

# Local Plan Working Party

## Minutes

Tuesday 8 September 2015

### Present:

Cllr T J M Evans  
Cllr A Friday  
Cllr A Mitchell  
Cllr R A Smith-Ainsley  
Cllr R L Watts

### 1 Apologies

Cllr I J Beardsmore  
Cllr V Leighton  
Cllr D Patel

### 2 Election of Chairman

- 2.1 Cllr R Smith-Ainsley was elected as Chairman.
- 2.2 It was agreed that the Chairman should, for future meetings, be the Chair of the Planning Committee.
- 2.3 The Chairman reminded members of the confidential nature of the meeting and the matters to be discussed.

### 3 Minutes of Previous Meeting

- 3.1 The Minutes of the meeting held on 1 June 2015 were agreed.

### 4 Report of the Assistant Chief Executive

- 4.1 The Head of Planning introduced the agenda which was primarily to discuss and agree the Planning Monitoring Report and to agree a way forward for the Strategic Market Housing Assessment report (SMHA) and the proposed methodology for the Strategic Land Availability Assessment (SLAA)

### 5 Planning Monitoring Report 2015

- 5.1 The main elements of the Planning Monitoring Report (PMR) were outlined and some key statistics highlighted.
- 5.2 Members discussed a number of issues arising from the monitoring report, including affordable housing provision, loss of commercial floorspace and the use of Section 106 contributions.

It was agreed that some additional text relating to the Green Belt should be included in the Environment Chapter and that the wording of the target on Green Belt in the policies monitoring section needed to be clarified. It was also agreed that officers would add further detail on the monitoring of individual planning policies.

### **Resolved**

It was agreed that Cabinet be recommended to agree the Planning Monitoring Report 2015 for publication subject to appropriate changes as discussed and any minor corrections and editing requirements.

## **6 Joint Strategic Housing Market Assessment (SHMA)**

- 6.1 The Working Party was advised that, following the agreement of Cabinet, public consultation on the draft SHMA had taken place in July and had included two stakeholder events for residents groups, developers and landowners amongst others. A total of 31 responses had been received from a range of stakeholders. A report setting out the representations and responses was still in preparation but would be completed soon.
- 6.2 The Head of Planning reported that the final document would be substantially the same as that previously agreed by Cabinet and it was therefore agreed that he would publish the report, subject to any views of Cabinet Members.

### **Resolved:**

To note that the Head of Planning will publish the report subject to the views of Cabinet Members.

## **7 Strategic Land Availability Assessment (SLAA)**

- 7.1 A Strategic Land Availability Assessment is another element of the core evidence required before any consideration can be given to what options might be considered in preparing a new Local Plan. The Planning Practice Guidance (PPG) sets out a standard methodology for both housing and economic land availability assessments which require the identification of sites and/or broad locations taking account of whether they are suitable, available and achievable.
- 7.2 As Spelthorne and Runnymede share the same Housing Market Area it is considered sensible and proportionate to develop a common methodology to ensure a consistent approach to appraising sites across both authority areas. The methodology would reflect the local constraints for Spelthorne and Runnymede and would be for each authority to adopt individually.

- 7.3 It was proposed to undertake a general consultation on a draft SLAA methodology in line with Spelthorne's adopted Statement of Community Involvement as well as that required under the Duty to Co-operate. It was also proposed to set up a Development Market Panel to advise on the technical aspects of the methodology. Once all the consultation processes have been completed the final proposed methodology would be brought before the Working Party for recommendation to Cabinet for adoption. Once agreed each authority would use the common methodology to appraise sites, but only those within their own areas.

**Resolved:**

It was agreed to note the intention to consult on a draft SLAA methodology and the formation of a Development Market Panel prior to the final proposed methodology being reported to the Working Party and approved by Cabinet.