

**TANDRIDGE DISTRICT COUNCIL**

**CIL WORKING GROUP**

Minutes of the meeting of the Working Group held in the Council Chamber, Council Offices, Station Road East, Oxted on the 26<sup>th</sup> October 2023 at 2.00pm.

**PRESENT:** Councillors Blackwell, Bloore, Botten, C.Farr, Gaffney, Langton, Moore, Prew and Smith (via Zoom).

**1. ELECTION OF CHAIR FOR THE REMAINDER OF 2023/24**

Councillor Langton was elected Chair of the Working Group for the remainder of the 2023/24 municipal year.

**2. DECLARATIONS OF INTEREST**

In respect of Item 3 below:

Councillor Gaffney advised that she had been asked to support the Station Avenue, Caterham project in her capacity as a local councillor. This was before the CIL bid materialised, which she would consider afresh during the meeting and participate in any vote.

Councillor Moore advised that she had not been involved in the project to upgrade the Felbridge village playground project (which was in her Ward) and felt able to be objective in considering the CIL bid.

Councillor Langton advised that he was part of the Hurst Green Community Centre renovation project group and had assisted with the Association's CIL bid. Therefore, he would not participate in any vote on the application but would remain in the Chamber to assist with any discussion about the project.

### 3. APPLICATIONS FOR CIL FUNDS – NOVEMBER 2023

The Group had been provided with written copies of the completed application forms and officer assessments in respect of seven CIL applications, i.e.:

Project (in order of original officer ranking)	CIL requested
<b>Tandridge District Council</b> (public realm enhancements along <b>Station Avenue, Caterham</b> aimed at attracting new businesses and boosting economic growth / employment opportunities)	£1,236,500
<b>Tandridge District Council</b> (flood alleviation and enhancements of the open space and public amenities in <b>Queens Park, Caterham</b> )	£1,394,000
<b>Hurst Green Community Association</b> (design for the renovation / extension of the <b>Hurst Green Community Centre</b> )	£120,000
<b>St Mary's School, Oxted</b> (upgrading the <b>community swimming pool</b> )	£150,000
<b>Lingfield Sports Association</b> (installation of a drainage system to enable use of the <b>Godstone Road playing field</b> throughout the year)	£211,562
<b>Oxted Business Improvement District, Love Oxted</b> (delivery of a <b>wayfinding strategy</b> )	£78,728
<b>Felbridge Parish Council</b> (upgrading the <b>village playground</b> with new surfacing and equipment)	£71,600
<b>Total CIL requested</b>	<b>£3,262,390</b>

Officers advised that the current balance of available CIL funds (c.£2,500,000) was projected to increase during the remainder of the current financial year to a level which, coupled with underspends against previous CIL awards, would be sufficient to fund the above applications in full. The Chair asked Officers to prepare a cash flow forecast after the meeting to demonstrate this. Notwithstanding the funding position, Members favoured a prudent approach given the potential for subsequent high priority bids to emerge. The Group agreed that each application should be carefully considered on its merits and not necessarily supported in full on affordability grounds alone.

Representatives of each organisation gave presentations about their bids and responded to Members' questions.

Following the presentations, the Group discussed the merits of the bids and whether they should be supported in full, in part, or not at all. The key points to emerge were:

#### Station Avenue, Caterham - public realm enhancements

The Group acknowledged that the flood alleviation impact of permeable paving and hydrorock would be limited, but that economic regeneration was the main driver. Some concerns were raised that new investment could be vulnerable to flood damage.

The extent to which the community had been consulted about the project was discussed. The Caterham BID representative explained that engagement to date had been restricted to local businesses who fully supported the proposed works. A more widespread community consultation would be undertaken once architectural designs were available.

The extent to which other Caterham projects had received (or would be receiving) CIL funding was also taken into account, notwithstanding the extent of relatively recent new housing development in the area.

On balance, a 75% award was recommended.

#### Queens Park, Caterham – flood alleviation and open space / public amenity enhancements

Adjustments to the proposed flood alleviation measures in light of public consultation feedback were explained. Members were also advised about the rationale for undertaking such measures alongside the amenity enhancements.

While the flood alleviation scheme would be crucial in helping to reduce the impact of flooding throughout the Caterham Hill area, it would not have any significant bearing on the Valley given that floodwater on the Hill drained northwards towards Old Coulsdon.

Members were keen for enhanced WC facilities to be provided as part of the public amenity enhancements, either via the CIL award or other complementary funding streams. The widening of paths throughout the park (for disabled access purposes) was also identified as a priority. Subject to those provisions, the Group recommended that the bid be approved in full.

