



Contact:

See individual reports

Members' briefing pack

Thursday, 18 January 2024

Items in this briefing pack:

	Page nos.
1. MTVH White House & Harper House Contract Performance Summary Report 2021-23	1 - 16
2. Authority Monitoring Report	17 - 96
3. Enterprise M3 Local Enterprise Partnership	97 - 98

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Members Briefing Pack



Thursday 18 January 2024

Title	<i>MTVH White House & Harper House Contract Performance Summary Report 2021-23</i>
Purpose of the report	To note
Report Author	<i>Gareth Richards – Housing Strategy Team Leader, Contract Management and Reporting</i>
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	<i>Not Applicable</i>
Corporate Priority	Community Affordable housing Service delivery
Recommendations	<i>Not Applicable – For information only</i>
Reason for Recommendation	<i>Not Applicable – For information only</i>

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> Ongoing contract performance management for the management of White House and Harper House. 	<ul style="list-style-type: none"> To summarise any concerns and proposed resolutions, and to inform future contract management, renewal, and procurement.
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> To continue with contract performance management, working with our partners at MTVH to address any concerns. 	<ul style="list-style-type: none"> To receive responses from our partners at MTVH to queries where appropriate, and await the outcome of proposed resolutions to any issues.

- 1.1 The report seeks to assess MTVH’s current contract performance for the management of White House and Harper House, to summarise any concerns and proposed resolutions, and to inform future contract management, renewal, and procurement.

2. Key issues

- 2.1 This report summarises the performance of our partners and colleagues at Metropolitan Thames Valley Housing against the Key Performance Indicators and other requirements for the White House and Harper House contract since 2021/22 to date, in line with The Council's procurement policies and procedures relating to Contract Management.

3. Options analysis and proposal

- 3.1 To work with our partners at MTVH to address any concerns, and to continue with contract performance management, renewal, and procurement for White House and Harper House in line with The Council's policies and procedures.

4. Financial management comments

- 4.1 The cost of property management and support for residents at White House and Harper House. There are service charges to cover some costs, plus additional rental income for The Council. The advice and support provided also represents a saving to The Council through the provision of resources.

5. Risk management comments

- 5.1 Risk assessments are completed by the service providers and / or The Council for both services. The ongoing contract performance management alleviates the risk of poor service provision, and health & safety and safeguarding matters are addressed in regular meetings.

6. Procurement comments

- 6.1 The contract is awarded in line with The Council's procurement policies and procedures.

7. Legal comments

- 7.1 The Contract sets out the Target KPIs, the reporting requirements on the achievement of the set KPIs, and contract management procedures for monitoring performance of the service delivery. The contract further defines a consistent failure for the purposes of the target KPIs. Where a failure results in a consistent failure, the Council has a contractual right to terminate the contract in whole or in part with immediate effect if the Service Provider fails to remedy the failure within 28 days of service of a remediation notice. The Council has an additional recourse to terminate the contract on the provision of 3 months written notice for any reasons. The dispute resolution procedure allows for the Parties to meet and resolve disputes on performance, validity, and enforceability of the contract. Legal has provided advice on the service of remediation notice. The outcome of the meeting with the Service Provider shall be reviewed and further advised on over time.

8. Other considerations

- 8.1 With the same service provider remaining in place over time, there are considerations of MTVH's experience in providing these particular services, and with their familiarity with the client groups, when the contract performance is assessed or when the contract is due for renewal.
- 8.2 Whilst this knowledge and experience is extremely valuable, and there are difficulties associated with training and "bedding in" new service providers, The Council should not become over-reliant on particular partners and should be prepared to consider alternative providers.

9. Equality and Diversity

- 9.1 An Equality and Diversity Impact Assessment was carried out when the contract was drawn up, and also when it is due for renewal, in line with The Council's policies and procedures.

10. Sustainability/Climate Change Implications

- 10.1 There were sustainability and climate concerns when the contract was drawn up, in terms of the design and operation of the sites and the buildings. However, the contract performance management process itself does not directly impact on the Council's sustainability / climate change position.

11. Timetable for implementation

- 11.1 Contract performance management is ongoing. This report summarises the contract performance to date.

12. Contact

- 12.1 Gareth Richards, Housing Strategy Team Leader, Contract Management and Reporting: g.richards2@spelthorne.gov.uk.

Background papers: There are none.

Appendices: There are none.

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METROPOLITAN THAMES VALLEY HOUSING
WHITE HOUSE & HARPER HOUSE CONTRACT PERFORMANCE
SUMMARY REPORT 2021 – 2023

This report appraises the contract performance of Metropolitan Thames Valley Housing (MTVH) for the management of White House and Harper House on behalf of The Council.

The initial tables on pages 2 – 7 show the reported outcomes by the Key Performance Indicators (KPIs) and other priorities detailed in the Service Level Agreement (SLA) since the services opened, and the numbers of residents who have moved on from each service.

For the KPIs, the figures in the tables are shown in **GREEN** where targets have been met or exceeded, and are shown in **RED** where targets have not been met. There is no colour coding for the other priorities where there is no target and the outcomes are recorded only.

Concerns and proposed resolutions are then summarised by these same KPIs and other priorities in the report narrative which follows the initial tables on pages 8 – 12.

MTVH have provided a Service Improvement Plan detailing how they intend to address and resolve the concerns raised by The Council.

White House & Harper House – KPIs & Other Priorities:

Key Performance Indicators	Targets
1. Resident sign-ups completed within 1 working day of void completion date	100%
2. Personalised Support Plans for individuals completed within 48 hours of moving in	100%
3. Number of Personalised Report Plans reviewed at least every 28 days	100%
4. Rent and service charge collection*	98%
5. Housing benefit passed on within 4-week payment period	100%
6. Complaints of ASB logged and investigated within 2 working days	98%
7. Major voids	No Target
8. Void turnaround: 5 Working Days for Minor Voids; 10 Working Days for Major Voids	Harper House: 100% White House: No Target – Record Only
9. Repairs completed in line with priority response times	100%
10. White House: Move-on rate within 12 months** Harper House: Move-on rate within 6 months**	100% 100%
11. Satisfaction rate from residents leaving the accommodation (who completed survey)	95%
12. White House Only: Support outcomes STAR Progress	100%
Other Priorities (No Targets, Record Figures Only)	
Health and Safety Incidents Reported on SHE	No Target – Record Only
Staff training	No Target – Record Only

* This figure can be above 100% due to Housing Benefit claims being paid 4 weeks in arrears.

**Based only on those clients who have moved-on, does not account for those who remain as residents.

White House & Harper House KPIs – Reported Targets & Outcomes 2021-22:

Key Performance Indicators	Targets	Outcomes
		Q3 & Q4 – 2021/22
1. Resident sign-ups completed within 1 working day of void completion date	100%	90%
2. Personalised Support Plans for individuals completed within 48 hours of moving in	100%	100%
3. Number of Personalised Report Plans reviewed at least every 28 days	100%	100%
4. Rent and service charge collection*	98%	68.75%
5. Housing benefit passed on within 4-week payment period	100%	Not recorded, but confirmed all is now in place
6. Complaints of ASB logged and investigated within 2 working days	98%	N/A
7. Major voids	No Target	1
8. Void turnaround: 5 Working Days for Minor Voids; 10 Working Days for Major Voids	Harper: 100% WH: No Target	100%
9. Repairs completed in line with priority response times	100%	100%
10. White House: Move-on rate within 12 months** Harper House: Move-on rate within 6 months**	100% 100%	100% 100%
11. Satisfaction rate from residents leaving the accommodation (who completed survey)	95%	100%
12. White House Only: Support outcomes STAR Progress	100%	100%
Other Priorities (No Targets, Record Figures Only)		Outcomes
		Q3 & Q4 – 2021/22
Health and Safety Incidents Reported on SHE	No Target	0
Staff training	No Target	100%

* This figure can be above 100% due to Housing Benefit claims being paid 4 weeks in arrears.

**Based only on those clients who have moved-on, does not account for those who remain as residents; Neither site was open for longer than the move-on target times, so the figures are 100% for all move-ons.

White House & Harper House KPIs – Reported Targets & Outcomes 2022-23:

Key Performance Indicators	Targets	Outcomes				
		Q1	Q2	Q3	Q4	2022/23
1. Resident sign-ups completed within 1 working day of void completion date	100%	80% approx.	80% approx.	80% approx.	100%	85% approx.
2. Personalised Support Plans for individuals completed within 48 hours of moving in	100%	100%	100%	100%	100%	100%
3. Number of Personalised Report Plans reviewed at least every 28 days	100%	100%	95%	100%	100%	99%
4. Rent and service charge collection*	98%	108%	88%	82%	82%	91%
5. Housing benefit passed on within 4-week payment period	100%	Not recorded, but confirmed all is now in place				
6. Complaints of ASB logged and investigated within 2 working days	98%	N/A	N/A	N/A	N/A	N/A
7. Major voids	No Target	0	0	3	0	3
8. Void turnaround: 5 Working Days for Minor Voids; 10 Working Days for Major Voids	Harper: 100% WH: No Target	85%	75%	50%	50%	63%
9. Repairs completed in line with priority response times	100%	100%	100%	100%	100%	100%
10. White House: Move-on rate within 12 months** Harper House: Move-on rate within 6 months**	100%	100% 100%	50% 100%	72% 0%	66% 100%	89% 60%
11. Satisfaction rate from residents leaving the accommodation (who completed survey)	95%	100%	–	–	–	100%
12. White House Only: Support outcomes STAR Progress	100%	–	100%	100%	100%	100%
Other Priorities (No Targets, Record Figures Only)		Outcomes				
		Q1	Q2	Q3	Q4	2022/23
Health and Safety Incidents Reported on SHE	No Target	0	0	0	0	0
Staff training	No Target	98%	82%	68%	100%	100%

* This figure can be above 100% due to Housing Benefit claims being paid 4 weeks in arrears.

**Based only on those clients who have moved-on, does not account for those who remain as residents.

White House & Harper House KPIs – Reported Targets & Outcomes 2023-24:

Key Performance Indicators	Targets	Outcomes	
		Q1	Q2
1. Resident sign-ups completed within 1 working day of void completion date	100%	75%	100%
2. Personalised Support Plans for individuals completed within 48 hours of moving in	100%	100%	100%
3. Number of Personalised Report Plans reviewed at least every 28 days	100%	100%	100%
4. Rent and service charge collection*	98%	125.73%	82.95%
5. Housing benefit passed on within 4-week payment period	100%	Not recorded, but confirmed all is now in place	
6. Complaints of ASB logged and investigated within 2 working days	98%	N/A	N/A
7. Major voids	No Target	0	0
8. Void turnaround: 5 Working Days for Minor Voids; 10 Working Days for Major Voids	Harper: 100% WH: No Target	75%	69%
9. Repairs completed in line with priority response times	100%	100%	100%
10. White House: Move-on rate within 12 months** Harper House: Move-on rate within 6 months**	100% 100%	50% 0%	85% 20%
11. Satisfaction rate from residents leaving the accommodation (who completed survey)	95%	-	-
12. White House Only: Support outcomes STAR Progress	100%	N/A	N/A
Other Priorities (No Targets, Record Figures Only)			
		Q1	Q2
Health and Safety Incidents Reported on SHE	No Target	0	0
Staff training	No Target	100%	100%

* This figure can be above 100% due to Housing Benefit claims being paid 4 weeks in arrears.

**Based only on those clients who have moved-on, does not account for those who remain as residents.

White House – Reported Move-On Outcomes:

Move-On*	2021/22	2022/23				2023/24		Total
	Q3 & Q4	Q1	Q2	Q3	Q4	Q1	Q2	
Internal Transfer	2	2	0	0	0	0	1	5
Abandoned Property	0	0	4	1	0	0	0	5
Deceased	1	0	0	2	0	0	0	3
Moved to Social Housing	1	4	5	2	1	1	3	17
Moved to Private Rented or Other Accommodation	0	1	0	2	0	1	3	7
Evicted (due to Anti-Social Behaviour)	0	1	2	1	1	0	0	5
Evicted (due to Arrears)	0	1	0	2	0	0	0	3
Total	4	9	11	10	2	2	7	45

*No Targets – Record Figures Only

Harper House – Reported Move-On Outcomes:

Move-On*	2021/22	2022/23				2023/24		Total
	Q3 & Q4	Q1	Q2	Q3	Q4	Q1	Q2	
Internal Transfer	0	1	0	2	0	0	0	3
Abandoned Property	0	0	0	0	0	0	0	0
Deceased	0	0	0	0	0	0	0	0
Moved to Social Housing	1	0	0	5	0	0	3	9
Moved to Private Rented or Other Accommodation	1	3	6	1	1	1	3	16
Evicted (due to Anti-Social Behaviour)	0	0	0	0	0	0	0	0
Evicted (due to Arrears)	0	0	0	0	0	0	0	0
Total	2	4	6	8	1	1	6	28

*No Targets – Record Figures Only

White House & Harper House (Combined) – Reported Move-On Outcomes:

Move-On*	2021/22	2022/23				2023/24		Total
	Q3 & Q4	Q1	Q2	Q3	Q4	Q1	Q2	
Internal Transfer	2	3	0	2	0	0	1	8
Abandoned Property	0	0	4	1	0	0	0	5
Deceased	1	0	0	2	0	0	0	3
Moved to Social Housing	2	4	5	7	1	1	6	26
Moved to Private Rented or Other Accommodation	1	4	6	3	1	2	6	23
Evicted (due to Anti-Social Behaviour)	0	1	2	1	1	0	0	5
Evicted (due to Arrears)	0	1	0	2	0	0	0	3
Total	6	13	17	18	3	3	13	73

*No Targets – Record Figures Only

Metropolitan Thames Valley Housing – White House & Harper House KPIs:

1. New resident sign-ups held and completed within one working day of void completion date: **Target 100%**
 - New resident sign-ups have typically been below target, at between 75% – 100% per quarter:
 - Some delays occur where the termination date for previous residents is not known in advance. MTVH are looking to put a workable solution in place.
2. Personalised Support Plans for individuals completed within 48 hours of moving in: **Target 100%** (see notes under Point 3.)
3. Number of Personalised Support Plans reviewed at least every 28 days: **Target 100%**
 - MTVH had reported that these targets were generally being met:
 - But The Council’s Housing Options recently shared expectations around Support Plans, copies of Support plans have been shared, and discussions are taking place to improve quality and put proper recording in place.
4. Occupancy charges collected as a % of gross charges raised: **Target 98%** (see notes under point 5.)
5. Housing Benefit is paid 4 weeks in arrears; collections to be passed on within the same 4-week delay: **Target 100%**
 - Occupancy charge collection has been an ongoing issue. It was initially only at 68.75% for 2021/22 when the services first opened:
 - This is partly due to delays in Housing Benefit, which is paid 4 weeks in arrears, but can also take 8 – 10 weeks to set-up for new residents. MTVH have a named contact in The Council’s Housing Benefit team to help speed up the process.
 - But much of the shortfall is due to arrears. MTVH have made progress with arrears, as can be seen from those quarters where the figures are over 100%.
6. Complaints of anti-social behaviour logged with an initial investigation carried out within 2 Working Days of the complaint: **Target 98%**
 - MTVH only log cases of ASB which meet their threshold for triggering the eviction process (e.g., incidents of violence). Please also see issues of complaints of ASB under “Neighbour Relations” below.
7. Number of instances of Major Void works are required: **Record only – no target**

- There have been 5 instances of major void works. The first 4 were Council responsibilities to resolve in conjunction with the developers:
 - 1 was due to a defects issue in Harper House shortly after the service opened.
 - 3 were for the disability adaptations for the ground floor rooms in White House.
 - But there is an ongoing major void at Harper House awaiting a new fire door.
8. Void periods are kept to less than: 5 Working Days for Minor Voids; 10 Working Days for Major Voids: Harper House **Target 100%**; White House: **Record only – no target**
- Void period turnarounds are generally not being met. The Council is having discussions with MTVH about their repair times and void processes:
 - There is a knock-on effect from delays to resident sign-ups.
 - There are instances of delays to repairs leaving flats unsuitable for occupation.
 - MTVH staff have sometimes not noticed that rooms or flats are not ready for occupation. MTVH have now adopted a void checklist.
 - However, there will be instances where void turnaround targets cannot be met by MTVH and are therefore not MTVH’s responsibility:
 - There have been a number of unplanned vacancies (8 evictions, 5 abandonments and 3 deaths up to the end of Q1 2023/24).
 - There is sometimes a lack of suitable referrals from The Council, or requests for MTVH to “hold” voids open for specific clients.
9. % of repair requests completed within the Service Provider’s proposed response times: **Target 100%**
- MTVH had been reporting that all repairs were being completed within the proposed response times, but this was challenged by The Council’s Housing team because of issues with outstanding repairs The Council was aware of:
 - Routine repairs are attended to by MTVH’s repair team or their contractors within 28 days of being reported, but these may not then be completed until later. This is not ideal, but it is the industry standard.
 - However, the timescales for completing significant repairs are a major concern. Some more significant repairs remain outstanding for long periods, and in some cases the Council’s Assets team have sent contractors to attend more swiftly.
 - The option of The Council taking over the repairs element of the contract has been discussed, but the Assets team would need to know the cost involved, and if the MTVH management fee would be sufficient to cover the additional resource needed, to understand how far this could be possible and practical.

- MTVH have acknowledged their shortcomings with the repairs, and The Council’s Housing team are due to receive details as to how the situation will be improved.
 - However, it should also be noted that there are defects issues at both sites which are being, or should be, resolved by the developers (i.e., for the Council to address).
10. % of residents that move on to settled accommodation, in agreement with the Authority, within 6 months of arrival for Harper House, and within 12 months of arrival for White House: **Target 100%**
- Move-ons within 12 months for White House have been consistently below target since Q2 of 2022/23.
 - Move-ons within 6 months for Harper House have been generally below target since Q3 of 2022/23:
 - However, it is understood that the housing market is very challenging at present due to the reduction in the amount of affordable rented accommodation.
 - This has been discussed with MTVH at performance meetings, and has also been escalated up to the senior management level at MTVH.
 - A copy of MTVH’s warnings process for non-engagement was requested and received, but it is fairly generic and does not clearly state the process (other than referral back to the Housing Options team); this needs to be tightened.
 - In terms of absolute numbers of positive move-ons (excluding internal moves, deaths, abandonments, and evictions):
 - Numbers dropped sharply in Q4 of 2022/23 with rising rental prices and a fall in the number of private rented properties after many mortgage products were withdrawn in autumn 2022 (to between 2 – 3 per quarter).
 - However, there have been more (12) positive move-ons in Q2 of 2023/24.
 - For the distribution of those move-ons:
 - For White House, out of 24 positive move-ons the majority have moved on to social housing (17) compared to private rented (7).
 - For Harper House, out of 25 positive move-ons the majority have moved on to private rented accommodation (16) compared to social housing (9).
11. Achieve a 95% satisfaction rate from residents leaving the accommodation, who completed a satisfaction survey: **Target 95%**

- There is some difficulty persuading residents leaving the accommodation to complete the satisfaction survey (particularly where they may be in arrears and avoiding contact), so the figures are based on very low numbers of responses.
12. White House Only: To achieve positive distance travelled on the Outcomes STAR at the end of each placement: **Target 100%**
- The Outcomes STAR is proving difficult for the complex needs clients at the White House, so an alternative support system is now being used by MTVH:
 - But MTVH had reported 100% in positive distance travelled on the Outcomes STAR until Q4 of 2022/23, and The Council has yet to receive details of how the success of the outcomes for White House clients is now being measured.

Metropolitan Thames Valley Housing – White House & Harper House Other Priorities:

Health & Safety

- There have been no specific Health & Safety incidents to report.
- However, there are issues with the residential H&S Risk Assessments in terms of how these are carried out, and how the resolution of any actions is then coordinated with The Council's Assets and Housing teams:
 - The Council is working with MTVH to marry up both organisation's processes to better work together and resolve any issues.

Staffing

- It was established that the minimum contracted staffing levels were not being met:
 - This has been raised to the senior management at MTVH, they have committed to have full staffing on both sites, with recruitment underway, and are covering any vacancies with bank staff in the interim.
 - They plan to go up to 7 days a week at Harper House so that it will be staffed at the weekends as well.

Neighbour Relations

- The Council's Housing team was only made aware of the most serious complaints made by neighbours:
 - Some neighbours followed-up with The Council's Dog Fouling and Environmental Health teams directly, and then escalated their complaints to councillors.

- Council and MTVH representatives have since met with neighbours, and agreed actions against offending residents and actions to mitigate against further incidents, including installing a trellis at Harper House and provisions for storing toys and garden furniture.
- The higher levels of complaints in summer 2023 were at least partly due to more use of the garden because of more families with older children at Harper House last year.
- Specifically in relation to allegations of residents using illegal substances:
 - MTVH have a strict policy where this is not permissible on site and will lead to a termination of the license. However, this is difficult for them to police.

Safeguarding

- MTVH were not always carrying out regular checks to confirm who was actually staying at White House, or regularly knocking on room doors to check residents were OK. There were also occasionally unauthorised people in rooms in White House:
 - They relied on checking key fob records and CCTV to see when residents had entered and left the building, and only checked on them in person if there were concerns.
 - They should be doing rounds to check people are in residence; it is good housekeeping to knock on doors and then enter if there is no reply.

