval of the general fund capital estimates	No	Report to Executive (24/01/2017) and making recommendations to Council (08/02/2017)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
	Service and Financial Planning – General Fund Budget 2017-18	To recommend to Council: <ul style="list-style-type: none"> - to approve the general fund revenue budget for 2015-16 - to agree a council tax requirement - to declare any surplus/deficit on the Collection Fund 	No	Report to Executive (24/01/2017) and making recommendations to Council (08/02/2017)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
	Housing Revenue Account Estimates 2017-18	To recommend to Council approval of the HRA Revenue estimates, associated fees and charges, increase in rents and approval of capital programme for 2017-18.	No	Report to Executive (24/01/2017) and making recommendations to	Phil O'Dwyer 01483 444318 phil.odwyer@guildford.gov.uk and

				Council (08/02/2017)	Mark Jasper mark.jasper@guildford.gov.uk
*	Parking Business Plan 2017-2020	To consider the annual business parking plan and street parking tariffs.	No	Report to Executive (24/01/2017)	Kevin McKee 01483 444530 kevin.mckee@guildford.gov.uk
*	Land at Tyting Farm	To consider the appropriation of land at Tyting Farm for planning purposes.	No	Report to Executive (24/01/2017)	Mark Appleton 01483 444364 mark.appleton@guildford.gov.uk
*	Town Centre Regeneration Plan	To consider the Town Centre Regeneration Strategy and adopt it.	No	Report to Executive (24/01/2017)	Tracey Coleman 01483 444042 tracey.coleman@guildford.gov.uk

COUNCIL (Budget): 8 February 2017

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
General Fund Capital Programme 2017-18 and 2021-22	To consider and approve the general fund capital programme.	No	Report to Council (08/02/2017) Incorporating comments/recommendations of Executive (24/01/2017)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Service and Financial Planning – General Fund Budget 2017-18	To consider and approve the General Fund Budget 2017-18	No	Report to Council (08/02/2017) Incorporating comments/recommendations of Executive (24/01/2017)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
Housing Revenue Account Estimates 2017-18	To consider and approve the HRA Revenue estimates, associated fees and charges, increase in rents and approval of capital programme for 2017-18.	No	Report to Council (08/02/2017) Incorporating comments/recommendations of Executive (24/01/2017)	Phil O'Dwyer 01483 444318 phil.odwyer@guildford.gov.uk and Mark Jasper mark.jasper@guildford.gov.uk
Treasury Management Annual Strategy Report 2016-17 and Prudential Indicators 2017-18 to 2021-22	To consider and approve the adoption of the revised Treasury Management Strategy and Prudential Indicators.	No	Report to Council (08/02/2017) Incorporating comments/recommendations of Corporate Governance and Standards Committee (12/01/2017) Executive (24/01/2017)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Pay Policy Statement 2017-18	To approve the Pay Policy Statement 2017-18	No	Report to Council (08/02/2017)	Clare Matton 01483 444022 clare.matton@guildford.gov.uk

EXECUTIVE: 21 February 2017

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
*	Review of the Local Development Scheme	That the Executive approves the revised Local Development Scheme to progress the new Guildford Borough Local Plan by having a Local Development Scheme with an up to date timetable for the Local Plan.	No	Executive (21/02/2017)	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*	Sponsorship Policy and Strategy	To approve a Sponsorship Policy and Strategy that enables councillors and officers to take forward sponsorship opportunities and protects the Councils interests.	No	Executive (21/02/2017)	Chris Burchell 01483 579440 chris.burchell@guildford.gov.uk
*	Land at West Lodge	To consider the appropriation of land at West Lodge for planning purposes.	No	Executive (21/02/2017)	Mark Appleton 01483 444364 mark.appleton@guildford.gov.uk

COUNCIL (Reserve date): 28 February 2017

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

EXECUTIVE: 21 March 2017

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
*	Allocation of Grants to Voluntary Organisations 2018-19	The Executive is asked to approve: (1) The allocation of joint grant funding to voluntary organisations for 2018- 19 (2) The carry forward of any unallocated residual grant to the voluntary grant for 2018-19	No	Report to Executive (21/03/2017)	John Martin 01483 444380 john.martin@guildford.gov.uk
*	Allocation of Community Grants 2018-19	The Executive is asked to approve: (1) The allocation of grants through the council's community grants scheme (2) The carry forward of unallocated residual grant to grant funding for 2018-19	No	Report to Executive (21/03/2017)	John Martin 01483 444380 john.martin@guildford.gov.uk
*	Rural Economic Strategy	To consider and approve a rural economic strategy for Guildford 2017-2022.	No	Report to Executive (21/03/2017) Incorporating comments/ Recommendations of Borough, Economy and Infrastructure Executive Advisory Board (14/11/2016)	Chris Stanton 01483 444031 chris.stanton@guildford.gov.uk

