
Decisions taken at the meeting held on Tuesday, 18 June 2024.

Meeting Time:

7.00 pm

Meeting Venue:

Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

PRESENT: Councillor Malcolm Beecher (Chair), Councillor Kathy Grant (Vice-Chair), Councillor Sean Beatty, Councillor Lisa Brennan, Councillor Tony Burrell, Councillor Jolyon Caplin, Councillor Sue Doran, Councillor Karen Howkins, Councillor Naz Islam, Councillor Anant Mathur, Councillor Lawrence Nichols, Councillor Joanne Sexton, Councillor Howard Williams and Councillor Paul Woodward

6. TINY FOREST BID

The Committee **resolved** to

1. Authorise Spelthorne Officers to submit a funding bid to the Local Authority Treescapes Fund, and
2. Delegate authority to Head of Corporate Governance to enter a contract with Earthwatch to deliver the Tiny Forest project.

7. CONSERVATION AREAS

The Committee **resolved** to

1. agree the draft Conservation Area Appraisals for Laleham, Lower Halliford, Lower Sunbury, Manygate Lane, Shepperton, Stanwell, and Upper Halliford
2. Undertake a six-week public consultation process, and
3. Refer the appraisals back to Environment and Sustainability Committee to agree, following the consultation process.

8. HOUSING DELIVERY TEST ACTION PLAN

The Committee **resolved** to

1. Agree the Housing Delivery Test Action Plan 2023, and
2. Publish the Housing Delivery Test Action Plan 2023 on the Council's website.

9. CONSULTATION ON MAJOR APPLICATIONS

The Committee **resolved** to agree the revised Consultation on Emerging Planning Proposals document.

10. UPDATE TO DESIGN CODE TASK GROUP

The Committee **resolved** to

1. Delegate authority to make decisions at 'gateway' points to the Group Head for Place, Protection and Prosperity in consultation with the Chair of the Environment and Sustainability Committee
2. Agree the amended version of the Design Code Task Group Terms of Reference.

NOTES:-

- (1) *Members are reminded that the “call-in” procedure as set out in Part 4b of the Constitution, shall not apply to the following matters:*
 - (a) *Urgent decisions as defined in Paragraph 9. of the Call-in Scrutiny Procedure Rules;*
 - (b) *Decisions to award a contract following a lawful procurement process;*
 - (c) *Those decisions:*
 - i. *reserved to full Council*
 - ii. *on regulatory matters*
 - iii. *on member conduct issues.*
- (2) *Those matters to which Note (1) applies, if any, are identified with an asterisk [*] in the above Minutes.*
- (3) *Within three working days of the date on which this decision is published, not less than three members from two or more political groups by submission of the standard call-in pro-forma, may ask for that decision to be referred to a meeting of the Corporate Policy and Resources Committee for review (call-in). The completed pro-forma must be received by the Proper Officer by 5pm three working days after publication of the decision.*
- (4) *The members exercising the right of call-in must not be members of the Committee which considered the matter.*
- (5) *When calling in a decision for review the members doing so must demonstrate the following exceptional circumstances:*
 - a. *Evidence which suggests that the decision maker, did not take the decision in accordance with the principles set out in Article 11 (Decision Making); or*
 - b. *Evidence that the decision fails to support one or more of the Council’s Corporate Plan priorities to the detriment of the majority of the Borough’s residents; or*
 - c. *Evidence that explicit Council Policy or legal requirements were disregarded.*
- (6) *Once the request for ‘call-in’ has been deemed valid by the Monitoring Officer the matter will be suspended until the call-in procedure has been exhausted.*
- (7) *The Chief Executive, in consultation with the relevant officer, will determine if the interests of the Council or Borough would be prejudiced by a delay in implementing a decision such that the call-in cannot wait until the next ordinary meeting of the Corporate Policy and Resources Committee.*
- (8) *Where the call-in cannot wait until the next ordinary meeting, the Monitoring Officer will arrange an extraordinary meeting of the Corporate Policy and Resources Committee to review the decision subject to call-in at the earliest possible opportunity.*
- (9) *In exceptional cases, where there is clear evidence that a delay to the implementation of a decision would lead to a specific and significant financial or reputational harm to the Council, a call-in request may be refused by the Chief Executive following consultation with the Chair and Vice-Chair of Corporate Policy and Resources Committee.*

- (10) *In reviewing a matter referred to it under the call-in scrutiny procedure rules, the Administrative Committee shall follow the procedure for dealing with call-in scrutiny at its meetings as set out in Part 4b of the Constitution.*
- (11) *The deadline of three working days for "call in" in relation to the above decisions by the Committee is the close of business on 24 June 2024.*