53. ELECTION OF THE CHAIRMAN 2014/15

RESOLVED - that Councillor Weightman be elected Chairman.

54. APPOINTMENT OF THE VICE-CHAIRMAN 2014/15

RESOLVED - that Councillor Bond be appointed Vice-Chairman.

55. APPOINTMENT OF THE LOCAL PLAN STEERING GROUP

RESOLVED – that the Steering Group be appointed as follows:

Conservatives - Councillors Mrs. Black, Bond, Harwood and Weightman.

Liberal Democrat - Councillor Caudle.

56. APPOINTMENT OF THE DEVELOPMENT RELATED CONTRIBUTIONS WORKING GROUP

RESOLVED – that the Working Group be appointed as follows:

Conservatives - Councillors Mrs. Black, Bond, Harwood and Weightman.

Liberal Democrat - Councillor Caudle.
PLANNING POLICY COMMITTEE

Minutes and Report to Council of the meeting of the Committee held in the Council Chamber, Council Offices, Station Road East, Oxted on the 10th July 2014.

PRESENT: Councillors Weightman (Chairman), Bond (Vice-Chairman), Mrs. Black, Byrne, Caudle, Harwood, Pannett, Mrs. Steeds and Mrs. Vickers.

ALSO PRESENT: Councillors David, Duck, Perkins, Turner and Mrs. Webster.

57. MINUTES

The Minutes of the meetings held on the 8th April and 12th June 2014 were confirmed and signed by the Chairman.

COUNCIL DECISION
(Subject to ratification by Council)

58. TANDRIDGE LOCAL PLAN PART 2: DETAILED POLICIES ADOPTION (Minute 204 (13/14))

The Council had been preparing the Development Management Detailed Policies Document (hereafter referred to as ‘the Document’) over the last two years. A draft version, incorporating amendments arising from consultation on a ‘Preferred Approach’ was approved by the Committee on 6th June 2013. This was submitted to the Secretary of State and a Public Examination was conducted by a Government appointed Inspector in January 2014. As a result of the Examination (which included sessions to hear the views of objectors) the Committee agreed Main and Minor Modifications on the 6th March 2014 which were then subjected to a further six week public consultation exercise. The process culminated in the Inspector finding the Plan to be sound, subject to the Main Modifications referred to above being made.

The Inspector’s report was presented to the Committee, together with the final version of the Document itself and associated changes to the Policies Map:


The Committee was advised that the Plan superseded the remaining saved policies from the ‘Tandridge District Local Plan 2001’ which should now be revoked, together with Supplementary Planning Guidance on the Conversion of Buildings in the Green Belt.

However, the Committee was advised that the Council had recently been given notice of a potential High Court challenge (from a third party) to the adoption of the Document on the grounds that the Inspector’s finding of soundness was flawed. It was explained that, in response to this, Counsel’s advice had been sought about possible risks to the adoption process including issues in relation to the revocation of Policy HO5. It was anticipated that Counsel’s opinion would be received in time for the 24th July full Council meeting. In the meantime, the Committee accepted that its recommendation to Council should be qualified by the need to consider the advice before the adoption and associated revocations were ratified.

Officers responded to questions from Members about various aspects of the Document and associated Policies Map.
RECOMMENDED – that subject to legal advice:

A. the Tandridge District Local Plan Part 2: Detailed Policies be adopted;
B. the amended Policies Map be adopted;
C. the Tandridge District Local Plan 2001 (saved policies) be revoked; and
D. the Supplementary Planning Guidance on Conversion of Buildings in the Green Belt be revoked.

59. TANDRIDGE COMMUNITY INFRASTRUCTURE LEVY – ADOPTION (Minute 73 (13/14))

Following the submission of a draft Community Infrastructure Levy (CIL) charging schedule to the Secretary of State, a Public Examination was conducted by a Government appointed Planning Inspector in March 2014. The process resulted in the Inspector recommending the charging schedule for adoption subject to sheltered / retirement housing and extra care accommodation being excluded from the residential development charging rate (£120). The inspector concluded that the Council had sufficient evidence to support the charging schedule and could demonstrate that the levy would not present a risk to the overall development of the area.

The Inspector’s report was presented to the Committee, together with a final charging schedule. The Committee was advised that planning applicants would have to submit key information in order for their CIL liability to be assessed and that the local ‘Validation Checklist’ would need to be amended accordingly. It was proposed to implement the CIL charging regime from 1st December 2014 to allow time for the checklist to be changed. This timeframe would also enable sufficiently robust IT / administrative systems to be developed to manage the complex, highly regulated processes for charging for CIL and spending the subsequent receipts.