Metropolitan Thames Valley Housing – Service Improvement Plan:

Service Improvement Plan

- The concerns raised above led to The Council’s Housing team, in consultation with the Procurement and Legal team, to serve a formal Notice Seeking Improvement on MTVH.
- Every effort is being made on both sides, The Council and MTVH, to find workable solutions and to move past the difficulties.
- MTVH have provided an initial Service improvement Plan detailing how they intend to address and resolve The Council’s concerns, including:
 - A housing support plan has been created to keep track of the Personal Support Plans and this is being shared monthly with The Council’s Housing team.
 - MTVH have committed to have full staffing at both sites.
 - Actions have been agreed with neighbours and The Council in response to complaints to mitigate against potential further incidents.
 - There is now a sign-in book for visitors coming into White House, and daily welfare checks to account for all White House residents.
 - MTVH are exploring alternative methods of repairs and maintenance delivery, including working with the Plentific property operations software platform, and they will present viable options for repair delivery to The Council for consideration.

Authority Monitoring Report 2023

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Contents

List of Abbreviations.....	iii
1. Introduction.....	1
2. Summary and Key Messages.....	5
3. Local Development Scheme Progress.....	9
4. Development Management Service Performance.....	11
5. Housing.....	14
6. Economy.....	34
7. Infrastructure.....	38
8. Environment.....	43
9. Climate Change and Transport.....	50
10. Reference Documents.....	74

Appendices

Appendix 1: Housing.....	52
Appendix 2: Retail.....	63
Appendix 3: Environment.....	65
Appendix 4: Duty to Co-operate.....	67
Appendix 5: Development Management Service Performance.....	72

List of Tables

Table 1: Spelthorne statistics at a glance.....	3
Table 2: Development activity.....	4
Table 3: Adopted Development Plan Documents.....	9
Table 4: Planning Appeals.....	12
Table 5: Planning Enforcement.....	13
Table 6: Number of dwellings completed, under construction and with outstanding planning permission at 31 March 2023.....	16
Table 7: Housing Trajectory Data 2023-2038.....	18
Table 8: Percentage of new and converted dwellings built on previously developed land 2022/23.....	25
Table 9: Percentage of small units in housing schemes 2022/23.....	26
Table 10: Percentage of new dwellings on completed sites between 2009 and 2023 at.....	27
Table 11: Number of affordable homes provided per year since 2009.....	31
Table 12: Affordable dwellings granted planning permission 2022-2023.....	31
Table 13: Current Provision for Gypsies, Travellers and Travelling Showpeople.....	32
Table 14: Additional need for Gypsies, Travellers and Travelling Showpeople in Spelthorne 2017-2041.....	33
Table 15: Completed floorspace developed by employment type – 1 April 2022 – 31 March 2023.....	36
Table 16: Designated Employment Land lost to non-employment uses within the Borough - 1 April 2021 - 31 March 2022.....	37
Table 17: CIL Income and Expenditure.....	39
Table 18: Section 106 Contributions by Category secured since 2017.....	40
Table 19: Section 106 Contributions by Development secured since 2013.....	41
Table 20: Sites of Scientific Interest (SSSIs) – Condition.....	46

List of Figures

Figure 1: Percentage of applications determined within statutory time periods.....	11
Figure 2: Planning applications received.....	12
Figure 3: Housing Stock and Type 2011 (%).....	14
Figure 4: Occupied Household Tenure 2011 (%).....	14
Figure 5: Average annual house prices in Spelthorne by type of dwelling.....	15
Figure 6: Housing Trajectory 2021-2037.....	24
Figure 7: Total dwellings (gross) completed by bedroom size 2010-2022.....	25
Figure 8: Distribution of housing development (net gain) by Ward 2021-2022.....	28
Figure 9: Business floorspace by main use type – 2018 - 2022.....	36
Figure 10: Vacancy rates in larger shopping centres.....	37

List of Maps

Map 1: Spelthorne and adjoining local authority areas.....	1
Map 2: Percentage net gain in dwelling stock by Ward since 2011 Census.....	29
Map 3: Location of Employment Areas and Town Centres in Spelthorne.....	35
Map 4: SPA and Ramsar Sites, SSSIs and SNCIs in Spelthorne.....	44

List of Abbreviations

AMR	Authority Monitoring Report
CLG	Communities and Local Government
CS&P DPD	Core Strategy and Policies Development Plan Document
COI	Core Output Indicator
DPD	Development Plan Document
DPH	Dwellings Per Hectare
EA	Environment Agency
EIP	Examination in Public
GTAA	Gypsy & Traveller Accommodation Assessment
IDP	Infrastructure Delivery Plan
IMD	Index of Multiple Deprivation
LDF	Local Development Framework
LDS	Local Development Scheme
LP	Local Plan
MYE	Mid-Year Estimate
NPPF	National Planning Policy Framework
ONS	Office for National Statistics
PDL	Previously Developed Land
PMR	Planning Monitoring Report
PPG	Planning Policy Guidance
PPG	Planning Practice Guidance
PPS	Planning Policy Statement
RP	Registered Provider (formerly Registered Social Landlord)
SCC	Surrey County Council
SCI	Statement of Community Involvement
SFRA	Strategic Flood Risk Assessment
SPA	Special Protection Area (for birds)
SPD	Supplementary Planning Document
SNCI	Site of Nature Conservation Importance
SSSI	Site of Special Scientific Interest
TCA	Trees in Conservation Area
TPO	Tree Preservation Order

1. Introduction

1.1 This monitoring report covers the period from 1 April 2022 to 31 March 2023 and has been prepared in accordance with the requirements on authority monitoring reports set out in Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

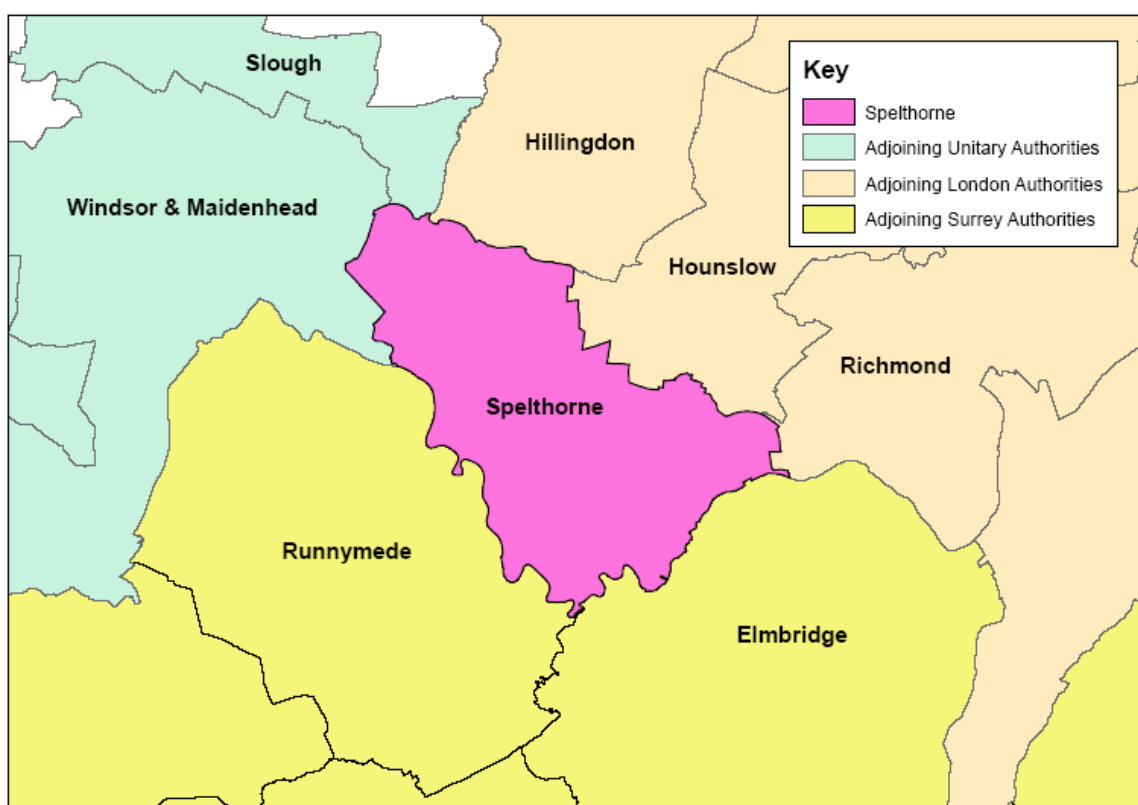
Purpose and structure of the AMR

1.2 The report covers five key monitoring tasks:

- To review Local Plan progress against the timetable and milestones set out in the Local Development Scheme
- To assess the extent to which policies are being implemented
- Where policies are not being implemented, to explain why and set out what steps are required to ensure they are implemented
- To identify the significant effects of implementing policies and whether they are as intended
- To highlight the need to amend any policies in future reviews of the Local Plan

Description of the Borough

Map 1: Spelthorne and adjoining local authority areas



1.3 Spelthorne is situated approximately 15 miles south-west of Central London. It is a relatively small but quite densely populated Borough with Heathrow Airport immediately to the north and the River Thames forming its southern boundary. More than half of the Borough is designated as Green Belt and because of its

proximity to the River Thames a significant area is at risk from flooding, with Staines and Shepperton being the worst affected areas.

1.4 Spelthorne's main towns are:

- Ashford
- Shepperton
- Staines-upon-Thames (the main commercial and retail centre)
- Stanwell
- Sunbury-on-Thames

1.5 The proximity of Heathrow has a major influence on the Borough in terms of employment, housing and traffic. The water industry is a major user of land in the Borough with four large reservoirs and a treatment works at Ashford.

1.6 The local economy supports a number of industrial estates throughout the Borough. In comparison with other Surrey districts, Spelthorne still has a relatively large amount of industrial floorspace as well as a significant amount of warehousing, particularly for airport-related business close to Heathrow. Office development is concentrated in the main town centres.

1.7 Spelthorne has an ageing population with a small ethnic minority. A relatively high proportion of the population is 'economically active' (either in work or seeking work). There is a significant need for affordable housing.

1.8 A distinctive feature of the Borough to the north and east of Staines is the extensive area of common land including Staines Moor. The Staines Commons, together with the adjoining reservoirs, form a substantial Site of Special Scientific Interest (SSSI). There are also a number of smaller SSSIs and Sites of Nature Conservation Importance (SNCI) within the Borough. Some of the reservoirs and other waterbodies form part of the designated South West London Waterbodies Special Protection Area and Ramsar which is of international importance.

1.9 The statistics in Table 1 are based on information as 31 March 2023 except where indicated:

Table 1: Spelthorne statistics at a glance

Population	
Population (2001 Census)	90,390
Population (2011 Census)	95,598
Population (2021 Census)	103,000
Town population (2011 Census - Surrey-i):	
Ashford	26,547
Shepperton	10,992
Staines	25,156
Stanwell	10,694
Stanwell Moor	1,371
Sunbury	20,143
Unemployment rate (Apr 2022 – Mar 2023) (Nomis ¹)	3.7%
Land areas	
Area of Borough	5,118 ha
Green Belt	3,324 ha (65%)
Reservoirs in Spelthorne (area) - included in the Green Belt figure	870 ha (17%)
Total area in flood zone 3	1072 ha (21%)
Urban area in flood zone 3	198 ha (4%)
Green Belt area in flood zone 3	874 ha (17%)
Urban development	
Dwelling Stock	43,942 dwellings
Commercial Floorspace	794,000m ²
Environment	
Protected Urban Open Space	174.8 ha
Common Land	148 ha
SSSIs	732 ha (4 sites)
SNClS	979 ha (29 sites) ²
Conservation Areas	118 ha (8 areas)
Listed Buildings	198
Locally Listed Buildings	157
Tree Preservation Orders	282

¹ [Nomis - Official Census and Labour Market Statistics \(nomisweb.co.uk\)](https://www.nomisweb.co.uk/)

² Three new SNClS were designated by the Surrey Wildlife Trust; Hilda May Lake, Sunbury Park and Church Lammas.

1.10 Table 2 provides summary of the scope for economic activity and future growth based on recent completions and extent of development opportunities in the pipeline. The figures are cross referenced to the more detailed information contained within this report.

Table 2: Development activity

Housing	2020/21 ³	2021/22	2022/23	Reference
Dwellings completed (net)	639	205	138	Table 7
Dwellings under construction	538	345	1320	Table 7
Dwellings with planning permission (not started) (net)	1308	1434	878	Table 7
Commercial				
Retail – A1– net floorspace	3109	0	0	Table 15
Offices (B1a) – net floorspace	-3712	-576	-5,532	Table 15
Industrial (B2) – net floorspace	-739	0	0	Table 15
Warehousing/storage (B8) – net floorspace	0	0	-33	Table 15
Mixed B1/B2/B8 – net floorspace	0	-3258	0	Table 15
E class use from 1 st September 2020	0	110	-440	Table 15
Vacancy rates in large shopping centres				
Staines	Not recorded- ⁴	19	33	Table A2/1
Ashford	- Not recorded-	16	22	Table A2/1
Shepperton	- Not recorded-	10	16	Table A2/1
Sunbury Cross	- Not recorded-	2	3	Table A2/1

B1: Offices & light industry; B2: Industry; B8: Storage or distribution; A1: Retail

³ Due to the Use Classes Order update in September 2020, B1 and A1 have been combined into class E for the purpose of comparison.

⁴ No surveys were undertaken due to Covid -19 restrictions on shops opening and operating in full

2. Summary and Key Messages

Local Development Scheme (LDS) Progress

- 2.1 The Council adopted its Core Strategy and Policies Development Plan Document (CS&P DPD) and an Allocations DPD in February 2009 and December 2009 respectively.
- 2.2 The Council is currently producing a new Local Plan. During the monitoring year the Regulation 19 Local Plan consultation took place from 15 June to 21 September 2022. The Local Plan was submitted to the Planning Inspectorate on 25 November 2022. After the reporting period but of note, the Local Plan Examination hearings began on 23 May 2023.
- 2.3 The Council has worked with a number of adjoining local authorities through the year in order to meet the legal requirements of the duty to co-operate (full details are set out in Appendix 4 and in the supporting evidence which accompanied the Local Plan submission). The Council will continue to demonstrate how it has engaged with other parties in the preparation of its own local plan and those of adjoining local authorities.

Planning Service Progress and Performance

- 2.4 The number of major applications has decreased (see Figure 1 and Table A5/2). However, there has been a slight increase in the overall number of submitted applications and the number of householder applications has also increased. The figures are a measure, not only of the administrative workload within the planning service, but also of the level of development activity taking place. The planning service has generally improved its speed of determining applications and targets for all categories of applications have been met.

Main issues and key findings

- 2.5 This report has been prepared at a time when the Government continues to put in place reforms of the planning system, particularly by creating new categories of permitted development to add flexibility to development types.
- 2.6 Conclusions and key findings relating to the main topic areas are set out below.

Housing

- 2.7 The housing policies have continued to meet the objectives of the CS&P DPD in providing new housing within the urban area to meet the overall plan target of 3,320 dwellings. However, the Plan is now out of date and future housing requirements need to be set against an overall published need figure of 618 dwellings provided by the Government's standard methodology introduced in September 2017. Based on this figure and the work carried out in preparing a Strategic Land Availability Assessment, the Council is currently unable to demonstrate a five year housing supply as required by the NPPF. This is a significant issue which will need to be addressed in the preparation of the new Local Plan.

Key Findings

- Net housing completions totalled 138⁵ dwellings, which is below the figure of 618 dwellings required by the standard methodology.
- Existing commitments and identified sites indicate that the Council is unable to demonstrate that a five year supply of deliverable site to meet the requirement arising from the Government's standard methodology.
- 99% of new and converted dwellings completed during the year have been on previously developed land (PDL)⁶.
- 91% of all new and converted dwellings completed during the year have been 1 and 2 bed.
- Average density for all new development completed this year was 149 dwellings per hectare, whilst 100% of all new dwellings built this year have been at densities in excess of 35 dwellings per hectare.
- There were no recorded completions of affordable dwellings in 2022/23. There are however, currently 256 affordable dwellings under construction and a further 115 units with planning permission which are not yet started.

Economy

- 2.8 The local economy continues to reflect aspects of the national economy with very low levels of commercial development taking place. The Council has been integral to ensuring that the local economy continues to recover from the impacts of the COVID 19 pandemic. In response to the economic impacts of the pandemic, the Council developed and adopted an Economic Recovery Plan⁷ in October 2020. The Plan also outlines a number of locally led actions to stimulate commercial activity within the local area. A number of these actions have already been achieved and delivered and this includes the appointment of a Town Centre Manager for Ashford, Shepperton and Sunbury, collaborative projects with other organisations such as Federation of Small Businesses, and the opening of a Business Incubator for budding entrepreneurs⁸. Alongside these actions, the Council will continue to keep under active review its business and retail vacancies (commercial floorspaces) to ensure that its commercial activities continue to function. An Economic Prosperity Strategy is in place for 2023-2028 to support these activities, together with a Town Centre Strategy (adopted by the Economic Development team that now sits within the wider Strategic Planning & Enterprise team).
- 2.9 Overall, however, commercial vacancy rates and unemployment figures suggest that the Spelthorne economy has remained relatively buoyant. A number of major sites, particularly in Staines town centre, are in the process of being redeveloped for high density housing.

⁵ Due to difficulties in data collection the recorded figure is anticipated to be lower and will be subsequently reflected in the 2023/24 AMR.

⁶ PDL – Previously developed land (excludes residential gardens).

⁷ COVID-19: Economic Recovery Plan for Spelthorne (2020), Available at <https://democracy.spelthorne.gov.uk/documents/s32893/>

⁸ Appendix 3: Update Report to Audit Committee on the Impact of Covid-19 on the Spelthorne Economy. Available at <https://democracy.spelthorne.gov.uk/documents/s32894/cracy.spelthorne.gov.uk/documents/s32894/>

- 2.10 There has been some loss of commercial floorspace to non-commercial uses, and the effect of the permitted development regime has seen proposals for the conversion of a number of vacant office buildings to residential use in designated Employment Areas. Staines remains the focus for retail development. Information on business and retail vacancies was not collected in 2020 due to the restrictions imposed by the Covid19 pandemic.

Key Findings

- Total unemployment rates in Spelthorne recorded as 3.7% in April 2022 – March 2023⁹ from 2.7% in April 2019 – March 2020 before the COVID 19 pandemic.¹⁰ The national average unemployment rate is 3.6% (April 2022 – March 2023).
- The number of commercial completions has increased slightly this year but with resultant overall losses of office, industrial and warehousing floorspace.

Community

- 2.11 The amount to be provided under S106 planning obligations which were entered into during the reported year is £166,997. Community Infrastructure Levy contributions are paid on the commencement of schemes granted planning permission and the amount of CIL collected in the fifth year of operation has shown a decrease on the previous year.

Key Findings

- £975,043 in CIL contributions has been collected this year. The Council has committed £1,064,575 for projects to be brought forward in the future.
- More in-depth information on the Infrastructure Delivery Plan (IDP) can be found here; <https://www.spelthorne.gov.uk/New-Local-Plan-Evidence>

Environment

- 2.12 The contextual indicators suggest that there are no major changes in environmental conditions which need to be highlighted this year or raise cause for concern.
- 2.13 Some information on environmental conditions is more difficult to collect and to reconcile with the effects of specific policies. Information on air quality continues to be monitored by the Council's Environmental Health Service to provide contextual information, and further work is being undertaken to review the AQMA for the Borough so that problem areas can be prioritised.

Key Findings

- No new development schemes in areas liable to flood have been permitted against the advice of the Environment Agency.
- There has been no change in the site areas or loss of habitat since the designation of the SSSIs and the majority remain in favourable condition as defined by Natural England.

⁹ <https://www.nomisweb.co.uk/reports/l/Appr/2022-Mar/2023>

¹⁰ Appendix 3: Update Report to Audit Committee on the Impact of Covid-19 on the Spelthorne Economy. Available at <https://democracy.spelthorne.gov.uk/documents/s32894/Appendix>

- Poor air quality at specific locations around the Borough continues to be an issue and there were a number of air quality exceedances recorded after there being none the year before in 2018.
- No Green Belt land has been lost to inappropriate development except in cases where very special circumstances have been established.

Climate Change and Transport

2.14 There is currently a lack of available data to allow the policies to be monitored effectively. No further monitoring work on climate change and transport issues has been included in this year's AMR and the issues are being reviewed in the context of Surrey County Council's Local Transport Plan 4.

Consultation on the new Climate Change SPD took place in autumn 2023 with a view to adopting the document in early 2024. The SPD will hang off the climate change policy in the Core Strategy until the Local Plan is adopted. At this point it will be updated and re-adopted under the new Local Plan.

3. Local Development Scheme Progress

Introduction

- 3.1 The Authority Monitoring Report records the progress made by the Council in preparing the various documents which make up the Council's Local Plan.

Progress

- 3.2 The current Local Plan comprises the documents set out in Table 3 together with saved Policies from the Local Plan 2001. When assessed against the requirements of the NPPF these documents are considered to be out of date and need to be replaced.

Table 3: Adopted Development Plan Documents

Title	Adopted
Core Strategy and Policies DPD	February 2009
Allocations DPD	December 2009
Proposals Map DPD	December 2009

- 3.3 On 30 September 2014 the Council made a decision to review its existing planning documents and to produce a new Local Plan. A revised Local Development Scheme (LDS) was published and more recently updated in November 2022. An independent inspector was appointed on 20 December 2022 to examine the Spelthorne Local Plan, following submission to the Secretary of State for Levelling Up, Housing and Communities on 25 November 2022. The Plan will guide future development in the Borough over the next 15 years. Public hearing dates for Spelthorne Borough Council's Local Plan Examination were announced on 21 March 2023, an update of progress with the Local Plan can be found at the following link; [Spelthorne Borough Council Local Plan 2022-2037/news/updates](https://www.spelthorne.gov.uk/news/updates). As of the date of AMR publication (December 2023), the examination remains paused while awaiting the revised NPPF. Spelthorne is currently subject to a Ministerial direction that prevents withdrawal of the Local Plan and hearings are likely to resume in Spring 2024.
- 3.4 During the monitoring year, further work has been carried out on updating the evidence required to support a new Local Plan. All the relevant documents can be found on the Council website: <https://www.spelthorne.gov.uk/New-Local-Plan-Evidence>
- 3.5 The new Climate Change Supplementary Planning Documents was prepared during the report year. Consultation took place after the reporting period in autumn 2023 with a view to adopting the document in early 2024.
- 3.6 The Staines Development Framework has been prepared alongside the new Local Plan. Consultation on the SDF took place between 15 June 2022 and 5 September 2022 and it was submitted alongside the Local Plan on 25 November 2022 as the two are strongly interlinked.
- 3.7 The adopted Proposals Map 2009 includes allocations arising from the adoption of the County Council's Waste Plan in May 2008 but was not updated to take

account of the adoption of the Surrey Minerals Plan in July 2011 or the Aggregates Recycling DPD adopted 12 February 2013.

