

## **Minutes of Cabinet**

**21 February 2018**

### **Present:**

Councillor I.T.E. Harvey, Leader and Council Policy co-ordination  
Councillor A.C. Harman, Deputy Leader and Communications  
Councillor M.M. Attewell, Community Wellbeing  
Councillor C.B. Barnard, Planning and Economic Development  
Councillor M.P.C. Francis, Housing  
Councillor O. Rybinski, Customer Service, Estates and Transport  
Councillor H.R.D. Williams, Finance

### **Apologies:**

Councillor N.J. Gething, Environment and Compliance

### **Councillors in attendance:**

Councillor J.R. Boughtflower  
Councillor S.J. Burkmar

### **2450 Minutes**

The minutes of the Cabinet meeting held on 24 January 2018 were agreed as a correct record.

### **2451 Disclosures of Interest**

There were none.

### **2452 Recommendations from Local Plan Working Party**

Cabinet considered the recommendations from the meeting of the Local Plan Working Party held on 8 February 2018. The documents referred to are attached to these minutes.

### **Resolved to:**

1. note progress made on the Gypsy & Traveller Accommodation Assessment (GTAA), the Strategic Flood Risk Assessment (SFRA), the Employment Land Needs Assessment (ELNA), and the Local Plan;
2. agree that the Self-Build and Custom Housebuilding Register is split into two parts in order to give priority to applicants with a local connection and to the proposed fees for applicants to be entered and maintained on the Register;
3. agree the revised draft Strategic Land Availability Assessment (SLAA) for publication.

### **2453 Annual Grants 2018-19 - Key Decision**

Cabinet considered a report on the proposed Annual Grants for 2018-2019 to organisations in the voluntary and community sectors.

The report outlined grant applications received and explained the benefits that the work of the voluntary sector provides to the local area and communities.

**Alternative options considered and rejected by the Cabinet:**

Not to award grants as recommended

**Resolved to:**

1. agree the grants awards for 2018/19 as detailed in the report;
2. note all other support to the voluntary/charity sector; and
3. note the development of SLA's for our top funded organisations.

**Reasons for decision:**

- To enable a number of charities to continue operating in the borough for the year ahead
- To maintain service levels where charities provide complementary activities to Council frontline services
- To enable new charities and community groups to begin working in the borough, or expand their operations

**2454 Capital Programme and Strategy 2018/19 to 2021/22**

Cabinet considered the report for the Capital Programme and Strategy for 2018/19 to 2021/22.

The Capital Programme and Strategy outlines current schemes and future schemes for consideration taking into account available resources and corporate priorities.

**Resolved to recommend to Council:**

1. To approve the Capital Programme for 2018/19 to 2021/22
2. To approve the Prudential Indicators for 2018/19 to 2021/22

**Reason for recommendation:**

To allow the authority to spend its capital resources for the financial year 2018/19.

**2455 Detailed Revenue Budget for 2018-19**

Cabinet considered the Detailed Revenue Budget for 2018 – 2019.

The Revenue Budget shows a very positive picture in that a balanced budget has been put forward without the use of reserves, with investment being made in retaining staff, addressing resourcing issues in areas like Property, Management, Finance and Legal and also maintaining the Council's assets and making revenue contributions to Capital.

**Resolved to recommend to Council:**

1. Participating in the Surrey wide 2018/19 Business Rates Retention pilot scheme.
2. Continuing the Council's Local Council Tax Support Scheme with the current rules and regulations.
3. Continuing the complete disregard of war pension /armed forces pension income from benefit calculations.
4. The growth and savings items as set out in the report's appendices.
5. The Council Tax Base for the whole council area for 2018-19. [Item T in the formula in Section 31b(3) of the local government Finance Act 1992, as amended (the "act")] should be 39,280.00 band D equivalent dwellings and calculate that the Council Tax requirement for the Council's own purpose for 2018-2019 is £197.44 Per Band D equivalent dwelling.
6. To approve a £5 or 2.6% increase on Band D in the Spelthorne Borough Council element of the Council Tax for 2018-19. Moreover:
  - a) The revenue estimates as set out in Appendix 1 be approved.
  - b) No Money, as set out in this report is appropriated from General Reserves in support of Spelthorne's local Council tax for 2018/19.
  - c) To agree that the Council Tax base for the year 2018/19 is 39,280.00 band D equivalent dwellings calculated in accordance with regulation 3 of the Local Authorities (Calculation of Council tax base) Regulations 1992, as amended, made under Section 35(5) of the Local Government Finance Act 1992.

That the following sums be now calculated by the Council for the year 2018/19 in accordance with Section 31 to 36 of the Local Government Act 1992.

A	87,047,100	Being the aggregate of the amount which the council estimates for the items set out in Section31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
B	79,291,700	Being the aggregate of the amount which the Council estimates for the items set out in

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		Section 31A(3) of the Act
C	7,755,400	Being the amount at 3(c) above (Item R), all divided by Item T (2 above) calculated by the Council in accordance with Section 31B(1) of the Act, as the basic amount of its Council tax for the year (including Parish precepts)
D	197.44	Being the amount at 3(c) above (item R), all divided by item T(2 above) calculated by the Council in accordance with Section 31B(1) of the act, as the basic amount of its Council Tax for the year (including Parish precepts)
E	0	Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.
F	197.44	Being the amount at 3(d) above less the result given by dividing the amount at 3 (e) above by Item T(2 above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings on those parts of its

		area to which no Parish precept relates.
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That the following amounts be calculated for the year 2018/19 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011.

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
131.63	153.56	175.50	197.44	241.32	285.19	329.07	394.88

Being the amounts given by multiplying the amount at (e) above by the number which in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the sum which in that proportion is applicable to dwellings listed in valuation band 'D', calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different band.

That it be noted that for the year 2018/19 Surrey County Council and Surrey Police and Crime Commissioner have stated the following amounts in precepts issued to Spelthorne Borough Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:

#### Precepts issued to the Council

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Surrey County Council	940.86	1,097.67	1,254.48	1,411.29	1,724.91	2,038.53	2,352.15	2,822.58
Surrey Police & Crime Commissioner	157.71	184.00	210.28	236.57	289.14	341.71	394.28	473.14

#### Reasons for Decision:

The Authority is required to set a balanced budget and a Council tax rate for the financial year 2018/19.

#### 2456 Pay Policy Statement 2018/2019

Cabinet considered the Pay Policy Statement for recommendation to the Council.

The Pay Policy Statements set out the Council's policies on a range of issues relating to the pay of its workforce, particularly its senior staff and the lowest paid employees.

**Resolved to recommend** to Council that the Pay Policy Statement for 2018-19 is approved.

**Reasons for recommendation:**

Pay Policy Statement must be agreed by full Council and be published by 31 March each year.

**2457 Capital Monitoring Quarter 3**

Cabinet considered the Capital Monitoring report for the Quarter ending December 2017.

The report showed capital expenditure for the period ending December 2017 as £92.3m, and details of estimated outturn for the financial year.

**Resolved** to note the current level of spend.

**2458 Revenue Monitoring Quarter 3**

Cabinet considered the Revenue Monitoring report for the period to December 2017.

The net expenditure report showed a positive variance of £1.86m. The majority of this will be transferred to reserves to protect against the risk of reduced income from property acquisitions.

**Resolved** to note the current level of spend.

**2459 Exemption to contract standing orders for the appointment of a construction project manager and design team.**

Cabinet considered the exemption to contract standing orders for the appointment of a construction project manager and design team.

The report considered the options available for the selection and appointment of a project manager and design team in relation to the replacement of the leisure centre in Staines-upon-Thames.

**Alternative options considered and rejected by the Cabinet:**

Not to agree the exemption.

**Resolved** to exempt contract standing orders to delegate the selection of a construction project manager and the construction design team to the Group Head of Regeneration and Growth in consultation with the Deputy Chief Executive and the Leader of the Council.

**Reasons for decision:**

To ensure the development project is progressed as swiftly as possible.

**2460 Amendment to Outside Body representation**

In his capacity as Executive Leader, Councillor I.T.E. Harvey had made the following amendments to the appointments of Council representatives on an outside body.

**Spelthorne Business Forum**

Councillor C. Barnard (previously a deputy) replaces Councillor C. Davis as a representative

Councillor I.T.E. Harvey replaces Councillor R. Barratt as a deputy

Councillor O. Rybinski replaces Councillor C. Barnard as a deputy

These changes will be effective until 21 June 2018 when Cabinet will undertake its annual appointments to all outside bodies.

**Resolved** to agree the changes made by the Leader to representation on the Spelthorne Business Forum effective until 21 June 2018.

**2461 Leader's announcements**

The following are the latest service updates from various Council departments.

The Council has secured the conviction of a person who had been operating an unhygienic tattoo and body piercing studio from the garage of his home in Stanwell. The magistrates heard that Mr Garcha had been operating without the necessary registration for seven years and had tattooed and pierced many people over that time. Mr Garcha pleaded guilty to the offence and was ordered to pay a £250 fine, £30 victim surcharge and £500 in costs.

Following the collapse of the construction firm, Carillion, the Council issued a statement reassuring residents that it is not affected by the company's liquidation.

Planning has now published its Green Belt Assessment which sets out how areas of the borough are performing against Green Belt criteria. The assessment will form part of the council's evidence for the Local Plan which identifies the needs of the borough in relation to housing, the economy, community facilities and infrastructure.

Work to build eight new flats has started on the site of the former Bugle Pub in Upper Halliford and three two-bedroom homes on the site of the former Churchill Hall in Sunbury. Residents living nearby have been informed. Both projects will be completed in September.

The prestigious Spelthorne Means Business Awards were launched on 6 February. Held at Caffe Gusto in Staines, local businesses and Council representatives gathered to open this year's competition which is designed to acknowledge the achievements of local companies and showcase the 'best of the best' in Spelthorne.

Heathrow has launched a ten-week public consultation regarding expansion at the airport. The council has advertised the consultation and drop-in events and also published an online summary explaining the potential impact of the airport's expansion for local residents.

Cedars Recreation Park in Sunbury-on-Thames is to under-go refurbishment, thanks to funding from London Irish Rugby Club.

A leaflet is being designed to accompany the Council Tax bills which will give residents information about how the tax is divided between the Police, Surrey County Council and Spelthorne.

Registration has opened for the Staines 10K race taking place on 13 May.

Lights in the Tothill multi-storey car park in Staines have been upgraded to LEDs to save money and improve the setting.

**2462 Urgent items**

There were none.

**2463 Exempt Business**

**Resolved** to move the exclusion of the Press and Public for the following item in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

**2464 Exempt report - Acquisition of Property J - Key Decision**

Cabinet considered an exempt report regarding the acquisition of Property 'J'.

This property is of strategic importance and value and the acquisition of this links to the assets and income generation strand of the Council's transformation programme known as 'Towards a Sustainable Future'.

**Alternative options considered:**

- Formally agree not to submit a bid

**Resolved to:**

1. Approve the acquisition of the investment asset identified in this report;
2. Formally agree the offer submitted, and authorise the Chief Executive to undertake any necessary subsequent negotiations (including a further bid if required) and complete the acquisition of the asset (in consultation with the Chief Finance Officer, the Leader and the Cabinet Member for Finance);



3. Authorise the Chief Finance Officer to decide (i) the most financially advantageous funding arrangements for the purchase, (ii) the most tax efficient method of holding the asset, and overall to ensure the acquisition is prudentially affordable; and
4. Authorise the Head of Corporate Governance to enter into any legal documentation necessary to acquire the asset

**Reasons for decision:**

It will bring in a steady income stream for the term of the lease. The income stream will assist in the future ongoing financial stability of the Council.

**NOTES:-**

- (1) ***Members of the Overview and Scrutiny Committee are reminded that under Overview and Scrutiny Procedure Rule 16, the "call-in" procedure shall not apply to recommendations the Cabinet makes to the Council. The matters on which recommendations have been made to the Council, if any, are identified with an asterisk [\*] in the above Minutes.***
- (2) ***Members of the Overview and Scrutiny Committee are entitled to call in decisions taken by the Cabinet for scrutiny before they are implemented, other than any recommendations covered under (1) above.***
- (3) ***Within five working days of the date on which a decision of the Cabinet or a Cabinet Member is published, not less than three members [one of whom must be the Chairman] of the Overview and Scrutiny Committee are able to "call in" a decision;***
- (4) ***To avoid delay in considering an item "called in", an extraordinary meeting of the Overview and Scrutiny Committee will be convened within seven days of a "call in" being received if an ordinary meeting is not scheduled in that period;***
- (5) ***When calling in a Cabinet decision for review the members doing so should in their notice of "call in":-***
  - ***Outline their reasons for requiring a review;***
  - ***Indicate any further information they consider the Overview and Scrutiny Committee needs to have before it in order to conduct a review in addition to the written report made by officers to the Cabinet;***
  - ***Indicate whether, where the decision was taken collectively by the Cabinet, they wish the Leader or his nominee (who should normally be the Cabinet Member) or where the decision was taken by a Cabinet Member, the member of the Cabinet making the decision, to attend the committee meeting; and***

- ***Indicate whether the officer making the report to the Cabinet or the Cabinet Member taking the decision or his/her representative should attend the meeting.***
- (6) ***The deadline of five working days for "call in" by Members of the Overview and Scrutiny Committee in relation to the above decisions by the Cabinet is the close of business on 1<sup>st</sup> March 2018.***

## **Appendix A: Gypsy and Traveller Accommodation Assessment 2018 Progress Update**

### **1. Opinion Research Services (ORS)**

- 1.1 In November 2017 we commissioned consultants ORS (Opinion Research Services) to undertake a new Gypsy and Traveller Accommodation Assessment to support the new Local Plan. ORS have already completed or are currently working on similar studies for over 100 other local authorities. Those in Surrey include Elmbridge, Mole Valley, Reigate & Banstead, Runnymede, Surrey Heath, Tandridge and Waverley plus a number of London Boroughs including Hillingdon and Hounslow. They have been undertaking the interviews throughout January and should have a draft report with us in February.

### **2. ORS Methodology**

- 2.1 As part of the GTAA for Elmbridge, Reigate & Banstead and Tandridge ORS prepared a Joint GTAA Methodology. This was then used to complete a GTAA in Waverley, Mole Valley, Runnymede and Surrey Heath. A slightly revised version of the same methodology is being used for the Spelthorne work. Some improvements have been made to the approach based on emerging legal advice and the outcomes of key examinations and appeals that have tested various aspects of the ORS approach.
- 2.2 The methodology includes a review of appropriate secondary, policy and administrative data including previous GTAAs; interviews with Gypsies and Travellers living on all sites (including unauthorised sites/encampments if present), and Travelling Showpeople yards; an assessment of each pitch or plot where an interview is not possible; interviews with bricks and mortar households; and engagement with key stakeholders and neighbouring local planning authorities.

### **3. Update from ORS**

- 3.1 ORs have completed first visits to all of the 58 pitches that we are aware of in the borough. Interviews have been successfully completed at 21 of the pitches (36%) and second visits are on-going.
- 3.2 Unfortunately the owner of the Ponderosa site on Leylands Lane of 8 permanent pitches and 15 transit pitches refused access to the site and was unpleasant to the interviewers. They have stated they do not feel safe to return. We are currently exploring other avenues such as contacts at Surrey CC and Surrey Gypsy Traveller Communities Forum and hope that some interviews can be completed on this site. If not the response rate will be seriously impacted.

### **4. North Surrey Gypsy and Traveller Accommodation Assessment 2007**

- 4.1 The previous study, the North Surrey Gypsy and Traveller Accommodation Assessment (GTAA) was published in April 2007 and looks at the accommodation needs of Gypsies, Travellers and Travelling Showpeople for the period 2006 – 2016. The assessment was undertaken by Anglia Ruskin University on behalf of Spelthorne Borough Council, together with, Elmbridge, Runnymede and Woking Borough Councils, in accordance with the Housing

Act 2004. It is available online:  
<https://www.spelthorne.gov.uk/article/3210/Gypsies-travellers-and-travelling-showmen>

- 4.2 The study gave an overall need for the time period 2006 – 2016 but did not split this by individual Local Authority. This was to be determined by the Regional Spatial Strategy (South East Plan) review process and SEERA instructed each Local Authority to provide advice on the Gypsy and Traveller site provision within its area by the 15 October 2007. The four Councils provided joint advice to SEERA as part of the partial review of the SE Plan which included three options for distribution. Spelthorne pitch provision for gypsies and travellers was between 13 and 18 pitches over the period. The need for travelling showpeople was suggested to be between 24 and 32 pitches for the four north Surrey boroughs combined but SEERA were also asked to consider the possibility of meeting a proportion of the need elsewhere in the County or the Region to promote greater equity and choice for Show People and assist in enhancing the social inclusion of this minority group.
- 4.3 However, prior to the recommendations of an Independent Panel of Government Inspectors being published, which would have set out how many pitches each local Planning Authority in the south east would need to provide, the Coalition Government came to power and sought to revoke RSSs (i.e. the South East Plan) including the Partial Review of Gypsy and Traveller Accommodation.
- 4.4 As set out in the Planning Policy for traveller sites, it is now our responsibility to identify the number of travellers' pitches/plots that will be required based on local needs assessments. This is why we have commission ORS to undertake the work.

## 5. Authority Monitoring Report (AMR)

- 5.1 The Authority Monitoring Report (AMR) 2017 is available online confirms since 2006 no pitches have been lost and no new provision has been made.

**Table 20 Current Provision for Gypsies, Travellers and Travelling Showpeople**

	Existing pitches		New pitches	
	Permanent	Transit	Permanent	Transit
Gypsy & Travellers	23	15	0	0
Travelling Showpeople	10	0	0	0

Source: GTAA

- 5.2 Since the AMR monitoring period, on 7 June 2017, an appeal was allowed at The Paddocks, Rear of 237-245 Hithermoor Road, Stanwell Moor, Staines-upon-Thames, TW19 6AZ. A five-year temporary personal permission (retrospective) was granted to Mr Gavin Gates for the material change of use of the land to a mixed use comprising the stationing of a caravan for residential purposes and the keeping of horses.