RECOMMENDED – that

A. the Tandridge District Charging Schedule as set out in Appendix ‘A’ be adopted;
B. the Community Infrastructure Levy rates be charged from Monday, 1st December 2014;
C. up to 5% of CIL receipts be retained for administrative purposes in accordance with section 61 of the Community Infrastructure Levy Regulations 2010; and
D. the Local Validation Requirements be amended to require the submission of CIL liability details from 1st September 2014.

COMMITTEE DECISIONS
(Under powers delegated to the Committee)

60. PERFORMANCE REPORT – END OF YEAR

Members considered a report which measured progress against the Committee’s Key Performance Indicators for the year to 31st March 2014.

RESOLVED – that the end of year performance for 2013/14 in respect of Key Performance Indicators, as attached at Appendix ‘B’, be noted.
61. FORMER ROSE & YOUNG GARAGE SITE, CROYDON ROAD, CATERHAM – UPDATE (Minute 229 (13/14))

The Chief Planning Officer updated Members on work undertaken since the Committee’s previous recommendations regarding this site were adopted by Council on 24th April 2014.

He advised that consultants had been appointed to act on the Council’s behalf and to advise on property matters, including the Compulsory Purchase Order (CPO) process. They had been approached by several interested parties since the Council had announced its current position regarding the re-development of the site. A briefing document had been prepared with instructions to architects and quantity surveyors to draw up a scheme in accordance with the previously established ‘vision’ for the site and current planning policy. This would assist in establishing the likely value of the site; calculating the compensation that could be payable in the event of a CPO; and marketing the site to potential development partners. It was hoped that the Council would be able to select a suitable development partner by the end of the year. The Rose & Young Task Group would continue to be involved in this process and the Committee wished to confirm the Group’s re-appointment for the current Municipal Year. In this respect, the Committee thanked the members of the Group for their valuable contributions to date.

The consultants and Officers had met with the owner’s representative to explain the Council’s position. In connection with this, the Chief Planning Officer advised that he had removed himself from involvement in the owner’s planning application in view of his input into the potential compulsory purchase process.

The Committee was also informed that Officers had continued to explore matters in relation to the wider Caterham area with a view to encouraging and maintaining as much interest as possible.

RESOLVED – that:

A. the verbal update of the Chief Planning Officer be noted; and

B. the Rose & Young Working Group continue, comprising the Valley and Harestone Ward Members and the Vice-Chairman of the Planning Policy Committee.

Rising: 8.15 p.m.
1. Introduction

1.1 This Schedule has been prepared, approved and published in accordance with Part 11 of the Planning Act 2008 and the Community Infrastructure Levy Regulations 2010 (as amended).

<table>
<thead>
<tr>
<th>The Charging Authority</th>
<th>Tandridge District Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of approval</td>
<td>24 July 2014</td>
</tr>
<tr>
<td>Date of effect</td>
<td>1 December 2014</td>
</tr>
</tbody>
</table>

2. Scope of CIL Charges

2.1 For the purposes of Part 11 of the Planning Act 2008, Tandridge District Council is a Charging Authority for Community Infrastructure Levy (CIL) in respect of development within its administrative area.

2.2 As set out in the Community Infrastructure Levy Regulations, CIL is applicable on net additional gross internal floorspace of all new development apart from that specifically exempted by the Regulations which are as follows:

- Buildings, or extensions to buildings, with less than 100 square metres gross internal floor space;
- Buildings into which people do not normally go, or go only intermittently for the purpose of inspecting or maintaining fixed plant or machinery;
- Affordable housing; and
- Buildings owned by charities used for a charitable purpose.

2.3 The District Council has produced an Infrastructure Delivery Schedule which justifies the collection of CIL to meet the ‘funding gap’. An economic viability assessment has also been carried out to inform the setting of its CIL rates which apply across the whole of Tandridge District Council’s administrative area and are set out in Table 1.
3. CIL Rates

### Table 1:

<table>
<thead>
<tr>
<th>Land Use</th>
<th>CIL Charge (£/m²)</th>
</tr>
</thead>
<tbody>
<tr>
<td>All residential development²</td>
<td>£120</td>
</tr>
<tr>
<td>Convenience retail, including convenience based</td>
<td>£100</td>
</tr>
<tr>
<td>supermarkets and superstores³</td>
<td></td>
</tr>
<tr>
<td>Comparison retail</td>
<td>Nil</td>
</tr>
<tr>
<td>Offices</td>
<td>Nil</td>
</tr>
<tr>
<td>All other uses</td>
<td>Nil</td>
</tr>
</tbody>
</table>

4. Calculation of CIL Chargeable Development

4.1 The precise amount charged for each development will be calculated in accordance with Regulation 40 of the CIL Regulations (2010) as amended. As stipulated in the Regulations, all charges are based on the gross internal floorspace area.