COUNCIL: 11 April 2017

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

EXECUTIVE: 18 April 2017

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
*	Countryside Vision Document	To review and approve the strategic policies in managing our countryside sites to inform detailed sites management plans and operations.	No	Report to Executive (18/04/2017) Incorporating comments/ recommendations of Society, Environment and Council Executive Advisory Board (23/02/2017)	Hendryk Jurk 01483 444768 hendryk.jurk@guildford.gov.uk

COUNCIL: 3 May 2017 (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 2017-18	To elect a Mayor and appoint a Deputy Mayor for the municipal year 2017-18.	No	Council (03/05/2017)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Appointment of Mayor's Chaplain 2017-18	To appoint the Mayor's Chaplain for the municipal year 2017-18.	No	Council (03/05/2017)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Appointment of Honorary Remembrancer 2017-18	To appoint the Honorary Remembrancer for the municipal year 2017-18.	No	Council (03/05/2017)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

COUNCIL: 9 May 2017

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

EXECUTIVE: 23 May 2017

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 (23/05/2017)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Surrey Leaders' Group	To consider and approve nominations for appointment of representatives on outside bodies 2017-18 nominations to SLG Working Groups.	No	Report to Executive (23/05/2017)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

EXECUTIVE: 27 June 2017

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 governance statement 2016-17	To adopt the Council's Annual Governance Statement for 2016-17	No	Report to Executive incorporating comments/ Recommendations of Corporate Governance and Standards Committee (15/06/2017)	Managing Director 01483 444800 sue.sturgeon@guildford.gov.uk
	General Fund: Draft Final Accounts 2016-17	To consider the draft accounts for 2016-17 and approve: <ul style="list-style-type: none"> • Any matters for inclusion in the Statement of Accounts to be signed by the Chief Financial Officer and subsequently audited by the Council's external auditors. • The closing of reserves that are no longer required and opening of new reserves. 	No	Report to Executive (27/06/2017)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
	Housing Revenue Account: Draft Final Accounts 2016-17	To consider the draft accounts for 2016-17 and agree any transfers to earmarked reserves before the statutory Statement of Accounts is signed by the Chief Financial Officer.	No	Report to Executive (27/06/2017)	Mark Jasper 01483 444846 mark.jasper@guildford.gov.uk
	Treasury Management Annual Report	To recommend to Council 25 July 2017 the noting of the Treasury Management Annual Report for 2016-17 and approval of the actual Prudential Indicators.	No	Report to Executive (27/06/2017)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

EXECUTIVE: 18 July 2017

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
	Inflation factors for service and financial planning 2018-19 to 2020-21	The Executive will be asked to agree the inflation factors to be used in the preparation of the 2018-19 outline budget.	No	Report to Executive (18/07/2017)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
*	Public Art Draft Strategy	To consider and approve a five-year strategy which will assist the Council and its partners to enhance the Council's arts and cultural programme and the local environment by identifying key priorities for the provision of public art in the borough.	No	Report to Executive (18/07/2017)	Hannah Dix and Su Kelland 01483 444 767/698 hannah.dix@guildford.gov.uk su.kelland@guildford.gov.uk
*	Art Development Draft Strategy	To consider and approve a five-year strategy and work programme, which is fit for purpose, managed effectively and assists the Council and its partners to enhance arts and cultural opportunities for the community. The strategy will highlight the importance of the arts and allow the Council and its partners to identify and secure resources for the arts in the future.	No	Report to Executive (18/07/2017)	Hannah Dix and Su Kelland 01483 444 767/698 hannah.dix@guildford.gov.uk su.kelland@guildford.gov.uk

COUNCIL: 26 July 2017

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 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 Incorporating comments/recommendations of Overview and Scrutiny Committee (11/07/2017)	James Dearling 01483 444141 james.dearling@guildford.gov.uk
Treasury Management Annual Report	To note the treasury management annual report for 2016-17 and approve the actual Prudential Indicators.	No	Report to Council incorporating comments/recommendations of Executive (27/06/2017)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

COUNCIL: August 2017

No meetings are scheduled in August of the Council

EXECUTIVE: August 2017

No meetings are scheduled in August of the Executive

UNSCHEDULED ITEMS

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
Community Right to Bid	To consider the policy and procedures to be adopted in relation to the determination of compensation under Section 99 of the Act, together with any publicity requirements in relation to Community Right to Bid	No	Report to Executive	Sandra Herbert 01483 444135 sandra.herbert@guildford.gov.uk
Risk Management Strategy	To review the Risk Management Strategy	No	Report to Council incorporating comments/ recommendations of Audit and Corporate Governance Committee and Executive	Joan Poole 01483 444854 joan.poole@guildford.gov.uk
Local Strategy Statement	A collaboration between Surrey Councils to co-operate function, including key areas of housing, employment, infrastructure, countryside and environment.	No	Report to Executive incorporating comments/ recommendations of the Executive Advisory Board (to be confirmed)	Stuart Harrison stuart.harrison@guildford.gov.uk 01483 444512
Corporate Enforcement Policy	To consider the Licensing Committee's recommendations following the consideration of the consultation results. (If the Licensing Committee has responsibility for functions within the policy, the Committee will determine the policy. (*If Executive functions are referred to within the policy, the Executive will consider and determine such matters).	No	Report to Licensing Committee and *Executive	Justine Fuller Justine.fuller@guildford.gov.uk 01483 444370
The Local Plan	To be confirmed – submission of the Local Plan to the Secretary of State	No	Report to Council and Executive	Stuart Harrison stuart.harrison@guildford.gov.uk 01483 444512