## **Appendix B: Strategic Flood Risk Assessment (SFRA) 2018 progress update**

### **1. Introduction**

- 1.1 The River Thames and its tributaries is a dominant feature of the Borough of Spelthorne. A significant amount of existing development is situated adjacent to, or near, the river and/or its tributaries. Flooding from the River Thames has occurred a number of times within the last 100 years, most recently in 2014 in which many homes and businesses were affected. It is estimated that over 5,500 properties are at 'significant' risk of flooding within the Borough, encompassing almost 20% of the existing urbanised area.
- 1.2 In November 2017 we commissioned consultants AECOM to undertake a new Strategic Flood Risk Assessment (SFRA) to support the new Local Plan.

### **2. History**

- 2.1 The previous SFRA was undertaken by consultants JE Jacobs in December 2006, informed by the draft Planning Policy Statement (PPS) 25: Development and Flood Risk. Since that date, there have been a number of significant changes including the revocation of the South East Plan, the introduction of the National Planning Policy Framework (NPPF) and the Flood and Water Management Act, the production of a national surface water mapping (Areas Susceptible to Surface Water Flooding and Flood Map for Surface Water) and a significant update of the Environment Agency's Flood Map in 2012.

### **3. Latest from AECOM**

- 3.1 AECOM provided us with an update on 19 January 2018 regarding their progress so far.
  - Data has been requested from Spelthorne BC, Surrey CC (as the LLFA), Thames Water and the Environment Agency and is largely complete.
  - The following datasets are outstanding or awaiting clarification:
    - Environment Agency have informed us that the modelling for Lower Thames is currently being updated. Outputs are anticipated March 2018. Spelthorne BC require the Level 1 SFRA before this date and therefore the existing model is being used to inform the SFRA. A statement will be included in the report referring to the new modelling pending. A change order will then be required in due course to update the Level 1 SFRA with the new modelling when it becomes available.
    - The EA hold a dataset detailing information about flood defences – the Asset Information Management System (AIMS). The EA have supplied this in MS Excel format and we would expect spatial GIS format. We have an alternative we can use in the interim, but we have responded to ask whether a GIS shapefile is also available and are awaiting a response.
    - Thames Water historic sewer flooding records have been provided by post code area. However data hasn't been provided for every post code area in Spelthorne. AECOM awaiting

- clarification from Thames Water that we have all the correct information they hold.
- Draft mapping for the Level 1 SFRA has been prepared by AECOM and is going through internal review.
  - The Level 1 SFRA Report is currently being drafted based on the flood risk maps.
- The main findings to date are as follows:
    - The River Thames and its tributaries, the River Ash and River Colne, present the main flood risk to the Borough:
      - 23% of the Borough is defined as Flood Zone 2 Medium probability of flooding (probability of flooding of 0.1% AEP, 1 in 1000 year);
      - 9% is defined as Flood Zone 3 High probability of flooding (probability of flooding of 1% AEP, 1 in 100 year); and,
      - 12% is defined as Flood Zone 3b Functional Floodplain – where water has to flow in time of flood.
    - Summary by area:
      - **Staines:** Areas of Flood Zone 3b Functional Floodplain are identified along Priory Green and Leacroft associated with the River Ash; areas adjacent to the River Thames including Riverside Drive and Riverside Close associated with the River Thames; and the floodplain of the Sweeps Ditch, including Knightsbridge Crescent, Wheatsheaf Lane, Garrick Close Wrabness Way.
      - **Shepperton:** the area to the north of Shepperton station is identified as Flood Zone 3a associated with the River Ash. This area is shown to be protected by flood defences and therefore the risk residual. There is a large area of Flood Zone 3b along the Thames, however this is retained as open land and is not urbanised.
      - **Stanwell Moor:** The River Colne and its tributaries flow through Stanwell. Areas off Flintlock Close and Horton Road are shown to be Flood Zone 3 Medium risk of flooding, but they are also shown to benefit from the presence of flood defences.
      - **Ashford:** The majority of the area is defined Flood Zone 1 or 2 Low or Medium probability of flooding from rivers. The area adjacent to the Staines by pass is defined as Flood Zone 3 associated with the River Ash.
      - **Sunbury:** largely defined as Flood Zone 1 Low probability of flooding from rivers. The Environment Agency mapping Risk of Flooding from Surface Water shows potential for localised surface water flooding in this area which is

verified by the presence of a number of Surrey County Council 'Wet Spots'.

- The Environment Agency 'Areas Susceptible to Groundwater Flooding' mapping identifies the areas adjacent to the Thames and Colne floodplain is highly susceptible to groundwater flood emergence. This is associated with the underlying permeable fluvial deposits and the pathway for water to flow from watercourses into the groundwater. When water levels in the river are high, localised groundwater flooding can occur in low lying areas in the floodplain.
- Sewer records: Thames Water records identify a greater number of reported flood incidents of sewer flooding throughout Stanwell, Shepperton Green and Staines.
- A number of key water supply reservoirs are situated within or adjacent to the Borough. These reservoirs are situated aboveground, and a sudden failure of the embankments retaining the stored water would have a catastrophic effect on properties situated in the path of the resulting flood wave. The potential risk of failure is considered very small as the reservoirs are stringently managed and monitored by Thames Water.

3.2 A draft report is due from AECOM in February and will be reported to the next LPWP.

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## Appendix C: Employment Land Needs Assessment (ELNA) 2018 Progress Update

### 1. Introduction

- 1.1 We are producing a new Employment Land Needs Assessment (ELNA) (in house) as part of the evidence base to support the new Local Plan. When published, the ELNA will sit alongside the Spelthorne Economic Strategy 2017-2022 and the Local Economic Assessment (2016).
- 1.2 Generally ELNAs include a lot of background information about the Borough's economy and existing employment sites but given the up-to-date Economic Strategy 2017-2022 and the Local Economic Assessment (2016) there is no need to repeat this information as the documents will all form part of the evidence base.
- 1.3 The previous Economy and Employment Land Study<sup>1</sup> was undertaken in May 2006 and an Update of Forecasts<sup>2</sup> was published in April 2007.

### 2. Scope of ELNA

- 2.1 This report considers all commercial and industrial uses falling into use classes B1 (a, b and c), B2 and B8 of the Use Classes Order 1987 (as amended). It does not consider the need for land/buildings used for health, education, retail or leisure purposes, and also excludes offices provided mainly to visiting members of the public that fall into the A2: Financial and Professional Services use class.

Use Class	Description
B1: Business	
B1a	Offices (other than those that fall within A2: Financial and Professional Services)
B1b	Research and development of products and processes
B1c	Light industrial – for industrial processes (compatible with residential areas)
B2: General Industrial	Use for industrial processes other than one falling within class B1
B8: Storage or distribution	Includes warehouses and open-air storage

### 3. Forecasts

- 3.1 There are three well-known companies who produce forecasts on future employment at a Local Authority level: Experian, Oxford Economics and Cambridge Econometrics. There has been concern about the forecasts produced by Experian being unrealistic for Spelthorne borough and so the Strategic Housing Market Assessment (SHMA) used the forecasts from

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<sup>1</sup> [https://www.spelthorne.gov.uk/media/2180/Economy-and-Employment-Land-Study---May-2006/pdf/economic\\_and\\_employment\\_land\\_study\\_1\\_.pdf](https://www.spelthorne.gov.uk/media/2180/Economy-and-Employment-Land-Study---May-2006/pdf/economic_and_employment_land_study_1_.pdf)

<sup>2</sup> [https://www.spelthorne.gov.uk/media/2180/Economy-and-Employment-Land-Study---May-2006/pdf/economic\\_and\\_employment\\_land\\_study\\_1\\_.pdf](https://www.spelthorne.gov.uk/media/2180/Economy-and-Employment-Land-Study---May-2006/pdf/economic_and_employment_land_study_1_.pdf)

Oxford and Cambridge. In order that the evidence base is consistent the same approach has been used for the ELNA.

**Table 1: Oxford Economics Employment Forecast for Spelthorne Borough 2017-2035 (Dec 2017)**

Use Class	Employment 2017	Employment 2035	Change in Employment 2017-2035	Change in Employment 2017-2035 %
B1	14,061	15,842	<b>1,781</b>	<b>12.7%</b>
B2	3,185	2,642	<b>-542</b>	<b>-17.0%</b>
B8	5,871	5,924	<b>53</b>	<b>0.9%</b>
Total B Class	<b>23,116</b>	<b>24,409</b>	<b>1,292</b>	<b>5.6%</b>
Overall Total Employment	47.296	50.412	3,116	6.6%

- 3.2 In order to calculate the additional employment floorspace that would be required over the plan period, the Homes and Communities Agency (HCA) Employment Density Guide 2015 has been used as the most recent reliable source of information and states that one of its key uses is economic appraisals. Employment density refers to the average floorspace (in m<sup>2</sup>) per full-time equivalent (FTE) member of staff. It is used as a measure of intensity of building use and an indicator of how much space each person occupies within the workplace.

**Table 2: Oxford Economics Calculated Additional Employment Floorspace required**

Use Class	Density (sqm) <sup>3</sup>	Change in employment 2017-2035	Required change in floorspace 2017-2035 (sqm)
B1	12	1,781	<b>21,372</b>
B2	36	-0,542	<b>-19,512</b>
B8 (general)	70	0,053	<b>3,710</b>
Total B Class			<b>5,570</b>

<sup>3</sup> HCA Employment Density Guide 2015, [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/484133/employment\\_density\\_guide\\_3rd\\_edition.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/484133/employment_density_guide_3rd_edition.pdf)

**Table 3: Cambridge Econometrics Employment Forecast for Spelthorne Borough 2017-2035 (Dec 2017)**

Use Class	Employment 2017	Employment 2035	Change in Employment 2017-2035	Change in Employment 2017-2035 %
B1	12,913	13,677	764	5.9%
B2	2,761	2,146	-615	-22.3%
B8	4,089	4,123	339	0.8%
<b>Total B Class</b>	<b>19,763</b>	<b>19,945</b>	<b>182</b>	<b>0.9%</b>
Overall Total Employment	42,998	44,956	1,958	4.6%

**Table 4: Cambridge Econometrics Calculated Additional Employment Floorspace required**

Use Class	Density (sqm)	Change in employment 2017-2035	Required change in floorspace 2017-2035 (sqm)
B1	12	764	<b>9,168</b>
B2	36	-615	<b>-22,140</b>
B8 (general)	70	339	<b>23,730</b>
<b>Total B Class</b>			<b>10,758</b>

**Table 5: Mean Average forecasts**

In order that neither forecasts was given a favourable weighting, a simple mean average of the change in employment from each forecasts was calculated. The resultant mean average required change in floorspace 2017-2035 was calculated from this.

Use Class	Oxford Economics Change in employment 2017-2035	Cambridge Econometrics Change in employment 2017-2035	Mean Average Change in employment 2017-2035	Density (sqm)	Mean Average required change in floorspace 2017-2035 (sqm)
B1	1,781	764	1,273	12	<b>15,270</b>
B2	-542	-615	-579	36	<b>-20,826</b>
B8 general	53	339	196	70	<b>13,720</b>
<b>Total B Class</b>	<b>1,292</b>	<b>488</b>	<b>890</b>		<b>8,164</b>

#### 4. Key findings

- 4.1 Table six shows that over the plan period we anticipate that just over 15,000 sq m of B1 Office and Research & Development will be required, just under 14,000 sq m of B8 Warehousing and Storage will be required however it is

anticipated that just under 21,000 sq m of B2 industrial floorspace will no longer be required. However due to the locations and nature of the floorspace it is unlikely all of the former B2 floorspace could be used for B1 and B8.

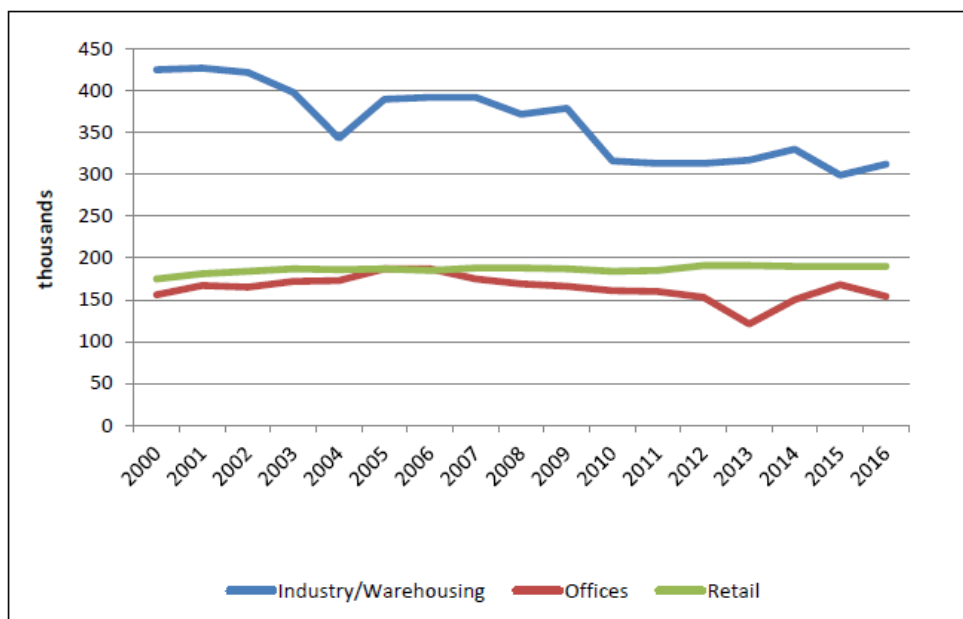
**Table 6: Forecast change in floorspace 2017-2035**

Use Class	Required change in floorspace 2017-2035 (sqm)
B1	15,270
B2	-20,826
B8 (general)	13,720
Total B Class	8,164

**5. Comparison to findings of Spelthorne Local Economic Assessment 2016**

- 5.1 The Spelthorne Local Economic Assessment includes retail floorspace unlike the ELNA.
- 5.2 The total amount of business floorspace in the Borough has changed by approximately 1% since 2013 and has decreased by 1.4% in the 10 year period from 2006. However, greater fluctuations have occurred in the amount of floorspace in specific use categories. This is illustrated in Figure 2 which shows the amount of industrial/warehouse, office and retail floorspace. The decrease in industrial/warehousing floorspace around 2010 arises from some reclassification of uses by the Valuation Office and not any actual change in use.

**Change in Business Floorspace by use - 2000 to 2016**



Source: Valuation Office 2012 base data/Spelthorne Borough Council development data

5.3 Other fluctuations in the amount of business floorspace arise from:

- New developments providing less but more efficient space
- Changes from one use to another
- Time delay between demolition of a site and completion of new development
- Permitted development rights for office to residential conversions

## **6. Finalisation**

6.1 We anticipate that the ELNA will be ready for publication in February and will be reported to the next Local Plan Working Party. It would be useful to include some of the information available to the Heathrow Strategic Planning Group as part of the background studies produced by Heathrow's employment consultants for the airport expansion proposals, however some of this is currently confidential and we have not yet been given approval to publish it.

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## **Appendix D: Self-Build and Custom Housebuilding Register**

### **1. Background**

- 1.1 The Self-Build and Custom Housebuilding Act 2015 and subsequent Self-Build and Custom Housebuilding Regulations 2016 requires Local Authorities to have established and publicised a Self-Build and Custom Housebuilding Register by 1 April 2016. The register is intended to identify the demand for self-build and custom housebuilding within each Local Authority's area. To meet this requirement, planning policy officers created Spelthorne's register which took effect from 1 April 2016.
- 1.2 The Council is required to have regard to the register in its planning, housing, regeneration and land disposal functions. Further details regarding these requirements, including the duty to provide 'suitable development permission' to meet the demand for self-build and custom housebuilding are set out in the Housing and Planning Act 2016.

### **2. Eligibility**

- 2.1 Eligibility criteria for entry onto the Council's register are set out in the 2016 Regulations. These state that applicant would be eligible to be placed onto the Council's register if they are:
  - Aged 18 or over; and
  - A British citizen, a national of an EEA state other than the UK or a national of Switzerland; and
  - Seeking (either alone or with others) to acquire a serviced plot of land in the relevant authority's area to occupy as that individual's sole or main residence.
- 2.2 Applications from associations of individuals will only be successful if each individual meets all of the criteria
- 2.3 The 2016 Regulations were updated in October 2016 and now specify that in addition to complying with the eligibility criteria set out above, Local Authorities can introduce eligibility criteria for entry onto their register in the form of a local connection test and a financial solvency test (an assessment of an applicant's ability to purchase land for their own self-build project). Authorities are also able to introduce an entry fee and an annual charge for applicants wanting to remain on the register.
- 2.4 The updated 2016 Regulations specify that applicants whom meet all of the eligibility criteria (including a local connection test, financial solvency test and payment of the required entry fee) should be placed onto Part 1 of the register. Those applications that fail a local connection test but otherwise meet the eligibility criteria must be entered onto Part 2 of the register.

### **3. Progress on Register**

- 3.1 The Council is required to provide sufficient development permissions to meet the demand for self-build and custom housebuilding as evidenced on its register within three years of the conclusion of each base period. The first base period commenced on the date the Council first established its register (1<sup>st</sup> April 2016) and concluded on 30 October 2016. The second base period

commenced on 31 October 2016 and lasted for a period of one year, ending 30 October 2017. Subsequent base periods will begin the day immediately following the ending of the previous base period and will last for a duration of one year.

