

## GODALMING TOWN COUNCIL

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28 October 2022

I HEREBY SUMMON YOU to attend the **ENVIRONMENT & PLANNING COMMITTEE** Meeting to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 3 NOVEMBER 2022 at 6.30pm, or at the conclusion of the preceding Joint Burial Committee meeting, whichever is later.

Andy Jeffery  
Town Clerk

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

**Where possible proceedings will be live streamed via the Town Council's Facebook page.** If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page.

Committee Members:	Councillor Crooks – Chair Councillor Heagin – Vice Chair
Councillor Adam	Councillor Ashworth
Councillor Boyle	Councillor Cosser
Councillor Duce	Councillor Follows
Councillor Hullah	Councillor Kiehl
Councillor Martin	Councillor Neill
Councillor PMA Rivers	Councillor PS Rivers
Councillor Steel	Councillor Stubbs
Councillor Weightman	Councillor Williams

### AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 13 October 2022, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

To receive from Members any declarations of interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

The Comments and observations from the following Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council level and are based on the evidence and representations to the Town Council.

Councillor Cosser  
Councillor Follows  
Councillor Heagin  
Councillor Martin

Councillor PMA Rivers  
Councillor PS Rivers  
Councillor Williams

In accordance with Min No 401-19, Cllr Cosser has declared that, in order to avoid a personal conflict of interest, he will not take part in debates or votes on planning matters at meetings of this Committee.

4. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chair to invite members of the public to make representations, ask or answer questions and give evidence in respect of the business on the agenda or other matters not on the agenda. This forum to be conducted in accordance with Standing Order 5:

- the period of time designated for public participation at a meeting for a maximum of three minutes per person or 15 minutes overall, unless otherwise directed by the chairman of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. If a matter raised is one for principal councils or other authorities, the person making representations will be informed of the appropriate contact details.

5. QUESTIONS BY MEMBERS

To consider any questions from Councillors in accordance with Standing Order 6.

6. BUSBRIDGE JUNIOR SCHOOL CIL APPLICATION UPDATE – ITEM FOR DECISION

**Recommendation: Members to resolve to grant an extension of 6 months for the latest start of the project in order to remain qualified for the existing CIL award of £60,000. Latest start date to be extended from 6 June 2023 to 6 December 2023.**

Members to note an update from Mr Richard Catchpole, Headteacher of Busbridge Junior School, relating to the Multi Use Games Area (MUGA) project at the school, for which this Council has awarded £60,000 of Neighbourhood CIL funding.

*With it being about six months since Godalming Town Council very kindly agreed to fund the school £60,000 towards our MUGA project I thought it a good idea to provide you with a brief update on our progress.*

***Siting of the MUGA***

*Our original plan was for the MUGA to sit in the middle of the school playing field. Phase One was to be a (approx.) 20m x 30m MUGA court (unfenced), with Phase Two being the addition of a synthetic-surface running track around the edge. This was the original plan shared with the GTC. After consulting further with a number of professionals it has become clear that it is beneficial to place the MUGA on a different part of the school field. It will stay as approx. 20m x 30m, but it will now include a fence. This will all be incorporated into one phase.*

*Placing it in the new position on the field means that we will be able to retain a grass running track, and a grass pitch for cricket, rounders, football, etc whilst also having the MUGA for hockey, netball, basketball, football and other sports during wet weather. The best of both worlds for both the school and community clubs.*

**(NB. – Members will recall that the provision of a fence was suggested by a number of Members whilst considering the original application)**

### **Fundraising for the MUGA**

We have raised an incredible £85,000 towards the MUGA. Godalming Town Council has provided a grant of £60,000, with fundraising by parents, children and friends of the school adding another £25,000. This is a real achievement in a relatively short space of time. Clearly the generosity of the GTC has contributed the lion's share of this fundraising.

### **Cost of the MUGA project**

Our original fundraising target was £95,000. Through changing to a one phase rather than two phase project, and by talking to suppliers in more depth over what we aim to achieve, our funding goal has had to move. We are now looking to raise in the region of £150,000. This increase is due to several factors, including:

- The new site has a greater gradient
- We are completing the project in one phase, not two
- The MUGA will have a fence installed from the get-go. This costs around £25k and means we must apply for planning permission with its associated costs
- We will need to pay VAT on the project (we have investigated this long and hard and continue to do so...)
- The costs of materials and labour continue to rise steeply
- Use of a project manager to guide the project.

We will be going to tender on the project soon, so after that we will have a much clearer understanding of the anticipated final price. The school has reviewed the project and the costs very seriously, as this is a large sum to raise and spend. We feel that to do the project cheaper (for example, by not installing a fence) we would have a MUGA that will be less useful for both school and community.

### **Raising the rest of the money**

Clearly, we still have a way to go with the fundraising, but we are most certainly moving in the right direction. We will be applying for more grants, and there will be more PTA events.

### **Next Steps**

We are still on course for work to start in Summer 2023. Potential installers have said that a summer install is realistic.

- (i). **Planning:** we are in the process of prepping a pre-planning application document which we will shortly present to the relevant planning department. We have been advised that this is a prudent step to take prior to applying fully for planning permission.
- (ii). **Tender process:** this will be starting very soon.
- (iii). **Ground inspections:** we are carrying out a number of ground inspections that will assist contractors in providing accurate tender figures.
- (iv) **Deadline for meeting the T&Cs of the GTC grant:** We believe that we are on track to start construction within a year since the GTC grant was made. If, however, we feel later that our timeframe is slipping is there a process through which we apply to the GTC for an extension to the grant deadline?
- (v) **Funding sources - PTA et al:** we continue to raise funds through PTA organised activities. We are also looking at wider funding opportunities such as Your Fund Surrey, Active Surrey and several others.
- (vi) **Funding sources - WBC:** we are applying to Waverley Borough Council for a grant through their CIL allocation. However, the point at which they confirm the allocation of grants is in March '23, which is quite late for us if we are to be confident of a May 23 start to the project.

