

GODALMING TOWN COUNCIL

Tel: 01483 523575
E-Mail: office@godalming-tc.gov.uk
Website: www.godalming-tc.gov.uk

107-109 High Street
Godalming
Surrey
GU7 1AQ

1 June 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, 9 JUNE 2022 at 6.30pm.

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

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 Martin
Councillor Neill	Councillor PMA Rivers
Councillor PS Rivers	Councillor Steel
Councillor Stubbs	Councillor Weightman
Councillor Williams	Councillor (Vacancy)

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 26 May 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. BRIEFING ON THE GREENWAY PROJECT

Members to receive a briefing on the Greenway Project, as well the results of the recent consultation, from Thomas Lankester, Sustainable Transport Projects Officer of Waverley Borough Council.

7. GTC CARBON AUDIT & REDUCTION PLAN – ITEM FOR DECISION

Recommendation:

- A. Members to note the GTC Carbon Audit Report for the period 1 April 2021 to 31 March 2022.**
- B. Members to resolve to agree to recommend to Full Council that:**
- **Godalming Town Council should aim to meet its Climate Emergency objective of being carbon neutral in Scope 1 & 2 emissions by 2025 and that provision should be made within the 2023/24 and 2024/25 budgets to undertake the swap out of gas heating and hot water boilers at The Pepperpot, Wilfrid Noyce Centre and Broadwater Youth Centre to site appropriate alternative electric systems (electric boilers or heat pumps).**
 - **Budget provision for the swap out of gas heating and hot water boilers at the Council's community buildings should be funded from existing revenue budgets and reserves.**

Members to receive the GTC Carbon Audit Report for the period 1 April 2021-31 March 2022 (attached for the information of Members) and are asked to note the 33.5% reduction in GTC Scope 1 & 2 emissions against the 31 March 2019 datum, which was slightly less than the 36.8% achieved in 2021.

On 25 July 2019, in recognising the climate emergency, the Council resolved to work to reduce carbon emissions and become a carbon neutral organisation by 2030 with an earlier target for carbon neutrality in Scope 1 and Scope 2 emissions by 2025.

Due to its use of 100% certified UK renewable electricity, GTC's has achieved its objective for Scope 2¹ emissions. However, GTC's continued reliance on natural gas for heating and hot water within its community buildings means it **will not** achieve the same success in relation to Scope 1 emissions.

Whilst some savings have been made in Scope 1 emissions and further gains may be possible by utilising dynamic control systems, the fact remains that the Council will not be able to meet its desired aim unless a renewable energy source is employed.

Alternatives:

The Pepperpot: The Pepperpot currently uses a gas fired combi boiler to meet its heating and hot water needs. It is believed the use of natural gas can be eliminated by swapping out the gas combi for a 12kw single phase electric combi boiler.

WNC – Wyatt Room & Caudle Hall. These areas of the WNC are served by two hot water gas boilers, one electric hot water boiler and a heating only gas boiler.

The gas hot water boilers supply the kitchen and the basins in the WC's. The electric water heater serves the accessible WC and baby change room and the heating only gas boiler provides for the wet radiator heating system throughout the building (except the Oglethorpe Room). As the WNC is served by a three-phase electric supply, the existing heating boiler could be swapped out for 50kw electric boiler, with single phase (12Kw hot water boilers replacing the gas boilers serving the kitchen and toilet wash hand basins (as currently used at the council offices and museum)

WNC – Oglethorpe Room: The Oglethorpe Room is currently served by a gas combi boiler, which could be swapped out for a similar boiler as suggested for The Pepperpot.

It may be possible to fit PV's to the Oglethorpe Roof and fit storage batteries within the roof space, which could be used to offset the electricity requirement.

Broadwater Youth Centre: Broadwater Youth Centre is served by a single gas boiler serving three separate heating zones and a stored hot water system. The stored hot water system could be replaced with electric hot water boilers in a similar fashion to the WNC kitchen and toilets. Whereas the heating system might be suitable for either an electric heating only boiler supported by a PV and battery storage system or by three air source heat pumps (1 each supplying each of the three individual zones) with the pumps powered by stored solar power.