### Hurst Green Community Association – design aspect of the Community Centre renovation project

The design element (for which CIL funding was being sought) represented 10% of the total estimated £1.2 million project cost. This would enable HGCA to submit a grant application to Your Fund Surrey (Surrey County Council). The YFS team had recently agreed to base its funding decision upon a Quantity Surveyor's cost estimate / RIBA stage 3, which meant that only a proportion of the £120,000 design cost would be required for now, pending completion of the full (RIBA stage 4) design work at a later stage.

Members considered that, subject to the YFS bid being successful, the CIL application be supported in full, with the £120,000 being released in two equal instalments.

### St Mary's School, Oxted - upgrading the community swimming pool

The Group considered that community use of the pool was key to the question of CIL funding. In that respect, the extent to which the project could impact upon Freedom Leisure's customer base was discussed. A 66% CIL allocation was recommended, subject to conditions about the need for support from Your Fund Surrey and the school reporting on the extent of community use of the new pool.

### Lingfield Sports Association - installation of a drainage system for the Godstone Road playing field

The much-needed drainage system would enable adult (men's) football to return to the playing field, together with the potential to host women's football and other sports throughout the year. The current drainage problems amounted to severe waterlogging of the playing surfaces (which did not impact upon neighbouring land) as opposed to flooding.

An effective drainage system was an essential prerequisite to improving the clubhouse (phase 2 of the Association's development plan).

The Group recommended that the bid be approved in full.

### Oxted Business Improvement District, Love Oxted - delivery of a wayfinding strategy

The Oxted BID representatives explained the objectives of the project, namely new signage to make the town more welcoming and easier to navigate and to help overcome the Station Road East and West disconnect caused by the railway line. The Group recognised the potential benefits of the project but considered that greater contributions should also be sought from other sources, besides TDC and the BID. A 50% CIL allocation was recommended.

### Felbridge Parish Council - upgrading the village playground

The Group recommended that the bid be approved in full.

The following general matters regarding the CIL allocation process were also discussed:

- justification for utilising CIL funds to augment the Council's capital programme;
- the rationale for supporting projects in areas with high levels of new housing development;
- a suggestion that analysis be produced to map CIL funded projects throughout the District, coupled with information about the location of recent housing growth;
- a suggestion that electronic copies of all supporting documents accompanying CIL applications be stored in a single location for Members to access; and
- the need for active engagement from the Surrey County Council's Flood Risk Management Team to help monitor the impact of flood alleviation works.

**RECOMMENDED** – that the following CIL allocations be ratified by the Planning Policy Committee:

Project	CIL allocation
<p><b>Felbridge Parish Council</b> (upgrading the <b>village playground</b> with new surfacing and equipment).</p> <p>Total CIL applied for: £71,600</p>	<p>£71,600</p>
<p><b>Hurst Green Community Association</b> (design for the renovation / extension of the <b>Hurst Green Community Centre</b>)</p> <p>Total CIL applied for: £120,000</p>	<p>£120,000 to be released in two phases, i.e.:</p> <ul style="list-style-type: none"> <li>• £60,000 to be paid forthwith; and</li> <li>• the remaining £60,000 to be paid following confirmation that HGCA's associated grant application to Your Fund Surrey has been approved.</li> </ul>
<p><b>Lingfield Sports Association</b> (installation of a drainage system to enable use of the <b>Godstone Road playing field</b> throughout the year)</p> <p>Total CIL applied for: £211,562</p>	<p>£211,562</p>
<p><b>Oxted Business Improvement District, Love Oxted</b> (delivery of a <b>wayfinding strategy</b>)</p> <p>Total CIL applied for: £78,728</p>	<p>£39,364 (50%)</p>

Project	CIL allocation
<p><b>Tandridge District Council</b> (flood alleviation and enhancements of the open space and public amenities in <b>Queens Park, Caterham</b>)</p> <p>Total CIL applied for: £1,394,000</p>	<p>£1,394,000 (subject to confirmation that:</p> <ul style="list-style-type: none"> <li>• enhanced WC facilities will be provided, either via the CIL award or other complementary funding streams; and</li> <li>• pathways throughout the park will be widened for disabled access purposes).</li> </ul>
<p><b>Tandridge District Council</b> (public realm enhancements along <b>Station Avenue, Caterham</b> aimed at attracting new businesses and boosting economic growth / employment opportunities)</p> <p>Total CIL applied for: £1,236,500</p>	<p>£927,375 (75%)</p>
<p><b>St Mary's School, Oxted</b> (upgrading the <b>community swimming pool</b>)</p> <p>Total CIL applied for: £150,000</p>	<p>£100,000 (66%) (subject to:</p> <ul style="list-style-type: none"> <li>• complementary funding from Your Fund Surrey being forthcoming; and</li> <li>• the school providing subsequent reports to the Council demonstrating the extent of community use.</li> </ul>

The meeting closed at 7.00 pm.