(vii) **Funding sources - GTC:** *Clearly the GTC CIL fund is not a bottomless pit, and no doubt there are many other requests for funding. Can you please let us know the process for applying to the GTC for further CIL funding, should this be available?*

*This is a big project for a school to fund and undertake itself. Our MUGA working group are working hard to move the project on, ensuring that we have a high quality MUGA at the right price, which will suit the needs of the school and local community for many years to come. Thank you for your support, in helping us get to where we are now.*

(NB. – In response to point (vii) above, the TC has responded to Mr Catchpole with the following information:

*Regarding a potential request for additional Neighbourhood CIL funding, for absolute transparency, the first point to make is that as set out in paragraph 17 of the T&C's of the original offer of CIL Funding:*

*“There will be no obligation on the Council to increase its offer in the event of cost increases on eligible work. Any additional funding will be at the discretion of the Council and will only be considered in exceptional circumstances.”*

*The determination of what is exceptional circumstances is a matter for Members of the Council to decide. My role as Town Clerk is to provide the information to assist Members in reaching a decision.*

*Any request for additional funding can only be approved at a meeting of the Full Council. If you wished to seek additional funding from GTC, I would suggest that you send me a written request for consideration by Members of the Environment & Planning Committee (E&P) and if recommended by E&P for onward approval by Full Council.*

*Please note, if you do submit a letter requesting additional funds it should cover the reasons for the changes and increased costs, the fundraising activities and funds raised along with the total of other grants and any outstanding grant applications, and of course, how much additional funding is being sought).*

7. **NEIGHBOURHOOD CIL FUNDING APPLICATION FROM FRIENDS OF BROADWATER SCHOOL – ITEM FOR DECISION**

**Recommendation:** **The Environment & Planning Committee is requested to consider the Neighbourhood CIL application in support of the Broadwater School Recreational Garden Project and, if approved, to resolve to recommend the application to Full Council for the conditional funding of Neighbourhood CIL**

Members are requested to first review the briefing document for the Broadwater School Recreational Garden project (attached for the information to Members) which provides context for when considering the application for Neighbourhood CIL Funding received from The Friends of Broadwater School (also attached for the information of Members).

Broadwater is the only secondary school in the parish of Godalming with 662 students currently on its role and a waiting list for all year groups. In response to significant growth in the area, Broadwater has a five-year expansion plan increasing pupil numbers by 150 (final total 750 by 2025). This project will accommodate the increase in numbers and will make long lasting improvements to the outdoor spaces/gardens for pupils and staff. This project aims to create improvements to outdoor areas of hard and soft landscaping to the upper school playground, outdoor classroom areas and front of the school building by creating:

- 'The Canopy Garden' - to provide much needed additional seating for pupils at breaktimes, with planting and new trees aiming to create a more relaxing environment.
- 'The Arena Garden' - an outdoor stage/auditorium area offering further seating as part of a multifunctional space, which can be used at breaktimes, as an outdoor classroom, and as an open auditorium for community outdoor events.
- 'The Pollinator Pathway'- is an additional pedestrian route from the school gate to the school main entrance, with new planting improving the overall aesthetics for the school and local community.

The project is divided into three phases, which combined are estimated to cost in the region of £216,615. The Friends of Broadwater School are seeking £69,400 of Neighbourhood CIL funding to fund phase 1 of the project, *The Canopy Garden*.

In considering the application, Members will wish to note that, at present the uncommitted Neighbourhood CIL funding for the Parish of Godalming currently held by Godalming Town Council stands at £144,098.

The regulations that govern how CIL is spent require that Godalming Town Council utilises the local CIL allocated towards either:

- the provision, improvement, replacement, operation or maintenance of infrastructure, or
- anything else that is concerned with addressing the demands that development places on Godalming.

These definitions allow GTC and the local community to consider quite broadly what is needed to help to mitigate the impacts of development in Godalming. The definition of infrastructure is broad and includes roads and other transport infrastructure, schools and other educational facilities, medical facilities, sporting and recreational facilities and open spaces.

#### 8. PLANNING APPLICATIONS - CONSULTATION

To consider a schedule of planning application attached at Appendix A.

#### 9. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters (if any), discussed at this meeting, are to be publicised.

#### 10. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 24 November 2022 at 6.30pm.

#### 11. ANNOUNCEMENTS

Brought forward by permission of the Chair. Requests to be submitted prior to commencement of the meeting.

# Broadwater School

Outdoor spaces project



INSPIRED EARTH  
DESIGN



VICTORIA ADAM  
GARDENS

# Upper School Playground



Brief:

To improve the outdoor spaces for students specifically at lunch and break times. More seating is needed, and a more dynamic environment where they can relax, eat and sit.

The intention of the design is to develop the outdoor spaces to create a more stimulating environment where students and staff are able to benefit from the natural environment.

*“Playgrounds that are surrounded by greenery promote better cognitive functioning, concentration and relief from stress” (Kuo, 2010)*

*“Five minutes of exposure to nature could help to reduce stress” (Barton & Pretty, 2010).*

# The Courtyard

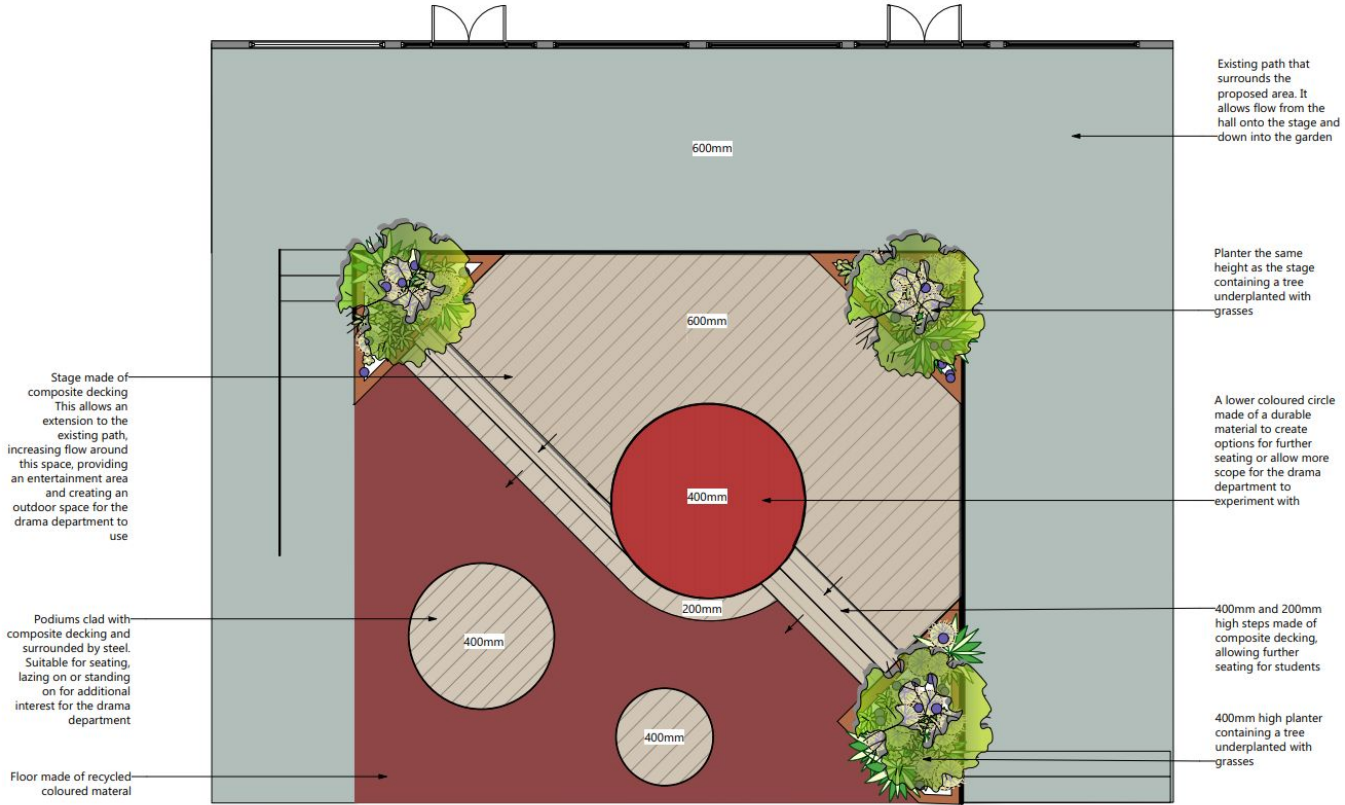


The intention of the design is to transform the unused lower courtyard into a multifunctional, exciting and colourful space.

