

**Minutes of the Environment and Sustainability Committee
16 March 2026**

Present:

Councillor J.A. Turner (Chair)
Councillor J.R. Boughtflower (Vice-Chair)

Councillors:

L. Barker	J.P. Caplin	K.M. Grant
M. Beecher	D.C. Clarke	K. Howkins
T. Burrell	S.M. Doran	H.R.D. Williams

Apologies: Councillors A. Mathur and P.N. Woodward

In Attendance: Councillors C. Bateson

17/26 Disclosures of Interest

There were none.

18/26 Adoption of the Spelthorne Local Plan

The Committee considered the Spelthorne Local Plan following the receipt of the Inspector's letter confirming that following examination, the Local Plan was sound provided his recommended main modifications are made to it. If adopted, the Plan would provide the Council with a robust policy framework to guide development in the borough until 2039/40. The Council would also be able to demonstrate a five-year housing land supply against the housing requirement set out in the Plan, strengthening the Council's position in planning decisions and appeals.

The Committee congratulated those involved in the development of the Plan, and noted the steps taken to create a Local Plan that had been found sound. The Committee noted the Immediate Review Policy which meant the Council must submit an updated or replacement Plan for examination within two years of adoption.

Committee **resolved** to:

1. Note that the Council is still under Direction 3 as set out in the letter from the Minister of State for Housing and Planning dated 14 September 2023 (Appendix A) that requires on conclusion of the examination of the Plan that consideration is given to adopting the Plan, including any main modifications recommended by the Planning Inspector.
2. Note the contents of the Inspector's Report on the Examination of the Spelthorne Local Plan (included as Appendix B1 and B2).
3. Recommend to Council the adoption of the Spelthorne Local Plan 2024-2039/40 (as set out in Appendix C), which incorporates the Main Modifications, as set out in the Inspector's Report on the Examination of the Spelthorne Local Plan, and other Additional (minor) Modifications (as set out in Appendix D).
4. Recommend to Council that the Policies Map is adopted and published alongside the Spelthorne Local Plan 2024-2039/40.
5. Note the Spelthorne Local Plan 2024-2039/40 replaces the following documents and by adopting the Spelthorne Local Plan 2024-2039/40 they no longer form part of the Council's development plan:
 - a. Core Strategy and Policies Development Plan Document (adopted 26 February 2009),
 - b. Spelthorne Allocations Development Plan Document (adopted 17 December 2009), and
 - c. Spelthorne Borough Local Plan 2001 Saved Policies and Proposals as at 28 September 2007 (Updated December 2009).
6. Recommend to Council that delegated authority is given to the Deputy Chief Executive in agreement with the Chair of the Environment and Sustainability Committee, to agree any further (non-material) Additional Modifications to the Plan and its accompanying Policies Map before its publication.
7. Recommend to Council to accept the content of the Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) Report (as set out in Appendix F) and Habitats Regulations Assessment (HRA): Addendum of Proposed Modifications (as set out in Appendix G), and publish them in accordance with Regulation 16 of the Environmental Assessment of Plans and Programmes Regulations 2004.

19/26 Managing the Development of Houses in Multiple Occupations (HMO) Supplementary Planning Document

The Committee considered the Managing the Development of Houses in Multiple Occupation Supplementary Planning Document with comments from relevant stakeholders and the public after a consultation period. The Interim Planning Development Manager set out the changes to the document as a result of the consultation which included changing the order of assessment criteria and a tighter radius of a 40-metre assessment area rather than a 100-metre assessment area.

Councillor Williams left the meeting at 19:57 and returned at 18:00.

The Committee noted the impact the Supplementary Planning Document would have from a planning perspective, but expressed concern that there may still be a number of unregistered Houses of Multiple Occupation through Licensing, which was covered under different legislation. The Interim Planning Development Manager assured the Committee that work was being undertaken within Environmental Health to develop a uniform approach. The Committee acknowledged the Supplementary Planning Document could not be retrospectively applied.

The Committee **resolved** to recommend to Council to:

1. Adopt the Houses in Multiple Occupation Supplementary Planning Document (HMO SPD) as set out at Appendix 1; and
2. Delegate authority to the Deputy Chief Executive in consultation with the Chair of the Environment and Sustainability Committee to make minor amendments prior to publication including a summary and glossary in the final version of the SPD.