- 3.2 The 2015 Act and 2016 Regulations provide little incentive for developers to provide self-build or custom building plots. Officers will consider the most appropriate approach for ensuring that the demand for self-build and custom housebuilding is met through the new Spelthorne Local Plan which is currently being prepared. In the context of housing delivery within Spelthorne and the challenges associated with this, it is considered appropriate to seek to meet demand for self and custom build homes from individuals and associations who are able to demonstrate a satisfactory connection to the Borough and have the financial capability to purchase land and fund the self-build project.
- 3.3 In order to demonstrate compliance with the local connection test applicants must be able to show that:
- They have been living in the Borough for three consecutive years; or
  - They have previously lived in the Borough for a period of three consecutive years within the past 10 years; or
  - They are currently employed in the Borough and have been for the past twelve consecutive months
- 3.4 The updated 2016 Regulations also specify that current or former personnel of the armed forces will automatically satisfy any local connection test set.
- 3.5 Given the duty placed on the Council to provide sufficient suitable development permissions to meet the demand for self-build and custom housebuilding plots as evidenced on the register, it is considered important to assess whether applicants have the financial ability to purchase land and to fund the construction of their self-build project within three years of being granted consent for development. There is currently no guidance available in regards to how such an assessment should be made and the price of a plot of land is likely to vary due to its location and size. Other external factors are also likely to influence the price of land. In this instance, the most pragmatic approach is to ask applicants if they are required to sell their current property to fund the self-build project and, if not, to provide evidence of a bank loan or sufficient personal savings so as to show access to required funds.

#### **4. Fees**

- 4.1 The updated 2016 Regulations enable authorities to charge a fee for entry onto, and a separate annual fee for remaining on, the register. Based on an approximation of time required to determine applications, maintain the register, correspond with applicants and handle any arising disputes it is considered that it would be appropriate to charge £65 for entry onto the register and an annual fee of £60 for remaining on it. Individuals who are currently on the Spelthorne Self Build Register will be contacted to inform them of the new tests that are applicable and the fees. It is considered that those who are presently on the Register should not be charged to be entered onto the new register however the annual fee of £60 for remaining on it will be applied.



## **5. Summary**

- 5.1 There are currently 36 individuals on the Spelthorne Self-Build and Custom Housebuilding Register. There have been no applications for inclusion on the Register from associations (i.e groups of people seeking to build homes together). The Register is not made publicly available due to sensitive information about applicants being held on it.

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# Strategic Land Availability Assessment (SLAA)

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**SPELTHORNE BOROUGH COUNCIL**

DRAFT REPORT

January 2018



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## Important Notice: Disclaimer

The SLAA is a key part of the evidence base that will be used to inform the Council's future Local Plan but does not in itself constitute planning policy. It is important to note that the SLAA does not formally allocate sites for development and the identification of a site in this document as having the potential for housing or other development is based on the evidence before the Council at the time of writing. The SLAA will not prejudice the determination of any subsequent planning application for that site nor does it influence the Council towards the favourable consideration of any future planning applications for the development of that site.

Any comments made in relation to a particular site do not constitute a planning brief or formal planning advice.

All proposals for housing development arising during the plan period will be considered on their individual merits in relation to adopted and emerging development plan policies and other material considerations relevant at the time of determination. At this present time all planning applications are being assessed according to the adopted development plan.

The Council accepts no liability for any costs, liabilities or losses arising as a result of the use of, or reliance upon, the contents of this report.

## Executive Summary

The purpose of the SLAA is to help the Council identify specific sites that will help meet housing and/or employment requirements within Spelthorne and the wider Housing Market Area and Functional Economic Area.

The Strategic Land Availability Assessment (SLAA) has been produced in accordance with national planning policy and guidance and the jointly produced SLAA methodology with Runnymede Borough Council (which was published in December 2015), who share the same Housing Market Area (HMA).

The SLAA has not been jointly prepared with neighbouring authorities on the basis that these authorities are at different stages of Local Plan preparation. However, this does not preclude the authorities producing a joint SLAA in the future and officers in the Runnymede/Spelthorne HMA will continue to work collaboratively and on an ongoing basis with each other on matters related to meeting housing and other development needs.

The SLAA evidence is used to assist the Council in identifying the supply of housing, which will help deliver the objectively assessed housing requirement across the HMA, as far as possible. The outcomes in relation to the housing supply will form the basis for ongoing conversations with Runnymede Borough Council and neighbouring HMAs in relation to how any unmet housing need will be met.

218 sites have been considered as part of this process, utilising a number of sources of supply. A list of all sites deemed deliverable and developable can be found at Appendix 5 and the site assessments are available on request from the Strategic Planning Team<sup>1</sup>.

61 sites are considered to meet the SLAA site criteria and are deemed suitable, available and achievable for development and therefore could be delivered within the first five years of the Plan. Taking account of sources of supply and assumptions, officers estimate that the five year supply of housing is 3540 units, which includes sites under construction (minus an under delivery discount of 1.51%). The sites identified through the call for sites exercise and classified as Green Belt are available in Appendix 3. These sites are not included within the SLAA yield of housing but may be subject to further consideration.

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<sup>1</sup> Please email [planning.policy@spelthorne.gov.uk](mailto:planning.policy@spelthorne.gov.uk) for more information.

## 1. Introduction

- 1.1 The Strategic Land Availability Assessment (SLAA) has been produced in accordance with the jointly produced SLAA methodology between Spelthorne and Runnymede Borough Councils, who are identified as sharing the same Housing Market Area (HMA) as Spelthorne in the Runnymede/Spelthorne Strategic Housing Market Assessment (SHMA), first published in November 2015. The SHMA identifies an objectively assessed need for housing in the HMA, the portion of which attributed to Spelthorne 552-757 dwellings per annum<sup>2</sup>.
- 1.2 In September 2017 the Government published its consultation, '*Planning for the Right Homes in the Right Places*', setting out a number of proposals to reform the planning system to increase the supply of new homes and increase local authority capacity to manage growth. Included was a proposed new standardised methodology for calculating local authorities' housing need, with a provisional target of 590 dwellings per annum for Spelthorne. The outcome of the consultation and a decision on whether the methodology will be formally introduced is still awaited.
- 1.3 The SLAA identifies the land supply in the Borough, which will help meet identified housing needs.
- 1.4 The SLAA also identifies land for other uses besides housing to help meet employment needs. The Council is in the process of producing its Employment Land Needs Assessment which will provide an evidence base to inform the preparation of the new Local Plan covering the period to 2035 by assessing economic development needs in line with national policy. The SLAA and the Employment Land Needs Assessment will inform subsequent work as part of the new Local Plan to evaluate specific employment allocations and determine where growth should be accommodated across the Borough.
- 1.5 The SLAA is a policy neutral document and the inclusion of a site in it does not mean that it will necessarily be allocated in the Development Plan, or gain planning permission.
- 1.6 The outcomes of the SLAA will be used to underpin the issues and options in the upcoming Local Plan consultation.

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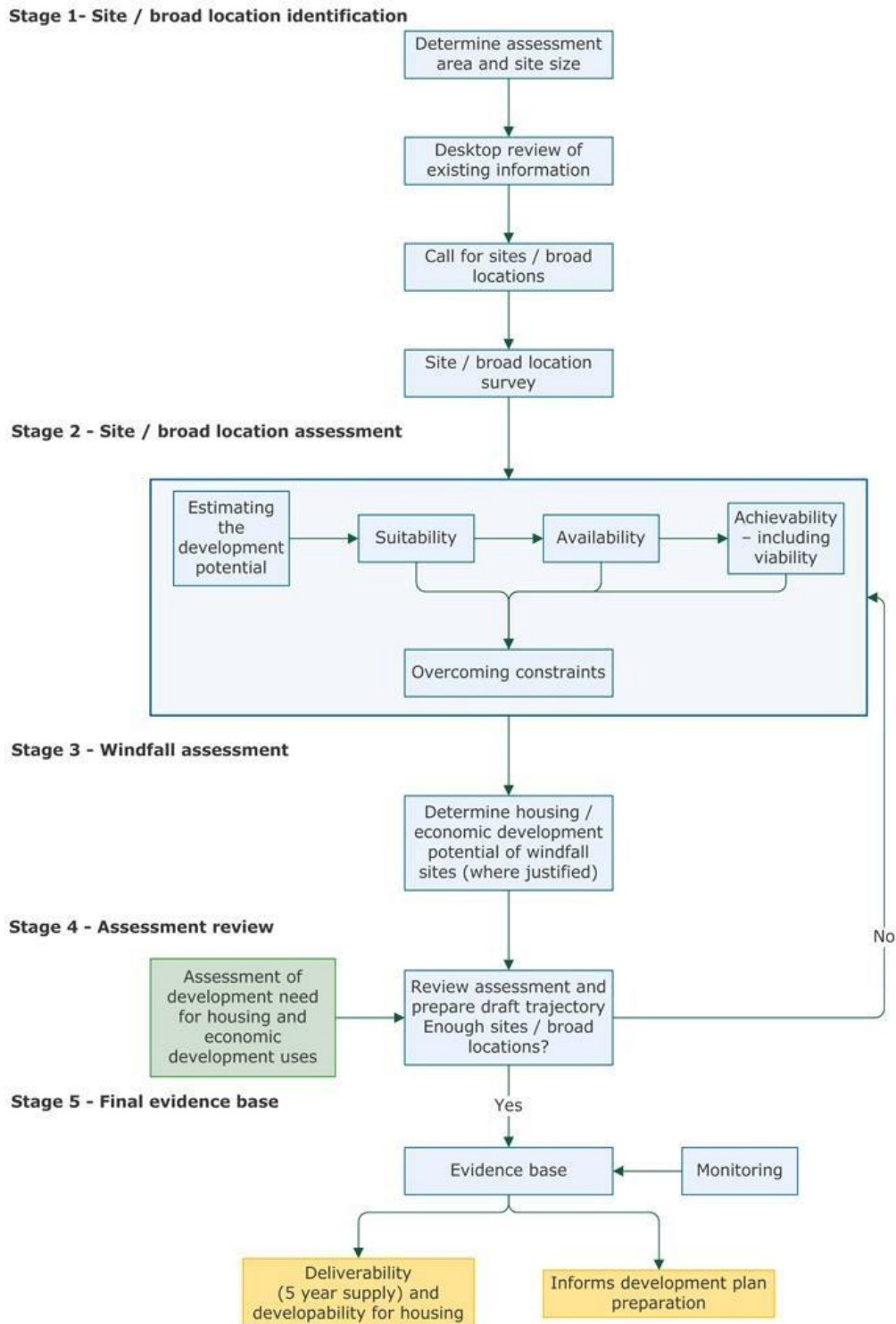
<sup>2</sup> <https://www.spelthorne.gov.uk/article/10078/SHMA>

## 2. Methodology

### Stage 1: Identification of sites and broad locations

2.1 Planning Practice Guidance (PPG) sets out a recommended methodology to follow when preparing SLAAs. This process is summarised in Figure 1.

**Figure 1: SLAA Methodology**





- 2.2 This assessment has been prepared using the detailed SLAA Methodology produced jointly by Spelthorne and Runnymede Borough Councils. The methodology is based on the PPG and the processes summarised in Figure 1.
- 2.3 The PPG advises that SLAA documents are prepared on a Housing Market Area basis. It is important to note that the HMA authorities are at different stages in their plan making process and it is therefore not practical that a joint SLAA document is prepared for the entire HMA at this time. This does not however preclude the authorities producing a joint SLAA in the future. A methodology regarding the assessment/inclusion of sites has been agreed by the two authorities. By using a common methodology, it is possible to assimilate readily the information from across the HMA and FEA, extending the picture of housing and economic land supply across the entire area, in line with the 'Duty to Co-operate'.
- 2.4 All neighbouring authorities have been contacted under the Duty to Cooperate to seek their views of the SLAA methodology. All comments received were taken into consideration and the Council will continue to engage on this report and if sites progress through the Local Plan progress, on those where there could be cross-boundary issues.
- 2.5 A list setting out the sources of supply considered in the SLAA is provided in Appendix 1. This includes the call for sites exercise; existing allocations; sites within or previously in the planning process; and an officer search of the Borough's urban areas.
- 2.6 A total of 218 sites were considered through the SLAA, with 52 discounted because they were complete, were considered as part of a wider SLAA site, did not meet the threshold or were deemed unsuitable or confirmed as not available by landowners (Appendix 2). A further 55 sites were identified as Green Belt and so were discounted at this stage. These sites may be subject to further consideration.
- 2.7 In 2017 an independent Green Belt Assessment was produced for the Council by ARUP. The purpose of the Green Belt Assessment was to provide evidence of how different areas perform against Green Belt purposes as set out within the NPPF. This study identified a number of weakly performing local areas and several local areas for potential sub-division. The results of the Green Belt Assessment have informed the SLAA assessment of those sites that are situated within the Green Belt.
- 2.8 Sites within the Green Belt are not currently included within the potential supply of land. A separate schedule of sites in the Green Belt is provided in Appendix 3.
- 2.9 The SLAA has been informed by evidence available to the Council as of 1 January 2018, setting out the current position. Those local areas of Green Belt identified as weakly performing or for potential sub division as set out in the Green Belt Assessment may be considered further in due course. Smaller parcels currently forming part of larger 'strongly' or 'moderately' performing local areas may also be subject to further consideration in future.
- 2.10 It is also noted that the possible expansion of Heathrow Airport may have implications for land in the north of the Borough. Sites that could be susceptible to acquisition as part of the Heathrow Airport expansion have been assessed independent of this through the SLAA exercise and based on current available evidence. This does not mean that Green Belt land will not be subject to development through very special circumstances in the future through the Heathrow expansion.

## **Stage 2: Site/broad location assessment**

- 2.11 The SLAA methodology sets out the approach taken to assessing sites in terms of constraints within the Borough, which would impact the suitability of a site for development.
- 2.12 Where considering sites for residential use, the assessment focuses on sites delivering 5 net new housing units or greater, in compliance with advice contained within the PPG.
- 2.13 Where a site had received planning permission or was in the planning process, it was deemed to be available. Landowners were written to in order to establish whether a site was being considered for development, the time frame and potential use.
- 2.14 Where landowners have yet to confirm the availability of a site and it has been deemed suitable, sites have been included in the 11-15 year period. The SLAA is a live document and will be reviewed regularly, taking into account the most up to date information available.
- 2.15 The assessment of achievability was carried out based on the results of suitability and availability considerations. A site was largely deemed to be achievable if it was considered both suitable and available and there were no other major barriers to development. Sites cannot be considered achievable by definition in the first five years if they have been identified as unsuitable or unavailable during this time. Where a site may be available beyond five years and is suitable, an estimate of when it could come forward and its capacity is provided.
- 2.16 An assessment of site capacity was made based on various factors including current policy HO5 of the Spelthorne Core Strategy and Policies DPD 2009<sup>3</sup>, site constraints, planning history, the sustainability and accessibility of a location and the area's wider character. The Council's GIS mapping system was utilised to estimate the potential yield of a site.
- 2.17 Any sites submitted through the call for sites exercise provided information to assist officers in determining an appropriate yield on site and timing of delivery. Further input was received from the Council's Asset Management and Planning Development Management teams.
- 2.18 Sites contained in the SLAA have informed the Council's Brownfield Register<sup>4</sup> which is a government requirement.

## **Stage 3: Windfall Assessment**

- 2.19 Annex 2 of the NPPF states that windfall sites are 'Sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-developed sites that have unexpectedly become available'. In Spelthorne, this historically applies to small-scale sites.
- 2.20 As set out in the NPPF and the SLAA methodology, small-scale windfall has consistently formed part of the housing supply in Spelthorne and so the SLAA will continue to include a windfall allowance in the housing trajectory.

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<sup>3</sup> [https://www.spelthorne.gov.uk/media/1436/Core-Strategy-and-Policies-Development-Plan-Document/pdf/core\\_strategy\\_and\\_policies.pdf](https://www.spelthorne.gov.uk/media/1436/Core-Strategy-and-Policies-Development-Plan-Document/pdf/core_strategy_and_policies.pdf)

<sup>4</sup> <https://www.spelthorne.gov.uk/brownfield>

- 2.21 Appendix 6 sets out how windfall allowances for both small sites and prior approval notifications have been determined.
- 2.22 An allowance of 27 units per annum is considered appropriate to take account of development coming forward on small sites. Small sites accommodating 4 net units or less are included within the windfall allowance.
- 2.23 Prior approval notifications can also make a contribution towards the supply of housing. Like small-scale windfalls, small-scale prior approvals are not considered through the SLAA. However they are included within the trajectory to ensure that there is no 'double-counting' of sites.
- 2.24 Alongside the small site windfall allowance, an allowance has been included for dwellings likely to arise from office to residential conversions carried out through the (General Permitted Development) (England) (Amendment) Order 2016. Small scale prior approval notifications (less than 10 units) have been accounted for with an allowance of 49 units over the plan period. This is in line with the historic trend in Spelthorne for windfall development to typically be small scale in nature.
- 2.25 Beyond Year 15, it is considered there is too much uncertainty and therefore the SLAA will only consider a rolling 15 year delivery period to ensure a greater degree of confidence in what will be delivered.

#### **Stage 4: Assessment review**

- 2.26 Once the sites and broad locations were identified, the development potential of the sites were assessed and used to produce an indicative trajectory. This sets out each site's development potential for residential development and when these sites could be developed (in years 1 to 5, years 6 to 10 or years 11 to 15).

##### Deliverable sites

- 2.27 This includes sites of 5+ units with planning permission whereby the development is under construction; sites of 5+ units which have planning permission but construction has not yet commenced; and sites which do not have planning permission but there is a reasonable degree of certainty that they will come forward within 5 years. This includes confirmation of their deliverability in the 1-5 year timescale from the relevant landowners.

##### Developable sites

- 2.28 The NPPF requires Local Authorities to identify developable sites as part of the assessment. These are sites which are able to accommodate 5 or greater net new units and are considered to be in a suitable location with a reasonable prospect that the site is available and could be achievable within years 6-15. These sites have a lower degree of certainty attached to them and are not expected to come forward in the next 5 years.
- 2.29 Sites in years 6-10 have been confirmed as available for development from the relevant landowners. Whilst all landowners have been contacted to confirm the availability of sites, a number have yet to be confirmed. These have therefore been included within the 11-15 year supply. The SLAA is a live document and will be reviewed regularly to take account of any new information that may emerge.
- 2.30 See Appendix 5 for delivery estimates of appropriate SLAA sites.