- 3.8 Surrey County Council adopted a new Waste Local Plan in December 2020. Surrey County Council are preparing a new joint Minerals and Waste Plan and undertook the Issues and Options consultation for this between November 2021 and March 2022. In December 2023 the Minerals and Waste Planning Authority (MWPA) are currently carrying out a second 'Call for Sites' exercise. This exercise is different to the 2021 'Call for Sites' in that it is specifically seeking nominations of land which may be suitable for future waste management development. Any nomination made will be assessed by the MWPA to determine its suitability for inclusion in the Minerals and Waste Local Plan. The 2023 'Call for Sites' closes on 29 February 2024. For more information see Minerals and Waste Local Plan - Surrey County Council (surreycc.gov.uk)

Duty to Co-operate

- 3.9 Section 110 of the Localism Act 2011 places on Local Authorities a “duty to co-operate”. This provides a mechanism whereby local planning authorities take into account and plan for matters of a strategic nature which extend beyond their local area.
- 3.10 The ‘duty to co-operate’ is a legal requirement to ensure local planning authorities engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plans. As it is a legal obligation, the Borough Council must be able to demonstrate how it has engaged with other parties and monitored its actions. The Council adopted its Duty to Co-operate Framework on 24 June 2015. Appendix 4 lists the duty to co-operate actions that Spelthorne Borough Council has undertaken with other parties during 2022/23. Further information is also available in the Council’s [Duty to Cooperate Statement of Compliance](#) which was published as part of the Spelthorne Local Plan submission. Runnymede remains Spelthorne’s strongest strategic link so under the Duty to Co-operate each authority has agreed to report on key housing monitoring information as part of the AMR - see Appendix 4 Tables A4/2 and A4/3 for further details.

Strategic Planning

- 3.11 The Council has worked together with neighbouring authorities, the County Council and other prescribed public bodies to address strategic priorities across boundaries and development requirements which cannot be wholly met within the local area.

Functional Economic Area

- 3.12 Functional Economic Areas (FEA) are less clear-cut than Housing Market Areas (HMA) for both Spelthorne and Runnymede Boroughs. However, both authorities show strong links with the other borough in their FEA Analysis. For consistency with the HMA, Table A4/3 in Appendix 5 only shows data for Spelthorne and Runnymede Borough Councils.

4. Development Management Service Performance

Introduction

4.1 Statistics on the number and type of applications processed by the Council's Development Management Service provide a picture of how well the section is performing and the speed of decision-making. They also provide a useful indication of economic activity in relation to the overall scale of activity in the development industry.

Context

4.2 Government statistics distinguish between 'major' and 'minor' development with each subdivided into five components comprising:

- dwellings
- office/research and development/light industry
- general industry/storage/warehousing
- retail
- other major or minor developments

4.3 One further category of "other developments" comprises change of use, householder development, advertisements and listed building consents.

4.4 The current targets for decision-making require 60% of applications to be determined within 13 weeks for 'major' residential and commercial developments; 65% within eight weeks for 'minor' developments and 80% within eight weeks for 'other' developments (including householder applications).

4.5 The performance target for determining major applications has been met, with 100% of applications having been determined within 13 weeks. The performance for determining minor and householder has remained consistently high and above the target in both categories. See Figure 1 and Table A5/2 in the appendix for a breakdown of the actual numbers.

Figure 1: Percentage of applications determined within statutory time periods

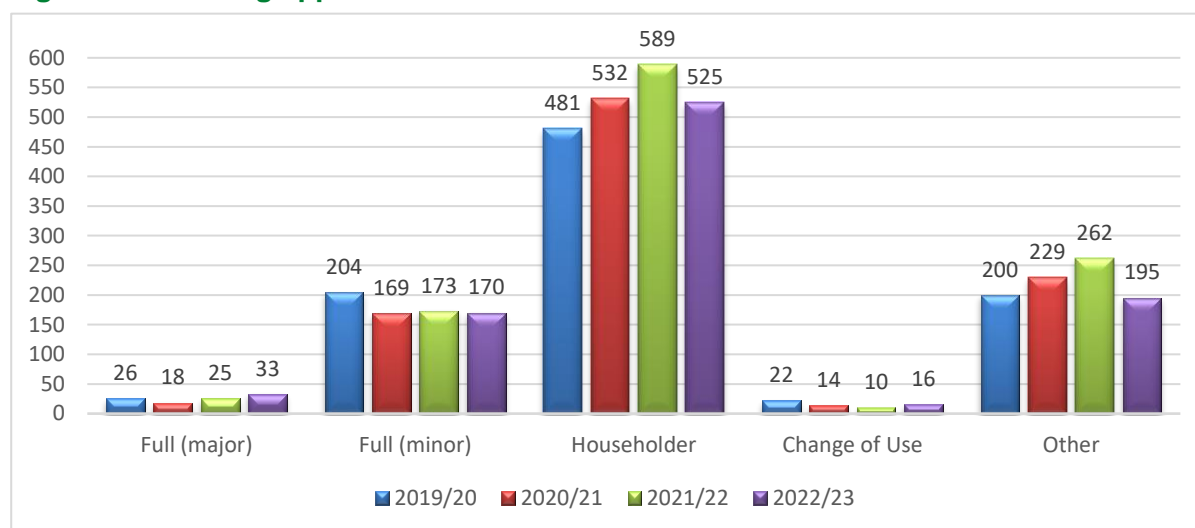


Source: In house monitoring

Progress

4.6 Figure 2 shows the number of major, minor, householder and change of use applications received in 2022/23 with the figures for the previous three years shown for comparison. The number of major applications and change of use has increased, whereas the number of householder and minor applications has declined. Table A5/1 in Appendix 5 lists all planning applications received by type.

Figure 2: Planning applications received



Source: In house monitoring

4.7 The number of appeals lodged has decreased slightly however, there has been an increase in the number of appeals determined. And the proportion allowed by the Planning Inspectorate has decreased slightly to 20% of those determined in the year compared to 75% being dismissed (Table 4). Planning enforcement and development monitoring are important aspects of the section's work (Table 5). There has been a decrease in the number of cases investigated compared with last year. Whilst only a small proportion of the cases investigated result in formal action being taken, there has been a small increase in notices served this year. The figures reflect the level of activity and resources required in dealing with complaints and potential enforcement action.

Table 4: Planning Appeals

	2019/20	2020/21	2021/22	2022/23
Total number of planning appeals lodged	41	31	47	45
Total number of planning appeals determined of which:	35	30	31	56
Appeals dismissed	23 (66%)	20 (67%)	24 (77%)	45 (75%)
Appeals allowed	10 (28%)	10 (33%)	7 (23%)	11 (20%)
Withdrawn	1 (3%)	0	0	2 (3%)
Split decision (part allowed/part dismissed)	1 (3%)	0	0	1 (2%)

Source: In house data

Table 5: Planning Enforcement

	2019/20	2020/21	2021/22	2022/23
Total number of cases investigated	350	365	376	262
Total number of notices served	17	18	9	12
Number of appeals lodged against enforcement notices	9	3	1	2
Number of appeals against enforcement notices determined, of which:	6	4	0	1
Appeals dismissed	2	4	0	1
Appeals allowed	2	0	0	0
Withdrawn	0	0	0	0
Modified	0	0	0	0
Split decision	2	0	0	0

Source: In house data

5. Housing

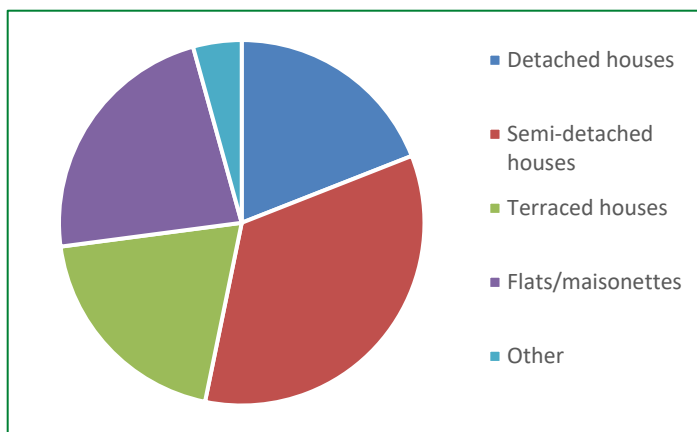
Strategic policy

5.1 As the Core Strategy is out of date, Spelthorne is required to meet housing needs as determined by the Government's Standard Methodology¹¹. To maximise housing provision, the Council is seeking to maximise the provision of new housing by making an efficient use of previously developed land.

Context

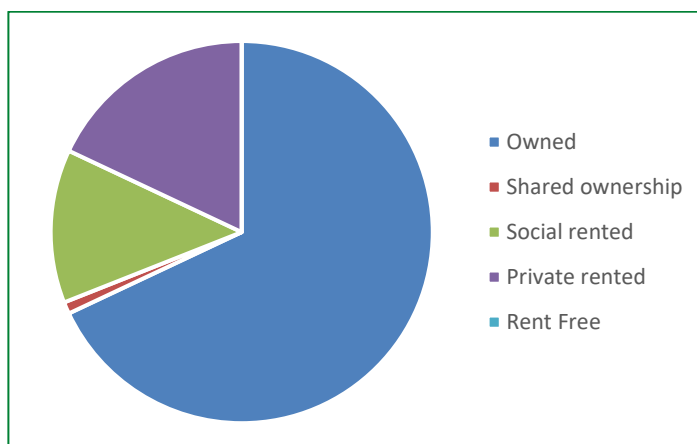
5.2 A large proportion of the existing housing stock was built between 1920 and 1970. The 2021 Census indicated that a very high percentage was owner-occupied and comprised mainly detached, semi-detached and terraced housing (Figure 3). Some 2% of the total stock was recorded as vacant. It also indicated that approximately 13% of the stock was social housing managed by Registered Providers (RPs) with a similar amount of private rented accommodation (Figure 4).

Figure 3: Housing Stock and Type 2021 (%)



Source: Census 2021

Figure 4: Occupied Household Tenure 2021 (%)

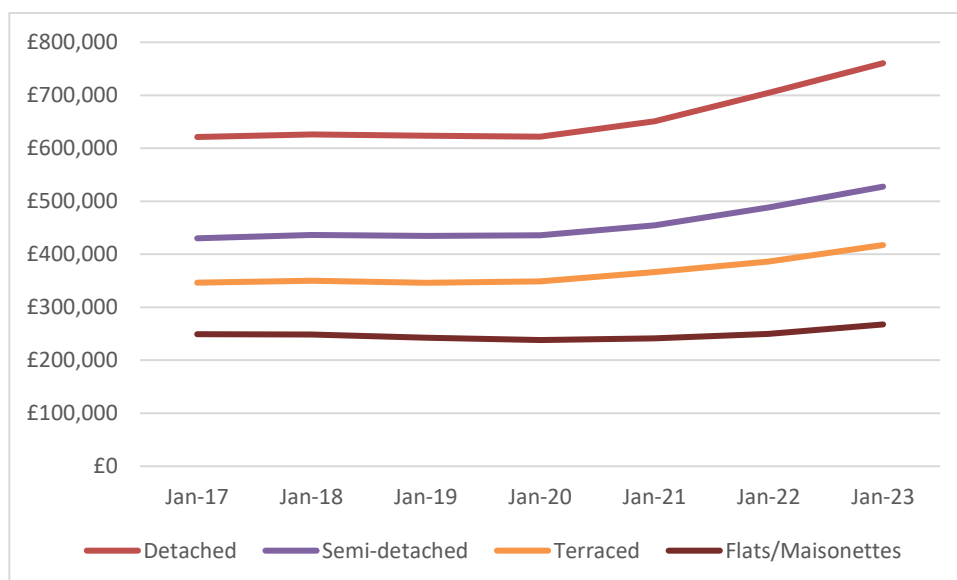


Source: Census 2021

¹¹ <https://www.gov.uk/guidance/housing-and-economic-development-needs-assessments>

- 5.3 All affordable housing for rent is managed by RPs and for each scheme granted planning permission the Council initially has 100% nomination rights for first lets with 75% thereafter. One important contextual indicator relating to the achievement of affordable housing policies is the size and composition of the Housing Register (Appendix 1 Tables A1/8 & A1/9). Since 2009 the Council has operated a Choice Based Lettings scheme which significantly extends the opportunities for families on the Housing Register.
- 5.4 House prices for all types of dwellings have shown a slight fall over the last year. Figure 5 illustrates changes in annual average house prices over the last eight years according to latest available data. Data on house prices is derived from actual sale prices which can show significant variation over time, particularly when the total volume of sales is small. The information should therefore be seen only as a guide to relative movement in house prices by type.

Figure 5: Average annual house prices in Spelthorne by type of dwelling



Source: <http://landregistry.data.gov.uk/app/ukhpi/explore>

Progress

General

- 5.5 As the Core Strategy 2009 is now out of date, guidance in the NPPF (para 61) indicates that to determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the Government's standard method. Application of this approach using the 2014 Household Projections as required by the Government, provides an overall need figure for Spelthorne of 618 dwellings per annum. Net completions for 2022/23 totalled 138 judged against this figure the latest completions for the 2022/23 year do not meet this requirement. There are also a number of units currently under construction and with planning permission demonstrating a notable volume of units in the pipeline (Table 7).

Table 6: Number of dwellings completed, under construction and with outstanding planning permission at 31 March 2023

	Conversion/ Change of Use	Small sites (less than 0.4ha)	Large sites (0.4ha or greater)	Total dwellings – all sites
Gross Completions (2022-2023)	62	88	0	150
Losses (2022-2023)	3	9	0	12
Net Completions	59	79	0	138
Units under construction	147	171	1002	1320
Units not started on sites under construction	0	0	0	0
Units with outstanding planning permissions (net)	217	235	426	878
Total units outstanding	364	406	1428	2198

(Source: In house monitoring)

Projecting future provision

- 5.6 The housing trajectory (Figure 6) shows housing completions for the last seven years and anticipated delivery for the 15 year period to 2038. It combines information on past completions, existing planning permissions and identified housing sites from the Strategic Land Availability Assessment to illustrate projected housing supply going forward into the new Local Plan period.
- 5.7 Net completions for the previous seven years (including the reporting year) are recorded and broken down into four main categories – conversions, change of use, small sites with fewer than 5 dwellings (net) and large sites of 5 or more dwellings (net). Data for projected completions in future years is recorded on the same basis and all the figures are reproduced in Table 8 for information.
- 5.8 For the period from 2023/2024 to 2037/38 the estimated net annual completions are based on the following components:
- Dwellings under construction
 - Dwellings with planning permission (unimplemented)
 - SLAA sites, split into
 - Sites identified as draft allocations in the Spelthorne Local Plan (urban only)
 - Brownfield Tier 2 sites (non-allocated anticipated development sites)
 - Small sites windfall allowance (fewer than 5 units net)
 - Prior Approval office to residential windfall allowance
- 5.9 Given the past trends in the Borough’s implementation rates of planning permissions it has been assumed that most remaining unimplemented permissions will be completed over the next five year period from 2023. However, a small non-implementation factor of 5% has been applied on a precautionary basis to allow for permissions which expire.

- 5.10 Sites currently under construction are those schemes with planning consent and covers all sites recorded as commenced up to 31 March 2023. Commencements are determined by Building Control records or site visits.
- 5.11 Sites with planning permission but not yet commenced includes all sites granted permission up to 31 March 2023. Any schemes granted permission after this date or with a resolution to approve will be included in the Brownfield Tier 2 list.
- 5.12 The Strategic Land Availability Assessment provides a key component of the housing trajectory. Every site of 5 or more dwellings listed in the study is assessed on a likely implementation date based on the criteria of whether a site is developable and deliverable over the next fifteen years broken down into three five year periods. These are further split into sites identified for allocation in the draft Spelthorne Local Plan and those identified as 'brownfield tier 2', i.e. those sites considered developable but not deemed to require allocation in the Local Plan due to their non-strategic nature.
- 5.13 The PDO windfall element covers the office to residential conversions carried out under the General Permitted Development order (GPDO). The estimate is based on the annual average net provision since the introduction of the prior approval regime in 2013. Traditionally this was always a small component of the overall total. However, the significant increase in large office to residential conversions as a consequence of the Government's relaxation of planning controls has significantly increased this source of supply which is now estimated separately. It is not known how long this trend will continue, so whilst the trajectory takes account of known schemes, the longer term estimate for this source of dwelling supply remains cautious having regard to current levels of provision.
- 5.14 The final element relates to new build dwellings on sites delivering fewer than five dwellings (net). This is the threshold for sites considered to be too small to be reliably identified in the SLAA. Currently there is no evidence from completions data to suggest that this source of new housing is likely to decline over the plan period and the estimate of 41.8 units per annum is derived from average completions of schemes of less than five units over a 10 year period. This allowance is included in the trajectory across the 15 year period.
- 5.15 The data is illustrated in Figure 6 which shows by means of the columns, the actual and forecast completion rates. The horizontal black line illustrates the annual housing need figure of 618 dwellings based on the Government's standard method. The red line shows the residual requirement taking account of the forecast number of completions each year and illustrates the scale of the overall shortfall which the Local Plan will need to address.
- 5.16 The trajectory is designed to represent a general picture of housing delivery compared with requirements for the projected plan period based on identified sites. The Council's Five Year Housing Land Supply Statement, which is published separately in accordance with Government requirements, provides a more detailed assessment of housing supply for the next five years and, due to the methodology used, may show some minor differences from the information set out in the trajectory.
- 5.17 The Council holds a Brownfield Land Register of potential development sites. This is a Government Requirement to encourage the effective use of land by reusing land that has been previously developed. More information and the Register can be found on the Council's website:
<https://www.spelthorne.gov.uk/brownfield>

Table 7: Housing Trajectory Data 2023-2038

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38
Actual Completions																						
Actual total completions (gross)	374	287	310	248	656	210	150															
Actual total completions (net)	347	250	289	228	639	205	138															
Annual losses	27	37	21	20	17	5	12															
Under construction at start of year	439	476	1010	1094	982	538	345	1320														
TOTAL SUPPLY																						
Units under construction								171	400	242	313	0	0	0	0	0	0	0	0	0	0	0
Extant units not started*								0	227	351	13	29	0	0	0	0	0	0	0	0	0	0
Allocations*								0	20	211	592	290	721	817	744	449	339	197	197	244	230	188
Brownfield Tier 2*								0	5	23	44	9	84	79	94	29	5	126	100	140	109	48
Small sites windfall trend								41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8	41.8
PDO windfall trend								0	0	0	0	0	32	32	32	32	32	16	16	16	16	16
TOTAL SUPPLY	347	250	289	228	639	205	138	213	694	868	1004	370	878	970	912	552	418	381	354	442	397	293
ANNUAL REQUIREMENT																						
Standard Method Annual Requirement								618	618	618	618	618	618	618	618	618	618	618	618	618	618	618
Annualised Requirement (cumulative)								618	1236	1854	2472	3090	3708	4326	4944	5562	6180	6798	7416	8034	8652	9270
Cumulative completions								213	906	1774	2778	3148	4026	4996	5907	6459	6877	7258	7612	8053	8450	8744
Years remaining at start of year								15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
Residual								9270	9057	8364	7496	6492	6122	5244	4274	3363	2811	2393	2012	1658	1217	526
ANNUAL REQUIREMENT taking account of past and projected completions								618	647	643	625	590	612	583	534	480	468	479	503	553	608	526
*5% Non-implementation rate applied																						

Site ID	Site Address	Street	Town	Total Units	Anticipated completion date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	
Sites Under Construction (Net units)																												
18/01282/FUL	103	London Road	Staines	9	31/03/2024								9															
18/01259/FUL	Former Police Station 69	Staines Road East	Sunbury	5	01/12/2023								5															
18/01228/FUL	Ashford Depot	Poplar Road	Ashford	37	01/04/2023								37															
18/01267/PDO	West Wing, Council Offices	Knowle Green	Staines	25	01/04/2023								25															
20/00858/PDO	Viewpoint, 240	London Road	Staines	82	01/06/2025								82															
21/00172/PDNF	Claydon Court	Kingston Road	Staines	8	01/06/2024									8														
22/00891/RVC	Builders Merchant	Moor Lane	Staines	36	01/01/2026										36													
17/01274/FUL	Brooklands College	Church Road	Ashford	107	31/03/2024								107															