- To be used by students during break times as a place to sit with friends, while also allowing them to move through the area more freely.
- To link the school hall to this area more seamlessly, by using levels we aim to increase the flow from the top pathway onto a platform that can be used as an extension to the hall.
- The Drama department will also benefit from the stage that incorporates areas to explore through theatre.
- The inclusion of trees and durable grasses will soften the surrounding environment, break up the harsh lines of the buildings and calm the space.



# Concept - The Stage



Stage made of composite decking  
This allows an extension to the existing path, increasing flow around this space, providing an entertainment area and creating an outdoor space for the drama department to use

Podiums clad with composite decking and surrounded by steel.  
Suitable for seating, lazing on or standing on for additional interest for the drama department

Floor made of recycled coloured material

Existing path that surrounds the proposed area. It allows flow from the hall onto the stage and down into the garden

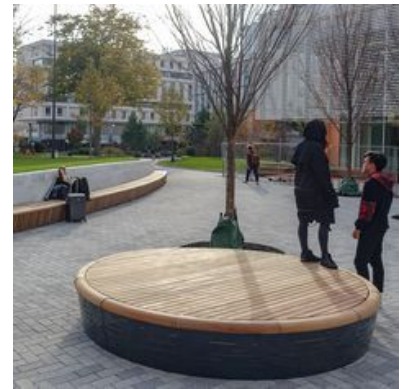
Planter the same height as the stage containing a tree underplanted with grasses

A lower coloured circle made of a durable material to create options for further seating or allow more scope for the drama department to experiment with

400mm and 200mm high steps made of composite decking, allowing further seating for students

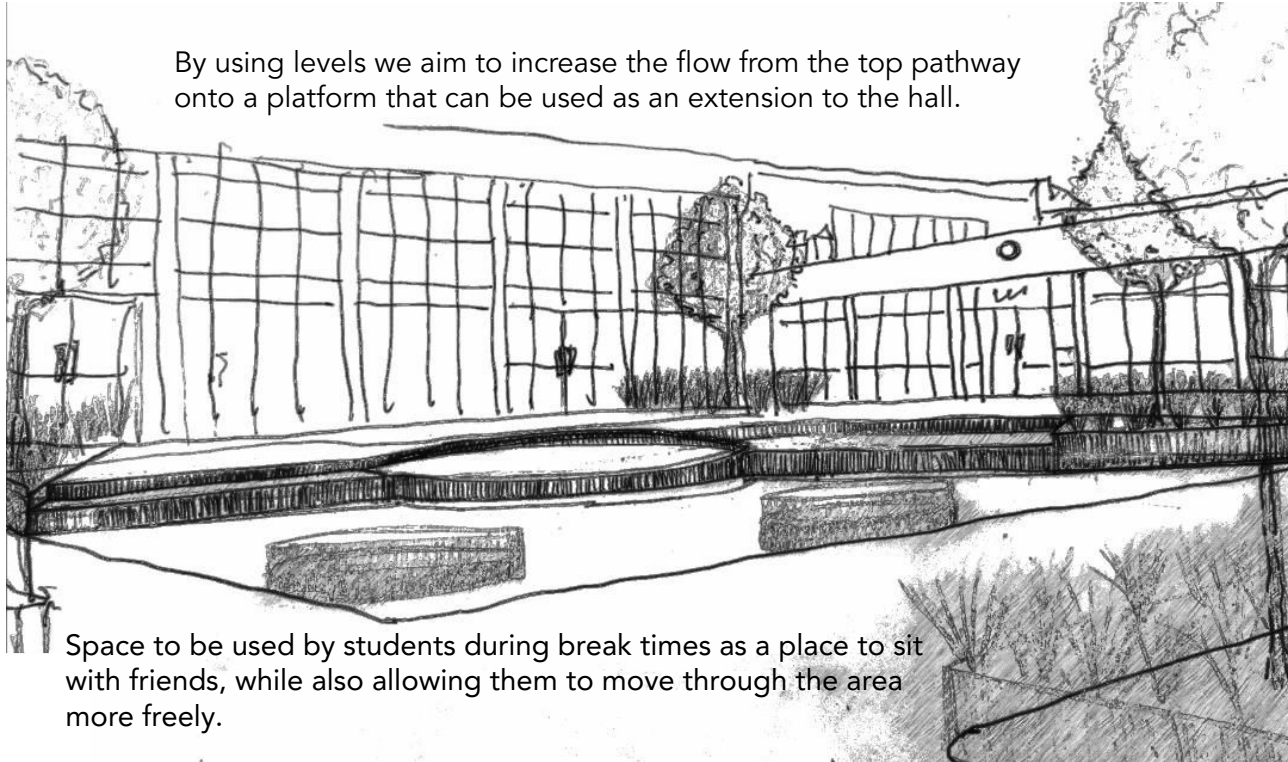
400mm high planter containing a tree underplanted with grasses

# Moodboard



# Illustration

By using levels we aim to increase the flow from the top pathway onto a platform that can be used as an extension to the hall.





# The Canopy Garden



The vision for the canopy area is to provide additional seating for lunchtime areas and to create a multifunctional inspiring space which helps to connect students to nature, and offer a greener space to benefit the whole school community.

By extending the existing paved area we will have room to introduce new inclusive circular seating, surrounded by low maintenance planting that will echo the adjacent 'stage' area.