- 2.31 Any sites that were under the appropriate thresholds (unable to accommodate 5 net dwellings or economic development on sites of 500sqm floor space), were confirmed as unavailable by landowners or had complexities that would limit the achievability of a site were excluded. Small sites are assessed through the SLAA and taken account of through windfall calculations.
- 2.32 In order to help identify a realistic housing supply, non-implementations have been considered in order to determine an ‘under delivery discount’. Expired planning permissions have been considered against granted planning applications over a six year period between 2011 and 2017. Historic trends in Spelthorne have shown that it is very rare that sites that enter the planning system are not developed at all, therefore account has been taken of those sites that have been subject to a renewed or replaced planning permission. Appendix 4 sets out the non-implementation calculation.
- 2.33 A figure of 1.51% has been applied as an under-delivery discount to sites that do not benefit from planning permission, or do have planning permission but have not yet started. This figure should be taken as interim until the Government’s methodology for calculating housing need is finalised.
- 2.34 This is not applied to the small sites allowance as this has been derived from completions only and there is no evidence to suggest a significant downward trend in small-scale windfalls over the 15 year period in Spelthorne.

### Stage 5: Final evidence base

- 2.35 The SLAA methodology sets out the requirements of the NPPF for local planning authorities to identify and update annually their housing land supply evidence for the Plan period, through the SLAA evidence.
- 2.36 The objectively assessed housing need (OAN) derived from the Government’s draft standardised methodology identifies a need of 590 dwellings per annum in Spelthorne. Table 1 helps the Council to identify how much of the OAN can be met in Spelthorne and supports the options for housing and employment for consideration as part of the issues and options consultation for the Local Plan.
- 2.37 The SLAA site assessments estimate the land supply over the Plan period as follows:

Table 1: Estimated Delivery of SLAA Sites

Delivery Period	Supply of dwellings *with 1.51% under delivery discount
<b>Deliverable sites in years 1-5</b>	3540
<b>Developable sites in years 6-10</b>	944
<b>Developable sites in years 11-15</b>	1211
<b>Total</b>	5695
<b>Per year delivery (average over 15 years)</b>	380

- 2.38 An Interim Housing Trajectory is available in the 2017 Authority Monitoring Report<sup>5</sup>. This will be updated in due course to include the sites identified through the SLAA set out in Table 1.

<sup>5</sup> [https://www.spelthorne.gov.uk/media/17479/Authority-Monitoring-Report-2017/pdf/Annual\\_Monitoring\\_Report\\_2017.pdf](https://www.spelthorne.gov.uk/media/17479/Authority-Monitoring-Report-2017/pdf/Annual_Monitoring_Report_2017.pdf)

2.39 The Council will monitor delivery of sites through its Annual Monitoring Report, which will help update the SLAA on an annual basis.

### 3. Conclusions, monitoring and next steps

- 3.1 The evidence contained within this SLAA will help inform the housing and employment issues and options approach for annual housing delivery over the Plan period. The options for consideration will be consulted on in spring/ summer 2018 and will be made available on the Council's strategic planning webpages.
- 3.2 The issues and options document will also set out the issues and options for meeting employment needs in for meeting employment needs in Spelthorne and the wider Functional Economic Area.
- 3.3 The next iteration of the SLAA will form part of the evidence base that supports the publication and submission Local Plan. The Local Plan SLAA that will be submitted with the Local Plan for examination will set out the annual housing delivery figure and whether the land identified can meet the five-year housing land supply.
- 3.4 The SLAA is a live document. Therefore if any member of the public, developer, landowner/agent has any further information that they would like to submit in relation to a site, or wish to submit a new site for consideration in the SLAA, the relevant information should be sent to the Strategic Planning Team at [planning.policy@spelthorne.gov.uk](mailto:planning.policy@spelthorne.gov.uk) or Strategic Planning Team, Spelthorne Borough Council, Knowle Green, Staines upon Thames, TW18 1XB.

## Appendices

### Appendix 1 – Sources of Supply (deliverable and developable sites)

	No. of Residential units	Notes
<b>Existing Allocations</b>	965	
<b>Call for sites</b>	172	Discounting all sites in Green Belt – subject to further review.
<b>Publically owned sites – Spelthorne BC and Surrey CC</b>	1211	
<b>Sites with planning permission – under construction</b>	764	
<b>Granted applications - currently unimplemented/ outstanding</b>	851	
<b>Sites in the planning system, pending consideration</b>	472	
<b>Expired, refused and withdrawn planning application sites</b>	42	
<b>Officer identified sites in urban area</b>	515	Owners contacted to confirm the availability of sites.

## Appendix 2 – Deleted sites

Site ID	Name	Street	Reason for deletion
AC1/002	Land to rear of 109	Ashgrove Road	Below SLAA threshold
AC1/003	Land at 201	Feltham Hill Road	Not suitable
AC2/001	192	Feltham Hill Road	Below SLAA threshold
AC2/002	126	Feltham Hill Road	Below SLAA threshold
AC3/003	Land off	Napier Road	Travelling showman site
AC3/004	DC Hill & Son (Textiles) Ltd, Hill House	Alexandra Road	Below SLAA threshold
AC3/005	195	Staines Road West	Confirmed as not available
AE1/001	525	Staines Road West	Below SLAA threshold
AE1/002	28A	Lynegrove Avenue	Below SLAA threshold
AE2/001	1-3	Echelforde Drive	Below SLAA threshold
AE3/001	Land at	Grays Lane	Travelling showman site
AE3/002	33-39	Feltham Road	Below SLAA threshold
AT2/002	156/158	Chesterfield Road	Potential ownership complexities
ST1/021	Former Majestic House Site	High Street	Implemented
ST2/020	Land NW of Langley Road	Langley Road	Included in ST1/031
HS2/002	Land Adjacent 55	Layton's Lane	Included in HS1/010
LS2/002	10	Squire's Road	Below SLAA threshold
LS2/003	Hall Adj. 68	Wood Road	Below SLAA threshold
LS2/005	Between 27+29	Mandeville Road	Below SLAA threshold
LS2/006	Garages	Greeno Road	Below SLAA threshold
LS2/007	55	Squire's Bridge Road	Below SLAA threshold
LS3/002	Adj 84	Hetherington Road	Below SLAA threshold
LS3/003	West of 86	Hetherington Road	Below SLAA threshold
LS3/006	Adj 3	Millfield	Below SLAA threshold
RL1/003	N of (r/o 75,77 Penton Road)	St Olave's Close	Potential ownership complexities
RL1/004	S of (r/o 119-121 Penton Rd)	St Olave's Close	Potential ownership complexities
RL1/005	161-162	Thames Side, pt Arcadia Caravan site and 15 Riverway	Confirmed as not available
SE1/009	Manor Farm Cottage, 126	Green Street	Potential ownership complexities
SE1/013	Dart House	Thames Street	Below SLAA threshold
SE2/002	292/294	Staines Road East	Confirmed as not available
SH1/001	The Anchor Hotel	Church Square	No dry means of escape
SH1/002	Copley Dene	Chertsey Road	Confirmed as not available
SH1/006	6	Green Lane	Below SLAA threshold
SH2/001	Land at	Station Road	Below SLAA threshold
SH3/001	Shapla Restaurant	Russell Road	Implemented
SN2/002	Hope Inn	Hithermoor Road	Green Belt
SN3/001	Heathrow Fencing	Gleneagles Road	Green Belt
SS1/001	Garages to the rear of 145-149	Kingston Road	Below SLAA threshold
SS1/003	Land at	Hensworth Road	Below SLAA threshold
SS3/002	152-154	Commercial Road	No dry means of escape
SS3/003	27	Gordon Close	Below SLAA threshold
ST1/001	White Lodge & Land to North/Brecknock	Stanwell New Road	Below SLAA threshold



<b>ST1/010</b>	189	London Road	Below SLAA threshold
<b>ST1/011</b>	181	London Road	Below SLAA threshold
<b>ST1/012</b>	Masonic Hall and Old Telephone Exchange site	Elmsleigh Road	Included in ST4/009
<b>ST1/024</b>	111	High Street	Implemented
<b>ST2/009</b>	55	Cherry Orchard	Below SLAA threshold
<b>ST2/010</b>	2	Glebe Road	Below SLAA threshold
<b>ST3/005</b>	7-17	Kingston Road	Confirmed as not available
<b>ST4/003</b>	Hanover House	Bridge Street	Included in ST4/002
<b>ST4/007</b>	25-27	Clarence Street	Proposed scheme complexities
<b>SH3/006</b>	Shepperton Service Station	Walton Bridge Road	Sites confirmed as not available
<b>Total</b>		52 sites	

Appendix 3 - Green Belt Sites

Sites in the Green Belt have not been included within the SLAA housing figure and may be subject to further consideration as part of a range of options for meeting need within the new Local Plan. Sites highlighted yellow are situated within Local Areas identified as weakly performing or sub-areas with potential for sub division in the Spelthorne Green Belt Assessment 2017. This schedule does not include other constraints that may discount or limit development potential of these sites notwithstanding the Green Belt designation. Smaller sites within strongly or moderately performing Green Belt have been discounted at this stage but this does not preclude assessment for potential subdivision at a later stage as part of the Local Plan review.

CONSIDERATION AS TO WHETHER ANY OF THESE SITES WILL BE TAKEN FORWARD WILL BE SUBJECT TO PUBLIC CONSULTATION

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
AC3/001	Lakeside	Chertsey Road	Sunbury	2.27	NOT PDL GB	0	0	Not developable	Green Belt - local area 17; strongly performing
AE1/003	Ashford Manor Golf Club	Fordbridge Road	Ashford	0.55	NOT PDL GB	25	0	Not currently developable	Green Belt - local area 22 weakly performing (AC-2)
AT1/002	Ashford Sports Club	Woodthorpe Road	Ashford	0.94	NOT PDL GB	42	0	Not currently developable	Green Belt - local area 18 weakly performing (AC-11).
HS1/002	Land at Croysdale Avenue	Croysdale Avenue	Shepperton	1.72	NOT PDL GB	0	0	Not developable	Green Belt - local area 32; strongly performing
HS1/003	Land to N of Croysdale Avenue	Croysdale Avenue	Sunbury	2.4	NOT PDL GB	60	0	Not currently developable	Green Belt local area 32. Sub area AC-13 potential to sub-divide.
HS1/004	Units 1 and 2, Longwood Business Park	Fordbridge Road	Sunbury	2.26	PDL GB	0	0	Not developable	Green Belt - local area 32; strongly performing
HS1/005	Land adjacent to Squires Garden Centre	Halliford Road	Shepperton	0.97	NOT PDL GB	0	0	Not developable	Green Belt - local area 32; strongly performing
HS1/006	Land at Hazelwood and Upper Halliford Road	Upper Halliford Road	Sunbury	11.8	NOT PDL GB	0	0	Not developable	Green belt - local area 32; strongly performing
HS1/007	Land at Fordbridge Road	Fordbridge Road	Sunbury	4.5	NOT PDL GB	0	0	Not developable	Green belt - local area 32; strongly performing
HS1/008	Land north of Charlton Lane	Charlton Lane	Sunbury	13	NOT PDL GB	0	0	Not developable	Green Belt - local area 38; strongly performing
HS1/009	Bugle Nurseries, 171	Upper Halliford Road	Shepperton	4.69	PDL GB	0	0	Not developable	Green belt - local area 39; strongly performing
HS1/010	Land to S and W Stratton Road	Stratton Road	Sunbury	7.63	NOT PDL GB	200	0	Not currently developable	Green Belt local area 32. Sub area AC-13 potential to sub-divide.
HS1/012	Land East of Upper Halliford	Nursery Road	Shepperton	3.74	NOT PDL GB	80	0	Not currently developable	Green Belt local area 32. Sub area AC-13 potential to sub-divide.
HS1/013	Sunbury Golf Course	Charlton Lane	Shepperton	45.75	NOT PDL GB	0	0	Not developable	Green Belt - local area 45 and 47; strongly performing

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
HS1/014	137	Upper Halliford Road	Shepperton	0.27	NOT PDL GB	0	0	Not developable	Green belt - local area 39; strongly performing
LS1/001	Linton Place	New Road	Shepperton	0.1	PDL GB	0	0	Not developable	Green Belt - local area 42; strongly performing
LS1/002	Land off Shepperton Road	Shepperton Road	Shepperton	46	NOT PDL GB	0	0	Not developable	Green Belt - local area 43; moderately performing
LS1/003	Land and Works off Littleton lane A	Shepperton Road	Staines	15	NOT PDL GB	0	0	Not developable	Green Belt - local area 43; moderately performing
LS1/004	Land off Staines Road	Staines Road	Staines	0.5	NOT PDL GB	0	0	Not developable	Green Belt - local area 34; strongly performing
LS1/005	Land east of Charlton Road	Charlton Road	Sunbury	9.4	NOT PDL GB	0	0	Not developable	Green Belt - local area 29; moderately performing
LS1/006	Land at Windmill Close	Windmill Close	Sunbury	0.75	NOT PDL GB	30	0	Not currently developable	Green Belt local area 29. Sub area AC-3 potential to sub-divide.
LS1/007	Land to South of Ashford Common Water Treatment Works	Charlton Road	Shepperton	5	MIXED	175	0	Not currently developable	Green Belt local area 29. Sub area AC-3 potential to sub-divide.
LS1/008	Staines Road Farm (Southern Site)	Laleham Road	Shepperton	1.527	NOT PDL GB	0	0	Not developable	Green Belt - local area 44; strongly performing
LS1/015	Staines Road Farm (Main Site)	Laleham Road	Shepperton	37.07	NOT PDL GB	0	0	Not developable	Green Belt - local area 42 and 44; strongly performing
LS1/016	Land North of B376	Shepperton Road	Laleham	71.06	NOT PDL GB	0	0	Not developable	Green Belt - local area 33; strongly performing
LS1/017	Land at Manor Farm and 126 Charlton Road	Charlton Road	Shepperton	1.73	MIXED	0	0	Not developable	Green Belt - local area 29; moderately performing
LS1/018	Land at Manor Farm	Charlton Road	Shepperton	0.568	NOT PDL GB	0	0	Not developable	Green Belt - local area 29; moderately performing
LS1/019	Land lying to west side of Charlton Lane	Charlton Lane	Shepperton	0.332	NOT PDL GB	0	0	Not developable	Green Belt - local area 42; strongly performing
LS1/020	Land lying to west of Charlton Road	Charlton Road	Shepperton	2.97	NOT PDL GB	0	0	Not developable	Green Belt - local area 25; moderately performing
LS2/001	Shepperton Studios	Studios Road	Shepperton	11	NOT PDL GB	0	0	Not developable	Green Belt - local area 33 strongly performing and local area 25 moderately performing
RL1/007	Land off Worple Road	Worple Road	Staines	6.4	NOT PDL GB	0	0	Not developable	Green Belt - local area 27; strongly performing
RL1/008	Land to Rear of Ashford Road	Ashford Road	Staines	7.4	NOT PDL GB	0	0	Not developable	Green Belt - local area 27; strongly performing
RL1/009	Waterside Nursery Limited	Staines Road	Laleham	4.3	PDL GB	0	0	Not developable	Green Belt - local area 27; strongly performing

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
RL1/010	Playing Fields	Berrycroft Road and Bingham Drive	Laleham	3	NOT PDL GB	135	0	Not currently developable	Green Belt local area 27. Sub area AC-12 potential to sub-divide.
SC1/009	Land to the North of M3 J1		Sunbury	6.3	NOT PDL GB	0	0	Not developable	Green Belt - local area 16; strongly performing
SC1/010	Land East of Groveley Road and Vicarage Road	Groveley Road and Vicarage Road	Sunbury	10.2	NOT PDL GB	0	0	Not developable	Green Belt - local area 16; strongly performing
SE1/014	Land to SE of Hanworth Road	Hanworth Road	Sunbury	2.31	NOT PDL GB	0	0	Not developable	Green Belt - local area 19; strongly performing
SE1/015	Kempton Park Racecourse	Staines Road East	Sunbury	94	MIXED	0	0	Not developable	Green Belt - local area 28; strongly performing
SH1/003	Land off Littleton Lane B	Littleton Lane	Staines	1.8	NOT PDL GB	0	0	Not developable	Green Belt - local area 52; strongly performing
SH1/004	Land off Thameside	Thameside	Staines	1.8	NOT PDL GB	0	0	Not developable	Green Belt - local area 52; strongly performing
SH1/005	Staines Road Farm (Eastern Site)	Laleham Road	Shepperton	5.037	NOT PDL GB	225	0	Not currently developable	Green Belt local area 46. Sub area AC-7 potential to sub-divide.
SN1/003	Land at Stanwell Farmhouse	Bedfont Road	Stanwell	0.42	PDL GB	0	0	Not developable	Green Belt - local area 6; strongly performing
SN1/004	Land at Birch Green/Staines Pumping Station (Site A)	Stanwell Moor Road	Staines	3.1	PDL GB	0	0	Not developable	Green Belt - local area 3; moderately performing
SN1/005	Land at Northumberland Close	Northumberland Close	Stanwell	1.62	NOT PDL GB	0	5,000	Not currently developable	Green Belt - local area 5 weakly performing (AC-1)
SN1/006	Land to the west of Long Lane and South of Blackburn Trading Estate	Long Lane	Stanwell	4.7	NOT PDL GB	0	14,500	Not currently developable	Green Belt - local area 5 weakly performing (AC-1)
SN1/007	Land at Green Acre Farm	Bedfont Road/Clare Road	Stanwell	14.7	NOT PDL GB	0	0	Not developable	Green Belt - local area 6; strongly performing
SN1/008	Land south of Southern Perimeter Road		Stanwell	22.6	NOT PDL GB	0	0	Not developable	Green Belt - local area 4; strongly performing
SN1/009	Land at Poyle Meadows	Horton Road	Stanwell Moor	1.87	NOT PDL GB	0	0	Not developable	Green Belt - local area 1; moderately performing
SN2/003	Land north of	Horton Road	Stanwell Moor	0.8	NOT PDL GB	0	0	Not developable	Green Belt - local area 2a; moderately performing
SN4/001	Land at	Spout Lane	Stanwell	3.3	PDL GB	0	0	Not developable	Green Belt - local area 2a; moderately performing
ST1/013	Land at Vicarage Road	Wraysbury Road	Staines	2.6	NOT PDL GB	0	0	Not developable	Green Belt - local area 11; moderately performing

