
Decisions taken at the meeting held on Monday, 16 March 2026.

Meeting Time:

7.00 pm

Meeting Venue:

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

PRESENT: Councillor John Turner (Chair), Councillor John Boughtflower (Vice-Chair), Councillor Laura Barker, Councillor Malcolm Beecher, Councillor Tony Burrell, Councillor Jolyon Caplin, Councillor Darren Clarke, Councillor Sue Doran, Councillor Kathy Grant, Councillor Karen Howkins and Councillor Howard Williams

2. ADOPTION OF THE SPELTHORNE LOCAL PLAN

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.

3. MANAGING THE DEVELOPMENT OF HOUSES IN MULTIPLE OCCUPATIONS (HMO) SUPPLEMENTARY PLANNING DOCUMENT

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.

NOTES:-

- (1) *Members are reminded that the “call-in” procedure as set out in Part 4b of the Constitution, shall not apply to the following matters:*
 - (a) *Urgent decisions as defined in Paragraph 9. of the Call-in Scrutiny Procedure Rules;*
 - (b) *Decisions to award a contract following a lawful procurement process;*
 - (c) *Those decisions:*
 - i. *reserved to full Council*
 - ii. *on regulatory matters*
 - iii. *on member conduct issues.*
- (2) *Those matters to which Note (1) applies, if any, are identified with an asterisk [*] in the above Minutes.*
- (3) *Within three working days of the date on which this decision is published, not less than three members from two or more political groups by submission of the standard call-in pro-forma, may ask for that decision to be referred to a meeting of the Corporate Policy and Resources Committee for review (call-in). The completed pro-forma must be received by the Proper Officer by 5pm three working days after publication of the decision.*
- (4) *The members exercising the right of call-in must not be members of the Committee which considered the matter.*
- (5) *When calling in a decision for review the members doing so must demonstrate the following exceptional circumstances:*
 - a. *Evidence which suggests that the decision maker, did not take the decision in accordance with the principles set out in Article 11 (Decision Making); or*
 - b. *Evidence that the decision fails to support one or more of the Council’s Corporate Plan priorities to the detriment of the majority of the Borough’s residents; or*
 - c. *Evidence that explicit Council Policy or legal requirements were disregarded.*

- (6) *Once the request for 'call-in' has been deemed valid by the Monitoring Officer the matter will be suspended until the call-in procedure has been exhausted.*
- (7) *The Chief Executive, in consultation with the relevant officer, will determine if the interests of the Council or Borough would be prejudiced by a delay in implementing a decision such that the call-in cannot wait until the next ordinary meeting of the Corporate Policy and Resources Committee.*
- (8) *Where the call-in cannot wait until the next ordinary meeting, the Monitoring Officer will arrange an extraordinary meeting of the Corporate Policy and Resources Committee to review the decision subject to call-in at the earliest possible opportunity.*
- (9) *In exceptional cases, where there is clear evidence that a delay to the implementation of a decision would lead to a specific and significant financial or reputational harm to the Council, a call-in request may be refused by the Chief Executive following consultation with the Chair and Vice-Chair of Corporate Policy and Resources Committee.*
- (10) *In reviewing a matter referred to it under the call-in scrutiny procedure rules, the Corporate Policy and Resources Committee shall follow the procedure for dealing with call-in scrutiny at its meetings as set out in Part 4b of the Constitution.*
- (11) *The deadline of three working days for "call in" in relation to the above decisions by the Committee is the close of business on 20 March 2026.*