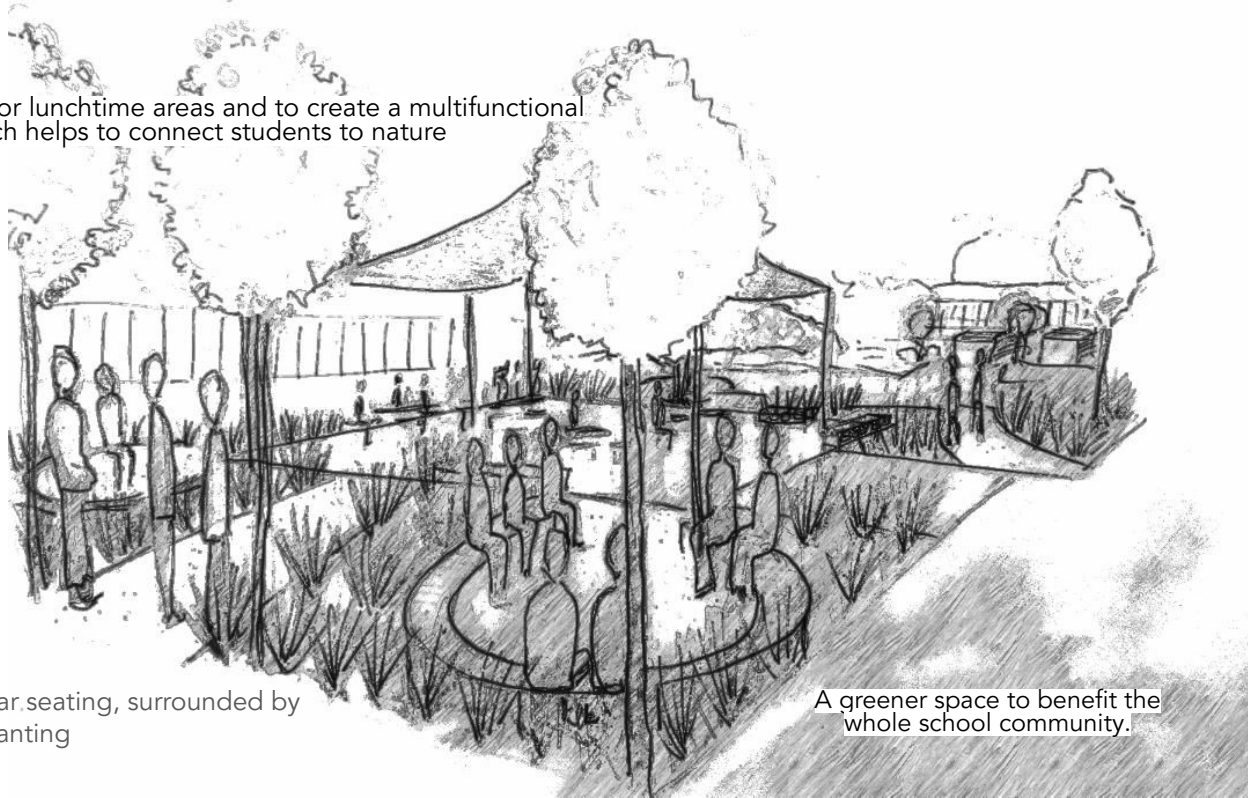
# Moodboard





# Illustration

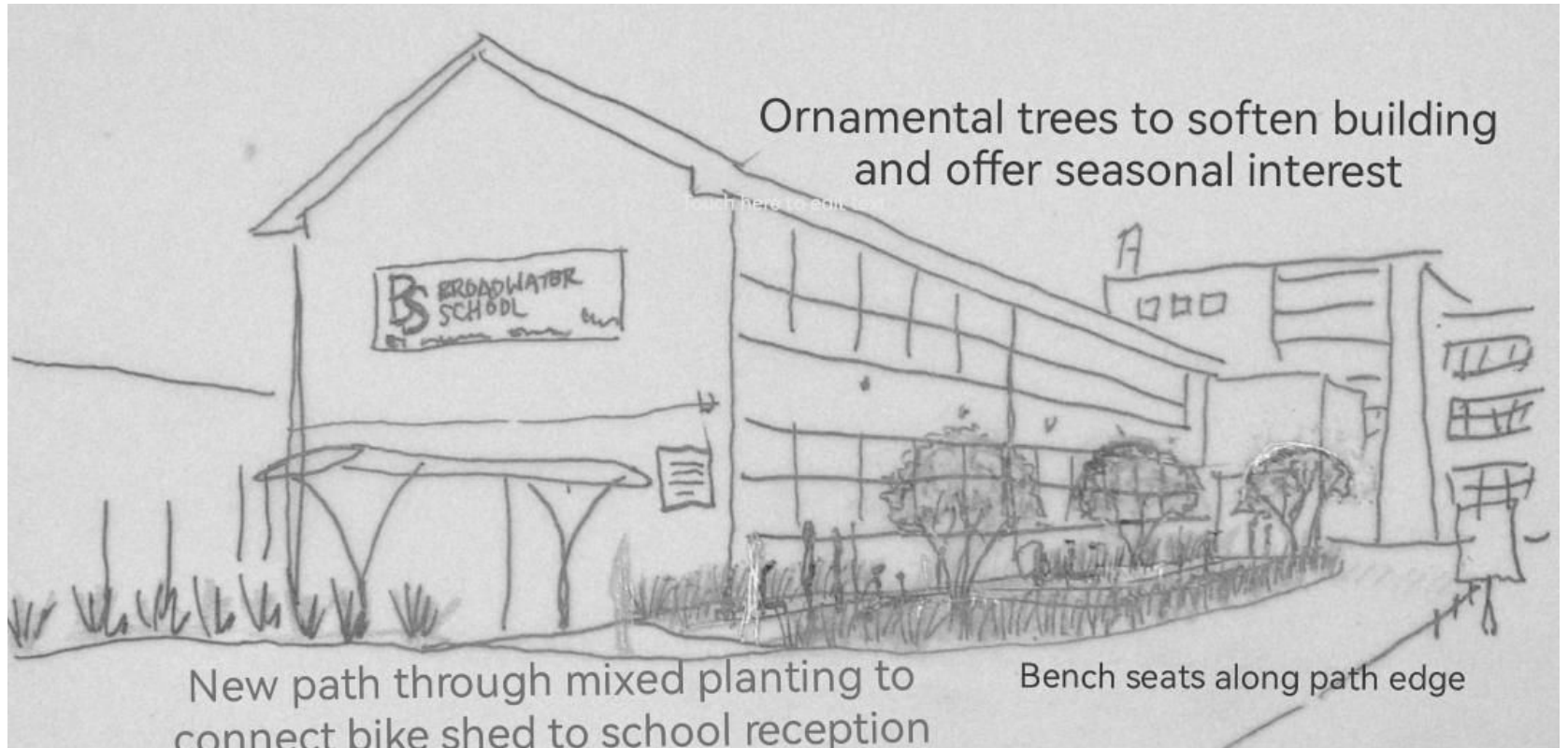
Additional seating for lunchtime areas and to create a multifunctional inspiring space which helps to connect students to nature



New inclusive circular seating, surrounded by low maintenance planting

A greener space to benefit the whole school community.