5. Payment in Kind

5.1 The only payment in kind to satisfy the whole or part of any CIL Liability is a land payment. Any land payment will be calculated in accordance with Regulation 73 of the CIL Regulations (2010) or as amended.

6. Neighbourhoods Funds

6.1 As set out in Section 2 of the Localism Act (2011) Charging Authorities are required to pass a ‘meaningful proportion’ of the CIL receipts to local neighbourhoods where development has taken place.

6.2 In accordance with the CIL (Amendment) Regulations 2013 a specific proportion of CIL receipts will be passed to Neighbourhood Funds. Therefore, in locations with an adopted Neighbourhood Development Plan, 25% of CIL receipts will be passed to the Parish Council to help fund local infrastructure in the locations of the chargeable development. In all other locations 15% of CIL receipts will be passed to the Parish Council, subject to annual total limits.

7. Monitoring and Review

7.1 The operation and implementation of CIL will be monitored. Unless economic or development delivery conditions change significantly in the intervening period, it is not considered necessary to consider a review of the Charging Schedule until three years after the date of adoption. A review may be undertaken as part of any review of the Local Plan.

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¹ As defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)
² Excluding Sheltered / Retirement Housing and Extra Care accommodation which are defined as grouped units, usually flats, specially designed or designated for older people encompassing communal non-saleable facilities over 25% Gross floorspace..
³ Superstores/supermarkets are shopping destinations in their own right where weekly food shopping needs are met and which can also include non-food floorspace as part of the overall mix of the unit.
## 2013/14 Performance Indicators

### Planning Policy Committee

<table>
<thead>
<tr>
<th>Code</th>
<th>Indicator</th>
<th>end of year 2013/14</th>
<th>Direction of travel (compared to same period last year)</th>
<th>2012-13 Outturn</th>
<th>Latest All England figures (End of year)</th>
<th>Higher / lower is better</th>
<th>Performance against annual target</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Actual</td>
<td>Period target</td>
<td>End of year target</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PL1</td>
<td>Processing of planning applications as measured against targets for 'major' application types</td>
<td>58.3%</td>
<td>60.0%</td>
<td>60.0%</td>
<td>Improved (33.3%)</td>
<td>33.3%</td>
<td>70.0%</td>
</tr>
<tr>
<td>PL2</td>
<td>Processing of planning applications as measured against targets for 'minor' application types</td>
<td>66.8%</td>
<td>65.0%</td>
<td>65.0%</td>
<td>Improved (61.3%)</td>
<td>61.3%</td>
<td>70.0%</td>
</tr>
<tr>
<td>PL3</td>
<td>Processing of planning applications as measured against targets for 'other' application types</td>
<td>83.1%</td>
<td>80.0%</td>
<td>80.0%</td>
<td>Improved (80.1%)</td>
<td>80.1%</td>
<td>83.0%</td>
</tr>
<tr>
<td>PL4</td>
<td>Percentage of applications determined within 26 weeks</td>
<td>97.2%</td>
<td>97.0%</td>
<td>97.0%</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>PL5</td>
<td>Percentage of appeals dismissed against the Council’s refusal of planning permission</td>
<td>69.2%</td>
<td>65.0%</td>
<td>65.0%</td>
<td>Improved (60.3%)</td>
<td>60.3%</td>
<td>N/A</td>
</tr>
<tr>
<td>PL6</td>
<td>Number of enforcement enquiries inspected within timescales set out in Council’s Enforcement policy</td>
<td>94.2%</td>
<td>85.0%</td>
<td>85.0%</td>
<td>Improved (82.0%)</td>
<td>82.0%</td>
<td>N/A</td>
</tr>
<tr>
<td>PL7</td>
<td>Number of enforcement enquiries to have reached ‘decision point’ within 8 weeks</td>
<td>89.3%</td>
<td>75.0%</td>
<td>75.0%</td>
<td>Improved (88.9%)</td>
<td>88.9%</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Commentary on indicators with performance below same period last year and/or off target

**PL1**  Processing of planning applications as measured against targets for 'major' application types  
Performance in Quarter 1 continues to have an impact on the annual outturn. Performance since Quarter 1 has been 100%.