Site ID	Site Address	Street	Town	Total Units	Anticipated completion date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	
18/01533/FUL	Two Rivers Pub and Restaurant, 43	Church Street	Staines	11	31/03/2024								11															
19/00187/FUL	26 & 26A	Charles Road	Laleham	6	01/01/2024								6															
22/00765/RVC	Eden Grove 17 - 51	London Road	Staines	313	01/06/2026											313												
22/00766/RVC	Eden Grove 17-51	London Road	Staines	176	01/09/2024									176														
16/00547/FUL	The Grange, Glenthorne, 33	Rookery Road	Staines	19	01/03/2024								19															
20/00802/FUL	Car Park Tesco Supermarket	Town Lane	Stanwell	127	01/04/2024									127														
21/01411/RVC	524 - 538	London Road	Ashford	55	01/04/2024									55														
20/01199/FUL	The Old Telephone Exchange, Masonic Hall And Adjoining Land	Elmsleigh Road	Staines	206	01/02/2025										206													
18/00836/FUL	20	Bridge Street	Staines	8	01/11/2024									8														
22/00926/RVC	Development Site At Former Headline House	Stanwell Road	Ashford	14	01/12/2023								14															
20/00052/FUL	Inglewood	Green Street	Sunbury	8	01/07/2024									8														
20/01312/FUL	Acacia Lodge	Rookery Road	Staines	14	01/03/2023								14															
22/01584/RVC	Works	Langley Road	Staines	22	01/07/2024									22														
Sites with Planning Permission (Net units)*																												
21/01717/FUL	Land To The Rear Of 109	Ashgrove Road	Ashford	6	01/06/2024									6														
20/00990/FUL	59	Staines Road West	Sunbury	8	01/12/2024									8														
22/00591/FUL	Renshaw Industrial Estate	Mill Mead	Staines	391	01/09/2025									150	241													
22/01423/RVC	Staines Ex Servicemen Club Limited, 6	Laleham Road	Staines	14	01/12/2025										14													
20/01483/FUL	487-491	Staines Road West	Ashford	8	01/09/2024									8														
21/01220/PDO	Magna House, 18 -	London Road	Staines	26	01/10/2024									26														
22/01545/PDO	Elizabeth House, 56-60	London Road	Staines	8	01/01/2026										8													
22/01623/PDNF	Elizabeth House, 56-60	London Road	Staines	14	12/01/2025											14												

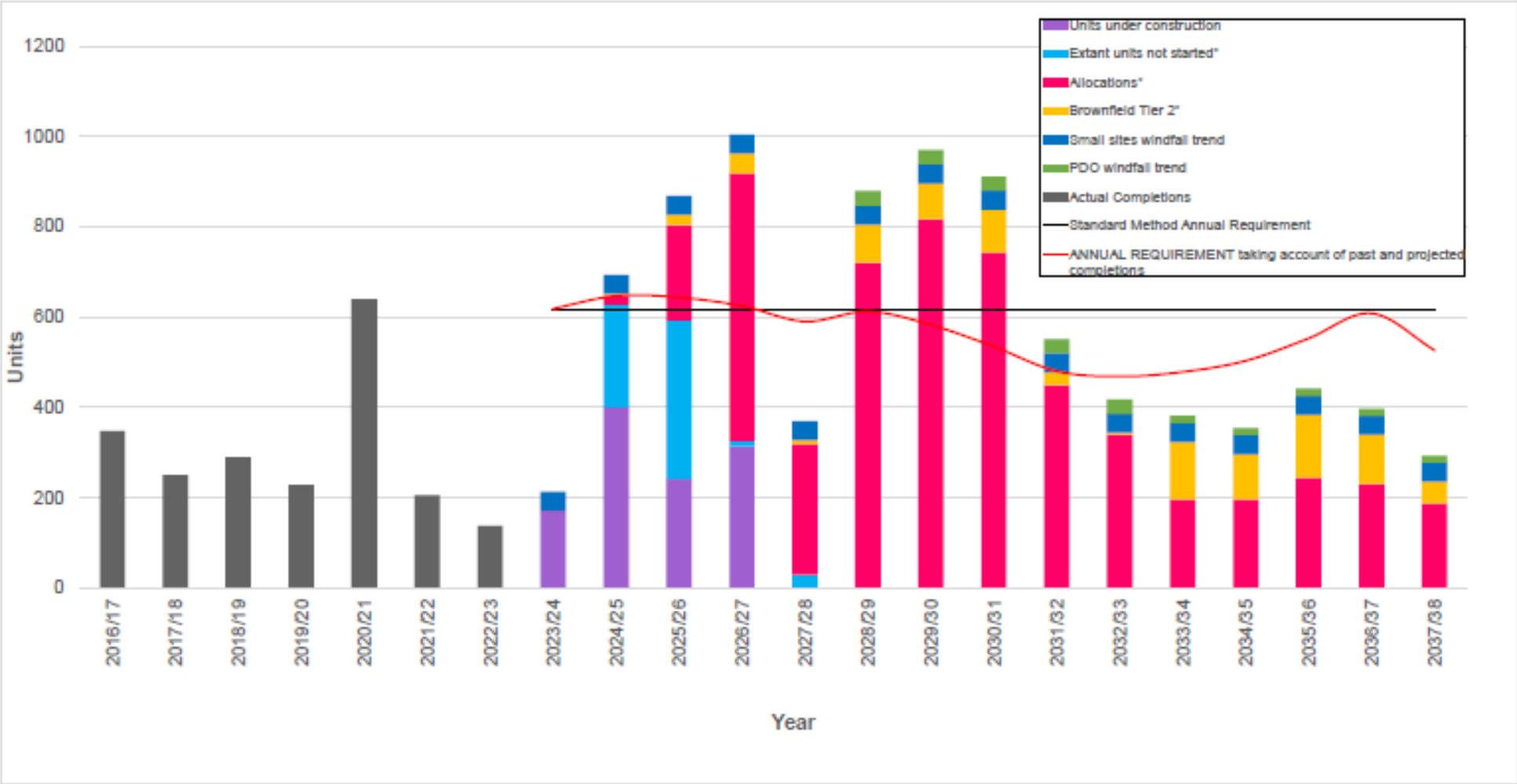
Site ID	Site Address	Street	Town	Total Units	Anticipated completion date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38
21/01259/PDO	Atrium, 31 - 37	Church Road	Ashford	20	01/10/2024									20													
21/01507/FUL	Vivienne House	Budebury Road	Staines	7	01/01/2025									7													
21/01755/OUT	66 - 68	High Street	Staines	6	01/02/2025									6													
21/01742/FUL	Crownage Court, 99	Staines Road West	Sunbury	14	01/04/2025										14												
21/01750/FUL	The Old Fire Statio	Market Square	Staines	5	01/08/2025										5												
21/01730/FUL	15	Station Road	Ashford	6	01/08/2025										6												
22/00707/PDO	56	Kingston Road	Staines	14	01/09/2025										14												
21/01801/FUL	Sunbury Cross Ex Services Association Club	Crossways	Sunbury	46	01/09/2025										46												
22/00550/FUL	25 - 27	Clarence Street	Staines	7	01/09/2025										7												
20/00123/OUT	Bugle Nurseries	Upper Halliford Road	Shepperton	31	01/02/2028												31										
21/00009/PDO	51-53	Church Road	Ashford	8	01/05/2024									8													
21/00947/FUL	Cadline House	Drake Avenue	Staines	14	01/03/2026										14												
Allocation Sites (Net units)*																											
AE3/006	158-166	Feltham Road	Ashford	75	01/03/2030													40	35								
AS1/001	Tesco Extra	Town Lane	Stanwell	350	01/03/2033													70	70	70	70	70					
AS1/003	Staines Fire Station	Town Lane	Stanwell	50	01/09/2026										25	25											
AS2/001	Ashford Youth Club	Kenilworth Road	Stanwell	5	01/03/2030														5								
AT3/007	Ashford Multi-store	Church Road	Ashford	42	01/10/2025									21	21												
AT3/009	Ashford Telephone	Church Road	Ashford	20	01/03/2036																				20		
AT3/016	Land at Woodthorpe	Woodthorpe Road	Ashford	42	01/08/2026											42											
AT3/016	Land at Woodthorpe	Woodthorpe Road	Ashford	78	01/01/2030															78							
SC1/006	Tesco Extra	Escot Road	Sunbury	225	01/03/2033													45	45	45	45	45					
SC1/013	RMG Warehouse &	Staines Road West	Sunbury	22	01/04/2036																				22		
SC1/019	Sunbury Social Ser	108 Vicarage Road	Sunbury	11	01/06/2026											11											
SC1/021	Land at Spelthorne	Spelthorne Grove	Sunbury	250	01/03/2032												50	50	50	50	50						
SE1/003	77	Staines Road East	Sunbury	75	01/03/2038																				25	25	25
SE1/005	Benwell House	Green Street	Sunbury	39	01/11/2025										39												
SE1/008	Telephone Exchange	Green Street	Sunbury	22	01/03/2036																				22		
SE1/020	Sunbury Adult Edu	The Avenue	Sunbury	24	01/03/2027											24											
SE1/024	Annandale House.	Hanworth Road	Sunbury	295	01/03/2033													59	59	59	59	59					
SE1/025	Elmbrook House, 1	Station Road	Sunbury	105	01/03/2028												105										
SH1/010	Shepperton Library	High Street	Shepperton	10	01/02/2027											10											

Site ID	Site Address	Street	Town	Total Units	Anticipated completion date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38
SH1/015	Shepperton Youth	Laleham Road	Shepperton	24	01/03/2031															24							
SH2/003	Shepperton Deliver	High Street	Shepperton	20	01/03/2036																					20	
SN1/012	Stanwell Bedsits	De Havilland Way	Stanwell	175	01/03/2035															35	35	35	35	35			
ST1/028	Leacroft Centre	Leacroft	Staines	17	01/03/2031																17						
ST1/031	Thameside Arts Ce	Wyatt Road	Staines	19	01/03/2036																					19	
ST1/037	Thameside House	South Street	Staines	140	01/11/2026										50	90											
ST2/006	Builders Yard	Gresham Road	Staines	343	01/03/2038																		68	68	69	69	69
ST3/004	34-36 (OAST House	Kingston Road	Staines	184	01/11/2026											184											
ST3/012	Staines Telephone	Fairfield Avenue	Staines	180	01/03/2038																		36	36	36	36	36
ST3/014	Birch House/Londo	Fairfield Avenue	Staines	400	01/03/2033													80	80	80	80	80					
ST4/002	Car Park, Hanover	Bridge Street	Staines	158	01/03/2030												79	79									
ST4/004	96-104	Church Street	Staines	100	01/03/2030													50	50								
ST4/009	The Elmsleigh Cen	South Street	Staines	174	01/03/2027										87	87											
ST4/009	The Elmsleigh Cen	South Street	Staines	676	01/03/2037													67	67	67	67	68	68	68	68	68	68
ST4/010	Riverside Surface	Thames Street	Staines	35	01/03/2031															35							
ST4/011	Thames Lodge	Thames Street	Staines	40	01/03/2031															40							
ST4/019	Former Debenham	High Street	Staines	150	01/07/2031														50	50	50						
ST4/023	Two Rivers Retail P	Mustard Mill Road	Staines	750	01/03/2031											150	150	150	150	150							
ST4/024	Frankie & Benny's/	Hale Street	Staines	55	01/09/2028													55									
ST4/026	Communications H	South Street	Staines	120	01/06/2029														120								
ST4/028	William Hill/Vodafone	High Street	Staines	14	01/03/2029													14									
Brownfield Tier 2 (Net units)*																											
AS1/010	484	London Road	Ashford	7	Years 1-5										7												
23/00171/FUL	2	Milton Drive	Shepperton	6	Years 1-5											6											
23/00273/FUL	108	Thames Street	Staines	9	Years 1-5											9											
SN1/019	The Wheatsheaf Public House	Park Road	Stanwell	5	Years 1-5											5											
AT3/020	Fir Tree Place	Church Road	Ashford	5	Years 1-5											5											
AT3/021	10A - 18	Woodthorpe Road	Ashford	9	Years 1-5												9										
AT3/022	Second Floor Atriu	Church Road	Ashford	9	Years 1-5												9										
SC1/004	Sunbury Fire Statio	Staines Road West	Sunbury	12	Years 1-5												12										
SS1/002	Vacant Land Adjacent	Kingston Road	Ashford	17	Years 1-5											17											
23/00602/FUL	1A	Langley Road & 77 Lal	Staines	5	Years 1-5									5													
AC2/002	126	Feltham Hill Road	Ashford	6	Years 6-10																						6
AC2/006	170/172	Feltham Hill Road	Ashford	5	Years 6-10																						5
AC2/009	Rowland Pine Cent	Staines Road West	Ashford	10	Years 6-10																						10
AT2/001	145-149	Stanwell Road	Ashford	5	Years 6-10																						5

Site ID	Site Address	Street	Town	Total Units	Anticipated completion date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38
LS3/001	r/o 151-153	Charlton Road	Shepperton	6	Years 6-10													6									
SC1/002	115	Staines Road West	Sunbury	25	Years 6-10															25							
SC1/003	147	Staines Road West	Sunbury	15	Years 6-10														15								
SC1/022	Oakhall Court	Oakhall Drive	Sunbury	15	Years 6-10														15								
SE1/004	12	Park Road	Sunbury	6	Years 6-10													6									
SE1/007	St Pauls Catholic C	Green Street	Sunbury	5	Years 6-10													5									
SH3/005	Walton Bridge Gar	Walton Bridge Road	Shepperton	20	Years 6-10															20							
ST1/022	39	Gresham Road	Staines	6	Years 6-10													6									
ST1/036	Universal Tyre Co	Laleham Road	Staines	12	Years 6-10														12								
ST2/025	Manse and associa	Stainash Crescent	Staines	24	Years 6-10															24							
ST2/027	85A	Laleham Road	Staines	9	Years 6-10													9									
ST3/002	Florida Court	Station Approach	Staines	9	Years 6-10													9									
ST3/015	153-155	High Street	Staines	7	Years 6-10													7									
ST4/020	95-99	High Street	Staines	9	Years 6-10													9									
ST4/030	131	High Street	Staines	30	Years 6-10															30							
ST4/031	59	Church Street	Staines	12	Years 6-10														12								
ST1/044	193	London Road	Staines	30	Years 6-10																30						
SE2/003	280	Staines Road East	Sunbury	18	Years 6-10														18								
AC1/008	62 - 68	Junction Road	Ashford	5	Years 6-10													5									
HS1/018	Sunbury Care Home	Thames Street	Sunbury	11	Years 6-10														11								
23/00178/PE	16-18	High Street	Staines	5	Years 6-10																5						
AC2/004	381-385	Staines Road West	Ashford	10	Years 11-15																		10				
AC2/007	180/182	Feltham Hill Road	Ashford	8	Years 11-15																	8					
AC2/008	Land at	School Road	Ashford	5	Years 11-15																	5					
AE1/004	7	Manor Road	Ashford	5	Years 11-15																	5					
AE3/002	Land to west of 39	Feltham Road	Ashford	5	Years 11-15																	5					
AE3/003	71-75	Feltham Road	Ashford	5	Years 11-15																	5					
AE3/005	28-44	Feltham Road	Ashford	26	Years 11-15																			26			
AS1/004	Happy Landing PH	Clare Road	Stanwell	30	Years 11-15																				30		
AS1/009	540-544	London Road	Ashford	17	Years 11-15																		17				
AS2/003	648	London Road	Ashford	21	Years 11-15																			21			
AT1/011	Universal Creations,	Chesterfield Road	Ashford	8	Years 11-15																	8					
AT3/002	55A	Woodthorpe Road	Ashford	10	Years 11-15																		10				
HS1/001	R/O The Goat Pub	Upper Halliford Road	Shepperton	5	Years 11-15																	5					
LS3/004	Ashbourne Hall	Littleton Road	Shepperton	5	Years 11-15																	5					
SE1/010	Ritzbury House, Bri	Green Street	Sunbury	6	Years 11-15																	6					
SE1/011	75-77	Green Street	Sunbury	6	Years 11-15																	6					
SE1/022	The Summit Centre	Hanworth Road	Sunbury	200	Years 11-15																		50	50	50	50	
SE1/023	41	Orchard Road	Sunbury	6	Years 11-15																	6					
SN1/013	Garage Court to re	Park Road	Stanwell	8	Years 11-15																	8					
SN2/001	Minerva House	Minerva Close	Stanwell	20	Years 11-15																			20			
SN2/002	Hope Inn	Hithermoor Road	Stanwell M	5	Years 11-15																	5					

Site ID	Site Address	Street	Town	Total Units	Anticipated completion date	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	
SS1/004	Ashman Service St	Kingston Road	Ashford	5	Years 11-15																		5					
ST1/003	Denby	Stanwell New Road	Staines	5	Years 11-15																		5					
ST1/032	61-63	High Street	Staines	5	Years 11-15																		5					
ST1/035	44A	Gresham Road	Staines	8	Years 11-15																		8					
ST3/017	116 - 120 High Street	High Street	Staines	65	Years 11-15																				30	35		
ST1/042	273-275	London Road	Staines	36	Years 11-15																		18	18				
ST2/004	The Retreat	Pinewood Drive	Staines	8	Years 11-15																		8					
ST3/007	140-154	High Street	Staines	7	Years 11-15																		7					
Small Sites Windfall													42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	
Prior Approval Windfall													0	0	0	0	0	32	32	32	32	32	32	16	16	16	16	16

Figure 6: Housing Trajectory 2023-2038



Use of urban land

5.18 The policy objective and overall strategy for ensuring that urban land is used effectively continues. The definition of previously developed land (PDL) does not include residential gardens. A high proportion of residential development completed during the year continues to be on PDL consistent with Strategic Policy SP1: Location of Development.

Table 8: Percentage of new and converted dwellings built on previously developed land 2022/23

	All dwellings	On garden land or otherwise not previously developed land	On previously developed land (PDL)	Percentage of dwellings on PDL
Dwellings permitted (new build and redevelopment)	1366	12	1354	99%
Conversions and change of use permitted	25	0	25	100%
Total – all new dwellings permitted (gross)	1391	12	1379	99%
Dwellings completed (new build and redevelopment)	88	2	86	98%
Conversions and change of use	62	0	62	100%
Total – all new dwellings completed (gross)	150	2	148	99%

Source: In house monitoring

Smaller dwellings

Figure 7: Total dwellings (gross) completed by bedroom size 2011-2023

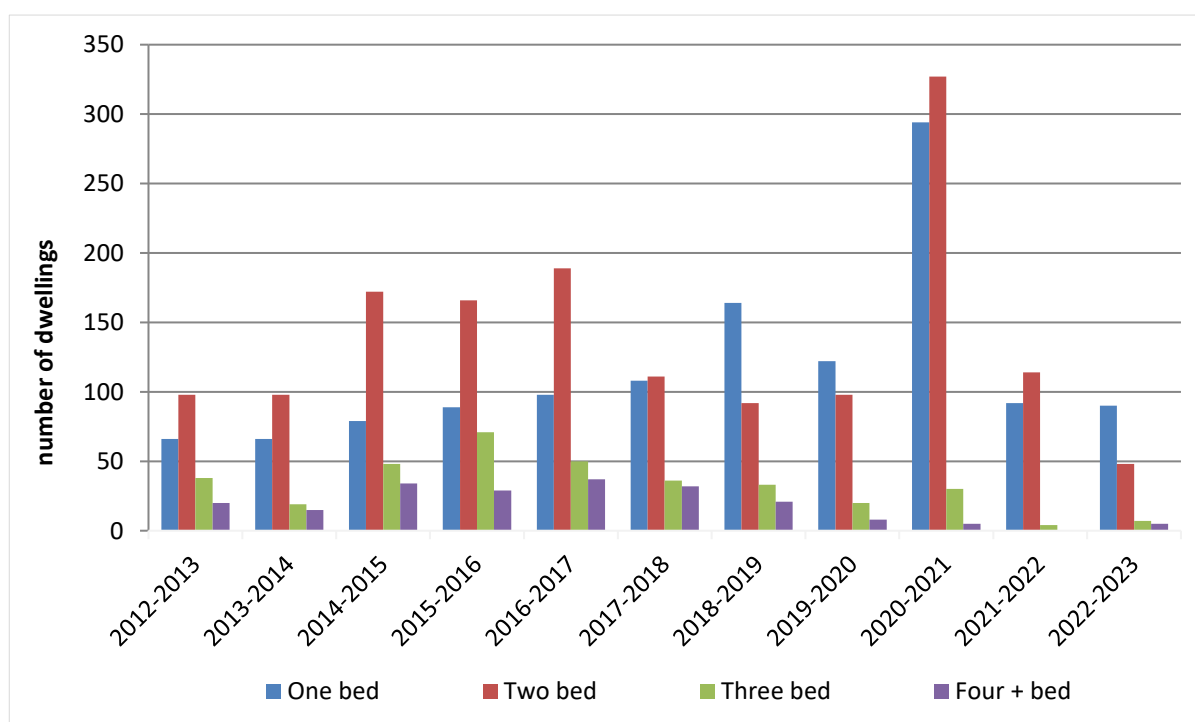


Table 9: Percentage of small units in housing schemes 2022/23

	Schemes	Dwellings (gross)	Units by bedrooms				% of 1 & 2 bed
			1	2	3	4+	
New permissions							
All schemes	62	1391	638	615	107	31	90%
Schemes of 4 or more dwellings	56	1337	624	604	91	18	92%
Completed sites							
All schemes	23	150	90	48	7	5	92%
Schemes of 4 or more dwellings	8	127	85	40	2	0	98%
Sites under construction							
All schemes	50	1320	622	635	38	25	95%
Schemes of 4 or more dwellings	23	1284	616	622	34	12	96%

Source: In house monitoring

Density

5.19 From 2009 to 2023 the average density for all completed schemes was 78 dwellings per hectare. It is inevitable that many small sites will fall below the preferred minimum density guideline of 35 dwellings per hectare (dph) set out in Policy HO5. However, the majority of completions continue to be built at densities greater than 35dph and the number of dwellings completed at densities above 75 dph represents a significant proportion on all completions.