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 Planning and Regeneration</p> <p>Councillor Paul Spooner</p> <p>Windsor Lodge Windsor Gardens Ash Surrey GU12 6QT (Ash South and Tongham Ward)</p>	<p>Strategic vision, economic and budget strategy Overseeing Council performance and achievement of political priorities Monitoring, initiation and co-ordination of best value and strategic objectives Devolution Strategic Regeneration and development Guildford-Surrey Board Guildford Philanthropy and social enterprise Local Enterprise Partnerships and Government funding Key stakeholder engagement Human resources Planning policy and Local Plan Urban regeneration and development - including Slyfield, North Street and Bridge Street Town Centre Masterplan Building Control Planning enforcement Media, social media, public relations and web presence</p>
<p>Deputy Leader of the Council and Lead Councillor for Infrastructure and Governance</p> <p>Councillor Matt Furniss</p> <p>16 Boxgrove Avenue, Guildford, Surrey GU1 1XG (Christchurch Ward)</p>	<p>Infrastructure Governance Traffic management and road safety Parking strategy and Park and ride Waste strategy, collection and recycling Street cleansing and public conveniences Cemeteries and crematorium Engineering works Emergency planning Armed Forces Partnerships Air Quality Procurement and tendering processes</p>
<p>Lead Councillor for Finance</p> <p>Councillor Michael Illman</p> <p>4 Churchill Road Guildford Surrey GU1 2AX (Shalford Ward)</p>	<p>Finance and financial strategy Investment and borrowing strategy Credit Rating Insurance, banking policy and strategy Commercialisation of trade services Audit</p>

Councillor	Areas of Responsibility
<p>Lead Councillor for Asset Management</p> <p>Councillor Geoff Davis</p> <p>Grantley House London Road Guildford Surrey GU1 1TR (Holy Trinity Ward)</p>	<p>Management of Property Assets Land management Trusts and Funding strategy Employment Land Strategy Community Buildings</p>
<p>Lead Councillor for Economic Development, Tourism and Climate Change</p> <p>Councillor David Bilbé</p> <p>Appletree Cottage Green Lane East Normandy Guildford, Surrey GU3 2JL (Normandy Ward)</p>	<p>Economic wellbeing Business retention and growth, including key clusters Liaison with business and key stakeholders Guildford Business Forum Business Improvement District Climate change, home energy and sustainability Visitor economy strategy Tourism</p>
<p>Lead Councillor for Housing and Social Welfare</p> <p>Councillor Tony Rooth</p> <p>1 Newlands Buckingham Close London Road Guildford GU1 1TR (Pilgrims Ward)</p>	<p>Housing strategy and development Assessment of housing need Homelessness and housing advice Council housing and tenant services Monitoring and enforcing housing standards Housing and Council Tax Benefits Community care services Services to the elderly Social exclusion and financial inclusion Voluntary grants Community transport Traveller strategy and policy</p>
<p>Lead Councillor for Rural Economy, Countryside, Parks and Leisure</p> <p>Councillor Richard Billington</p> <p>33 Station Road Gomshall Surrey GU5 9LQ (Tillingbourne Ward)</p>	<p>Rural economy and partnerships Leisure strategy and services Countryside and parks Green Belt protection Localism and liaison with parish councils and residents associations Rural arts, culture and heritage SANGs (Suitable Alternative Natural Green Space) Spectrum contract management Stoke Park Management Plan</p>

Councillor	Areas of Responsibility
<p>Lead Councillor for Community, Health, and Sport</p> <p>Councillor Iseult Roche 1 Worplesdon St Mary Perry Hill Worplesdon Surrey GU3 3RE (Worplesdon Ward)</p>	<p>Health and wellbeing within the Borough Health promotion and education Public health protection Environmental health and protection Community wardens Children and young people Children and adult safeguarding Disability access, diversity and equality Sports strategy Project Aspire University of Surrey Student Union</p>
<p>Lead Councillor for Licensing & Community Safety</p> <p>Councillor Graham Ellwood</p> <p>c/o Guildford Borough Council Millmead House Millmead Guildford, Surrey GU2 4BB (Merrow Ward)</p>	<p>Crime reduction Safer Guildford Partnership Liaison with police, probation service and community groups Purple Flag Public safety Licensing policy in respect of premises, vehicles and people Licensing enforcement</p>
<p>Lead Councillor for Internal Business Systems, Heritage and the Arts</p> <p>Councillor Nikki Nelson-Smith 17 Maori Road, Guildford Surrey, GU1 2EG (Christchurch Ward)</p>	<p>Internal Business Systems Customer service Arts and cultural strategy and services Heritage strategy Future of Guildford Museum Future of Electric Theatre G-Live contract management</p>

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