# School Entrance Illustration





# Strategic CIL Bid - Application Form

Section A: Applicant Contact Information	
Contact:	CLAIRE MARKS
Organisation:	FRIENDS OF BROADWATER SCHOOL (charity number 1162453) ON BEHALF OF BROADWATER SCHOOL
Address:	BROADWATER SCHOOL, SUMMERS ROAD, GODALMING GU7 3BW
Phone no:	MOBILE: 07931 155461
Email Address:	alandclaire@btinternet.com

Section B: Project Overview	
Project Title:	BROADWATER SCHOOL RECREATIONAL GARDEN
Description of the project proposal:	<p>Due to expansion of the school and increase in pupil numbers, this project aims to create improvements to outdoor areas of hard and soft landscaping to the upper school playground, outdoor classroom areas and front of the school building by creating:</p> <ul style="list-style-type: none"> <li>• 'The Canopy Garden' - to provide much needed additional seating for pupils at breaktimes, with planting and new trees aiming to create a more relaxing environment.</li> <li>• 'The Arena Garden' - an outdoor stage/auditorium area offering further seating as part of a multifunctional space</li> <li>• 'The Pollinator Pathway'- is an additional pedestrian route from the school gate to the school main entrance, with new planting improving the overall aesthetics for the school and local community.</li> </ul>
Full Address of project location (if applicable):	As above
Land Owner (If landowner consent is required to deliver the project, this must be gained and evidenced as part of this bid application. Please note landowner consent is not the same as planning permission):	<p>Surrey County Council</p> <p>The school site is leased to the Greenshaw Learning Trust</p>
Identify any project partners and their role within the bid:	<p>Broadwater School</p> <p>Greenshaw Learning Trust – academy trust of Broadwater School</p>

I confirm that to the best of my knowledge this project is eligible for CIL funding; this project would use CIL to fund the provision, improvement, replacement, operation or maintenance of infrastructure to support the development in Waverley (Tick to confirm)

I confirm that to the best of my knowledge this project is infrastructure as defined by [section 216\(2\) of the Planning Act 2008](#) (Tick to confirm)

I confirm that this project has not commenced, nor am I attempting to claim Strategic CIL funds for monies already spent (Tick to confirm)

### Section C: Project Specifics

1) How does this project support the development of Waverley?

Broadwater is the only secondary school in the parish of Godalming with 662 students currently on role and a waiting list for all year groups. In response to significant growth in the area, Broadwater has a five year expansion plan increasing pupil numbers by 150 (final total 750 by 2025). This project will accommodate the increase in numbers and will make long lasting improvements to the outdoor spaces/gardens for pupils and staff. This project aims to:

- Expand and improve the outdoor seating area
- Create a multifunctional 'Arena' area which can be used at breaktimes, as an outdoor classroom, and as an open auditorium for community outdoor events
- New planting, including 15 trees, will enhance the well-being of pupils and staff - giving them a place to relax and unwind outside of the classroom environment

2) Are you or your organisation capable of carrying out this project?

*If the applicant is not the land owner, evidence should be provided that the landowner is supportive of this project and its delivery. If the project delivery is reliant on the cooperation of other parties evidence of a commitment to support this project should be provided.*

Yes, the Friends of Broadwater School will manage the project by setting up a project management team in conjunction with the school Site Manager (Oliver Whitman)

3) Will the project contribute towards the delivery of the adopted/emerging Waverley Borough Council Local Plan?

Yes. The project responds to the continued population growth in Waverley. It also supports the Infrastructure Delivery Plan by providing an improved and larger recreational outdoor space at a key educational establishment. The project contributes to the delivery of Green Infrastructure through increased biodiversity and planting.

4) How does this project link to the Waverley Borough Council Corporate Strategy?

The projects links to the Corporate Strategy by improving the health and well-being of the Broadwater school community. This is achieved by providing an improved recreational space for the expanding school. This space will also benefit the wider community and will be available to third parties who hire the facilities at the school.

We are also making a contribution by taking action on the Climate Emergency – the project will support biodiversity offering increased planting for pollinators, seasonal trees and habitats for overwintering insects. The project aims to use recycled and sustainable materials for hard landscaping wherever possible.

5) How does this project support the aims and targets of the Council's Climate emergency?

*When completing a bid application please ensure you have read the [Council's Climate change strategy and action plan](#) and include detail on how the project will support the aims and targets of these documents. For example, include details of how the project will actively reducing emissions or utilise renewable energy.*

- The project will increase biodiversity with the planting of 15 trees (approx. 15 tonnes of carbon sequestered over a 15-year period) new habitats and pollinator friendly plants.
- Where possible the project aims to use recycled and sustainable materials as well as permeable surfaces. For example, the 'Recycled Bound' resin bound gravel specified for the pathways and circulation spaces is a recycled product using plastic straws, plastic bottles and food wrappers.
- The tree planting will create a shaded outdoor space, enabling the school to be more resilient in periods of extreme heat such as those that have been experienced in recent years.

6) How does this project provide a public benefit?

*Please include detail, with evidence, of the how the public benefits will be provided. Indicate which geographical area(s) will receive this benefit. You may wish to reference published documents which demonstrate the need for this project, for example:*

- Improving the wellbeing of the 662 students and 90 staff will have a positive effect on the wider community of Farncombe, Godalming and surrounding catchment areas of the school – enhancing mental and physical well-being in the wider community.
- The school community and external users will benefit by having access to nature and green spaces. The recreational garden will compliment affiliated projects such as the Green Hub set up by Tone Tellefsen Hughes at Lucks Yard, Milford (see link below).  
[www.greenhub.org.uk/about-us/the-science/](http://www.greenhub.org.uk/about-us/the-science/)
- The Arena Garden and Canopy garden will offer public benefit to third parties who can hire the space for events.

7) Is this project supported by the local community and other stakeholders?

*You must provide evidence of any support referenced alongside this application form; without evidence it will not be taken into account within the Scoring Criteria. Consider providing detail and evidence of support from the: local community, county council, borough council, parish council, relevant service providers, and any other relevant stakeholders.*

Please refer to Appendix 1 for statements of support.

**Section D: Project Finances**

1) What is the total cost of the project

**WHOLE PROJECT TOTAL = £216,615.00 (all 3 phases)**

2) What is the amount of CIL funding being sought for this project?

*Please indicate whether the requested amount of CIL is required to deliver the project.*

Yes, the amount requested below is required to deliver the project.

**£158,800.00**

£69,400 from Godalming Town Council CIL

£89,400 from Waverley Borough CIL

3) Provide a detailed summary of the CIL funding request and what it will be used for.

*This must include a breakdown of what the CIL funding will be used for within the project, e.g. state specific values for feasibility works and building costs.*

Refer to Appendix 2, Project Plan

*Phase 1 The Canopy Garden*

*Build and installation costs £69,400 (plus £20,000 other fundraising)*

*Phase 2 The Arena Garden*

*Build and installation costs £89,400*

4) What funding does this project currently have?