Table 10: Percentage of new dwellings on completed sites between 2009 and 2023 at different density ranges.

Year	Sites completed in year	Number of dwellings on completed sites	Average density of completed sites	% of dwellings completed at different density ranges		
				<35	35-75	>75
2009-2010	40	235	63	3%	67%	30%
2010-2011	38	272	64	7%	52%	41%
2011-2012	33	260	39	7%	89%	4%
2012-2013	38	146	44	18%	42%	40%
2013-2014	27	242	55	6%	44%	50%
2014-2015	42	307	65	18%	11%	71%
2015-2016	28	176	76	6%	42%	52%
2016-2017	46	440	51	19%	55%	26%
2017-2018	44	296	50	29%	27%	44%
2018-2019	48	459	46	54%	10%	36%
2019-2020	35	230	71	7%	23%	70%
2020-2021	58	513	134	9%	8%	83%
2021-2022	12	137	190	2%	5%	93%
2022-2023	23	150	149	6%	2%	92%
Total	512	3,863	78			

Source: In house monitoring

Self-Build and Custom Housebuilding

5.20 The Self-build and Custom Housebuilding Act 2016 made it a legal requirement for the Council to hold a register of those individuals or associations who have expressed an interest in obtaining a serviced plot of land for the purpose of constructing a dwelling.

5.21 The register, which is not available for public inspection, has been held by the Council since April 2016. There are currently 81 individuals on the Register and anyone wishing to be added may apply on-line at <https://www.spelthorne.gov.uk/SelfBuild>. In 2022/23, two consents were granted for self-build housing.

Brownfield Land Register

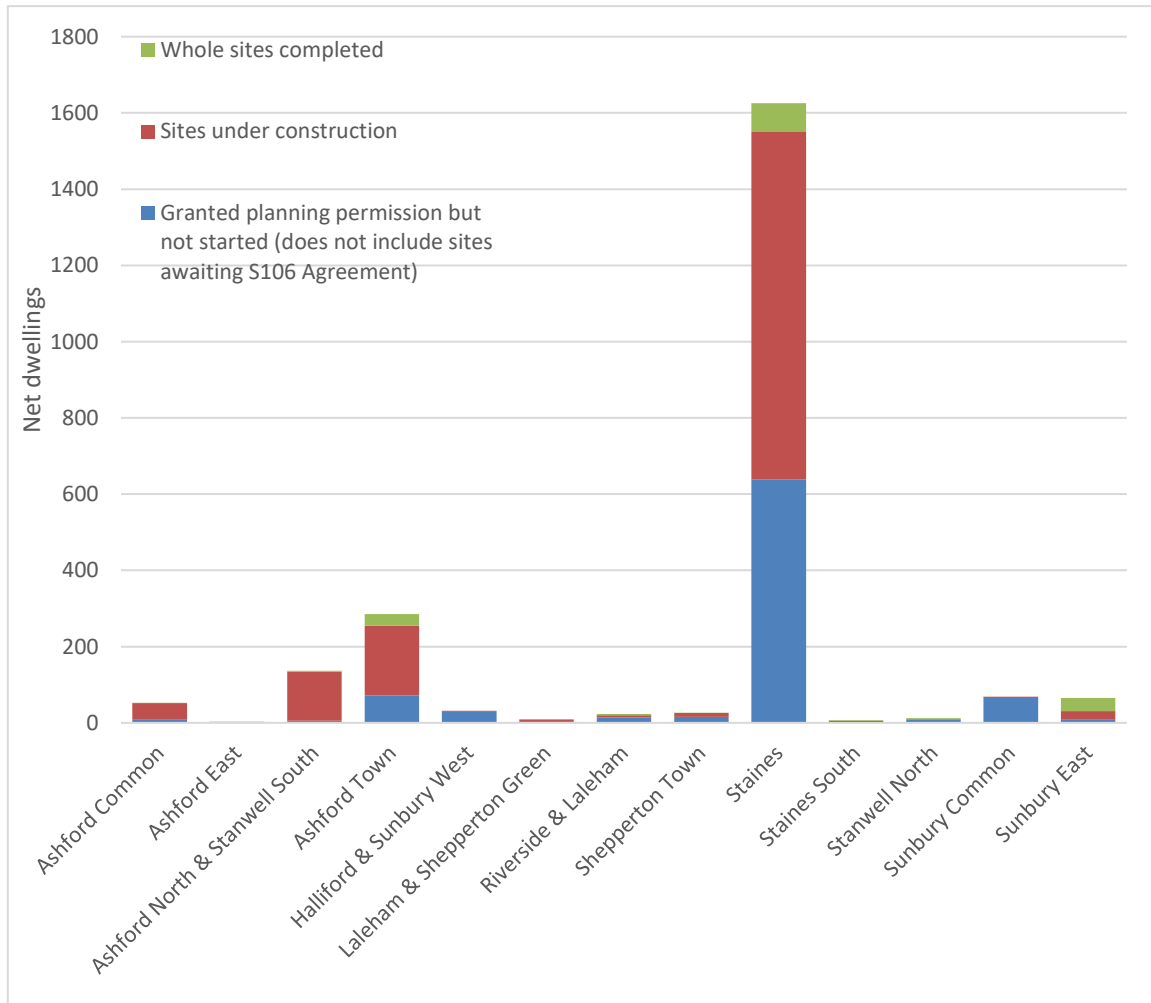
5.22 The Town and Country Planning (Brownfield Land Register) Regulations 2017 places a requirement on the Council to maintain a register of land which has been previously developed. The Brownfield Land Register is published on the Council's website and is updated annually: <https://www.spelthorne.gov.uk/brownfield>. Sites are included in Part 1 of the Register if:

- the land has an area of at least 0.25 hectares or is capable of supporting at least 5 dwellings;
- the land is suitable for residential development;
- the land is available for residential development, and;
- residential development of the land is achievable.

Distribution of New Development by Ward

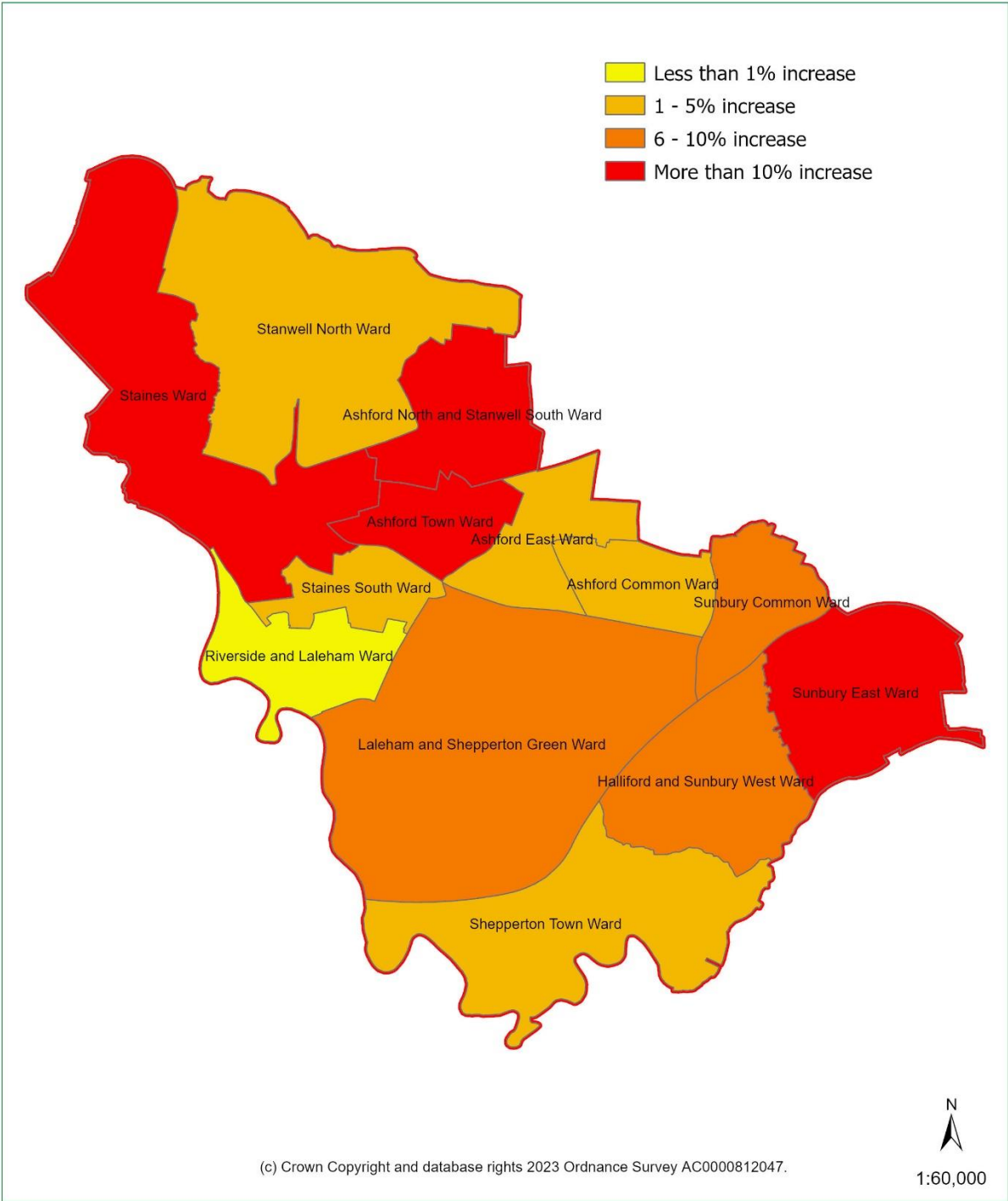
5.23 Figure 8 provides information on the general location of housing development in the Borough broken down by ward. The figures represent the net gain on all completed sites within each ward for the last year. Figures for sites under construction and new permissions granted are also included. Map 2 shows the percentage net gain in dwelling stock for each ward since the last Census in 2011. Table A1/11 in the Appendix sets out information on net completions for each of the last five years together with a total for each ward.

Figure 8: Distribution of housing development (net gain) by Ward 2022-2023



Source: In-house monitoring

Map 2: Percentage net gain in dwelling stock by Ward since 2011 Census



Source: In house monitoring and 2011 Census data

Affordable housing

- 5.24 There were no recorded completions of affordable dwellings in 2022/23. There are however currently 256 affordable dwellings under construction and a further 115 units with planning permission but not started (Table 12).
- 5.25 Schemes granted planning permission this year have included a greater proportion of affordable housing (Table 13). A complete schedule of permissions which include an element of affordable housing is set out in Appendix 1 Table A1/5. This shows a small supply of affordable units in the pipeline although there is an increasing trend for developers to seek to reduce on-site provision of affordable housing on the grounds of viability and to promote off-site provision or an in-lieu financial contribution. A number of larger schemes have recently been granted planning permission with significantly lower proportions of on-site provision than Policy HO3 seeks to achieve. In addition, the conversion of offices to residential under the 'prior approval' regime has prevented the negotiation of affordable housing in a significant number of schemes. In the year to 31 March 2022 six applications for prior approval were granted, involving the loss of some 2,131m² of office floorspace with the provision of 22 dwellings but with no affordable housing.
- 5.26 In order to assist in the delivery of affordable housing to meet specific needs, the Council, through its subsidiary development company of Knowle Green Estates (KGE) has undertaken to intervene directly in the housing market. The West Wing, Knowle Green Development provided 25 units.

Table 11: Number of affordable homes provided per year since 2009

Year	Affordable dwellings completed (gross)	Affordable dwellings lost in year	Affordable dwellings completed (net)	Rent		Shared Ownership		Other/not specified	
				Gross units	%	Gross units	%	Gross units	%
2009-10	99	54	45	64	65%	35	35%	0	0
2010-11	96	44	52	84	87%	12	13%	0	0
2011-12	144	59	85	101	70%	43	30%	0	0
2012-13	63	20	43	51	81%	12	19%	0	0
2013-14	44	0	44	44	100%	0	0%	0	0
2014-15	16	43	-27	8	50%	8	50%	0	0
2015-16	138	14	124	82	59%	56	41%	0	0
2016-17	46	0	46	46	100%	0	0%	0	0
2017-18	9	0	9	5	55%	4	45%	0	0
2018-19	6	0	6	6	100%	0	0%	0	0
2019-20	0	0	0	0	0%	0	0%	0	0
2020-21	177	0	177	22	12%	155	88%	0	0
2021-22	104	0	104	0	0%	104	100%	0	0
2022-23	0	0	0	0	0%	0	0%	0	0
Total	838	234	708	513	54%	429	46%	0	0

Source: In house monitoring

Table 12: Affordable dwellings granted planning permission 2022-2023

	Number of sites	Total Dwellings (gross)	Affordable dwellings granted pp	Affordable dwellings as % of all dwellings granted pp
All schemes	62	1391	192	14%
Schemes above 15 unit threshold as defined in Policy HO3	8	1222	192	16%

Source: In house monitoring

Gypsy and Travellers

5.27 The number of pitches required for both Gypsies and Travellers and Travelling Showpeople for the period 2017 to 2041 was established as part of the Gypsy and Traveller Accommodation Assessment (GTAA) carried out in 2018. The information from the 2018 GTAA will form part of the evidence base to support the new Local Plan.

Table 13: Current Provision for Gypsies, Travellers and Travelling Showpeople

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

Source: GTAA 2006

5.28 Overall, the additional pitch needs for Gypsies and Travellers from 2017-2041 are set out in Table 14. The additional needs are set out for those households that meet the planning definition of a Gypsy or Traveller, for those households whose status is unknown and for those households that do not meet the planning definition.

5.29 For the purposes of the planning system, the definition is set out in Planning Policy for Traveller Sites, Department for Communities and Local Government (DCLG), August 2015:

For the purposes of this planning policy ‘gypsies and travellers’ means:

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family’s or dependants’ educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

In determining whether persons are “gypsies and travellers” for the purposes of this planning policy, consideration should be given to the following issues amongst other relevant matters:

- a) Whether they previously led a nomadic habit of life.*
- b) The reasons for ceasing their nomadic habit of life.*
- c) Whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.*

For the purposes of this planning policy, ‘travelling showpeople’ means:

Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family’s or dependants’ more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily, but excludes Gypsies and Travellers as defined above.

5.30 A household’s status may be unknown where an interview was not able to be completed (either due to the household refusing to be interviewed, through site owners refusing access to sites, or through households not being present despite up to three

visits to each pitch) who may meet the planning definition. The need for those households who do not meet the planning definition will need to be addressed by the Council.

Table 14: Additional need for Gypsies, Travellers and Travelling Showpeople in Spelthorne 2017-2041

	Meet the Planning Definition	Unknown status	Do not meet the Planning Definition
Gypsies & Travellers	3	0-7	17
Travelling Showpeople	15	0-2	0

Source: GTAA 2018

6. Economy

Strategic Policy

- 6.1 The strategy for economy and employment is to maintain the employment capacity of Spelthorne's economy taking into account anticipated trends in employment demands and labour supply. New employment development will be focussed in town centres and in designated Employment Areas.
- 6.2 As a vital element of the local economy, the strategy for retail is to provide for the continued development of Staines-upon-Thames as Spelthorne's principal town centre. Ashford, Shepperton and Sunbury Cross will be maintained as local centres to serve their immediate areas.
- 6.3 Figure 10 uses the latest Valuation Office Agency (VOA) Non-domestic rating: business floorspace statistics published on the www.gov.uk website. These indicate a current total business floorspace of 775,000 sqm across all sectors.

Progress

- 6.4 The Spelthorne Economic Strategy 2023-2028 and the Local Economic Assessment are available on the [Councils' website](#).

Context

General

- 6.5 Of the 103,000 population set out in the 2020 ONS mid-year estimate, 61,300 (61.4 %) were aged between 16 and 64, of which) 50,400 (78,2% 51,000 (80.5%)¹² were economically active (this includes those who were unemployed at the time of the survey but were actively seeking employment). Unemployment was recorded as 3.3%¹³ in Spelthorne in 2022.
- 6.6 The percentage of Spelthorne's workforce involved in managerial and professional occupations is 45.5% which is lower than the average for Surrey (62.1%)¹⁴. When measuring employment by occupation, 'associate professional & technical' constitute the largest group in Spelthorne. The biggest sector of employee jobs by industry in Spelthorne is the 'Wholesale and Retail Trade; Repair Of Motor Vehicles And Motorcycles'.
- 6.7 More detailed information on Spelthorne's employment levels and job vacancies is available to view through the [Nomis Website](#)

Commercial floorspace

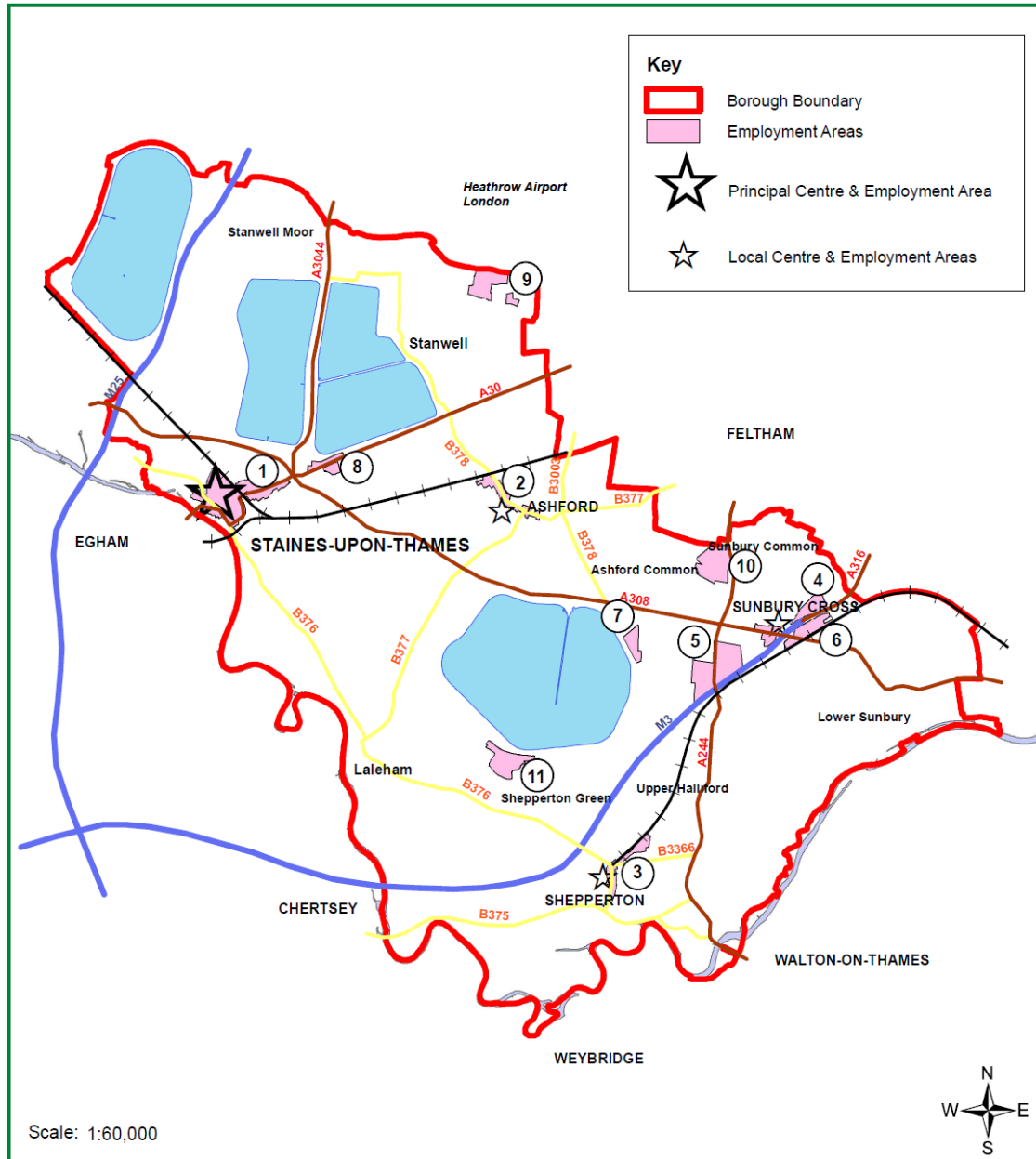
- 6.8 Map 3 shows the location of the Employment Areas and Town Centres in Spelthorne as defined in the Core Strategy and Policies DPD. Employment floorspace is broadly spread across the Borough. Spelthorne has the third largest amount of commercial floorspace in Surrey with the second highest amount of warehousing after Guildford. This is due to the proximity of Heathrow Airport which has led to a concentration of airport related warehousing particularly in the north of the Borough.