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
ST1/014	Thames Water Training Centre	Coppermill Road	Stanwell	6.5	PDL GB	0	0	Not developable	Green Belt - local area 1; moderately performing
ST1/015	Land at Birch Green/ Staines Pumping Station (Site B)	London Road	Staines	0.52	NOT PDL GB	0	0	Not developable	Green Belt - local area 15; moderately performing
ST1/016	Land at Birch Green/ Staines Pumping Station (Site C)	London Road	Staines	2.5	NOT PDL GB	0	0	Not developable	Green Belt - local area 15; moderately performing
ST1/017	Hengrove Farm	London Road	Staines	23.24	NOT PDL GB	0	0	Not developable	Green Belt - local area 14; strongly performing

#### Appendix 4 - Under-delivery Calculation

Year	Planning permissions granted	Units	Planning permissions expired	Units	Expired units as % of units granted
2011/12	47	283	4	5	1.77%
2012/13	35	388	6	4	1.03%
2013/14	59	351	1	1	0.28%
2014/15	57	514	6	11	2.14%
2015/16	68	543	4	7	1.29%
2016/17	54	634	10	16	2.52%
<b>Average</b>					<b>1.51%</b>

## Appendix 5 – Estimated delivery of SLAA sites

### Deliverable Sites - Years 1-5<sup>6</sup>

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
AC1/001	Land adjoining	Feltham Hill Road and Poplar Road	36	0	Next 5 years	Deliverable	Existing allocation A3 – northern part of site already developed. Planning permission sought for southern part of site.
AC1/004	251-253	Staines Road West	5	0	Next 5 years	Deliverable	Full planning permission on site.
AC2/004	381-385	Staines Road West	12	0	Next 5 years	Deliverable	Full planning permission on site.
AS1/001	Tesco Extra	Town Lane	50	0	Next 5 years	Deliverable	Potential mixed use scheme – in addition to existing use. Submitted to call for sites.
AS1/004	Happy Landing PH	Clare Road	30	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
AS1/005	524-538	London Road	58	0	Next 5 years	Deliverable	Planning permission sought on site – currently pending consideration.
AT1/001	Hitchcock and King	Stanwell Road	200	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
AT1/007	HSBC, 47-49	Church Road	6	0	Next 5 years	Deliverable	Full planning permission on site.
AT1/009	Allington House, 3	Station Approach	8	0	Next 5 years	Deliverable	Full planning permission on site.
AT1/010	Harper House	Fordbridge Road	15	0	Next 5 years	Deliverable	Potential residential redevelopment.
AT2/001	145-149	Stanwell Road	5	0	Next 5 years	Deliverable	Potential residential redevelopment. Owner confirmed availability subject to provision of new site for existing use.
AT3/001	Headline House	Stanwell Road	10	0	Next 5 years	Deliverable	Full planning permission on site.
AT3/002	55a	Woodthorpe Road	8	0	Next 5 years	Deliverable	Full planning permission on site.
AT3/003	Former Brooklands College	Church Road	357	619	Next 5 years	Deliverable	Full planning permission on site.
AT3/004	8 - 12	Clarendon Road	10	0	Next 5 years	Deliverable	Full planning permission on site.
AT3/005	Land to r/o Imtech House, 33-35	Woodthorpe Road	26	0	Next 5 years	Deliverable	Full planning permission on site.

<sup>6</sup> This does not include those sites that are already under construction (764 as of 1<sup>st</sup> January 2018).

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
AT3/007	Ashford Multi-storey car park	Church Road	50	0	Next 5 years	Deliverable	Potential residential development. Sustainable urban location.
HS1/011	The Bugle Returns Public House, 173	Upper Halliford Road	8	0	Next 5 years	Deliverable	Full planning permission on site.
LS1/021	430	Staines Road West	5	0	Next 5 years	Deliverable	Full planning permission on site.
LS3/001	R/O 151-153	Charlton Road	6	0	Next 5 years	Deliverable	Potential residential development to rear of existing dwellings. Owners confirmed site availability. Subject to access arrangements.
RL1/001	Staines Ex Servicemen Club, 6	Laleham Road	10	0	Next 5 years	Deliverable	Potential mixed use development in addition to existing use. Owner shown interest in redeveloping site in past 3 years.
SC1/002	115	Staines Road West	20	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
SC1/003	147	Staines Road West	20	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
SC1/004	Sunbury Fire Station	Staines Road West	25	0	Next 5 years	Deliverable	Potential residential development. Owner confirmed availability subject to re-provision of existing use within Borough.
SC1/006	Tesco Extra	Escot Road	50	0	Next 5 years	Deliverable	Potential mixed use scheme – in addition to existing use. Submitted to call for sites
SC1/007	Monkey Puzzle House. 69-71	Windmill Road	14	0	Next 5 years	Deliverable	Full planning permission on site.
SC1/012	T Mobile (UK) Ltd, Sunbury One	Brooklands Close	0	2014	Next 5 years	Deliverable	Full planning permission on site.
SE1/002	69-71	Staines Road East	10	0	Next 5 years	Deliverable	Potential residential development. Owner confirmed availability. Existing old Sunbury Police Station vacant.
SE1/005	Benwell House	Green Street	77	0	Next 5 years	Deliverable	Residential redevelopment. Planning application submitted on site – currently pending consideration.
SE1/007	St Pauls Catholic College	Green Street	7	0	Next 5 years	Deliverable	Surplus land (2 parcels) submitted to call for sites.
SE1/012	Loyola Centre	Green Street	6	0	Next 5 years	Deliverable	Open space to rear of Loyola Centre. Owner shown interest in redeveloping site in past 3 years.
SE1/016	Inglewood Hall	Green Street	6	0	Next 5 years	Deliverable	Full planning permission on site.
SE1/021	1-3	Station Road	60	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years. Planning permission granted 2014 however subsequently expired.
SH1/007	7-11	Manygate Lane	22	0	Next 5 years	Deliverable	Full planning permission on site.
SH2/002	42	High Street	6	313	Next 5 years	Deliverable	Planning permission sought on site – currently pending consideration.



SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
SH3/003	Halliford Studios Ltd	Manygate Lane	24	0	Next 5 years	Deliverable	Planning permission sought on site – currently pending consideration.
SN1/002	Camgate Centre	Long Lane	0	5000	Next 5 years	Deliverable	Submitted to call for sites – additional commercial space proposed by developer
SN1/010	Hithermoor Farm, 6	Farm Way	23	0	Next 5 years	Deliverable	Full planning permission on site.
SN2/001	Minerva House	Minerva Close	11	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
SS1/002	White House	Kingston Road	55	0	Next 5 years	Deliverable	Potential flatted residential redevelopment.
ST1/022	39	Gresham Road	6	0	Next 5 years	Deliverable	Full planning permission on site.
ST1/025	17 - 51	London Road	253	12,787	Next 5 years	Deliverable	Full planning permission on site.
ST1/029	Surrey CC Buildings	Burges Way	29	0	Next 5 years	Deliverable	Subject to re-provision of existing use. Surrey CC service review underway.
ST1/030	Fairways Day Centre	Knowle Green	36	0	Next 5 years	Deliverable	Subject to re-provision of existing use. Surrey CC service review underway.
ST1/032	61-63	High Street	5	0	Next 5 years	Deliverable	Full planning permission on site.
ST1/033	Bridge House	Bridge Street	9	0	Next 5 years	Deliverable	Full planning permission on site.
ST1/034	10A	Thames Street	10	0	Next 5 years	Deliverable	Full planning permission on site.
ST1/037	Thameside House	South Street	120	0	Next 5 years	Deliverable	Potential flatted residential redevelopment.
ST2/001	Glenthorne, 33	Rookery Road	19	0	Next 5 years	Deliverable	Planning permission sought on site – currently pending consideration.
ST3/001	62	Kingston Road	5	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
ST3/004	34-36 (OAST House) /Car park	Kingston Road	180	0	Next 5 years	Deliverable	Potential residential/ mixed use scheme on site. Buildings on site currently vacant.
ST3/006	Renshaw Trading Estate	Mill Mead	275	0	Next 5 years	Deliverable	Planning permission sought on site – currently pending consideration.
ST3/008	Burma House	Station Path	14	0	Next 5 years	Developable	Currently in office use. Owners confirmed availability.
ST3/009	Heliting House, 4	London Road	35	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
ST3/010	15	London Road	8	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
ST4/001	Jewsons	Moor Lane	45	0	Next 5 years	Deliverable	Existing allocation A7 - Availability of site confirmed and submitted to call for sites – residential use proposed by developer.
ST4/002	Car Park, Hanover House & Sea Cadet Building	Bridge Street	300	0	Next 5 years	Deliverable	Potential mixed use scheme on site – sustainable town centre location.
ST4/005	20	Bridge Street	9	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.
ST4/008	Staines Town Hall	Market Square	13	0	Next 5 years	Deliverable	Planning permission submitted on site – currently pending consideration.
ST4/011	Thames Lodge	Thames Street	65	0	Next 5 years	Deliverable	Submitted to call for sites – residential use proposed by developer.
ST3/011	Old Police Station, 2	London Road	14	0	Next 5 years	Deliverable	Potential residential development. Owner shown interest in redeveloping site in past 3 years.

#### Developable Sites - Years 6-10 & Years 11-15

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
AE3/006	158-166	Feltham Road	75	0	Years 6-10	Developable	Existing allocation A1 – currently in warehousing use.
AS2/002	Works adjacent	Harrow Road	36	0	Years 6-10	Developable	Existing allocation A4 – occupied by workshops.
SE1/001	Park House, 17-19	Park Road	10	0	Years 6-10	Developable	Site currently occupied by small detached office building. Owners confirmed availability.
SE1/004	12	Park Road	6	0	Years 6-10	Deliverable	Potential residential redevelopment of site. Currently in use as osteopath. Owners confirmed availability.
SE1/020	Sunbury Adult Education Centre	The Avenue	15	0	Years 6-10	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
SH1/010	Shepperton Library	High Street	6	600	Years 6-10	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
SH1/015	Shepperton Youth Centre	Laleham Road	19	0	Years 6-10	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
SH3/005	Walton Bridge Garage	Walton Bridge Road	8	0	Years 6-10	Developable	Potential residential redevelopment of site. Owners confirmed availability.
ST1/004	193	London Road	26	0	Years 6-10	Developable	Potential mixed use scheme in addition to existing commercial use.

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
ST1/006	233-269	London Road	50	0	Years 6-10	Developable	Potential mixed use scheme in addition to existing commercial use.
ST1/028	Leacroft Centre	Leacroft	20	0	Years 6-10	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
ST2/003	Spelthorne Leisure Centre and adjoining playing field	Knowle Green	240	0	Years 6-10	Developable	Subject to re-provision of existing use.
ST4/004	96-104	Church Street	48	0	Years 6-10	Deliverable	Site in commercial use. Site has outstanding planning permission however owners confirmed site available in years 6-10.
ST4/010	Riverside Surface Carpark	Thames Street	100	0	Years 6-10	Developable	Potential residential use, subject to re-provision of existing use.
ST2/006	Builders Yard	Gresham Road	100	0	Years 6-10	Developable	Existing allocation A5 – currently occupied by builders' merchant.
ST4/009	The Elmsleigh Centre and adjoining land	South Street	650	20,550	Years 6-10 Years 11-15	Developable	Existing allocation A10 – Potential extension to existing Elmsleigh centre. Phase 3 and phase 4 redevelopment yet to be completed to provide additional retail floorspace and residential use. Years 6-10 - Elmsleigh surface carpark (50sqm B1 office floorspace and 50 residential units) Years 11-15 – Elmsleigh centre extension (600 residential units and 20,500sqm retail floorspace)
AC2/003	445	Staines Road West	13	0	Years 11-15	Developable	Currently in use as filling station. Landowner yet to confirm availability.
AE3/003	71-75	Feltham Road	5	0	Years 11-15	Developable	Retail use currently on site. Potential residential use. Landowner yet to confirm availability.
AE3/005	28-44	Feltham Road	23	0	Years 11-15	Developable	Existing allocation A1 – currently in use for car sales, MOT testing and plant hire and building materials. Allocation timescale post 2024.
AS1/003	Staines Fire Station	Town Lane	30	0	Years 11-15	Developable	Subject to re-provision of existing use. Landowners yet to confirm availability.
AS2/001	Ashford Youth Club	Kenilworth Road	10	0	Years 11-15	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
HS1/001	R/O The Goat Public House, 47	Upper Halliford Road	5	0	Years 11-15	Developable	Surplus land to rear of public house – potential for residential development. Owners yet to confirm availability.
HS2/001	The Grizzly Bear Public House, 101	Nursery Road	5	0	Years 11-15	Developable	Potential residential redevelopment. Owner yet to confirm availability.
LS2/004	The Bull, 152	Laleham Road	10	0	Years 11-15	Developable	Potential residential redevelopment. Owner yet to confirm availability.

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
LS3/004	Ashborne Hall	Littleton Road	5	0	Years 11-15	Developable	Scout and guide hut. Potential residential redevelopment subject to re-provision of existing use. Owner yet to confirm availability.
LS3/005	404-412	Staines Road West	18	0	Years 11-15	Developable	Currently occupied by commercial uses and filling station. Potential residential development. Owner yet to confirm availability.
RL1/002	Works, 20	Ruskin Road	5	0	Years 11-15	Developable	Currently in commercial use. Potential residential redevelopment. Owner yet to confirm availability.
RL1/006	43-44	Thames side	10	0	Years 11-15	Developable	Site currently occupied by two detached properties. Potential flatted development given wider area's character. Owner yet to confirm availability.
SC1/005	Sunbury Cross Ex Services Association Club	Crossways	20	0	Years 11-15	Developable	Potential mixed use development in addition to existing use. Landowner yet to confirm availability.
SC1/008	Adj. 2	Spelthorne Grove	7	0	Years 11-15	Developable	Surplus land adjoining existing flatted development. Landowner yet to confirm availability.
SE1/003	77	Staines Road East	45	0	Years 11-15	Developable	Site currently occupied by builders' yard. Landowner yet to confirm availability.
SE1/006	Saxon House	Downside	7	0	Years 11-15	Developable	Site currently occupied by partially vacant office building. Landowner yet to confirm availability.
SE1/008	Telephone Exchange	Green Street	12	0	Years 11-15	Developable	Site currently occupied by telephone exchange. Redevelopment subject to relocation of existing use. Landowner yet to confirm availability.
SE1/010	Ritzbury House, Bridge Foot	Green Street	6	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.
SE1/011	75-77	Green Street	6	0	Years 11-15	Developable	Site occupied by a pair of bungalows. Site to rear recently redeveloped for residential use. Landowners yet to confirm availability.
SE1/019	Sunbury Social Services Centre	108 Vicarage Road	11	0	Years 11-15	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
SE2/001	Strata House	Batavia Road	6	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.
SH3/004	Shepperton Autoway	Walton Bridge Road	10	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.
SN1/012	Stanwell Bedsits	De Havilland Way	100	0	Years 11-15	Developable	Site currently occupied by residential development. Landowners confirmed potential to redevelop or extend existing use.
SS1/004	Ashman Service Station, 286	Kingston Road	5	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY	COMMENTS
ST1/003	Denby	Stanwell New Road	5	0	Years 11-15	Developable	Detached property currently on large site. Potential to redevelop to provide multiple smaller units.
ST1/031	Thameside Arts Centre	Wyatt Road	15	0	Years 11-15	Developable	Subject to re-provision of existing use. Surrey CC service review underway.
ST1/035	44A	Gresham Road	8	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.
ST1/036	Universal Tyre Co Ltd	Laleham Road	12	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.
ST2/004	The Retreat	Pinewood Drive	8	0	Years 11-15	Developable	Detached property currently on large site. Potential to redevelop to provide multiple smaller units.
ST2/005	Friendship House, 49-51	Gresham Road	9	0	Years 11-15	Developable	Site currently in commercial use. Sustainable location opposite rail station. Landowner yet to confirm availability.
ST2/008	Staines Tinware	Langley Road	18	0	Years 11-15	Developable	Site currently in commercial use. Landowner yet to confirm availability.
ST3/002	Florida Court	Station Approach	5	0	Years 11-15	Developable	Site currently in residential use. Potential to redevelop site to increase yield in sustainable location near rail station. Landowner yet to confirm availability.
ST3/003	Land off	Pullmans Place	14	0	Years 11-15	Developable	Site currently vacant opposite rail station. Landowner yet to confirm availability.
ST3/007	140-154	High Street	7	0	Years 11-15	Developable	Currently mixed use. Potential to redevelop site to provide additional residential development with existing ground floor commercial uses maintained.

## Appendix 6 – Small sites allowances

### Small sites

The NPPF allows Local Planning Authorities (LPAs) to make allowances for small sites. Small sites are known as windfall sites within the NPPF which states “*sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-developed sites that have unexpectedly become available*”.

Small scale windfall sites have consistently formed part of the housing supply for Spelthorne and so the SLAA will continue to include a windfall allowance as these sites continue to provide a reliable source of supply.

For the purpose of the SLAA, windfall sites in Spelthorne are considered to be sites able to provide up to 4 net dwellings. Spelthorne has historically included sites of less than 0.4 ha as windfall, however in order to account for smaller sites that may be able to accommodate high density development where appropriate, any sites considered able to deliver fewer than 5 net units are taken account of through future windfall supply. This is consistent with the windfall allowance used in the Runnymede SLAA, who sit within the same Housing Market Area. This will help support the opportunity for joint working on the SLAA in the future.

Small sites have been broken down into specific development types; conversion (residential to residential), change of use (non-residential to residential), new build and redevelopment. This approach will seek to ensure that there is no double counting and those sites that are considered capable of delivering as part of the housing supply are identified.