*If the project currently has funding, please include details of the source, amount and any conditions associated with the funding (e.g. deadlines for expenditure).*

Funding already secured:

- £5,000 from Friends of Broadwater current funds
- Contribution in kind for project development, including design and project management.

5) Have you previously sought or received CIL funding for this project?

*If yes, provide details.*

No

6) Has or is this project expected to receive funding through Section 106?
<p><i>If known, please give details of the relevant planning permissions and whether these funds have been collected.</i></p> <p>No, we are applying for funding via CIL.</p>
7) Does this project have or unlock additional funding from other sources?
<p><i>If applicable, include further detail, e.g. status of funding, details of identified or secured sources, amount applied for, amount secured, deadlines for expenditure.</i></p> <p>We intend to secure £15,000 of funds via pro-active fundraising and support from:</p> <ul style="list-style-type: none"> <li>• Crowdfunding through Friends of Broadwater</li> <li>• Rotary Club of Godalming and Godalming Woolsack</li> <li>• Roundtable Godalming</li> <li>• Waitrose Godalming Community Fund</li> <li>• Local Businesses</li> </ul>
8) Is there a related revenue spend for this project?
<p><i>If so, include detail or how this will be funded. Including details of funding amount, source and whether this has been agreed/secured.</i></p> <p>There is no related revenue spend for this project</p>
9) In the eventuality that the full amount of CIL requested is not awarded, how would this impact the project?
<p><i>If this Council were unable or unwilling to allocate this project the full amount of funding requested within this application form, would it still be possible to deliver this project? If only a partial award of funding were to be offered, is there an alternative amount of funding that would still allow delivery of the project (to standards specified within this application)? If the Council were to only award partial funding, how would the funding gap for this project be addressed?</i></p> <p>The project can be phased according to the funding available. In addition, a lower cost option could be achieved with scaled back hard landscaping.</p> <p>The recycled resin bound product is required to be laid on tarmac, one option is that we lay the tarmac paths and install the recycled resin bound gravel when funding is available at a later date.</p> <p><b>As detailed within the guidance at the start of this application pack, if your project could be delivered by: a lower cost option, alternative proposal, or through a phased approach, we would encourage you to submit separate application form detailing the alternative approach,</b></p>

<b>Section E: Project Delivery</b>
1) Provide a detailed project plan
<p><i>This must include: specific dates (including proposed project commencement date), key tasks and milestones, phasing, and resources required at each stage.</i></p> <p>See Appendix 2 - Spreadsheet with detailed project plan</p>

<b>2) What is the overall timescale for the delivery of this project?</b>
<ul style="list-style-type: none"><li>• Project planning – on receipt of funding</li><li>• Installation - July 2023, 5 week timeframe</li></ul>
<b>3) Is the delivery of this project dependent on other projects?</b>
<p><i>If so, provide further detail of this project's link's to associated projects, and how this has the potential to impact the delivery of this project</i></p> <p>No.</p>
<b>4) Is this project ready to commence once CIL funding is secured?</b>
<p><i>If no, include details as to why this project will not be ready to commence once CIL funding is secured. For example, awaiting to secure other funding sources and/or planning permission.</i></p> <p>Yes. Pre-installation planning will commence immediately, with the build starting during the school summer holidays, when the pupils are off site.</p>
<b>5) Does this project require planning permission to be delivered?</b>
<p><i>If your project needs planning permission or requires any other planning approvals, we strongly advise that you start progressing these before you apply for Strategic CIL funding. Projects that require planning permission, but have not obtained the relevant consents, are likely to score lower overall; this in turn will decrease the likelihood of success in regard to obtaining Strategic CIL funding.</i></p> <p><i>You should include confirmation of planning consents (including the relevant planning references). If you have not yet received the required planning permission but there is a pending planning application, or pre-application advice we would advise that you provide details of such (including the relevant planning references).</i></p> <p>No, to the best of our knowledge the works will not require planning permission.</p>
<b>6) Are there any physical or environmental factors that may impact this project?</b>
<p><i>If so, include details about the measures that will be used overcome these factors.</i></p> <p>We are aware of the industry supply chain issues which may affect delivery dates for materials, however this will be factored in when ordering supplies and materials.</p>
<b>7) Are there any licences or other approvals required for this project?</b>
<p><i>If your project needs licences or requires other approvals, we strongly advise that you start progressing these before you apply for Strategic CIL funding. If these are required, please provide details including any approvals, discussions or advice that has been received from the relevant approving body.</i></p> <p>No licences or other approvals are required for this project.</p>

**8) What measures have been explored to minimise this risk of the project not being delivered?**

*Consider including details on contingency plans and the measures that have been explored to minimise the risk of the project not being delivered.*

The measures we will take to minimise the risk of the project not being delivered include:

- Robust governance structures – including a steering group with key representatives from the school, the Friends of BW and the project management team
- A highly experienced project management team including RHS gold medal winner
- A detailed project management plan including key milestones and dependencies
- Appoint an experienced contractor who can demonstrate delivery of similar projects
- Adaptable plans for materials and planting which can amended in lieu of budget or other (unknown) constraints
- A contingency budget

**9) What are the arrangements for on-going maintenance after the competition of this project?**

*Consider including details on responsible parties, costs, and funding arrangements.*

- The Friends of Broadwater will manage the maintenance as an ongoing concern. We propose to allocate an annual contribution to the on-going maintenance. This would be in addition to the school's regular maintenance programme.
- We plan to organise a working group, to meet once a term to care for the grasses and trees and check over the whole recreational garden.
- A parent survey provided evidence of 100 willing volunteers to be involved in the on-going maintenance.

**Section F: Equality and Diversity**

**1) Will any protected group benefit or be affected by this project?**

*If the Council consider it necessary, please be aware that you may be required to complete an Equality Impact Assessment.*

All groups will have equal access to the Recreational Garden. Pupils and staff at the school, and those hiring the school facilities will have the opportunity to benefit from the space. Wheelchair access is accommodated within the build.

### Section G: Declaration

To the best of my knowledge the information I have provided on this application form is correct.

I/We confirm that if Waverley Borough Council agrees to allocate Strategic CIL funds for the project specified within this application, then these funds will be used exclusively for the purposes described within this application form.

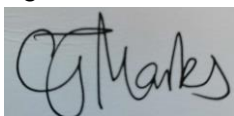
I/We recognise the Council's statutory rights as the CIL Charging Authority, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees [Waverley Borough Council Community Infrastructure Levy \(CIL Bid Application\) Privacy Notice](#).

All organisations involved with the application will need to sign and date the form.

#### Applicant signature:

Signed:



Claire Marks

Organisation: Friends of Broadwater School

Date: 14 October 2022

#### Supporting organisation signature (if applicable):

Signed:



Mrs. L. Matthews

Organisation: Broadwater School

Date: 14 October 2022

Once completed, please email your application form and supporting evidence to:  
[CIL@waverley.gov.uk](mailto:CIL@waverley.gov.uk).