¹² <https://www.nomisweb.co.uk/reports/lmp/la/1946157334/report.aspx#tabempocc>

¹³ [Spelthorne unemployment ons.gov.uk](https://www.nomisweb.co.uk/reports/unemployment/la/1946157334/report.aspx#tabunemp)

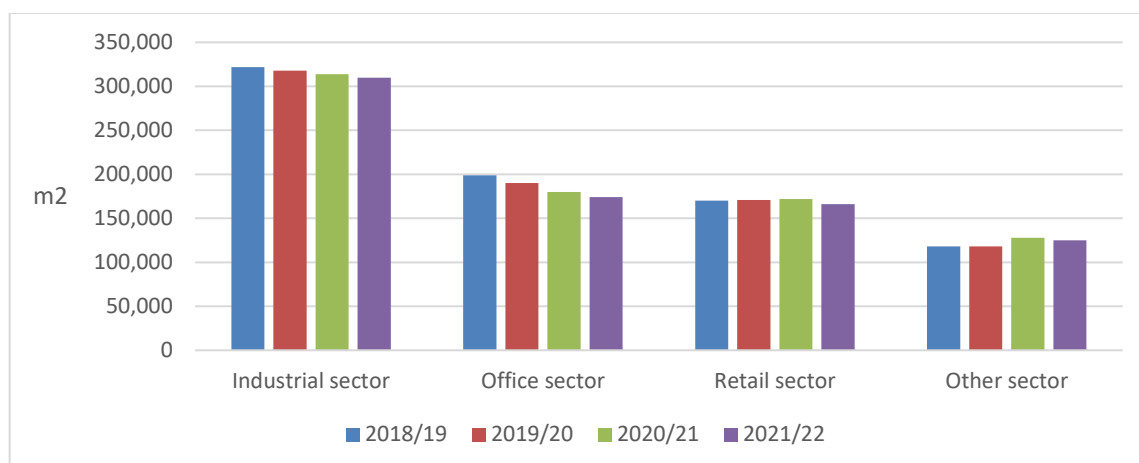
¹⁴ <https://www.nomisweb.co.uk/reports/lmp/la/1941962887/report.aspx?town=surrey>

Map 3: Location of Employment Areas and Town Centres in Spelthorne



1	Staines Town Centre	7	Ashford Road, Littleton Road & Spelthorne Lane, Ashford
2	Ashford Town Centre	8	London Road (east of Crooked Billet roundabout), Staines
3	Shepperton Centre	9	Bedfont Road, Long Lane, Stanwell (including Northumberland Close & Camgate Estate)
4	Sunbury Cross Centre	10	BP Chertsey Road, Sunbury
5	Windmill Road, Sunbury	11	Shepperton Studios, Shepperton
6	Hanworth Road & Country Way, Sunbury		

Figure 9: Business floorspace by main use type – 2018 - 2022



Source: VOA data September 2022

6.9 The current state of the property market has brought forward more residential development on sites previously in commercial use, but which are no longer suitable for that purpose. Six commercial sites within the designated employment areas have been lost to non-employment uses by being converted to residential. These sites total 5,825 sqm and once completed will result in 128 dwellings. Within designated employment areas, a total of 5,094 sqm of commercial floorspace has been lost to non-employment uses over the past year.

Table 15: Completed floorspace developed by employment type – 1 April 2022 – 31 March 2023

	Gross floor space in m ²	Losses in floor space in m ²	Net gain in floor space in m ²
Offices (B1a)	0	5,352	-5,352
Research & Development (B1b)	0	0	0
Light Industry (B1c)	0	0	0
Industrial (B2)	0	0	0
Warehousing/storage (B8)	0	33	-33
Mixed B1/B2/B8	0	0	0
E class use from 1 st September 2020	0	440	-440

Source: In house monitoring

N.B. Losses refer to any loss of floorspace arising during the monitoring year and does not necessarily relate to the loss on a site where completed development is recorded during the year.

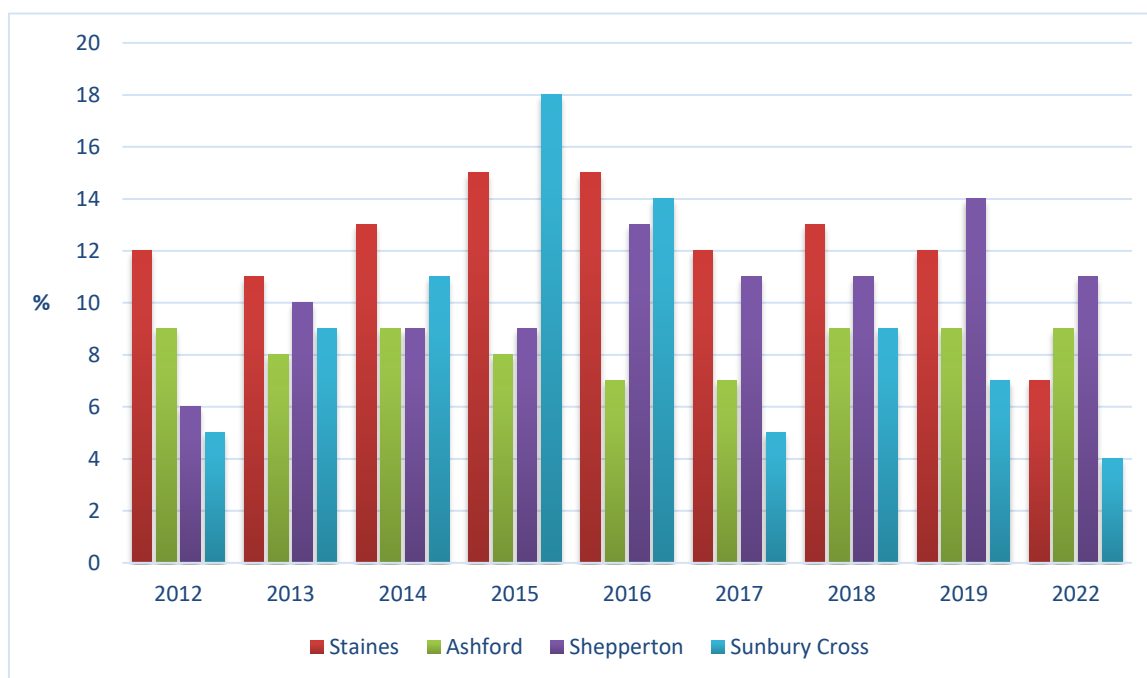
Table 16: Designated Employment Land lost to non-employment uses within the Borough - 1 April 2021 - 31 March 2022

	Loss to residential (m ²)	Loss to other uses (hectares)
Offices (B1a)	4,654	0
Research & Development (B1b)	0	0
Light Industry (B1c)	0	0
Industrial (B2)	0	0
Warehousing/storage (B8)	440	0
Total	5,094	0

Source: In house monitoring

6.10 The annual survey of retail vacancies was not carried out in 2020-2021 due to the unusual circumstances associated with the Covid-19 pandemic. A new survey has been carried out in 2023. The data 2023 is included for information (Figure 10 and Appendix 3 Table A2/1). It should be noted that the overall vacancy rates include, not only retail units, but also all other vacant town centre uses as set out in Table A2/2.

Figure 10: Vacancy rates in larger shopping centres



Source: In house monitoring (Appendix 2 Table A2/1)

7. Infrastructure

Strategic Policy

- 7.1 The strategy is to ensure that development meets the needs of all sections of the community and that new development which requires additional infrastructure and services contributes to the necessary improvements.

Context

- 7.2 New developments need to be supported, where necessary, by the provision of appropriate infrastructure which meets the needs of the community. Infrastructure covers a wide range of services and facilities and includes utilities, transport and highways, education, health services, leisure facilities, open space and natural greenspace. Contributions towards the provision of new infrastructure were, until 2015, secured through Section 106 Agreements.
- 7.3 On 1 April 2015 the Community Infrastructure Levy (CIL) came into effect in Spelthorne. In accordance with the Regulations the Council was required to monitor and report on the money collected through CIL and on how the funds have been spent. However, in 2019 amendments to the Regulations required Local Authorities to publish annually on their websites an Infrastructure Funding Statement (IFS). This is a statutory requirement and contains details of the collection and spending of CIL and S106 payments. There is no longer a requirement to publish this information in the AMR although for the time being a summary has been retained. Full details of the latest IFS covering the period up to 31 March 2022 are available on the Council's website: <https://www.spelthorne.gov.uk/article/19916/Infrastructure-Funding-Statement-IFS>

Progress

- 7.4 A total of £975,043 in CIL contributions was received in the year to 31 March 2023. Table 17 sets out a summary of CIL income and expenditure since 2017.
- 7.5 During the course of 2022/23, two new Section 106 Agreements were signed, details of which are included in Table 19. The various categories for which S106 contributions have been achieved is provided in Table 18. Full details of the spending of S106 monies are set out in the IFS which can be found at the following link; <https://www.spelthorne.gov.uk/article/19916/Infrastructure-Funding-Statement-IFS>

Table 17: CIL Income and Expenditure

Categories	Year				
	2018/19	2019/20	2020/21	2021/22	2022/23
Total receipts for the reported year	£1,812,509	£1,210,132	£2,111,890	£1,288,007	£975,043
Overall total received since 2015	£3,464,087	£4,674,219	£6,786,109	£8,074,116	£9,049,159
Total Expenditure for the reported year	£90,645.48	£425,507	£105,739	£64,400	£1,064,575
Summary Details of Expenditure					
Administration costs	£90,625	£60,506	£105,594	£64,400	£48,752
Strategic CIL - Wider Staines Transport Package		£365,000			
Expenditure Committed during the year for future projects	£0.00	£0.00	£5,722,646	£471,760	£1,064,575
Total	£90,625	£425,506	£5,825,385	£536,160	£1,113,327

Source: In house monitoring

Table 17: Section 106 Contributions by Category secured since 2017

Categories	Year					
	2017-18	2018-19	2019/20	2020/21	2021/22	2022/23
Affordable Housing commuted sum	£2,602,909	0	£132,527	£69,568	£2,844	£80,471.88
Air Quality	0	0	0	0	0	0
Highways/highway safety	0	£94,787	0	0	0	0
Non car modes of transport	£8,000	0	0	0	0	0
Travel plan & monitoring	£18,450	£10,750	£12,300	0	0	£6,898.13
Travel voucher scheme	£12,650	£13,750	0	0	0	0
Transport vouchers	0	0	0	0	0	0
Traffic Regulation Orders (TRO) Contribution	0	0	£10,000	0	0	0
Electric Vehicle contribution	£6,000	0	£8,250	0	0	0
Parking controls & traffic management	£32,000	£47,500	£20,000	0	0	0
Signage Strategy Contribution	0	0	£20,000	0	0	0
Commissioned Art	0	0	0	0	0	0
Monitoring fee	£1,400	£1,400	£850	£350	0	0
Education	0	0	0	0	0	0
CCTV	0	0	0	0	0	0
Play & sports facilities	0	£65,000	0	£30,000	0	£109,993.16
Park contribution	£20,000	0	0	0	£70,000	0
Open space provision	0	0	0	0	£45,000	£56,644.84
Community facilities	0	£40,000	0	0	0	0
Legal costs of the Council	£6,425	£510	0	0	0	0
Media education, skills and training	0	0	£15,000	0	0	0
Environmental Improvement	£14,000	0	0	0	£42,481	0
Total	£17,314	£2,721,834	£273,697	£218,927	£160,325	£254,008.01

Source: In house monitoring

Table 18: Section 106 Contributions by Development secured since 2013

Permission	Address	Legal Agreement signed	Amount
2013-14			
13/00153/FUL	Riverside Works, Fordbridge Road, Sunbury	12/08/13	£147,853
12/01695/FUL	Sunna Lodge, Spelthorne Grove, Sunbury	22/08/13	£199,850
12/1700/FUL	96-104 Church Street, Staines	15/01/14	£70,350
Sub-total			£418,053
2014-15			
13/01029/FUL	Costco, Hanworth Road, Sunbury	21/07/14	£245,382
14/00194/FUL	524-538 London Road, Ashford (Holiday Inn)	10/12/14	£54,950
13/00451/FUL	554 London Road, Ashford (McDonalds)	07/10/14	£50,000
14/01040/FUL	Lang & Gwendolen House, Victory Close, Stanwell	18/12/14	£60,739
14/00275/FUL	Former London Irish, The Avenue, Sunbury	20/01/15	£2,481,000
Sub-total			£2,892,071
2015-16			
	None		0
Sub-total			£0.00
2016-17			
15/01518/FUL	90-106 High Street, Staines	10/08/16	£10,814
16/00893/FUL	Page Works, Forge Lane, Sunbury	15/08/16	£6,500
Sub-total			£17,314
2017-18			
17/00263/FUL	Land to the North of Hanworth Road and west of Costco, Sunbury	26/09/17	£66,500
16/01158/FUL	17-51 London Road, Staines	30/10/17	£2,548,772
16/01591/FUL	Hithermoor Farm, 6 Farm Way, Stanwell Moor	06/11/17	£39,576
17/01274/FUL	Former Brooklands College, Church Road, Ashford	20/12/17	£11,500
17/01065/FUL	Halliford Studios Ltd, Manygate Lane, Shepperton	09/03/17	£16,686
Sub-total			£2,683,034
2018-19			
17/00640/FUL	524-538 London Road, Ashford	04/05/18	£350
18/01228/FUL	Ashford Depot, Poplar Road, Ashford	21/12/18	£40,860
17/01923/FUL	Charter Square, High Street, Staines	15/02/19	£61,390
17/01365/OUT	Renshaw Industrial Estate, Mill Mead, Staines	25/07/18	£171,097
Sub-total			£273,697
2019-20			
18/01212/OUT	Shepperton Studios, Studio Rd, Shepperton TW17 0QD	04/07/19	£51,650
19/00290/FUL	17-51 London Rd, Staines TW18 4AJ	11/07/19	£34,400
19/01029/FUL	Harper Home, 29-31 Fordbridge Rd, Ashford, TW15 2TB	31/10/19	Non-financial
19/01051/FUL	15 London Rd, Staines TW18 4AJ	04/11/19	Non-financial
16/00547/FUL	The Grange, Glenthorne, 33 Rookery Rd, Staines, TW18 1BT	31/03/20	£132,877
Sub-total			£218,927
2020-21			
18/01000/FUL	Jewson Builders, Merchants Moor Lane, TW18 4YN	14/10/20	£99,918.00
Sub-total			
2021-22			
20/00123/OUT	Bugle Nurseries , Upper Halliford Road, Shepperton, TW17 8SN	2/6/21	Non-financial

20/01199/FUL	The Old Telephone Exchange, Masonic Hall And Adjoining Land, Elmsleigh Road, Staines-upon-Thames, TW18 4PN	22/12/21	Non-financial
20/01199/FUL	The Old Telephone Exchange, Masonic Hall And Adjoining Land, Elmsleigh Road, Staines-upon-Thames, TW18 4PN	22/12/21	£70,000
20/00802/FUL	20/00802/FUL - Car Park, Tesco Supermarket, Town Lane, Stanwell, TW15 3AA	11/3/22	Non-financial
20/00802/FUL	20/00802/FUL - Car Park, Tesco Supermarket, Town Lane, Stanwell, TW15 3AA	11/3/22	£47,844
Sub-total			£117,844
2022-23			
21/01801/FUL	Sunbury Ex-Services Association Club, Crossways, Sunbury	21/08/22	Non-financial
22/00591/FUL	Renshaw Industrial Estate	1/12/22	£166,997
Sub-total			£166,997

8. Environment

Introduction

- 8.1 The strategy for the local environment is to maintain and improve the quality of the environment by safeguarding existing character and assets and seeking to improve areas of poor quality, including those areas where air quality is poor. The strategy also seeks to ensure that new development is sustainable and makes a positive contribution to the environment.
- 8.2 This section deals with the key environmental assets and issues within both the natural and built environment. It also deals with the issues relating to the location and control of development in areas liable to flood and within the Green Belt.

Context

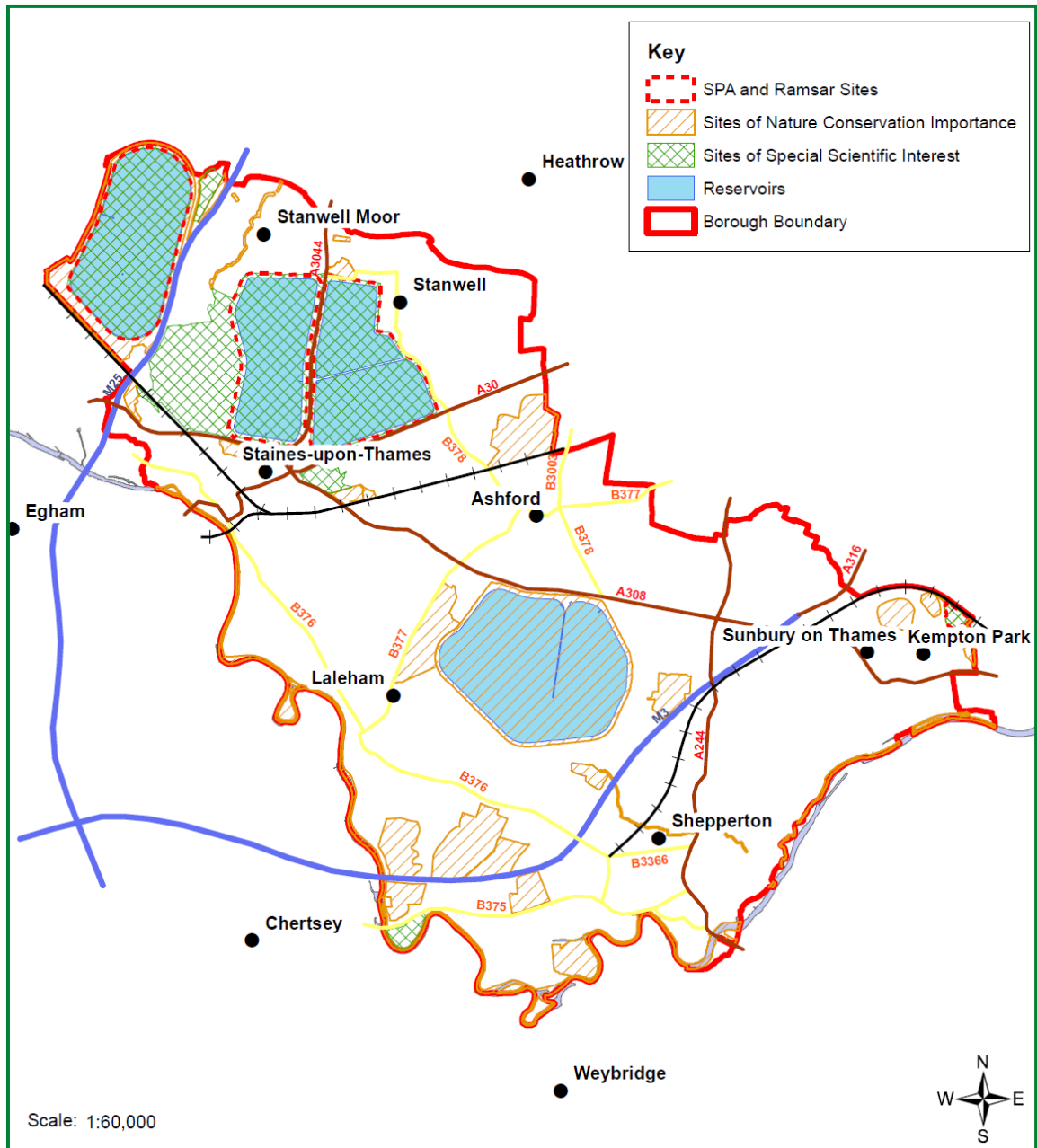
- 8.3 Spelthorne lies within the Thames Valley with the River Thames forming its southern and western boundary and the River Colne running through the northern part of the Borough down to Staines-upon-Thames. The rivers and river landscapes provide attractive areas of countryside with significant opportunities for recreation.
- 8.4 Due to the legacy of mineral working the Borough contains many lakes and wetland areas in addition to four large reservoirs. Many of the habitats associated with these areas have been designated as ecologically important at local, national and international level.
- 8.5 The majority of the open land, including the lakes and reservoirs, is included in the Green Belt which covers 3,324 hectares (approximately 65%) of the Borough. The built-up area contains a number of historic areas designated as Conservation Areas.
- 8.6 The whole Borough is designated as an Air Quality Management Area (AQMA) and there is a number of pollution 'hot spots' arising from traffic congestion.

Key environmental assets

a) Biodiversity

- 8.7 The major reservoirs in the north of Spelthorne were recognised as habitats of international significance for birds and designated as Special Protection Areas (SPAs) and Ramsar sites in 2000. A large number of smaller waterbodies across the Borough have been identified as supporting the integrity of the SPA and consequently also need to be assessed in the context of any proposals which have the potential to affect the integrity of the SPA under the requirements of the Conservation and Habitats and Species Regulations 2010.
- 8.8 The Staines Moor Site of Special Scientific Interest (SSSI) is the largest in the Borough and includes the King George VI and Staines Reservoirs, Shortwood Common and Staines Moor itself. It is important not only for the plant species associated with the Moor but also for the nationally important populations of wintering wildfowl which use the reservoirs.

Map 4: SPA and Ramsar Sites, SSSIs and SNCIs in Spelthorne



8.9 In addition to the statutorily designated SSSIs there is a wide range of sites providing different types of habitats throughout the Borough known as Sites of Nature Conservation Importance (SNCI). These were originally identified, surveyed and selected by the Surrey Nature Conservation Liaison Group in 1996.

8.10 Details of all nature conservation sites are set out in Appendix 3 Tables A3/3 to A3/4.

b) Conservation Areas

- 8.12 There are eight Conservation Areas in Spelthorne (Appendix 3 Table A3/4). These are 'areas of special architectural or historic interest, the character and appearance of which it is desirable to preserve or enhance'.

c) Listed Buildings

- 8.13 There are 198 buildings in Spelthorne listed as being of special architectural or historic interest. Listed Buildings are categorised into three grades and the percentage of each grade nationally and in Spelthorne is summarised in Appendix 3 Table A3/5.
- 8.14 Details of every Listed Building in Spelthorne is published in the Council document 'Listed Buildings in Spelthorne', November 2009 (updated December 2016): <https://www.spelthorne.gov.uk/article/17714/Trees-Conservation-Areas-and-Listed-Buildings-information>.

d) Locally Listed Buildings

- 8.15 In addition to the statutorily Listed Buildings there are 157 other buildings and structures in Spelthorne which are valued for their contribution to local character and local historical associations. In February 2004 (updated in December 2016) the Council published details of these in a document 'Local List of Buildings and Structures of Architectural or Historic Interest'.
<http://www.spelthorne.gov.uk/article/17714/Trees-Conservation-Areas-and-Listed-Buildings-information>

Key Issues

- 8.16 All statutory and non-statutory sites of nature conservation value need to be positively managed to ensure that their condition remains favourable.
- 8.17 The major roads which pass through the Borough and its proximity to Heathrow have a negative effect on the environment in terms of noise and air pollution. The unregulated restoration of mineral sites in the past, together with former industrial sites, present a range of potential contamination issues which need to be addressed.