Pros

- Use of 100% renewable electricity would virtually eliminate GTC's Scope 1 & 2 emissions.
- Changing heating and hot water to electric systems would allow the removal of the gas supply, which would eliminate the meter point and therefore the utility company's standing charge (unless the meter point is removed, a standing charge is paid irrespective of whether any energy is used).
- Eliminates the requirement for annual Gas Safe inspections on 6 appliances.

¹ Scope 2 emissions are **indirect GHG emissions associated with the purchase of electricity, steam, heat, or cooling**. Although Scope 2 emissions physically occur at the facility where they are generated, they are accounted for in an organisation's GHG inventory because they are a result of the organisation's energy use.

- Electric boilers are compatible with existing heating and hot water systems.

Cons

- Capital cost of swapping out working systems for new electric systems.
- Air Source heat pumps may not be suitable for use in a community building which is prone to greater temperature fluctuations than a domestic dwelling.
- The price differential between gas and electricity may narrow in the future and could eventually favour electricity. However, at present, even allowing for offset savings (Gas Safe & Standing Charges), swapping out to electric heating and hot water systems would, certainly in the short to medium term, see an increase in energy costs in the region of 109% (£10,065-£21,060) if all the systems highlighted above were swapped out to electric boilers.

2025 Target: Without action GTC will not meet its desired 2025 target for Scope 1 & 2 emissions. To do so, replacement should be planned with capital costs being identified as part of the 2023 budget with the aim of undertaking works between 2023-2025.

8. PERFORMANCE INDICATORS – ITEM FOR DECISION

Recommendation: Members to consider Performance Indicators associated with the Environment & Planning Committee and recommend agreed Performance Indicators for adoption by Full Council.

Members to consider the Performance Indicators associated with the Environment & Planning Committee which were proposed in the draft Godalming Town Council Performance Indications 2022/3-2026/27 V1 document (Min No 541-21 refers) and determine whether they should be recommended to Full Council.

In considering Performance Indicators (PI) members will wish to bear in mind that a PI expresses what is wanted to be achieved and by when. It is a quantifiable, outcome-based statement used to indicate whether an organisation is on track to meet specific goals or objectives. The anatomy of a structured PI includes:

- **A Measure** – Every PI must have a measure.
- **A Target** – Every PI needs to have a target that matches the measure and the time period of the goal or objective. These are generally a numeric value.
- **A Data Source** – Every PI needs to have a clearly definable data source so there is no grey area in how each is being measured and tracked.
- **Reporting Frequency** – A PI should have an agreed reporting period and frequency.

9. PLANNING APPLICATIONS – CONSULTATION

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

10. PLANNING CONSULTATION – TELECOMS MAST

Having Received separate notification from Waverley Borough Council regarding this application, Members are requested to consider planning application:

Reference: TC/2022/01493

Proposal: G.P.D.O. Schedule 2, Part 16, Class A: Installation of a new 15m monopole tower to support antenna, associated radio-equipment housing and ancillary development.

Location: LAND AT CROWN COURT CAR PARK, THE BURYS, GODALMING

11. COMMUNICATIONS ARISING FROM THIS MEETING

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

12. DATE OF NEXT MEETING

The next meeting of the Environment & Planning Committee is scheduled to take place in the Council Chamber on Thursday, 30 June 2022 at 6.30pm.

13. ANNOUNCEMENTS

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

7. GODALMING TOWN COUNCIL CARBON FOOTPRINT AUDIT APRIL 2020-MARCH 2021

The information set out below is based upon actual energy consumption between 1 April 2021 and 31 March 2022, with a comparator for the period 1 April 2018 and 31 March 2019, 1 April 2019 – 31 March 2020, and 1 April 2020 – 31 March 2021.