## Appendix 1: Strategic CIL Bid Scoring Criteria

Applicant	
Project location	
Project description	
Amount of CIL funding requested	
Total project cost	

### Mandatory Requirements

For a project to be scored against the scoring criteria all mandatory requirements must be satisfied:

- The application form must be completed satisfactorily.
- The organisation must be capable of carrying out the proposed project\*.  
\*If landowner consent is required to deliver the project, this must be gained and evidenced as part of the bid application.
- The project must meet the terms of the CIL Regulations 2010, as amended:
  - The project must be clearly defined as 'infrastructure'; as per the Planning Act 2008
  - Funding must be for the provision, improvement, replacement, operation or maintenance of infrastructure to support the development in its area.
  - CIL is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision, unless those deficiencies will be made more severe by new development.

### Scoring Criteria

If a project fulfils the mandatory requirements Officers will assess it against the following scoring criteria:

<b>Delivering Growth (45)</b>				
<b>1) Will the project contribute towards the delivery of the adopted/emerging Local Plan?</b>				
Strong link to the delivery of the Local Plan (15)	Some link to the delivery of the Local Plan (10)	Very little direct delivery of the Local Plan (5)	No contribution to delivery of the Local Plan (0)	
<b>2) What is the status of the project in the Infrastructure Delivery Plan (IDP)?</b>				
Critical (20)	Essential (15)	Desirable (10)	Other (5)	Not in the IDP (0)
<b>3) Does the project link to the Waverley Borough Council Corporate Strategy?</b>				
Strong link to Council priorities (10)	Some link to Council priorities (5)		No link to Council priorities (0)	
<b>Environment (10)</b>				
<b>4) Does the project support the aims and targets of the Council's Climate Emergency?</b>				
Strong support (10)	Some support (5)		No/limited support (0)	
<b>Community Support (30)</b>				
<b>5) Is there evidence of a public benefit of the project?</b>				
Evidence of local and wider public benefit (10)	Evidence of local public benefit (5)		No/limited evidence of public benefit (0)	

<b>6) Is there evidence that the local community support the project?</b>				
Significant evidence of community support (20)	Some evidence of community support (10)	No/limited evidence of community support (0)		
<b>Project Cost (25)</b>				
<b>7) Is the project value for money (VfM)? (considering: comparison of quotes provided, costs against benchmark costs, potential benefits and outcomes for the Borough, alternative funding sources available and the need for CIL, the added value which CIL could bring to the scheme)</b>				
Excellent evidence that all aspects of the project are VfM (10)	Good evidence that most aspects of the project are VfM (7)	Some evidence that aspects of the project are VfM (5)	Limited evidence that the project is VfM (3)	Evidence does not demonstrate project is VfM/Unknown (0)
<b>8) Does the project have or unlock additional funding from other sources (e.g. grants or match-funding)?</b>				
Over 75% funding from other sources (10)	50-74% funding from other sources (7)	25-49% funding from other sources (5)	Up to 25% funding from other sources (3)	No funding from other sources / Unknown (0)
<b>9) If the project has or unlocks funding from other sources, what is the status of this funding?</b>				
Subject to CIL, funding secured/approved (5)	Alternative funding not currently applied for/secured/approved (3)		No funding from other sources/ Unknown (0)	
<b>Deliverability (35)</b>				
<b>10) What evidence is there to suggest the project is deliverable? (considering: feasibility; if planning permission would be required; what type of bid is the project, e.g. feasibility, preliminary works or project; is there a project plan which includes timetabling and resources; what measures have been explored to minimise the risk of the project not being delivered)</b>				
Strong evidence supporting deliverability of the project (15)	Good evidence supporting deliverability of the project (10)	Some evidence supporting deliverability of the project (5)	No/limited evidence supporting deliverability of the project (0)	
<b>11) What is the delivery timescale for the project?</b>				
Immediate (10)	Up to 5 years (6)	5-10 years (3)	More than 10 years / Unknown (0)	
<b>12) Have details been given as to how on-going maintenance will be provided for and the identification of the responsible party for the maintenance?</b>				
Evidence of provider and cost for maintenance (10)	Evidence of provider but no cost for maintenance; or no evidence of provider but cost for maintenance (5)		No/limited evidence of provider or cost for maintenance (0)	

<b>Project Score</b>	<b>/145</b>
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# APPENDIX 1 – Supporting evidence for Broadwater School Recreational Garden

## Section C – Project Specifics

### 7. Is this project supported by the local community and other stakeholders?

Stakeholder / Community Supporter	Name	Statement
Broadwater School	Parents / carers	<ul style="list-style-type: none"> <li>• 100% positive response in support of the proposed project (35% response rate, 190 families)</li> <li>• 52% positive response offering to contribute financially to phase 3</li> <li>• 48% positive response offering to contribute their help with ongoing maintenance</li> </ul>
Broadwater School, Headmistress	Lizzie Matthews	<p>‘As headteacher at Broadwater School, I want to reiterate how important the Recreational Garden project will be for our expanding school. Students often ask me to provide more seating for break times and we want our students to enjoy their time outside of the classroom and benefit from some planting and a space that supports their mental and physical well-being’</p>
School Eikon Youth Support Worker	Sophie Lamb	<p>“I fully support the proposed plans for the Recreational Garden at Broadwater School. An outside space where students who are struggling would be able to connect with nature and take a moment to reflect and regulate themselves will be invaluable. A garden would also provide a calming environment to carry out targeted group interventions and 1:1 sessions.</p> <p>Eikon also provides support for Broadwater students who are young carers – a garden would be particularly beneficial to this vulnerable group as it would enable them to spend more time in a safe and relaxing outside environment during the young carer respite groups rather than completing activities in a classroom or indoor space. It would also enable Eikon to broaden the types of activities on offer to all students.</p>

Broadwater School	Student Wellbeing Ambassadors	<i>Pending</i>
Broadwater School, Drama teacher	Emma Green	<b>'The drama department endorse the proposed expansion and development of the outdoor space. Going to a three year KS3 we would like to offer all students different performance spaces to gain knowledge and confidence. With student numbers increasing over the next few years, an outdoor stage area will be a fantastic addition and the space will give opportunities for students to explore drama in different diverse and creative ways. '</b>
Godalming Town Council Youth Service Leader	Tom Manning	<b>'As a youth team working with many students from Broadwater, we have been struck by how important it is for young people to have methods of managing their emotions at school. We feel that giving them somewhere to relax during their school day would contribute towards their wellbeing, along with providing an excellent environment for the school staff to provide support to the young people. Having an environment that is conducive to wellbeing will assist in making a difference to students' content in school, complementing the emotional and social support offered in school and through our after-school provision'</b>
Local healthcare – Lucks Yard Chiropractic Clinic	Tone Tellefsen Hughes	<b>"I am delighted that Broadwater School is designing an outdoor space. The research of the benefit of Green Spaces is getting stronger by the day, showing that just sitting outside in a green space can calm the mind and body from stress and anxiety. It is even stronger when you sit with someone else. Science has shown that we recover faster in a green environment, and we feel more at ease. At the Green Hub Project for Teens in Milford we have seen the incredible benefits for mental health for young people when being, connecting and working outside. Our statistics so far is showing that the teens feel 25% better after just 1.5 hours working in our garden. Imagine how positive this change would be at the Broadwater School on a daily basis. For more information see our science article from our committee member Birgitta Gatersleben, Professor of Environmental Psychology. <a href="#">The science explained - Green Hub</a>"</b>