Progress

- 8.18 Although no areas of SSSI have been lost since designation some areas are currently in unfavourable condition and discussions are taking place to bring these within a positive management regime. Of the sites currently managed by the Council all are identified by Natural England as being in "favourable" condition with the exception of Shortwood Pond which is "unfavourable but recovering". A long term plan is in place to address the issues on this site. There have been no new assessments of condition published by Natural England since the dates shown in Table 20.

Table 20: Sites of Scientific Interest (SSSIs) – Condition

Name	Status as assessed by Natural England	Date of assessment
Staines Moor – including Shortwood ¹⁵ Common, Staines Reservoirs and King George VI Reservoir	96.16% - Favourable	22 November 2016
Shortwood Pond (included as part of Staines Moor SSSI)	2.13% - Unfavourable recovering	15 March 2021
Poyle Meadow (included as part of Staines Moor SSSI)	1.71% - Unfavourable declining	12 October 2017
Wraysbury Reservoir	100% - Favourable	7 February 2012
Dumsey Meadow, Chertsey Bridge Road	100% - Favourable	11 July 2012
Kempton Park Reservoir	100% - Unfavourable recovering	12 March 2012

8.19 The majority of SNCIs remain in private ownership. A programme to resurvey all existing sites and to identify new sites was completed in 2012. As part of the new Local Plan preparation, Surrey Wildlife Trust has been undertaking a review of thirteen of the SNCIs within the Borough. To date five surveys have been carried out however the remaining have not been completed due to issues over access to the sites.

8.20 On September 5 2023 the Environment and Sustainability Committee of Spelthorne Borough Council voted to agree revisions to the Staines Conservation Area boundary. This has resulted in the total area of the Staines Conservation Area increasing by 3 hectares.

Air Quality

8.21 Previous air quality assessments and air quality monitoring undertaken by the Council have demonstrated that concentrations of monitored pollutants have historically not been compliant with UK objectives in relation to the annual mean nitrogen dioxide (NO₂) concentrations at some locations within the Borough. Since 2004 the annual levels of nitrogen dioxide have typically exceeded the Air Quality Standards Regulations objectives at some, but not all monitoring locations around the Borough. The locations where exceedances were identified were generally in proximity to major roads including the M3, A308, A30 and M25 and at busy junctions. The 2022 Air Quality Annual Status Report was published in November 2022 and reviews monitoring data for 2021 and over a 5 year period. It is available on the Council's website via <https://www.spelthorne.gov.uk/article/17839/Air-quality-reports>. The data shows that in 2020 and 2021 there were no measured exceedances of the annual mean level of nitrogen dioxide at any of the Council's 49 regular network of monitoring locations. Traffic is the predominant source of air pollution in Spelthorne, traffic levels were reduced in 2020 and 2021 due to the Covid-19 pandemic and remain lower than pre pandemic levels. In 2019 prior to the pandemic there were measured exceedances of the annual mean level of nitrogen dioxide at nine of the Council's regular network of monitoring locations, principally at busy junction locations that have recorded exceedances in the recent past, but also at some new monitoring locations in the north of the Borough in close proximity to Heathrow airport and supporting businesses. Five years of results are, however, needed to be able to draw firm conclusions on trends. The long-term effects of

¹⁵ <https://designatedsites.naturalengland.org.uk/SiteList.aspx>

the pandemic upon traffic and air pollution in the Borough are still ongoing, particularly due to the changes in working patterns. Air Quality monitoring data collected in 2022 contains one exceedance of the UK objectives in relation to the annual mean nitrogen dioxide (NO₂) concentrations along Stanwell Moor Road. When considered from the perspective of exposure the exceeding monitoring location is not representative of a sensitive receptor for the annual mean objective such as a residence, rather it is situated on a footpath at the roadside on the carriageway approaching the roundabout junction between the A3113 Airport Way, the Southern Perimeter Road and the A3044 close to Terminal 5. The short-term objective that Defra guidance recommends applying to busy streets where people may spend 1 hour or more close to traffic is not exceeded.

- 8.22 Spelthorne Borough Council has passed a motion to advocate for the 2021 World Health Organisation (WHO), guidelines for average annual levels of air pollutants, known as Global Air Quality Guidelines (AQG's). The AQG's identify the levels of air quality necessary to protect public health worldwide, however it should be noted that there can be health impacts below the AQG's. The WHO AQG's are not legally binding recommendations and are not set out in UK law (The Air Quality Standards Regulations), however they are an advocacy tool for protecting public health from air pollution. Whilst the most recent annual air quality measurements for 2022 in Spelthorne indicate that 48 of the 49 passive NO₂ sampling locations are compliant with the legal objectives set out in the Air Quality Standards Regulations, when considering the WHO Air Quality Guidelines, it is the case that no sampling locations meet the WHO AQG's. The WHO AQG's are exceeded regionally even in background monitoring locations
- 8.23 There are nationally significant infrastructure projects and large developments proposed in and around the Borough that could threaten any improvements where developments may generate additional traffic, or increased traffic congestion. The expected extension to the London ULEZ to include the neighbouring boroughs of Hillingdon, Hounslow and Richmond in August 2023 presents uncertainty regarding changes to traffic behaviour and to the vehicle's using roads within Spelthorne to access London. A new Air Quality Action Plan has been completed. Further details are also available on the Council's website.

Control of Development in Areas Liable to Flood

- 8.24 Spelthorne's location within the Thames Valley means that nearly one fifth of the Borough is within a 1 in 100 flood risk area and over 2,800 residential properties as well as commercial and retail premises, particularly in Staines town centre, are at risk from flooding.
- 8.25 As part of preparing the new Local Plan the Council commissioned consultants AECOM to produce an updated Strategic Flood Risk Assessment (SFRA) to replace the one prepared in 2006. A Draft Interim Report was published in February 2018. A revised SFRA Level 1 was published in May 2022 and a site-specific Level 2 SFRA in July 2022. Following changes to the government's Planning Practice Guidance on Flood Risk and Coastal Change on 25 August 2022 updated Level 1 and Level 2 documents were published on 27 Feb 2023 ahead of the Local Plan Examination. All documents are available online [Evidence Base - Spelthorne Takes Shape \(spelthornelocalplan.info\)](https://www.spelthorne.gov.uk/evidence-base)

- 8.26 The Environment Agency has revised the modelling for the Lower Thames between Hurley and Teddington. They provided the draft modelling to the Council for the SFRA documents which were published on 27 February 2023. It is anticipated that the revised EA will modelling for the River Ash which will be in due course. The SFRA documents will be updated as required when this is published.
- 8.27 No developments have been granted contrary to EA advice in flood risk areas. However, since April 2011 they have changed the way that they provide advice on individual planning applications in relation to flood risk assessments. Although they will still give advice it is for the local planning authority to determine any application having regard to the level of risk and the extent to which it can be managed.

River Thames Scheme

- 8.28 The Environment Agency is currently working on the development of the River Thames Scheme which is intended to reduce flood risk to communities in Surrey and South West London. More than 11,000 homes and 1,600 businesses will benefit from reduced flood risk. Road, rail, power and water networks will be more resilient. The scheme will involve the construction of a new river channel. This will be built in 2 sections at Spelthorne and Runnymede. The scheme will also include capacity improvements to:
- Desborough Cut
 - Sunbury, Molesey and Teddington weirs
- 8.29 The government has now approved the scheme's outline business case (OBC). The OBC lays out why the scheme is needed, how it will be built and its value for money. This approval unlocks the first £60m of the scheme's funding so that detailed design and planning work can begin. The scheme will see two new flood relief channels constructed at Runnymede and Spelthorne. The size of the weirs will be increased at Sunbury, Molesey, Teddington and Desborough Cut, to increase their capacity enabling more water to flow through. The scheme's wider benefits will include new walking and cycle paths, parks and wildlife habitats. The large scale of the project means the government has directed that it be treated as a Nationally Significant Infrastructure Project (NSIP). NSIPs require a type of consent known as 'development consent order' (DCO). A DCO removes the need to obtain several separate consents, including planning permission, and is designed to be a quicker process than applying for these separately. Part of the DCO process will see us consulting on the plans for the scheme.

Control of Development in the Green Belt

- 8.30 The Green Belt in the Borough was first designated in the Middlesex Development Plan 1956. The boundaries have remained largely unaltered since then apart from minor amendments in the 1991 and 2001 development plans. Government policy as set out in the NPPF remains fully committed to safeguarding the Green Belt from inappropriate development. No areas of the Green Belt have been lost in Spelthorne due to planning permission being granted for inappropriate development except in very special circumstances which does not change the designation itself.
- 8.31 Following submission of an outline planning permission for the redevelopment and expansion of Shepperton Studios involving some 39 hectares of land within the Green Belt, the Council after due consideration and on the basis of very special circumstances, granted permission on 12 February 2019 subject to completion of a legal agreement. Outline permission was formally issued in July 2019 after the Secretary of State confirmed that he did not wish to "call in" the

application for determination. The site will remain within the Green Belt for the time being.

8.32 The Spelthorne Green Belt Assessment has been produced as part of the emerging Local Plan and is available on the Council's website:

<https://www.spelthorne.gov.uk/Greenbeltassessment>

8.33 Spelthorne Borough Council consulted on its Pre-submission Local Plan from June – September 2022 and identifies 0.7% of Green Belt for release to meet community needs. It is only on adoption of the Local Plan that land can be de-designated from the Green Belt.

9. Climate Change and Transport

Introduction

- 9.1 The strategy aims to reduce the impact of climate change through a range of actions. These include seeking to minimise traffic generation from new development, containing the use of energy in development, reducing waste and requiring the provision of renewable energy.

Context

- 9.2 The impact of climate change and the need to incorporate renewable energy in new development schemes is addressed in the adopted Core Strategy and Policies DPD. All developments of one dwelling or more are required to provide 10% of their energy requirements from renewable energy sources and appropriate conditions are attached to all relevant planning permissions. Several schemes have now been completed which incorporate various means of meeting the 10% requirement. However, at present reliable and consistent methods of monitoring the installed capacity are still not available.
- 9.3 The Council is working in partnership with the County Council and the other Surrey Districts on climate change. The change to The Surrey Greener Futures Delivery Plan 2021-2025 has a focus on active transport, with the fourth Local Transport Plan (LPT4) adopted 12 July 2022. LTP4 aims to significantly reduce carbon emissions from transport to meet the County's commitment to net zero emissions by 2050.
- 9.4 Traffic congestion continues to be an issue in Spelthorne. Local resident and business travel also contributes significantly to the overall level of local traffic. There is a high dependency on cars as a mode of transport in Spelthorne. 65.9% of people travel to work by car or van according to the 2011 census.

Progress

- 9.5 The policies on climate change, use of energy and minimising traffic generation continue to be applied to all new relevant developments, although effective quantitative monitoring of these policies is still under review. The emerging Spelthorne Local Plan will further consider the matters of sustainability and climate change, alongside the Climate Change SPD due for adoption in 2024.
- 9.6 Spelthorne Borough Council has set forth an objective of achieving Net Zero for its direct emissions by the year 2030. We now have a comprehensive Climate Change Strategy and Action Plan which sets out actions for transport. More in-depth details of this can be found at the following link: [Climate Change Strategy 2022 - 2030 - Spelthorne Borough Council](#)

Appendices

Appendix 1: Housing

Table A1/1 Housing completions (net) by sector April 2010-March 2023

Year (Apr-Mar)	Total Dwellings (Gross)				Losses (ii)				Net Completions				Running Total
	Private	RP	Public	Total	Private	RP	Public	Total	Private	RP	Public	Total	
2009-2010	197	99	0	296	29	56	0	85	168	43	0	211	211
2010-2011	116	96	0	212	29	44	0	73	87	52	0	139	350
2011-2012	118	144	0	262	43	60	0	103	75	84	0	159	509
2012-2013	159	63	0	222	32	20	0	52	127	43	0	170	679
2013-2014	154	44	0	198	7	0	0	7	147	44	0	191	870
2014-2015	317	16	0	333	25	43	0	68	292	-27	0	265	1,135
2015-2016	217	138	0	355	33	14	0	47	184	124	0	308	1,443
2016-2017	328	46	0	374	27	0	0	27	301	46	0	347	1,790
2017-2018	278	9	0	287	37	0	0	37	241	9	0	250	2,040
2018-2019	304	6	0	310	21	0	0	21	283	6	0	289	2,329
2019-2020	248	0	0	248	20	0	0	20	228	0	0	228	2,557
2020-2021	479	177	0	656	17	0	0	17	462	177	0	639	3,196
2021-2022	106	104	0	210	5	0	0	5	205	0	0	205	3,401
2022-2023	150	0	0	150	12	0	0	12	138	0	0	138	3,539
2009-2023(i)	3,171	942	0	4,113	337	237	0	574	2,938	601	0	3,539	

(i) Period covered by the Spelthorne Core Strategy and Policies DPD.

(ii) Losses of residential units (through redevelopment, conversion and to other uses) are accounted for in the year in which a development is commenced on the site.

Appendix 1 - Housing

Table A1/2 Housing completions (net) by bedroom April 2010-March 2023

Year	Total Dwellings (Gross)					Losses (ii)					Net Completions					Running Total
	1 bed	2 bed	3 bed	4 bed	Total	1 bed	2 bed	3 bed	4 bed	Total	1 bed	2 bed	3 bed	4 bed	Total	
2009-2010	77	166	26	27	296	2	36	43	4	85	75	130	-17	23	211	211
2010-2011	70	112	19	11	212	3	21	43	6	73	67	91	-24	5	139	350
2011-2012	53	91	90	28	262	3	43	52	5	103	50	48	38	23	159	509
2012-2013	66	98	38	20	222	2	6	42	2	52	64	92	-4	18	170	679
2013-2014	66	98	19	15	198	2	2	1	2	7	64	96	18	13	191	870
2014-2015	79	172	48	34	333	42	8	8	10	68	37	164	40	24	265	1,135
2015-2016	89	166	71	29	355	2	6	31	8	47	87	160	40	21	308	1,443
2016-2017	98	189	50	37	374	6	11	8	2	27	92	178	42	35	347	1,790
2017-2018	108	111	36	32	287	8	12	6	11	37	100	99	30	21	250	2,040
2018-2019	164	92	33	21	310	3	4	8	6	21	161	88	25	15	289	2,329
2019-2020	122	98	20	8	248	1	6	11	2	20	121	92	9	6	228	2,557
2020-2021	294	327	30	5	656	0	6	7	4	17	294	321	23	1	639	3,196
2021-2022	92	114	4	0	210	0	0	5	0	5	92	114	-1	0	205	3401
2022-2023	90	48	7	5	150	0	4	4	4	12	90	44	3	1	138	3,539
2009-2023 (i)															3,539	

(i) Period covered by the Spelthorne Core Strategy and Policies DPD.

(ii) Losses of residential units (through redevelopment, conversion and to other uses) are accounted for in the year in which a development is commenced on the site.

Appendix 1 - Housing

Table A1/3 Dwelling stock position in Spelthorne

Year (Base Date: 1 April)	Sector				
	Local Authority	RP ⁽ⁱ⁾	Other ⁽ⁱⁱ⁾	Private ⁽ⁱⁱⁱ⁾	Total
1981*	5,260	1,920		27,826	35,006
1991**	3,629	1,388		32,638	37,655
2001***	0	5,189	180	33,860	39,229
2011****	0	5,356	180	35,355	40,891
2012	0	5,440	180	35,430	41,050
2013	0	5,483	180	35,557	41,220
2014	0	5,527	180	35,704	41,411
2015	0	5,500	180	35,996	41,676
2016	0	5,624	180	36,180	41,984
2017	0	5,670	180	36,481	42,331
2018	0	5,679	180	36,722	42,581
2019	0	5,685	180	37,005	42,870
2020	0	5,685	180	37,233	43,098
2021	0	5,717	180	37,840	43,737
2022	0	5,821	180	37,941	43,942
2023	0	5,821	180	38,079	44,080

- Notes:
- (i) Based on figures supplied by Registered Providers for permanent rented dwellings
 - (ii) Estimate of other public sector units (e.g. owned by Metropolitan Police, Health Service)
 - (ii) Includes temporary dwellings (e.g. caravans and houseboats)

- * Based on 1991 Census figures
- ** Based on 1991 Census figures
- *** Based on 2001 Census figures
- **** Based on 2011 Census figures and DCLG published data (Table 100)

Net gains or losses of dwellings through boundary changes are accounted for in the total for the relevant year.

Table A1/4 Average density of development on completed sites 2009-2023

Year	All sites				Large sites (0.4ha and above)				Sites of 10 units and above			
	Total area of development (hectares)	Total number of units (gross)	Average density (units/ha)	Total number of sites	Total area of development (hectares)	Total number of units (gross)	Average density (units/ha)	Total number of sites	Total area of development (hectares)	Total number of units (gross)	Average density (units/ha)	Total number of sites
2009-2010	3.75	235	63	40	1.42	72	51	2	2.58	161	62	9
2010-2011	4.22	272	64	38	1.45	96	66	1	2.69	206	77	7
2011-2012	6.63	260	39	33	3.69	148	40	4	3.72	203	55	8
2012-2013	3.35	146	44	38	0	0	0	0	0.79	52	66	3
2013-2014	4.38	242	55	27	2.69	125	46	2	3.34	198	59	7
2014-2015	4.74	307	65	42	1.73	180	104	2	2.09	205	98	4
2015-2016	2.33	176	76	28	0.81	49	60	1	1.28	131	102	4
2016-2017	8.65	440	51	46	5.99	258	43	5	7.13	372	52	13
2017-2018	5.88	296	50	44	2.85	91	32	3	4.08	219	54	8
2018-2019	9.93	459	46	48	6.77	219	32	2	7.33	359	49	6
2019-2020	3.26	230	71	35	0.52	24	46	1	1.30	148	114	6
2020-2021	4.78	479	134	58	2.65	315	316	3	2.74	381	380	5
2021-2022	0.76	137	190	12	0	0	0	0	0.35	104	297	1
2022-2023	1.21	150	149	23	0	0	0	0	0.53	101	292	4
Totals	63.87	3829	1097	512	30.6	1577	839	26	40	2840	1757	85

Appendix 1 - Housing

Table A1/5 Affordable housing sites permitted, completed and outstanding – as at April 2023

Application No	Date Approved	Address	Ward	Area (ha)	Total units in scheme	Affordable units at consent stage	Rent	S/O	Other	Affordable units at completion stage (net gain on site)	% of affordable units in scheme	Commuted sum in lieu of on-site provision	Status
17/01274	20/12/17	Brooklands College, Church Road, Ashford	ASHT	4.04	357	32	48	236		284	80%		Under Construction Mar 18
17/01923	15/02/19	Charter Square (Phase II), High Street, Staines	STNS	0.35	104	22		22		104	100%		Under Construction Feb 19
18/01000/FUL	Subject to S106	Jewsons, Moor Lane, Staines	STNS	0.59	36	7	5	2			19%		Under construction Jan 23
22/00765	11/07/19	Eden Grove, 17-51 London Road, Staines	STNS	1.10	313	41	41				13%		Under construction July 22
22/00766	04/11/19	Eden Grove, 17-51 London Road, Staines	STNS	1.10	176	2	2				1%		Under construction July 22
21/01411	01/10/22	524-538 London Road, Ashford	STNS	0.39	58	7	0	7			12%		Under construction Oct 22
20/01199	01/05/22	The Old Telephone Exchange, Masonic Hall And Adjoining Land, Staines	STNS	0.53	206	70	45	25			33%		Under construction July 22
20/00802	11/03/22	Car Park Tesco Supermarket, Town Lane, Stanwell	ANSS	1.10	313	22	22				17%		Outstanding March 20

Appendix 1 - Housing

Application No	Date Approved	Address	Ward	Area (ha)	Total units in scheme	Affordable units at consent stage				Affordable units at completion stage (net gain on site)	% of affordable units in scheme	Commuted sum in lieu of on-site provision	Status
22/00591	01/12/22	Renshaw Industrial Estate, Mill Mead, Staines	STNS	0.86	179	40	40				10%		Outstanding Mar 23
20/00123	01/05/22	Bugle Nurseries, Upper Halliford Road, Shepperton	HASW	4.84	31	15					48%		Outstanding Mar 23
21/01801	11/08/22	Sunbury Cross Ex Services Association Club, Crossways, Sunbury	SUNC	0.32	47	17	11	6			36%		Outstanding Mar 23
08/00790/FUL	Subject to S106	Land to south of Elmsleigh Centre, South Street, Staines	STNS	0.42	124	43	43				35%		Pending S106

Appendix 1 - Housing

Table A1/6 Completions of affordable units 2010 – 2023

Year	Number of affordable units completed in year on fully completed sites ⁽ⁱ⁾		Number of individual affordable units completed in year	
	Gross	Net ⁽ⁱⁱ⁾	Gross	Net ⁽ⁱⁱ⁾
2010-11	130	117	96	52
2011-12	117	104	144	85
2012-13	21	21	63	43
2013-14	44	44	44	44
2014-15	3	3	16	-27
2015-16	78	35	138	124
2016-17	79	59	46	46
2017-18	32	18	9	9
2018-19	46	46	6	6
2019-20	0	0	0	0
2020-21	0	0	177	177
2021-22	104	104	104	104
2022-23	0	0	0	0
Total Comps	654	551	739	663

Note: (i) The first two columns only record completed units on fully completed sites and the figures are therefore consistent with the data set out in Table A1/5.
(ii) The net figure accounts for any affordable housing units lost as a result of the development.