	Fuel (natural gas=KWh, diesel/petrol = Ltr	Scope 1 Emissions Produced from non- renewable resources (kgCO ₂ e)	Scope 2 Purchased Electricity from Certified UK renewable KWh	KgCO ₂ e saved by use of renewable energy
Wilfrid Noyce Centre 1072m ²	64,087 48,399 48,257 57,967	11,738 8,899 13,168 15,167	18,704 10,440 16,808 – Non-renewable 15,909 – Non renewable	3,971 2,434
Broadwater Park Community Centre 507m ²	38,015 53,670 44,134 44,458	6,963 8,174 9,767 10,743	4,993 6,720 6,468 – Non-renewable 9,060 – Non renewable	1,069 1,567
Pepperpot (Old Town Hall) 69m ²	10,177 10,598 307 13,688	1,864 1,949 735 3,074	3,397 2,263 2,655 – Non-renewable 1,963 – Non renewable	721 528
107-109 High Street	0 0	0 0	14,018 4,346	3,000 1,013
Toilets Farncombe	0 0 0 0	0 0 178 629	1,385 477 697 – Non-renewable 2,223 – Non renewable	294 111
Toilets Crown Court	0 0 0 0	0 0 653 1,451	3,956 2,581 2,556 – Non-renewable 5,126 – Non renewable	840 602
Council Vehicles (diesel)	798 912 317	2,005 2,322 833	n/a	
Machinery (petrol)	100 145 39	219 314 86	n/a	
		22,789 KgCO₂e 21,658 KgCO₂e 25,685 KgCO₂e 34,281 KgCO₂e		9,895 KgCO₂e saved 6,255 KgCO₂e saved

Energy use in kWh has been converted to KgCO₂e by utilising the Carbon Trust Carbon Footprint Calculator designed for UK based SMEs and follows the Green House Gas (GHG) Protocol Guidance.

The Carbon Trust's Carbon Footprint Calculator is not a complete evaluation of an organisational footprint. It only includes selected emission sources, common to the majority of SMEs using an operational control approach.

Compared to 2020, the Wilfrid Noyce Centre saw an increased occupancy of approximately 27% over the 2022 winter quarter. This increased usage is predominantly attributable to the expansion of NHS outreach at the centre, which by its very nature requires the building to be maintained at a higher temperature. Additionally, the WNC also had a boiler control failure which negatively impacted on the energy consumption.

The Pepperpot's consumption is in line with expectations. Future energy requirements for Broadwater Youth Centre are expected to change as it is now primarily used for Youth Club activities.

The transfer of energy contracts to renewable energy suppliers, which began in early 2020 and is now complete, all GTC's electricity requirements are generated from 100% renewable electricity, certified by UK renewable energy guarantees of origin. This has resulted in a saving of 9,895KgCO₂e in comparison with a non-renewable electricity supply system.

Although slightly less than the 36.8% recorded at March 2021, GTC's carbon footprint as of March 2022 was 33.5% less than the 31 March 2019 datum.

Godalming Town Council Performance Indications 2022/3 – 2026/27

To monitor effectively how the Council is performing, the following performance indicators (PI's) are suggested as being associated with the Environment & Planning Committee. PI's have been created for all Council Service areas. There are also some indicators that the Council does not have direct control over, such as retail unit vacancies and footfall, but are measured nevertheless as the information is useful in determining the overall 'health' of the town.

Each of the PIs indicated below have a measurable data source and it is suggested that they are reported/published on an annual basis to the community via the Annual Report.

To Contribute to the regeneration of the Town Centre and development of Neighbourhoods in the town					
PI	Responsible Committee	Performance Indicator	Baseline figure 2021/22	Target to 2026/27	Current year Out-turn
1	Environment & Planning	Percentage of Floral Godalming expenditure (non-staffing) covered by sponsorship	0%	50%	
2	Environment & Planning	Percentage of Retail vacant units in the Town Centre (Spring survey)	9%	5.75%	
3	Environment & Planning	Percentage of Farncombe retail vacant units (Spring survey)	13%	1.25%	
4	Environment & Planning	Annual Town Centre Footfall	2,221,126	2,432,386	
5	Environment & Planning	Average weekly footfall (excludes weeks with Town Centre festivals or main town centre events)	42,420	46,662	
6	Environment & Planning	Average footfall increase for weeks which include a Town Centre event.	34%	34%	