**GODALMING TOWN COUNCIL**

**ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 4 OCTOBER TO 24 OCTOBER 2022**

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 22/41</b>				
WA/2022/02535	Godalming Binscombe	Erection of extensions and alterations, including dormer extension and rooflight to provide additional habitable accommodation and storage in loft space; associated hard landscaping.	Chimneys 24 Farncombe Hill Godalming GU7 2AU	
WA/2022/02519	Godalming Central and Ockford	Application under Section 73a to vary condition 42 of WA/2018/1239 (implement the community garden prior to first occupation) to change wording to 'last Occupation'.	Land between New Way and Aarons Hill, Godalming	
TM/2022/02553	Godalming Charterhouse	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 33/06	Knoll Cottage Frith Hill Road Godalming GU7 2EH	
WA/2022/02518	Godalming Holloway	Certificate of Lawfulness under Section 192 for alterations to elevations and roof including dormer extension, rooflights, and juliet balcony.	13 Maplehatch Close Godalming GU7 1TQ	
WA/2022/02528	Godalming Holloway	Listed Building consent for internal alterations.	Old Steppe House Brighton Road Godalming GU7 1NS	
WA/2022/02527	Godalming Holloway	Change of Use from office (Use Class E) to residential (Use Class C3).	Old Steppe House Brighton Road Godalming GU7 1NS	
CA/2022/02523		GODALMING CONSERVATION AREA WORKS TO TREE	Brook Cottage 1 Westbrook Road Godalming GU7 1ET	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
<b>WBC Weekly List 22/42</b>				
WA/2022/02572	Godalming Binscombe	Erection of detached garage with ancillary room above accessed by external staircase; retaining boundary walls and brick piers with sliding vehicle access gate following demolition of existing detached garage (revision of WA/2022/00854).	40 Binscombe Lane Farncombe Godalming GU7 3PP	
WA/2022/02621	Godalming Central and Ockford	Erection of two storey extension and alterations.	137 Ockford Ridge Godalming GU7 2NL	
WA/2022/02580	Godalming Central and Ockford	Application for advertisement consent to display 1 non illuminated fascia sign.	79 High Street Godalming GU7 1AW	
TM/2022/02559	Godalming Charterhouse	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 33/06	1 Knoll Wood Knoll Road Godalming GU7 2EW	
WA/2022/02584	Godalming Charterhouse	Erection of outbuilding.	Nightingale Lodge 22 Nightingale Road Godalming GU7 3AG	
WA/2022/02617	Godalming Charterhouse	Erection of extension and alterations together with recladding of existing extension.	Redehurst, Knoll Road Godalming GU7 2EJ	
WA/2022/02616	Godalming Charterhouse	Erection of a porch following demolition of existing porch.	Redehurst, Knoll Road Godalming GU7 2EJ	
WA/2022/02597	Godalming Charterhouse	Certificate of Lawfulness under Section 192 for dismantling and reconstructing the existing building with alterations to elevations; erection of a spiral staircase following removal of existing staircase.	Cliff Hanger Frith Hill Road Godalming GU7 2EE	
WA/2022/02618	Godalming Charterhouse	Erection of extensions and alterations including integral garage following demolition of existing garage; alterations to driveway and construction of wall following demolition of existing wall.	95 Peperharow Road Godalming GU7 2PN	
NMA/2022/02588	Godalming Farncombe and Catteshall	Amendment to WA/2022/01122 to remove a door and side window in the utility room; as well as to change hanging tile to match existing brick.	17 Wood Road Farncombe Godalming GU7 3NN	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2022/02575	Godalming Holloway	Certificate of Lawfulness Under Section 192 for alterations to roof space including rear dormer window and 3 No. Velux roof lights to the front to form habitable accommodation	11 Tuesley Corner Godalming GU7 1TB	
WA/2022/02594	Godalming Holloway	Erection of extensions and alterations to attached garage to provide additional habitable accommodation.	25 Appletree Close Godalming GU7 1TY	
WA/2022/02593	Godalming Holloway	Erection of single storey extension and alterations.	27 Fox Dene Godalming GU7 1YG	
<b>WBC Weekly List 22/43</b>				
WA/2022/02650	Godalming Binscombe	Certificate of Lawfulness under Section 192 for erection of a single storey extension.	9 Cherry Tree Lane Farncombe Godalming GU7 3RR	
NMA/2022/02634	Godalming Central and Ockford	Amendment to WA/2022/00048 to a specific window (w09) depth.	Land between New Way and Aarons Hill, Godalming	
WA/2022/02656	Godalming Charterhouse	Erection of extensions and alterations following demolition of existing structures.	Tarshyne 2 Newstead Close Godalming GU7 2AJ	
WA/2022/02643	Godalming Farncombe and Catteshall	Application for advertisement consent to display 2 fascia signs and 1 door plaque.	Godalming Clinic Meadow Croft Bridge Road Godalming GU7 3DT	
WA/2022/02628	Godalming Farncombe and Catteshall	Erection of a single storey extension following demolition of existing extension.	12 Station Road Farncombe Godalming GU7 3NG	
WA/2022/02646	Godalming Holloway	Erection of an outbuilding.	48 Busbridge Lane Godalming GU7 1QQ	
TM/2022/02653	Godalming Holloway	APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 09/03	44 Busbridge Lane Godalming GU7 1QD	
TM/2022/02652	Godalming Holloway	APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 02/03	7 Summerhouse Close Godalming GU7 1PZ	



<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
CA/2022/02654		OCKFORD ROAD CONSERVATION AREA WORKS TO TREES	3 Firgrove House Ockford Road Godalming GU7 1QX	

## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a disclosable pecuniary interest or other registerable interest (non-pecuniary interest) in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]<sup>2</sup> [a registerable interest (non-pecuniary interest)]<sup>3</sup> in the following matter:-

**COMMITTEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NAME OF COUNCILLOR:** \_\_\_\_\_

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interests	Other Registerable Interests (Non-Pecuniary Interests)	Reason

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

<sup>3</sup> A registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.