Appendix 1 - Housing

Table A1/7 Housing Completions (gross) by tenure and type (bed size)

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Affordable Rent									
1 bed	0	17	3	1	0	0	0	0	0
2 bed	0	37	24	4	6	0	22	0	0
3 bed	8	31	13	0	0	0	0	0	0
4+ bed	0	2	2	0	0	0	0	0	0
Total	8	87	42	5	6	0	22	0	0
Affordable Shared Ownership									
1 bed	0	18	0	2	0	0	62	56	0
2 bed	8	25	4	2	0	0	83	48	0
3 bed	0	8	0	0	0	0	10	0	0
4+ bed	0	0	0	0	0	0	0	0	0
Total	8	51	4	4	0	0	155	104	0
Private Housing									
1 bed	79	59	95	105	164	122	232	36	90
2 bed	164	99	161	105	86	98	222	66	48
3 bed	40	32	37	36	33	20	20	4	7
4+ bed	34	27	35	32	21	8	5	0	5
Total	317	217	328	278	304	248	479	106	150
All Housing									
1 bed	79	94	98	108	164	122	335	92	90
2 bed	172	161	189	111	92	98	393	114	48
3 bed	48	71	50	36	33	20	30	4	7
4+ bed	34	29	37	32	21	8	5	0	5
Overall Total	333	355	374	287	310	248	656	210	150

Source: In house monitoring

Appendix 1 - Housing

Table A1/8 Housing register data (at 31 March 2023)

	2016	2017	2018	2019	2020	2021	2022	2023
Total on Spelthorne Housing Register at 31 March each year	1,598	1,869	2,179	1,242	2,098	2802	3,378	3,798
Net annual change to housing register (previous year to current year)	+374	+271	+310	-937	+856	+704	+576	+420
Total net new lets (new build and re-lets from existing RP stock) in year up to 31 March of which:								
Re-lets from stock	+	187	182	170	174	176	172	193
Lets into new build (excludes shared ownership)	+	10	17	0	22	0	0	0

+ Data not available due to the introduction of new systems.

Table A1/9 Housing Register requirements

Accommodation required	Number of households on housing register						
	2017	2018	2019	2020	2021	2022	2023
1 bedroom	881	1,030	507	870	1255	1,580	1,767
2 bedrooms	720	828	501	832	1030	1,165	1,308
3 bedrooms	228	281	195	326	423	525	594
4+ bedrooms	40	40	39	70	94	108	129
Total	1,869	2,179	1,242	2,098	2802	3,378	3,798

Source: In house monitoring and HSSA return

Appendix 1 - Housing

Table A1/10 Allocation sites 2010 – status at 31 March 2023

No	Site Location	2009 net units	Status at: 31 March 2023
A1	28-44 Feltham Road, Ashford	23	Allocation site.
A2	158-166 Feltham Road, Ashford	60	Allocation site.
A3	Land adj Feltham Hill Road & Poplar Road, Ashford	70	Phase 1 (51 units) Completed March 2012.
A4	Works adj Harrow Road, Ashford	36	Allocation site.
A5	Steel Works & Builders Merchants, Gresham Road, Staines	100	Allocation site.
A6	Rodd Estate, Govett Avenue, Shepperton	85	Completed March 2011.
A7	Builders Merchant, Moor Lane, Staines	30	Allocation site. New planning permission submitted in 2018 for 36 dwellings – under construction Jan 2023.
A8	Riverside Works, Fordbridge Road, Sunbury	50	Allocation site. Planning permission for 37 houses and flats. Completed Mar 2017.
A9	Bridge Street Car Park, Staines	75	Allocation site. Planning permission granted in March 2016 for 205 dwellings. Now expired.
A10	Elmsleigh Centre (Phase 3), Staines	30	Allocation site with planning permission for 124 units subject to S106 agreement -not issued.
A10	Elmsleigh Centre (Phase 4), Staines	65	Allocation site.
Total supply outstanding from 2009 allocated sites		419	

Source: Allocations DPD update 2009

Appendix 1 - Housing

Table A1/11 Completed sites and dwellings by ward

Ward	2011 Census data	2019-20		2020-21		2021-22		2022-23		Total completed since 2011	% gain in stock since 2011 Census
		No of sites	Net dwellings	No of sites	No of sites	Net dwellings	No of sites	Net dwellings	No of sites		
Ashford Common	3,418	2	2	5	2	2	5	1	1	98	2.87
Ashford East	3,071	2	4	4	2	4	4	1	1	47	1.53
Ashford North & Stanwell South	3,223	2	4	7	2	4	7	3	1	472	14.64
Ashford Town	2,817	6	86	14	6	86	14	30	5	326	11.57
Halliford & Sunbury West	2,598	2	8	1	2	8	1	0	0	134	5.16
Laleham & Shepperton Green	3,431	6	17	0	6	17	0	0	0	178	5.19
Riverside & Laleham	2,905	0	0	1	0	0	1	3	2	16	0.55
Shepperton Town	3,215	5	42	4	5	42	4	1	1	119	3.70
Staines	3,706	6	35	11	6	35	11	74	8	833	22.48
Staines South	2,944	0	0	1	0	0	1	1	1	37	1.26
Stanwell North	3,363	0	0	3	0	0	3	2	1	106	3.15
Sunbury Common	3,226	1	1	1	1	1	1	0	0	214	6.63
Sunbury East	2,970	3	12	6	3	12	6	34	2	387	13.03

Appendix 2: Retail

Table A2/1 Large shopping centres in Spelthorne – overall vacancy rates¹⁶

Centre	2011		2012		2013		2014		2015		2016		2017		2018		2019		2022		2023		
	Vacant units	%	Vacant units	%	Vacant units	%	Vacant units	%	Vacant units	%	Vacant units	%	Vacant units	%	Vacant units	%	Vacant units	%	Vacant Units	%	Total units	Vacant Units	%
Staines	30	11	32	12	28	10	34	13	40	15	38	14	30	12	34	13	32	12	19	7	367	33	11
Ashford	18	11	16	9	13	8	15	9	13	8	12	7	12	7	16	9	15	9	16	9	182	22	8
Shepperton	4	4	5	5	9	10	8	9	8	9	12	13	10	11	10	11	13	14	10	11	94	16	12
Sunbury Cross	0	0	2	4	4	9	5	11	8	17	6	13	2	4	4	9	3	7	2	4	48	3	16

Source: Spelthorne Borough Council Annual Retail Survey – March 2023

Notes: Vacancy rates expressed as a percentage of total units existing in specific year.
 The Sunbury Cross figure excludes Tesco Superstore.
 % figures are rounded to the nearest integer.

¹⁶ No retail survey undertaken 2020-2021 due to COVID-19 pandemic.

Appendix 2 - Retail

Table A2/2 Local shopping centres in Spelthorne – Retail/Non-Retail and Vacant

Centre	Total units	Total Vacant Units	Vacant as % of total
Lower Sunbury (The Avenue/Thames St)	30	1	3
Stainash Parade/The Broadway, Staines	25	1	4
51-121 Clare Road, Stanwell	22	1	5
Staines Road West, Ashford	28	1	0
Edinburgh Drive, Laleham	11	0	0
113-131 Feltham Road, Ashford	9	2	22
Woodlands Parade, Ashford	11	1	9
High Street, Stanwell	12	1	8

Source: Spelthorne Borough Council Annual Retail Survey – March 2023

Notes: Only centres with 10 or more units are included.

% = percentage of total units in centre. Figures are rounded to the nearest integer.

Use Classes: A1: Retail; A2: Financial & Professional Services; A3: Restaurants & Cafes; A4: Drinking establishments; A5: Hot food takeaway

Appendix 3: Environment

Table A3/1 Sites of International Significance – SPA and Ramsar sites in Spelthorne

Name	Area (hectare)	Change in area
South West London Waterbodies (SPA) – (Classified September 2000) – includes:	576.8	0
Parts of Staines Moor SSSI (Staines and King George VI reservoirs)	366.5	0
Wraysbury Reservoir SSSI	205.2	0
Kempton Park Reservoir SSSI (part in London Borough of Hounslow)	5.1	0
Wetland of International Importance (Ramsar site) – includes all the sites within the South West London Waterbodies described above. Designated September 2000.	576.8	0

Table A3/2 Sites of National Significance – Sites of Special Scientific Interest (SSSI)

Name	Notified	Area when designated (hectares)	Change in area since designation
Staines Moor – including Shortwood Common, Poyle Meadows and Staines and King George VI Reservoirs	Originally notified in 1955 and re-notified in 1984	512.4	0
Wraysbury Reservoir	October 1999	205.2	0
Dumsey Meadow, Chertsey Bridge Road	October 1994	9.6	0
Kempton Park Reservoir	October 1999	5.1	0

Table A3/3 Sites of Local Significance – Sites of Nature Conservation Importance (SNCI)

SNCI	Date of selection	Area (hectare)	Change in area since designation
29 sites in Spelthorne	1996	979	0

Appendix 3 – Environmental background information

Table A3/4 Conservation Areas

Conservation Area	Area	Designated
Laleham	28.6 ha	December 1970
Lower Halliford	9.8 ha	December 1973
Lower Sunbury	37.1 ha	July 1969 (extended in November 1992)
Manygate Lane	1.8 ha	October 2002
Shepperton	9.1 ha	February 1970
Staines	198 ha	September 1975
Stanwell	5.8 ha	October 1972 (extended in September 2023)
Upper Halliford	5.6 ha	February 1993

Table A3/5 Listed Buildings

Grade	Number in Spelthorne (%)		National Stock of Listed Buildings by grade
Grade 1	3	(1.5%)	2.5%
Grade II*	12	(6.1%)	5.5%
Grade II	183	(92.4%)	92.0%

Assets of Community Value (ACV)

The Council keeps a record of applications for ACV. However, to date none have been received.

Appendix 4 – Duty to Co-operate

Appendix 4: Duty to Co-operate

Table A4/1 Duty to Co-operate Actions and Outcomes 1st April 2022 – 31st March 2023

Local Authority/ Bodies Engaged	Action or Nature of Co-operation	Date
Surrey County Council	Meeting to discuss the results of the transport modelling and implications for the Local Plan	19/04/22
London Borough of Hounslow	Email sent to LB Hounslow regarding draft allocation site in close proximity to the borough boundary and any potential cross boundary impacts. No response was received from LB Hounslow.	12/05/22
All Duty to Cooperate Partners	Consultation on the Pre-submission Spelthorne Local Plan (Regulation 19). All Duty to Cooperate partners invited to make representations on the draft Local Plan.	15/06/22
All neighbouring authorities; statutory consultees	Email sent to partners inviting engagement on a joint Statement of Common Ground and to discuss the current position on strategic matters. Spelthorne BC invites partners to arrange a DtC meeting to discuss issues.	07/07/22
Slough Borough Council	Email sent to Slough BC noting the cross-boundary issues shared between Spelthorne and Slough. Liaison via email in preparation for the SoCG.	14/07/22
All neighbouring authorities; statutory consultees	Follow up email to that previously sent on 07/07/22 on the emerging SoCG. Further detail provided and a draft statement shared with partners for input.	18/07/22
All neighbouring authorities; statutory consultees	Email sent to partners to request engagement on the joint SoCG due to limited engagement in the process so far.	29/07/22
RB Windsor and Maidenhead	Response received to Spelthorne BC email from 29/07/22. RBWM send comments on the draft SoCG with no significant issues raised in terms of cross boundary matters. Statement updated by SBC and returned to RBWM, ready for agreement.	05/08/22
National Highways	Response received to Spelthorne BC email from 29/07/22. Email from National Highways noting that there is nothing to add to the SoCG whilst still reviewing the Regulation 19 Local Plan. The position on the SoCG to be finalised following the submission of representations.	08/08/22
LB Hillingdon	Response received to Spelthorne BC email from 29/07/22. LBH confirm that a DtC meeting would be helpful to identify strategic matters and particular areas of importance to have further discussions on. Spelthorne BC subsequently provided possible meeting dates	10/08/22

Local Authority/ Bodies Engaged	Action or Nature of Co-operation	Date
LB Richmond	Response received to Spelthorne BC email from 29/07/22. Email confirming the development of the SoCG with minor amendments suggested in the SoCG. Spelthorne BC subsequently updated the SoCG with comments from LB Richmond, returned to LBR on 24/08/22.	16/08/22
Historic England	Response received to Spelthorne BC email from 29/07/22. Comments received from Historic England on the draft SoCG. Added to document by Spelthorne BC and updated SoCG returned to Historic England on 24/08/22.	17/08/22
All neighbouring authorities; statutory consultees	Latest version of SoCG sent to all parties engaged in the development of the statement for further input where still outstanding.	24/08/22
Surrey County Council	Duty to Cooperate meeting between Spelthorne Borough Council and Surrey County Council to discuss strategic matters (Waste and Minerals, Education, Highways, Social Care, Flooding, Heritage) and the production of the SoCG.	01/09/22
London Borough of Hillingdon	Duty to Cooperate meeting between Spelthorne Borough Council and LB Hillingdon. Discussion of strategic matters including housing, gypsy and travellers, employment, environment and infrastructure.	08/09/22
Environment Agency	Email from Spelthorne BC to Environment Agency to discuss SoCG and to arrange a meeting.	27/09/22
Natural England	Email to Natural England to engage on the development of the joint Spelthorne SoCG.	28/09/22
Surrey County Council	Comments on the joint Spelthorne SoCG received following meeting on 01/09/22. Statement updated accordingly by Spelthorne BC, ready for sign off.	28/09/22
Runnymede Borough Council and Elmbridge Borough Council	Joint DtC meeting to discuss strategic matters, Local Plan progress and DtC actions undertaken previously and planned actions moving forward.	03/10/22
London Borough of Hounslow	Initial comments received from LB Hounslow on the joint SoCG. Officers confirmed transport matters were still being considered by the relevant team but no significant matters raised on other issues.	04/10/22

Local Authority/ Bodies Engaged	Action or Nature of Co-operation	Date
Natural England	Comments on the joint Spelthorne SoCG received from Natural England with no significant matters raised. The Statement was subsequently updated by Spelthorne BC, ready for sign off	07/10/22
National Highways	Following the email received on 08/08/22 and the closure of the Regulation 19 consultation, Spelthorne BC contacted National Highways to obtain input on the joint Spelthorne SoCG.	10/10/22
Transport for London	Email to Transport for London seeking input on the joint Spelthorne SoCG	19/10/22
London Borough of Hillingdon	Exchange with LB Hillingdon regarding the joint Spelthorne SoCG. Comments received on the statement with no significant matters raised. Document subsequently updated by Spelthorne BC, ready for sign off.	25/10/22
Greater London Authority	Email sent to GLA by Spelthorne BC following the Regulation 19 consultation on the draft Spelthorne Local Plan. As Spelthorne did not receive a response to the Reg 19 consultation, officers contacted the GLA to determine if there are any outstanding strategic matters that to discuss under the Duty to Cooperate	28/10/22
Transport for London	Comments on the joint Spelthorne SoCG received from TfL with no significant matters raised. The Statement was subsequently updated by Spelthorne BC, ready for sign off.	30/10/22
National Highways	Following the email received on 10/10/22, Spelthorne BC contacted National Highways to obtain input on the joint Spelthorne SoCG. No response received.	31/10/22
London Borough of Hounslow	Exchange with LB Hounslow regarding the development of the joint Spelthorne SoCG. Given the time constraints on the SoCG, agreement that LB Hounslow and Spelthorne would develop a separate annex SoCG on highways matters and would agree on the other strategic matters in the Statement.	11/11/22
Environment Agency	DtC meeting between Spelthorne BC and the Environment Agency to discuss outstanding strategic matters relating to flooding.	16/11/22
National Highways	Follow up email sent to National Highways due to a lack of engagement on the joint Spelthorne SOCG.	22/11/22

Local Authority/ Bodies Engaged	Action or Nature of Co-operation	Date
National Highways	Sign off on final Statement of Common Ground with National Highways and Spelthorne BC	02/03/23
Elmbridge Borough Council	Development of separate Statement of Common Ground	March 2023

Appendix 4 – Duty to Co-operate

Table A4/2 Residential completions for Spelthorne and Runnymede – April 2022- March 2023

	Spelthorne	Runnymede
Net completions	138	516

Table A4/3 Employment floorspace for Runnymede¹⁷

	Change in Floorspace (sqm)
E(g)(i) (B1a)	-5,225
E(g)(ii) (B1b)	0
E(g)(iii) (B1c)	420
B2	225
B8	271

¹⁷ Due to the difference in the way data is monitored it is not easily compared with Spelthorne's figures.

Appendix 5: Development Management Service Performance

Table A5/1 Planning applications received

Type of planning application	2019/20	2020/21	2021/22	2022/23
Full (major)	26	18	25	33
Full (minor)	204	169	173	170
Householder	481	532	589	525
Change of Use	22	14	10	16
Advertisements	23	16	23	23
Listed Building Consent	14	16	8	19
Conservation Area Consent	0	0	0	0
Certificate of Lawful Use	10	6	11	8
Certificate of Proposed Lawful Development	153	191	220	145
Sub-total:	933	962	1059	939
Other applications				
Telecommunications/Masts	3	6	23	13
TPO applications	72	77	75	62
TCA notifications	28	39	36	47
SCC consultations	15	22	18	11
Miscellaneous consultations	22	23	23	19
Other (including prior approvals)	407	306	344	308
Sub-total:	547	473	519	460
Overall total	1,480	1435	1578	1399

Source: In house data

Appendix 7 – Interim Statement of Five Year Housing Supply

Table A5/2 Applications determined within statutory time periods

Application type	2019/20			2020/21			2021/22			2022/23		
	Determined	Determined on target	%	Determined	Determined on target	%	Determined	Determined on target	%	Determined	Determined on target	%
Major (target 60% within 13 weeks)	24	24	100	18	18	100	25	24	96	28	28	100
Minor (target 65% within 8 weeks)	194	172	89	157	136	87	178	164	92	143	138	96
Other (including householder) (target 80% within 8 weeks)	559	529	95	523	495	95	612	600	98	561	550	98
Total	777	725		698	649		815	788		732	716	

Source: In house data

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4. [The Surrey Minerals Plan Core Strategy DPD, July 2011](#)
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BRIEFING NOTE FOR ALL COUNCILLORS ENTERPRISE M3 LOCAL ENTERPRISE PARTNERSHIP

Current EM3 LEP

The EM3 LEP brings together businesses, public sector, and education to boost economic growth and raise productivity. They lead the development of strategic economic plans and local industrial strategies.

The role of LEPs increased significantly in 2015 when they were given a £12 billion local growth deal funding over six years (Enterprise M3 received £219m)

The LEP covers most of Hampshire and the Western half of Surrey.

In 2023/24 the LEP received £250k revenue funding (half that of the previous year).

The government have committed to funding for 2024/25 but not beyond.

The LEP:

- Grows the regions key sectors – space and satellites, creative industries (e.g. Shepperton Studios), Life Sciences, Jet Zero (e.g. Heathrow), Animal Health
- Receives funds from Government and local partners to support projects
- Has secured £250m government funding over the last decade.
- Delivers a Growth Hub for Dept for Business and Trade
- Delivers a Careers Hub for Dept of Education
- Delivers international trade and investment activity on behalf of the Department for International Trade
- Delivers Local Digital Skills Partnerships, on behalf of the Department for Digital, Culture, Media and Sport
- Delivers local skills analysis via Skills Advisory Panels, for Department for Education

Changes from 1 April 2024

The Government will cease providing funding to LEPs and their functions will transfer to Upper Tier Local Authorities. The functions of Surrey D&B's who sit within the EM3 LEP will transfer to Surrey (and Hampshire D&B's will go to Hampshire).

What Surrey have said

1. Welcome. It ties in with “Growing a sustainable economy” strategic priority.
2. Well established governance already in place - One Surrey Growth Board, Surrey Business Leadership Forum and Surrey Skills Forum. The ‘voice of business’ and its representation will be enhanced with changes to the governance of the Board and Forums.
3. Have invested in and developed the Economy & Growth team
4. Working to ensure ‘Surrey’ projects come back to Surrey.
5. They need a comprehensive assessment of the financial picture - liabilities, resources (staffing) and assets (projects with on-going funding and recycled loans)
6. Discussed with stakeholders – Growth Board, Business Leaders Forum, Surrey CEX's
7. Report went to Cabinet 31 October, with a further report in January.
8. LEP ‘draft functions integration template’ went to government on 30 November (still high level). Covers intended geography and how Surrey intend to “embed a strong, independent, and diverse local business voice”.

What does this mean for Spelthorne?

1. Historically, we have secured relatively little funding from the LEP (for Brooklands College building and infrastructure improvements package between Staines and Heathrow).

2. The main focus of the LEP has been on growing 5 key sectors which, in large part, do not have a presence in the borough.
3. Need to ensure that we, or our businesses, secure a seat at the One Surrey growth Board and/or Surrey Business Leadership Forum and/or Surrey Skills Forum.
4. Opportunity to work with the Surrey ED team and persuade them to look at the need to sustain small scale local business growth as this is the engine room of a lot of Surrey boroughs. It is not all about 'shiny' inward investment opportunities.
5. It is not clear at this stage whether Surrey will 'recycle' all the LEP loan monies into new schemes.
6. We need to consider what schemes there might be which can feed into future project requests.
7. It is not clear how this fits in with the level 2 County Deal discussions which Surrey have been asked to engage with government one.