In order to determine the potential supply of housing through a windfall allowance over the plan period, completions from April 2012 to March 2017 have been analysed. Based on past trends an annualised figure for windfall sites has been identified for sites that are capable of delivering fewer than 5 net units.

The annualised figures for windfall completions over the above stated period is 134 and are shown in Table 2.

Table 2: Windfall completions in Spelthorne

Year	Conversion	Change of Use	New Build	Redevelopment	Total
2012 - 2013	5	1	11	5	22
2013 - 2014	2	0	9	9	20
2014 - 2015	20	6	11	11	48
2015 - 2016	0	8	9	10	27
2016 - 2017	3	10	1	3	17
Total	30	25	41	38	134

Table 2 shows that there is a consistent delivery of smaller sites and therefore the inclusion of a windfall allowance in the housing land supply is justified.

It is clear from Table 2 that windfalls have historically made a small but consistent contribution towards the Spelthorne Housing Land supply. There is no reason to believe that this would not continue, particularly in light of policy as contained within the NPPF, especially with

regards to the presumption in favour of sustainable development. It is thus considered that a windfall allowance for small sites should therefore be included in the SLAA.

It is considered that a windfall allowance per year is realistic, having been based on past trends over a reasonable period of time (five years). Based on the data collected for the SLAA, there is no evidence to suggest a significant downtrend in small-scale windfalls. Therefore it is considered appropriate to take forward the annual average figure of 27 dwellings over the 15 year plan period as allowance. This would provide for 135 units which would form part of the housing supply through the small sites allowance.

**Prior notifications**

Prior approval notifications can also make a contribution towards the housing supply. Like small-scale windfalls, small scale prior approvals are not considered through the SLAA. However they are included within the trajectory to ensure that there is no ‘double-counting’ of sites.

Alongside the small site windfall allowance, an allowance will be included for dwellings likely to arise from office to residential conversions carried out under the General Permitted Development order (GPDO). This allowance is informed by the number of prior notifications approved up to and including January 2017. This also includes the 2016 amendment to the GPDO referred to as the (General Permitted Development) (England) (Amendment) Order 2016. This amendment made permanent the existing temporary right to change a building used as an office into residential use.

Office to residential conversions under the GPDO are less likely to be identified through the SLAA as these prior notification sites do not require planning permission and can be approved as permitted development. As such they are less likely to be identified for housing. Therefore, it is considered that Prior Notification sites should be identified and considered as part of a separate allowance. In conformity with the windfall allowance’s historic analysis in Spelthorne, sites in excess of 9 units will not be accounted for as part of the allowance.

The GPDO amendment was introduced on 30 May 2013 and therefore completions from this date will only be considered as part of the allowance.

Table 3: Windfall Office to Residential Prior Notification completions 2013-2017

Year (since 30 May 2013)	No. of units completed through PNs (less than 10 units)
<b>2013-2014</b>	0
<b>2014-2015</b>	9
<b>2015-2016</b>	4
<b>2016-2017</b>	0

Table 3 shows that there were a total of 13 units completed under the Prior Notification regime for the selected years for conversions below 10 units. This provides an annual average of 3 units generated through Prior Notifications of 0-9 units. When taken forward over the plan period of 15 years, this equates to a total figure of 49 dwellings created. This will be taken forward as the allowance.

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# Strategic Land Availability Assessment (SLAA)

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**SPELTHORNE BOROUGH COUNCIL**

DRAFT REPORT

January 2018



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## Important Notice: Disclaimer

The SLAA is a key part of the evidence base that will be used to inform the Council's future Local Plan but does not in itself constitute planning policy. It is important to note that the SLAA does not formally allocate sites for development and the identification of a site in this document as having the potential for housing or other development is based on the evidence before the Council at the time of writing. The SLAA will not prejudice the determination of any subsequent planning application for that site nor does it influence the Council towards the favourable consideration of any future planning applications for the development of that site.

Any comments made in relation to a particular site do not constitute a planning brief or formal planning advice.

All proposals for housing development arising during the plan period will be considered on their individual merits in relation to adopted and emerging development plan policies and other material considerations relevant at the time of determination. At this present time all planning applications are being assessed according to the adopted development plan.

The Council accepts no liability for any costs, liabilities or losses arising as a result of the use of, or reliance upon, the contents of this report.

## Executive Summary

The purpose of the SLAA is to help the Council identify specific sites that will help meet housing and/or employment requirements within Spelthorne and the wider Housing Market Area and Functional Economic Area.

The Strategic Land Availability Assessment (SLAA) has been produced in accordance with national planning policy and guidance and the jointly produced SLAA methodology with Runnymede Borough Council (which was published in December 2015), who share the same Housing Market Area (HMA).

The SLAA has not been jointly prepared with neighbouring authorities on the basis that these authorities are at different stages of Local Plan preparation. However, this does not preclude the authorities producing a joint SLAA in the future and officers in the Runnymede/Spelthorne HMA will continue to work collaboratively and on an ongoing basis with each other on matters related to meeting housing and other development needs.

The SLAA evidence is used to assist the Council in identifying the supply of housing, which will help deliver the objectively assessed housing requirement across the HMA, as far as possible. The outcomes in relation to the housing supply will form the basis for ongoing conversations with Runnymede Borough Council and neighbouring HMAs in relation to how any unmet housing need will be met.

219 sites have been considered as part of this process, utilising a number of sources of supply. A list of all sites deemed deliverable and developable can be found at Appendix 5 and the site assessments are available on request from the Strategic Planning Team<sup>1</sup>.

62 sites are considered to meet the SLAA site criteria and are deemed suitable, available and achievable for development and therefore could be delivered within the first five years of the Plan. Taking account of sources of supply and assumptions, officers estimate that the five year supply of housing is 3728 units, which includes sites under construction (minus an under delivery discount of 1.51%). The sites identified through the call for sites exercise and classified as Green Belt are available in Appendix 3. These sites are not included within the SLAA yield of housing but may be subject to further consideration.

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<sup>1</sup> Please email [planning.policy@spelthorne.gov.uk](mailto:planning.policy@spelthorne.gov.uk) for more information.

## 1. Introduction

- 1.1 The Strategic Land Availability Assessment (SLAA) has been produced in accordance with the jointly produced SLAA methodology between Spelthorne and Runnymede Borough Councils, who are identified as sharing the same Housing Market Area (HMA) as Spelthorne in the Runnymede/Spelthorne Strategic Housing Market Assessment (SHMA), first published in November 2015. The SHMA identifies an objectively assessed need for housing in the HMA, the portion of which attributed to Spelthorne 552-757 dwellings per annum<sup>2</sup>.
- 1.2 In September 2017 the Government published its consultation, '*Planning for the Right Homes in the Right Places*', setting out a number of proposals to reform the planning system to increase the supply of new homes and increase local authority capacity to manage growth. Included was a proposed new standardised methodology for calculating local authorities' housing need, with a provisional target of 590 dwellings per annum for Spelthorne. The outcome of the consultation and a decision on whether the methodology will be formally introduced is still awaited.
- 1.3 The SLAA identifies the land supply in the Borough, which will help meet identified housing needs.
- 1.4 The SLAA also identifies land for other uses besides housing to help meet employment needs. The Council is in the process of producing its Employment Land Needs Assessment which will provide an evidence base to inform the preparation of the new Local Plan covering the period to 2035 by assessing economic development needs in line with national policy. The SLAA and the Employment Land Needs Assessment will inform subsequent work as part of the new Local Plan to evaluate specific employment allocations and determine where growth should be accommodated across the Borough.
- 1.5 The SLAA is a policy neutral document and the inclusion of a site in it does not mean that it will necessarily be allocated in the Development Plan, or gain planning permission.
- 1.6 The outcomes of the SLAA will be used to underpin the issues and options in the upcoming Local Plan consultation.

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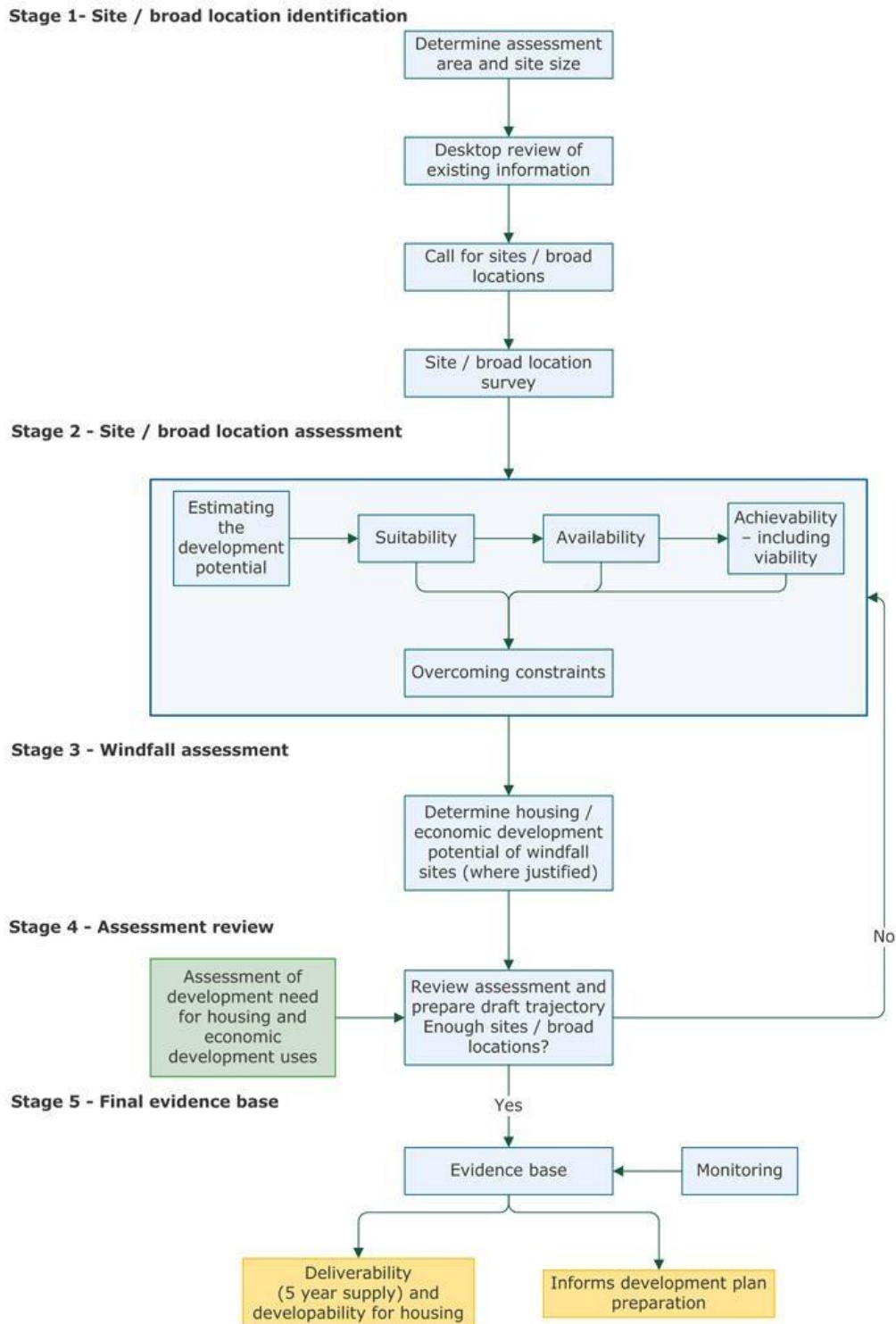
<sup>2</sup> <https://www.spelthorne.gov.uk/article/10078/SHMA>

## 2. Methodology

### Stage 1: Identification of sites and broad locations

2.1 Planning Practice Guidance (PPG) sets out a recommended methodology to follow when preparing SLAAs. This process is summarised in Figure 1.

**Figure 1: SLAA Methodology**



- 2.2 This assessment has been prepared using the detailed SLAA Methodology produced jointly by Spelthorne and Runnymede Borough Councils. The methodology is based on the PPG and the processes summarised in Figure 1.
- 2.3 The PPG advises that SLAA documents are prepared on a Housing Market Area basis. It is important to note that the HMA authorities are at different stages in their plan making process and it is therefore not practical that a joint SLAA document is prepared for the entire HMA at this time. This does not however preclude the authorities producing a joint SLAA in the future. A methodology regarding the assessment/inclusion of sites has been agreed by the two authorities. By using a common methodology, it is possible to assimilate readily the information from across the HMA and FEA, extending the picture of housing and economic land supply across the entire area, in line with the 'Duty to Co-operate'.
- 2.4 All neighbouring authorities have been contacted under the Duty to Cooperate to seek their views of the SLAA methodology. All comments received were taken into consideration and the Council will continue to engage on this report and if sites progress through the Local Plan progress, on those where there could be cross-boundary issues.
- 2.5 A list setting out the sources of supply considered in the SLAA is provided in Appendix 1. This includes the call for sites exercise; existing allocations; sites within or previously in the planning process; and an officer search of the Borough's urban areas.
- 2.6 A total of 219 sites were considered through the SLAA, with 52 discounted because they were complete, were considered as part of a wider SLAA site, did not meet the threshold or were deemed unsuitable or confirmed as not available by landowners (Appendix 2). A further 55 sites were identified as Green Belt and so were discounted at this stage. These sites may be subject to further consideration.
- 2.7 In 2017 an independent Green Belt Assessment was produced for the Council by ARUP. The purpose of the Green Belt Assessment was to provide evidence of how different areas perform against Green Belt purposes as set out within the NPPF. This study identified a number of weakly performing local areas and several local areas for potential sub-division. The results of the Green Belt Assessment have informed the SLAA assessment of those sites that are situated within the Green Belt.
- 2.8 Sites within the Green Belt are not currently included within the potential supply of land. A separate schedule of sites in the Green Belt is provided in Appendix 3.
- 2.9 The SLAA has been informed by evidence available to the Council as of 1 January 2018, setting out the current position. Those local areas of Green Belt identified as weakly performing or for potential sub division as set out in the Green Belt Assessment may be considered further in due course. Smaller parcels currently forming part of larger 'strongly' or 'moderately' performing local areas may also be subject to further consideration in future.
- 2.10 It is also noted that the possible expansion of Heathrow Airport may have implications for land in the north of the Borough. Sites that could be susceptible to acquisition as part of the Heathrow Airport expansion have been assessed independent of this through the SLAA exercise and based on current available evidence. This does not mean that Green Belt land will not be subject to development through very special circumstances in the future through the Heathrow expansion.

## **Stage 2: Site/broad location assessment**

- 2.11 The SLAA methodology sets out the approach taken to assessing sites in terms of constraints within the Borough, which would impact the suitability of a site for development.
- 2.12 Where considering sites for residential use, the assessment focuses on sites delivering 5 net new housing units or greater, in compliance with advice contained within the PPG.
- 2.13 Where a site had received planning permission or was in the planning process, it was deemed to be available. Landowners were written to in order to establish whether a site was being considered for development, the time frame and potential use.
- 2.14 Where landowners have yet to confirm the availability of a site and it has been deemed suitable, sites have been included in the 11-15 year period. The SLAA is a live document and will be reviewed regularly, taking into account the most up to date information available.
- 2.15 The assessment of achievability was carried out based on the results of suitability and availability considerations. A site was largely deemed to be achievable if it was considered both suitable and available and there were no other major barriers to development. Sites cannot be considered achievable by definition in the first five years if they have been identified as unsuitable or unavailable during this time. Where a site may be available beyond five years and is suitable, an estimate of when it could come forward and its capacity is provided.
- 2.16 An assessment of site capacity was made based on various factors including current policy HO5 of the Spelthorne Core Strategy and Policies DPD 2009<sup>3</sup>, site constraints, planning history, the sustainability and accessibility of a location and the area's wider character. The Council's GIS mapping system was utilised to estimate the potential yield of a site.
- 2.17 Any sites submitted through the call for sites exercise provided information to assist officers in determining an appropriate yield on site and timing of delivery. Further input was received from the Council's Asset Management and Planning Development Management teams.
- 2.18 Sites contained in the SLAA have informed the Council's Brownfield Register<sup>4</sup> which is a government requirement.

## **Stage 3: Windfall Assessment**

- 2.19 Annex 2 of the NPPF states that windfall sites are 'Sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-developed sites that have unexpectedly become available'. In Spelthorne, this historically applies to small-scale sites.
- 2.20 As set out in the NPPF and the SLAA methodology, small-scale windfall has consistently formed part of the housing supply in Spelthorne and so the SLAA will continue to include a windfall allowance in the housing trajectory.

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<sup>3</sup> [https://www.spelthorne.gov.uk/media/1436/Core-Strategy-and-Policies-Development-Plan-Document/pdf/core\\_strategy\\_and\\_policies.pdf](https://www.spelthorne.gov.uk/media/1436/Core-Strategy-and-Policies-Development-Plan-Document/pdf/core_strategy_and_policies.pdf)

<sup>4</sup> <https://www.spelthorne.gov.uk/brownfield>



- 2.21 Appendix 6 sets out how windfall allowances for both small sites and prior approval notifications have been determined.
- 2.22 An allowance of 27 units per annum is considered appropriate to take account of development coming forward on small sites. Small sites accommodating 4 net units or less are included within the windfall allowance.
- 2.23 Prior approval notifications can also make a contribution towards the supply of housing. Like small-scale windfalls, small-scale prior approvals are not considered through the SLAA. However they are included within the trajectory to ensure that there is no 'double-counting' of sites.
- 2.24 Alongside the small site windfall allowance, an allowance has been included for dwellings likely to arise from office to residential conversions carried out through the (General Permitted Development) (England) (Amendment) Order 2016. Small scale prior approval notifications (less than 10 units) have been accounted for with an allowance of 49 units over the plan period. This is in line with the historic trend in Spelthorne for windfall development to typically be small scale in nature.
- 2.25 Beyond Year 15, it is considered there is too much uncertainty and therefore the SLAA will only consider a rolling 15 year delivery period to ensure a greater degree of confidence in what will be delivered.