To further improve and develop the provision of green and open space including cemeteries, reduce the Council's carbon footprint and achieve a biodiversity net gain					
PI	Responsible Committee	Performance Indicator	Baseline figure 2021/22	Target to 2026/27	Current year Out-turn
7	Environment & Planning	Continue progress in reduction of GTC source 1 & 2 CO ² e from 2019 baseline	33.5%	100%	
8	Environment & Planning	To provide grant aid to meet the aims of the Carbon Reduction & Biodiversity Fund	£10,000	£11,000	

- 2021/22 sponsorship for Floral Godalming was 0%, against costs of £6500, in 2019/20 sponsorship was 63% of expenditure. The 2026/27 target is to recover to the pre-pandemic position.
- 2-3. Data provided by the WBC Economic Development Team. The target rate is based on the average of the 4 reporting periods pre-pandemic.

- 4-6 Data collected via the Springboard footfall counter, Members to note that the footfall counter is currently funded by WBC, funding source for 2023 onwards is yet to be determined. Target figure for 4 & 5 based on a 10% increase, target for 6 is to maintain the percentage increase above average, which in footfall terms will equate to an increase in visitors to the events.
7. The annual carbon reduction report for 2021/22 showed a % CO₂e reduction against the 2019 baseline. GTC has a target to be carbon neutral in Scope 1 & 2 emissions by 2025.
8. The Carbon Reduction and Biodiversity Fund Currently stands at £10,000 the target figure for 2026/27 is based on a 2.5% per annum increase.

DRAFT

GODALMING TOWN COUNCIL
ENVIRONMENT & PLANNING - SCHEDULE OF PLANNING APPLICATIONS – 17 MAY TO 31 MAY 2022

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WBC Weekly List 22/21				
WA/2022/01369	Godalming Binscombe	Erection of extension together with alterations to attached garage to provide additional habitable accommodation and store.	40 Cornfields Farncombe Godalming GU7 3PH	
WA/2022/01413	Godalming Charterhouse	Erection of extension and alteration to elevation.	18 Tottenham Road Godalming GU7 2HT	
WA/2022/01377	Godalming Farncombe and Catteshall	Erection of 4 dwellings and associated works (revision of WA/2021/02274).	Land At Weyside Park Catteshall Lane Godalming	
WBC Weekly List 22/22				
WA/2022/01437	Godalming Binscombe	Erection of two storey extension, alterations to elevations and associated landscaping following demolition of detached garage, covered walkway and conservatory.	65 Binscombe Lane Farncombe Godalming GU7 3QG	
WA/2022/01457	Godalming Binscombe	Erection of single storey extension and alterations.	23 Orchardfield Road Farncombe Godalming GU7 3PB	
NMA/2022/01449	Godalming Central and Ockford	Amendment to WA/2021/01573 to bring forward the front elevation of the proposed extension in line with the existing elevation.	68 Croft Road Godalming GU7 1DD	
TM/2022/01429	Godalming Charterhouse	APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 07/07	17 Woodmancourt Godalming GU7 2BT	
WA/2022/01454	Godalming Charterhouse	Creation of new vehicular access onto Hurtmore Road and closure of existing vehicular access.	The Rough Hurtmore Road Godalming GU7 2RB	
WA/2022/01440	Godalming Holloway	Erection of extensions and alterations to elevations; erection of outbuilding for use incidental to the main dwelling with associated works following demolition of existing detached garage.	24 Chestnut Way Godalming GU7 1TS	

<u>Ref</u>	<u>Ward</u>	<u>Proposal</u>	<u>Site Address</u>	<u>GTC Observations</u>
WA/2022/01458	Godalming Holloway	Erection of extensions and alterations.	33 Maplehatch Close Godalming GU7 1TQ	
WA/2022/01459	Godalming Holloway	Erection of single storey extension and alterations.	57 Maplehatch Close Godalming GU7 1TH	

GODALMING TOWN COUNCIL

Disclosure by a Member¹ 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]² [a registerable interest (non-pecuniary interest)]³ 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 _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² 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

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