#### **Stage 4: Assessment review**

- 2.26 Once the sites and broad locations were identified, the development potential of the sites were assessed and used to produce an indicative trajectory. This sets out each site's development potential for residential development and when these sites could be developed (in years 1 to 5, years 6 to 10 or years 11 to 15).

##### Deliverable sites

- 2.27 This includes sites of 5+ units with planning permission whereby the development is under construction; sites of 5+ units which have planning permission but construction has not yet commenced; and sites which do not have planning permission but there is a reasonable degree of certainty that they will come forward within 5 years. This includes confirmation of their deliverability in the 1-5 year timescale from the relevant landowners.

##### Developable sites

- 2.28 The NPPF requires Local Authorities to identify developable sites as part of the assessment. These are sites which are able to accommodate 5 or greater net new units and are considered to be in a suitable location with a reasonable prospect that the site is available and could be achievable within years 6-15. These sites have a lower degree of certainty attached to them and are not expected to come forward in the next 5 years.
- 2.29 Sites in years 6-10 have been confirmed as available for development from the relevant landowners. Whilst all landowners have been contacted to confirm the availability of sites, a number have yet to be confirmed. These have therefore been included within the 11-15 year supply. The SLAA is a live document and will be reviewed regularly to take account of any new information that may emerge.
- 2.30 See Appendix 5 for delivery estimates of appropriate SLAA sites.

- 2.31 Any sites that were under the appropriate thresholds (unable to accommodate 5 net dwellings or economic development on sites of 500sqm floor space), were confirmed as unavailable by landowners or had complexities that would limit the achievability of a site were excluded. Small sites are assessed through the SLAA and taken account of through windfall calculations.
- 2.32 In order to help identify a realistic housing supply, non-implementations have been considered in order to determine an ‘under delivery discount’. Expired planning permissions have been considered against granted planning applications over a six year period between 2011 and 2017. Historic trends in Spelthorne have shown that it is very rare that sites that enter the planning system are not developed at all, therefore account has been taken of those sites that have been subject to a renewed or replaced planning permission. Appendix 4 sets out the non-implementation calculation.
- 2.33 A figure of 1.51% has been applied as an under-delivery discount to sites that do not benefit from planning permission, or do have planning permission but have not yet started. This figure should be taken as interim until the Government’s methodology for calculating housing need is finalised.
- 2.34 This is not applied to the small sites allowance as this has been derived from completions only and there is no evidence to suggest a significant downward trend in small-scale windfalls over the 15 year period in Spelthorne.

### Stage 5: Final evidence base

- 2.35 The SLAA methodology sets out the requirements of the NPPF for local planning authorities to identify and update annually their housing land supply evidence for the Plan period, through the SLAA evidence.
- 2.36 The objectively assessed housing need (OAN) derived from the Government’s draft standardised methodology identifies a need of 590 dwellings per annum in Spelthorne. Table 1 helps the Council to identify how much of the OAN can be met in Spelthorne and supports the options for housing and employment for consideration as part of the issues and options consultation for the Local Plan.
- 2.37 The SLAA site assessments estimate the land supply over the Plan period as follows:

Table 1: Estimated Delivery of SLAA Sites

Delivery Period	Supply of dwellings *with 1.51% under delivery discount
<b>Deliverable sites in years 1-5</b>	3728
<b>Developable sites in years 6-10</b>	1041
<b>Developable sites in years 11-15</b>	1224
<b>Total</b>	5993
<b>Per year delivery (average over 15 years)</b>	400

- 2.38 An Interim Housing Trajectory is available in the 2017 Authority Monitoring Report<sup>5</sup>. This will be updated in due course to include the sites identified through the SLAA set out in Table 1.

<sup>5</sup> [https://www.spelthorne.gov.uk/media/17479/Authority-Monitoring-Report-2017/pdf/Annual\\_Monitoring\\_Report\\_2017.pdf](https://www.spelthorne.gov.uk/media/17479/Authority-Monitoring-Report-2017/pdf/Annual_Monitoring_Report_2017.pdf)

2.39 The Council will monitor delivery of sites through its Annual Monitoring Report, which will help update the SLAA on an annual basis.

### 3. Conclusions, monitoring and next steps

- 3.1 The evidence contained within this SLAA will help inform the housing and employment issues and options approach for annual housing delivery over the Plan period. The options for consideration will be consulted on in spring/ summer 2018 and will be made available on the Council's strategic planning webpages.
- 3.2 The issues and options document will also set out the issues and options for meeting employment needs in for meeting employment needs in Spelthorne and the wider Functional Economic Area.
- 3.3 The next iteration of the SLAA will form part of the evidence base that supports the publication and submission Local Plan. The Local Plan SLAA that will be submitted with the Local Plan for examination will set out the annual housing delivery figure and whether the land identified can meet the five-year housing land supply.
- 3.4 The SLAA is a live document. Therefore if any member of the public, developer, landowner/agent has any further information that they would like to submit in relation to a site, or wish to submit a new site for consideration in the SLAA, the relevant information should be sent to the Strategic Planning Team at [planning.policy@spelthorne.gov.uk](mailto:planning.policy@spelthorne.gov.uk) or Strategic Planning Team, Spelthorne Borough Council, Knowle Green, Staines upon Thames, TW18 1XB.

## Appendices

### Appendix 1 – Sources of Supply (deliverable and developable sites)

	No. of Residential units	Notes
<b>Existing Allocations</b>	980	
<b>Call for sites</b>	172	Discounting all sites in Green Belt – subject to further review.
<b>Publically owned sites – Spelthorne BC and Surrey CC</b>	1391	
<b>Sites with planning permission – under construction</b>	764	
<b>Granted applications - currently unimplemented/ outstanding</b>	851	
<b>Sites in the planning system, pending consideration</b>	472	
<b>Expired, refused and withdrawn planning application sites</b>	42	
<b>Officer identified sites in urban area</b>	482	Owners contacted to confirm the availability of sites.

## Appendix 2 – Deleted sites

Site ID	Name	Street	Reason for deletion
AC1/002	Land to rear of 109	Ashgrove Road	Below SLAA threshold
AC1/003	Land at 201	Feltham Hill Road	Not suitable
AC2/001	192	Feltham Hill Road	Below SLAA threshold
AC2/002	126	Feltham Hill Road	Below SLAA threshold
AC3/003	Land off	Napier Road	Travelling showman site
AC3/004	DC Hill & Son (Textiles) Ltd, Hill House	Alexandra Road	Below SLAA threshold
AC3/005	195	Staines Road West	Confirmed as not available
AE1/001	525	Staines Road West	Below SLAA threshold
AE1/002	28A	Lynegrove Avenue	Below SLAA threshold
AE2/001	1-3	Echelforde Drive	Below SLAA threshold
AE3/001	Land at	Grays Lane	Travelling showman site
AE3/002	33-39	Feltham Road	Below SLAA threshold
AT2/002	156/158	Chesterfield Road	Potential ownership complexities
ST1/021	Former Majestic House Site	High Street	Implemented
ST2/020	Land NW of Langley Road	Langley Road	Included in ST1/031
HS2/002	Land Adjacent 55	Layton's Lane	Included in HS1/010
LS2/002	10	Squire's Road	Below SLAA threshold
LS2/003	Hall Adj. 68	Wood Road	Below SLAA threshold
LS2/005	Between 27+29	Mandeville Road	Below SLAA threshold
LS2/006	Garages	Greeno Road	Below SLAA threshold
LS2/007	55	Squire's Bridge Road	Below SLAA threshold
LS3/002	Adj 84	Hetherington Road	Below SLAA threshold
LS3/003	West of 86	Hetherington Road	Below SLAA threshold
LS3/006	Adj 3	Millfield	Below SLAA threshold
RL1/003	N of (r/o 75,77 Penton Road)	St Olave's Close	Potential ownership complexities
RL1/004	S of (r/o 119-121 Penton Rd)	St Olave's Close	Potential ownership complexities
RL1/005	161-162	Thames Side, pt Arcadia Caravan site and 15 Riverway	Confirmed as not available
SE1/009	Manor Farm Cottage, 126	Green Street	Potential ownership complexities
SE1/013	Dart House	Thames Street	Below SLAA threshold
SE2/002	292/294	Staines Road East	Confirmed as not available
SH1/001	The Anchor Hotel	Church Square	No dry means of escape
SH1/002	Copley Dene	Chertsey Road	Confirmed as not available
SH1/006	6	Green Lane	Below SLAA threshold
SH2/001	Land at	Station Road	Below SLAA threshold
SH3/001	Shapla Restaurant	Russell Road	Implemented
SN2/002	Hope Inn	Hithermoor Road	Green Belt
SN3/001	Heathrow Fencing	Gleneagles Road	Green Belt
SS1/001	Garages to the rear of 145-149	Kingston Road	Below SLAA threshold
SS1/003	Land at	Hensworth Road	Below SLAA threshold
SS3/002	152-154	Commercial Road	No dry means of escape
SS3/003	27	Gordon Close	Below SLAA threshold
ST1/001	White Lodge & Land to North/Brecknock	Stanwell New Road	Below SLAA threshold

<b>ST1/010</b>	189	London Road	Below SLAA threshold
<b>ST1/011</b>	181	London Road	Below SLAA threshold
<b>ST1/012</b>	Masonic Hall and Old Telephone Exchange site	Elmsleigh Road	Included in ST4/009
<b>ST1/024</b>	111	High Street	Implemented
<b>ST2/009</b>	55	Cherry Orchard	Below SLAA threshold
<b>ST2/010</b>	2	Glebe Road	Below SLAA threshold
<b>ST3/005</b>	7-17	Kingston Road	Confirmed as not available
<b>ST4/003</b>	Hanover House	Bridge Street	Included in ST4/002
<b>ST4/007</b>	25-27	Clarence Street	Proposed scheme complexities
<b>SH3/006</b>	Shepperton Service Station	Walton Bridge Road	Sites confirmed as not available
<b>Total</b>		52 sites	

Appendix 3 - Green Belt Sites

Sites in the Green Belt have not been included within the SLAA housing figure and may be subject to further consideration as part of a range of options for meeting need within the new Local Plan. Sites highlighted yellow are situated within Local Areas identified as weakly performing or sub-areas with potential for sub division in the Spelthorne Green Belt Assessment 2017. This schedule does not include other constraints that may discount or limit development potential of these sites notwithstanding the Green Belt designation. Smaller sites within strongly or moderately performing Green Belt have been discounted at this stage but this does not preclude assessment for potential subdivision at a later stage as part of the Local Plan review.

CONSIDERATION AS TO WHETHER ANY OF THESE SITES WILL BE TAKEN FORWARD WILL BE SUBJECT TO PUBLIC CONSULTATION

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
AC3/001	Lakeside	Chertsey Road	Sunbury	2.27	NOT PDL GB	0	0	Not developable	Green Belt - local area 16; strongly performing
AT1/002	Ashford Sports Club	Woodthorpe Road	Ashford	0.94	NOT PDL GB	42	0	Not currently developable	Green Belt - local area 18 weakly performing (AC-11).
AE1/003	Ashford Manor Golf Club	Fordbridge Road	Ashford	0.55	NOT PDL GB	25	0	Not currently developable	Green Belt - local area 22 weakly performing (AC-2)
HS1/002	Land at Croysdale Avenue	Croysdale Avenue	Shepperton	1.72	NOT PDL GB	0	0	Not developable	Green Belt - local area 32; strongly performing
HS1/003	Land to N of Croysdale Avenue	Croysdale Avenue	Sunbury	2.4	NOT PDL GB	60	0	Not currently developable	Green Belt local area 32. Sub area AC-13 potential to sub-divide.
HS1/004	Units 1 and 2, Longwood Business Park	Fordbridge Road	Sunbury	2.26	PDL GB	0	0	Not developable	Green Belt - local area 32; strongly performing
HS1/005	Land adjacent to Squires Garden Centre	Halliford Road	Shepperton	0.97	NOT PDL GB	0	0	Not developable	Green Belt - local area 32; strongly performing
HS1/006a	Land at Hazelwood and Upper Halliford Road	Upper Halliford Road	Sunbury	7.5	NOT PDL GB	0	0	Not developable	Green belt - local area 32; strongly performing
HS1/006b	Land at Hazelwood and Upper Halliford Road	Upper Halliford Road	Sunbury	4.3	NOT PDL GB	0	0	Not developable	Green belt - local area 33; strongly performing
HS1/008	Land north of Charlton Lane	Charlton Lane	Sunbury	13	NOT PDL GB	0	0	Not developable	Green Belt - local area 38; strongly performing
HS1/007	Land at Fordbridge Road	Fordbridge Road	Sunbury	4.5	NOT PDL GB	0	0	Not developable	Green belt - local area 32; strongly performing
HS1/009	Bugle Nurseries, 171	Upper Halliford Road	Shepperton	4.69	PDL GB	0	0	Not developable	Green belt - local area 39; strongly performing
HS1/010	Land to S and W Stratton Road	Stratton Road	Sunbury	7.63	NOT PDL GB	200	0	Not currently developable	Green Belt local area 32. Sub area AC-13 potential to sub-divide.
HS1/012	Land East of Upper Halliford	Nursery Road	Shepperton	3.74	NOT PDL GB	80	0	Not currently developable	Green Belt local area 32. Sub area AC-13 potential to sub-divide.



SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
HS1/013	Sunbury Golf Course	Charlton Lane	Shepperton	45.75	NOT PDL GB	0	0	Not developable	Green Belt - local area 45 and 47; strongly performing
HS1/014	137	Upper Halliford Road	Shepperton	0.27	NOT PDL GB	0	0	Not developable	Green belt - local area 39; strongly performing
LS1/001	Linton Place	New Road	Shepperton	0.1	PDL GB	0	0	Not developable	Green Belt - local area 42; strongly performing
LS1/002	Land off Shepperton Road	Shepperton Road	Shepperton	46	NOT PDL GB	0	0	Not developable	Green Belt - local area 43; moderately performing
LS1/003	Land and Works off Littleton lane A	Shepperton Road	Staines	15	NOT PDL GB	0	0	Not developable	Green Belt - local area 43; moderately performing
LS1/004	Land off Staines Road	Staines Road	Staines	0.5	NOT PDL GB	0	0	Not developable	Green Belt - local area 34; strongly performing
LS1/005	Land east of Charlton Road	Charlton Road	Sunbury	9.4	NOT PDL GB	0	0	Not developable	Green Belt - local area 29; moderately performing
LS1/006	Land at Windmill Close	Windmill Close	Sunbury	0.75	NOT PDL GB	30	0	Not currently developable	Green Belt local area 29. Sub area AC-3 potential to sub-divide.
LS1/007	Land to South of Ashford Common Water Treatment Works	Charlton Road	Shepperton	5	MIXED	175	0	Not currently developable	Green Belt local area 29. Sub area AC-3 potential to sub-divide.
LS1/008	Staines Road Farm (Southern Site)	Laleham Road	Shepperton	1.527	NOT PDL GB	0	0	Not developable	Green Belt - local area 44; strongly performing
LS1/015	Staines Road Farm (Main Site)	Laleham Road	Shepperton	37.07	NOT PDL GB	0	0	Not developable	Green Belt - local area 42 and 44; strongly performing
LS1/016	Land North of B376	Shepperton Road	Laleham	71.06	NOT PDL GB	0	0	Not developable	Green Belt - local area 33; strongly performing
LS1/017	Land at Manor Farm and 126 Charlton Road	Charlton Road	Shepperton	1.73	MIXED	0	0	Not developable	Green Belt - local area 29; moderately performing
LS1/018	Land at Manor Farm	Charlton Road	Shepperton	0.568	NOT PDL GB	0	0	Not developable	Green Belt - local area 29; moderately performing
LS1/019	Land lying to west side of Charlton Lane	Charlton Lane	Shepperton	0.332	NOT PDL GB	0	0	Not developable	Green Belt - local area 42; strongly performing
LS1/020	Land lying to west of Charlton Road	Charlton Road	Shepperton	2.97	NOT PDL GB	0	0	Not developable	Green Belt - local area 25; moderately performing
LS2/001	Shepperton Studios	Studios Road	Shepperton	11	NOT PDL GB	0	0	Not developable	Green Belt - local area 16; moderately performing
RL1/007	Land off Worple Road	Worple Road	Staines	6.4	NOT PDL GB	0	0	Not developable	Green Belt - local area 27; strongly performing
RL1/008	Land to Rear of Ashford Road	Ashford Road	Staines	7.4	NOT PDL GB	0	0	Not developable	Green Belt - local area 27; strongly performing

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
RL1/009	Waterside Nursery Limited	Staines Road	Laleham	4.3	PDL GB	0	0	Not developable	Green Belt - local area 27; strongly performing
SC1/009	Land to the North of M3 J1		Sunbury	6.3	NOT PDL GB	0	0	Not developable	Green Belt - local area 16; moderately performing
SC1/010	Land East of Groveley Road and Vicarage Road	Groveley Road and Vicarage Road	Sunbury	10.2	NOT PDL GB	0	0	Not developable	Green Belt - local area 16; moderately performing
SE1/014	Land to SE of Hanworth Road	Hanworth Road	Sunbury	2.31	NOT PDL GB	0	0	Not developable	Green Belt - local area 19; strongly performing
SE1/015	Kempton Park Racecourse	Staines Road East	Sunbury	94	MIXED	0	0	Not developable	Green Belt - local area 28; strongly performing
SH1/003	Land off Littleton Lane B	Littleton Lane	Staines	1.8	NOT PDL GB	0	0	Not developable	Green Belt - local area 52; strongly performing
SH1/004	Land off Thameside	Thameside	Staines	1.8	NOT PDL GB	0	0	Not developable	Green Belt - local area 52; strongly performing
SH1/005	Staines Road Farm (Eastern Site)	Laleham Road	Shepperton	5.037	NOT PDL GB	225	0	Not currently developable	Green Belt local area 46. Sub area AC-7 potential to sub-divide.
SN1/003	Land at Stanwell Farmhouse	Bedfont Road	Stanwell	0.42	PDL GB	0	0	Not developable	Green Belt - local area 6; strongly performing
SN1/004	Land at Birch Green/Staines Pumping Station (Site A)	Stanwell Moor Road	Staines	3.1	PDL GB	0	0	Not developable	Green Belt - local area 3; moderately performing
SN1/005	Land at Northumberland Close	Northumberland Close	Stanwell	1.62	NOT PDL GB	0	5,000	Not currently developable	Green Belt - local area 5 weakly performing (AC-1)
SN1/006	Land to the west of Long Lane and South of Blackburn Trading Estate	Long Lane	Stanwell	4.7	NOT PDL GB	0	14,500	Not currently developable	Green Belt - local area 5 weakly performing (AC-1)
SN1/007	Land at Green Acre Farm	Bedfont Road/Clare Road	Stanwell	14.7	NOT PDL GB	0	0	Not developable	Green Belt - local area 6; strongly performing
SN1/008	Land south of Southern Perimeter Road		Stanwell	22.6	NOT PDL GB	0	0	Not developable	Green Belt - local area 4; strongly performing
SN1/009	Land at Poyle Meadows	Horton Road	Stanwell Moor	1.87	NOT PDL GB	0	0	Not developable	Green Belt - local area 1; moderately performing
SN2/003	Land north of	Horton Road	Stanwell Moor	0.8	NOT PDL GB	0	0	Not developable	Green Belt - local area 2a; moderately performing
SN4/001	Land at	Spout Lane	Stanwell	3.3	PDL GB	0	0	Not developable	Green Belt - local area 2a; moderately performing
ST1/013	Land at Vicarage Road	Wraysbury Road	Staines	2.6	NOT PDL GB	0	0	Not developable	Green Belt - local area 11; moderately performing

SITE ID	ADDRESS	STREET	TOWN	SITE AREA	LAND TYPE	POTENTIAL YIELD (NET DWELLINGS)	POTENTIAL YIELD (COMMERCIAL sqm)	DELIVERABILITY	FINAL DELIVERABILITY COMMENTS
ST1/014	Thames Water Training Centre	Coppermill Road	Stanwell	6.5	PDL GB	0	0	Not developable	Green Belt - local area 1; moderately performing
ST1/015	Land at Birch Green/ Staines Pumping Station (Site B)	London Road	Staines	0.52	NOT PDL GB	0	0	Not developable	Green Belt - local area 15; moderately performing
ST1/016	Land at Birch Green/ Staines Pumping Station (Site C)	London Road	Staines	2.5	NOT PDL GB	0	0	Not developable	Green Belt - local area 15; moderately performing
ST1/017	Hengrove Farm	London Road	Staines	23.24	NOT PDL GB	0	0	Not developable	Green Belt - local area 14; strongly performing

#### Appendix 4 - Under-delivery Calculation

Year	Planning permissions granted	Units	Planning permissions expired	Units	Expired units as % of units granted
2011/12	47	283	4	5	1.77%
2012/13	35	388	6	4	1.03%
2013/14	59	351	1	1	0.28%
2014/15	57	514	6	11	2.14%
2015/16	68	543	4	7	1.29%
2016/17	54	634	10	16	2.52%
<b>Average</b>					<b>1.51%</b>

## Appendix 5 – Estimated delivery of SLAA sites

### Deliverable Sites - Years 1-5<sup>6</sup>

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY
AC1/001	Land adjoining	Feltham Hill Road and Poplar Road	51	0	Next 5 years	Deliverable
AC1/004	251-253	Staines Road West	5	0	Next 5 years	Deliverable
AC2/004	381-385	Staines Road West	12	0	Next 5 years	Deliverable
AS1/001	Tesco Extra	Town Lane	50	0	Next 5 years	Deliverable
AS1/004	Happy Landing PH	Clare Road	30	0	Next 5 years	Deliverable
AS1/005	524-538	London Road	58	0	Next 5 years	Deliverable
AT1/001	Hitchcock and King	Stanwell Road	200	0	Next 5 years	Deliverable
AT1/007	HSBC, 47-49	Church Road	6	0	Next 5 years	Deliverable
AT1/009	Allington House, 3	Station Approach	8	0	Next 5 years	Deliverable
AT1/010	Harper House	Fordbridge Road	15	0	Next 5 years	Deliverable
AT2/001	145-149	Stanwell Road	5	0	Next 5 years	Deliverable
AT3/001	Headline House	Stanwell Road	10	0	Next 5 years	Deliverable
AT3/002	55a	Woodthorpe Road	8	0	Next 5 years	Deliverable
AT3/003	Former Brooklands College	Church Road	357	619	Next 5 years	Deliverable
AT3/004	8 - 12	Clarendon Road	10	0	Next 5 years	Deliverable
AT3/005	Land to r/o Imtech House, 33-35	Woodthorpe Road	26	0	Next 5 years	Deliverable
AT3/007	Ashford Multi-storey car park	Church Road	50	0	Next 5 years	Deliverable
HS1/011	The Bugle Returns Public House, 173	Upper Halliford Road	8	0	Next 5 years	Deliverable
LS1/021	430	Staines Road West	5	0	Next 5 years	Deliverable
LS3/001	r/o 151-153	Charlton Road	6	0	Next 5 years	Deliverable
RL1/001	Staines Ex Servicemen Club, 6	Laleham Road	10	0	Next 5 years	Deliverable
SC1/002	Apex Car Rental, 115	Staines Road West	20	0	Next 5 years	Deliverable
SC1/003	147	Staines Road West	20	0	Next 5 years	Deliverable
SC1/004	Sunbury Fire Station	Staines Road West	25	0	Next 5 years	Deliverable
SC1/006	Tesco Extra	Escot Road	50	0	Next 5 years	Deliverable
SC1/007	Monkey Puzzle House, 69-71	Windmill Road	14	0	Next 5 years	Deliverable

<sup>6</sup> This does not include those sites that are already under construction (764 as of 1<sup>st</sup> January 2018).

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY
SC1/012	T Mobile (UK) Ltd, Sunbury One	Brooklands Close	0	2014	Next 5 years	Deliverable
SE1/002	69-71	Staines Road East	10	0	Next 5 years	Deliverable
SE1/004	12	Park Road	6	0	Next 5 years	Deliverable
SE1/005	Benwell House	Green Street	77	0	Next 5 years	Deliverable
SE1/007	St Pauls Catholic College	Green Street	7	0	Next 5 years	Deliverable
SE1/012	Loyola Centre	Green Street	6	0	Next 5 years	Deliverable
SE1/016	Inglewood Hall	Green Street	6	0	Next 5 years	Deliverable
SE1/021	1-3	Station Road	60	0	Next 5 years	Deliverable
SH1/007	7-11	Manygate Lane	22	0	Next 5 years	Deliverable
SH2/002	42	High Street	6	313	Next 5 years	Deliverable
SH3/003	Halliford Studios Ltd	Manygate Lane	24	0	Next 5 years	Deliverable
SN1/002	Camgate Centre	Long Lane	0	5000	Next 5 years	Deliverable
SN1/010	Hithermoor Farm, 6	Farm Way	23	0	Next 5 years	Deliverable
SN2/001	Minerva House	Minerva Close	11	0	Next 5 years	Deliverable
SS1/002	White House	Kingston Road	55	0	Next 5 years	Deliverable
ST1/022	39	Gresham Road	6	0	Next 5 years	Deliverable
ST1/025	17 - 51	London Road	253	12,787	Next 5 years	Deliverable
ST1/029	Surrey CC Buildings	Burges Way	29	0	Next 5 years	Deliverable
ST1/030	Fairways Day Centre	Knowle Green	36	0	Next 5 years	Deliverable
ST1/032	61-63	High Street	5	0	Next 5 years	Deliverable
ST1/033	Bridge House	Bridge Street	9	0	Next 5 years	Deliverable
ST1/034	10A	Thames Street	10	0	Next 5 years	Deliverable
ST1/037	Thameside House	South Street	120	0	Next 5 years	Deliverable
ST2/001	Glenthorne, 33	Rookery Road	19	0	Next 5 years	Deliverable
ST3/001	62	Kingston Road	5	0	Next 5 years	Deliverable
ST3/004	34-36 (OAST House) /Car park	Kingston Road	180	0	Next 5 years	Deliverable
ST3/006	Renshaw Trading Estate	Mill Mead	275	0	Next 5 years	Deliverable
ST3/009	Heliting House, 4	London Road	35	0	Next 5 years	Deliverable
ST3/010	15	London Road	8	0	Next 5 years	Deliverable

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY
ST4/001	Jewsons	Moor Lane	45	0	Next 5 years	Deliverable
ST4/002	Car Park, Hanover House & Sea Cadet Building	Bridge Street	300	0	Next 5 years	Deliverable
ST4/004	96-104	Church Street	48	0	Next 5 years	Deliverable
ST4/005	20	Bridge Street	9	0	Next 5 years	Deliverable
ST4/008	Staines Town Hall	Market Square	13	0	Next 5 years	Deliverable
ST4/011	Thames Lodge	Thames Street	65	0	Next 5 years	Deliverable
ST3/011	Old Police Station, 2	London Road	14	0	Next 5 years	Deliverable

#### Developable Sites - Years 6-10 & Years 11-15

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY
AC3/002	BP International	Chertsey Road	200	0	Years 6-10	Developable
AE3/006	158-166	Feltham Road	75	0	Years 6-10	Developable
AS2/002	Works adj	Harrow Road	36	0	Years 6-10	Developable
SE1/001	Park House, 17-19	Park Road	10	0	Years 6-10	Developable
SE1/020	Sunbury Adult Education Centre	The Avenue	15	0	Years 6-10	Developable
SH1/010	Shepperton Library	High Street	6	600	Years 6-10	Developable
SH1/015	Shepperton Youth Centre	Laleham Road	19	0	Years 6-10	Developable
SH3/005	Walton Bridge Garage	Walton Bridge Road	8	0	Years 6-10	Developable
ST1/006	233-269	London Road	50	0	Years 6-10	Developable
ST1/028	Leacroft Centre	Leacroft	20	0	Years 6-10	Developable
ST2/003	Spelthorne Leisure Centre and adjoining playing field	Knowle Green	240	0	Years 6-10	Developable
ST4/010	Riverside Surface Carpark	Thames Street	100	0	Years 6-10	Developable
ST2/006	Builders Yard	Gresham Road	100	0	Years 6-10 Years 11-15	Developable
ST4/009	The Elmsleigh Centre and adjoining land	South Street	650	21,550	Years 6-10 Years 11-15	Developable
AC2/003	445	Staines Road West	13	0	Years 11-15	Developable
AE3/003	71-75	Feltham Road	5	0	Years 11-15	Developable
AE3/005	28-44	Feltham Road	23	0	Years 11-15	Developable

SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY
AS1/003	Staines Fire Station	Town Lane	30	0	Years 11-15	Developable
AS2/001	Ashford Youth Club	Kenilworth Road	10	0	Years 11-15	Developable
HS1/001	R/O The Goat Public House, 47	Upper Halliford Road	5	0	Years 11-15	Developable
HS2/001	The Grizzly Bear Public House, 101	Nursery Road	5	0	Years 11-15	Developable
LS2/004	The Bull, 152	Laleham Road	10	0	Years 11-15	Developable
LS3/004	Ashborne Hall	Littleton Road	5	0	Years 11-15	Developable
LS3/005	404-412	Staines Road West	18	0	Years 11-15	Developable
RL1/002	Works, 20	Ruskin Road	5	0	Years 11-15	Developable
RL1/006	43-44	Thames side	10	0	Years 11-15	Developable
SC1/005	Sunbury Cross Ex Services Association Club	Crossways	20	0	Years 11-15	Developable
SC1/008	Adj. 2	Spelthorne Grove	7	0	Years 11-15	Developable
SE1/003	77	Staines Road East	45	0	Years 11-15	Developable
SE1/006	Saxon House	Downside	7	0	Years 11-15	Developable
SE1/008	Telephone Exchange	Green Street	12	0	Years 11-15	Developable
SE1/010	Ritzbury House, Bridge Foot	Green Street	6	0	Years 11-15	Developable
SE1/011	75-77	Green Street	6	0	Years 11-15	Developable
SE1/019	Sunbury Social Services Centre	108 Vicarage Road	11	0	Years 11-15	Developable
SE2/001	Strata House	Batavia Road	6	0	Years 11-15	Developable
SH3/004	Shepperton Autoway	Walton Bridge Road	10	0	Years 11-15	Developable
SN1/012	Stanwell Bedsits	De Havilland Way	100	0	Years 11-15	Developable
SS1/004	Ashman Service Station, 286	Kingston Road	5	0	Years 11-15	Developable
ST1/003	Denby	Stanwell New Road	5	0	Years 11-15	Developable
ST1/031	Thameside Arts Centre	Wyatt Road	15	0	Years 11-15	Developable
ST1/035	44A	Gresham Road	8	0	Years 11-15	Developable
ST1/036	Universal Tyre Co Ltd	Laleham Road	12	0	Years 11-15	Developable
ST2/004	The Retreat	Pinewood Drive	8	0	Years 11-15	Developable
ST2/005	Friendship House, 49-51	Gresham Road	9	0	Years 11-15	Developable



SITE ID	ADDRESS	STREET	FINAL YIELD (NET DWELLINGS)	FINAL YIELD (COMMERCIAL sqm)	FINAL TIMEFRAME	DELIVERABILITY
<b>ST2/008</b>	Staines Tinware	Langley Road	18	0	Years 11-15	Developable
<b>ST3/002</b>	Florida Court	Station Approach	5	0	Years 11-15	Developable
<b>ST3/003</b>	Land off	Pullmans Place	14	0	Years 11-15	Developable
<b>ST3/007</b>	140-154	High Street	7	0	Years 11-15	Developable
<b>ST3/008</b>	Burma House	Station Path	14	0	Years 11-15	Developable

## Appendix 6 – Small sites allowances

### Small sites

The NPPF allows Local Planning Authorities (LPAs) to make allowances for small sites. Small sites are known as windfall sites within the NPPF which states “*sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-developed sites that have unexpectedly become available*”.

Small scale windfall sites have consistently formed part of the housing supply for Spelthorne and so the SLAA will continue to include a windfall allowance as these sites continue to provide a reliable source of supply.

For the purpose of the SLAA, windfall sites in Spelthorne are considered to be sites able to provide up to 4 net dwellings. Spelthorne has historically included sites of less than 0.4 ha as windfall, however in order to account for smaller sites that may be able to accommodate high density development where appropriate, any sites considered able to deliver fewer than 5 net units are taken account of through future windfall supply. This is consistent with the windfall allowance used in the Runnymede SLAA, who sit within the same Housing Market Area. This will help support the opportunity for joint working on the SLAA in the future.

Small sites have been broken down into specific development types; conversion (residential to residential), change of use (non-residential to residential), new build and redevelopment. This approach will seek to ensure that there is no double counting and those sites that are considered capable of delivering as part of the housing supply are identified.

In order to determine the potential supply of housing through a windfall allowance over the plan period, completions from April 2012 to March 2017 have been analysed. Based on past trends an annualised figure for windfall sites has been identified for sites that are capable of delivering fewer than 5 net units.

The annualised figures for windfall completions over the above stated period is 134 and are shown in Table 2.

Table 2: Windfall completions in Spelthorne

Year	Conversion	Change of Use	New Build	Redevelopment	Total
2012 - 2013	5	1	11	5	22
2013 - 2014	2	0	9	9	20
2014 - 2015	20	6	11	11	48
2015 - 2016	0	8	9	10	27
2016 - 2017	3	10	1	3	17
Total	30	25	41	38	134

Table 2 shows that there is a consistent delivery of smaller sites and therefore the inclusion of a windfall allowance in the housing land supply is justified.

It is clear from Table 2 that windfalls have historically made a small but consistent contribution towards the Spelthorne Housing Land supply. There is no reason to believe that this would not continue, particularly in light of policy as contained within the NPPF, especially with

regards to the presumption in favour of sustainable development. It is thus considered that a windfall allowance for small sites should therefore be included in the SLAA.

It is considered that a windfall allowance per year is realistic, having been based on past trends over a reasonable period of time (five years). Based on the data collected for the SLAA, there is no evidence to suggest a significant downtrend in small-scale windfalls. Therefore it is considered appropriate to take forward the annual average figure of 27 dwellings over the 15 year plan period as allowance. This would provide for 135 units which would form part of the housing supply through the small sites allowance.

**Prior notifications**

Prior approval notifications can also make a contribution towards the housing supply. Like small-scale windfalls, small scale prior approvals are not considered through the SLAA. However they are included within the trajectory to ensure that there is no ‘double-counting’ of sites.

Alongside the small site windfall allowance, an allowance will be included for dwellings likely to arise from office to residential conversions carried out under the General Permitted Development order (GPDO). This allowance is informed by the number of prior notifications approved up to and including January 2017. This also includes the 2016 amendment to the GPDO referred to as the (General Permitted Development) (England) (Amendment) Order 2016. This amendment made permanent the existing temporary right to change a building used as an office into residential use.

Office to residential conversions under the GPDO are less likely to be identified through the SLAA as these prior notification sites do not require planning permission and can be approved as permitted development. As such they are less likely to be identified for housing. Therefore, it is considered that Prior Notification sites should be identified and considered as part of a separate allowance. In conformity with the windfall allowance’s historic analysis in Spelthorne, sites in excess of 9 units will not be accounted for as part of the allowance.

The GPDO amendment was introduced on 30 May 2013 and therefore completions from this date will only be considered as part of the allowance.

Table 3: Windfall Office to Residential Prior Notification completions 2013-2017

Year (since 30 May 2013)	No. of units completed through PNs (less than 10 units)
<b>2013-2014</b>	0
<b>2014-2015</b>	9
<b>2015-2016</b>	4
<b>2016-2017</b>	0

Table 3 shows that there were a total of 13 units completed under the Prior Notification regime for the selected years for conversions below 10 units. This provides an annual average of 3 units generated through Prior Notifications of 0-9 units. When taken forward over the plan period of 15 years, this equates to a total figure of 49 dwellings created. This will be taken forward as the allowance.

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