

Spelthorne Borough Council

# Duty to Cooperate Compliance Statement Draft Addendum

December 2024



Spelthorne Takes Shape



## Introduction

- 1.1 The Borough Council submitted a [Duty to Cooperate Compliance Statement](#) as part of the Local Plan submitted in November 2022. This Statement of Compliance demonstrated how Spelthorne Borough Council met the Duty to Co-operate in the Spelthorne Borough Local Plan. It outlines the ways in which the Council has sought to engage effectively with representatives of other Duty to Cooperate bodies that are prescribed in the relevant legislation, as well as the ways in which the outcomes of the cooperation have informed the direction of the policies in the Local Plan.

## Update since Local Plan submission Nov 2022

- 1.2 In the intervening period since November 2022 the Council has continued to engage with neighbouring authorities and all relevant bodies, this activity has been recorded and will be added as addendum to the Duty to Cooperate Compliance Statement. The addendum captures:
- Updates to the joint Statement Of Common Ground (SoCG) between Spelthorne Borough Council and London Borough of Hillingdon, London Borough of Hounslow, London Borough of Richmond upon Thames, Runnymede Borough Council, Slough Borough Council and Royal Borough of Windsor.
  - Updates to SoCG between Spelthorne Borough Council and Elmbridge Borough Council to cover cross-boundary matters.
  - Updates to SoCG between Spelthorne Borough Council and Hounslow Borough Council on transport matters.
  - Agreed SoCG with the Environment Agency October 2024
  - Engagement with neighbouring authorities including duty to cooperate meetings held Oct and Nov 2024.
  - Cross boundary bodies and forums
- 1.3 The draft addendum at December 2024 can be found below:

## Draft Addendum December 2024

The purpose of this addendum is to provide an overview of the ongoing joint working to satisfy the requirements of the duty to co-operate (the Duty) in preparing the Spelthorne Borough Council Local Plan since its submission in November 2022.

This addendum should be read alongside the full Duty to Co-Operate Statement of Compliance November 2022, which was submitted to the Secretary of State alongside the Local Plan. This provides a detailed explanation of how cross boundary working has influenced the Local Plan, leading to positive outcomes and providing the foundation for proving that the relevant cross-boundary issues have been identified and addressed in showing how the Council has met the requirements of the Duty.

### Joint Statement of Common Ground

In preparation for the examination hearings Spelthorne is updating the joint Statement of Common Ground (SoCG) with Duty to Cooperate partners to reflect any updates or activity since the joint SoCG was previously drafted in November 2022, this is currently being prepared with the relevant authorities. Spelthorne has agreed to produce a separate updated Statement of Common Ground with:

- Elmbridge Borough Council to cover cross-boundary matters (emerging at Dec 2024)
- Hounslow Borough Council on transport matters (emerging at Dec 2024)

### Ongoing engagement to week 1 hearing sessions

The Statement submitted in November 2022 set out the strategic matters for Spelthorne Borough Council including housing, employment, retail & leisure, infrastructure, transport, community facilities and Conservation and enhancement of the natural, built and historic environment.

In preparation for the hearing sessions, the Council agreed Statements of Common Ground with Neighbouring Authorities.

11 May 2023 the Council published Hearing Statements in response to the Planning Inspectors Matters, Issues and Questions. 19 May a group of Councillors wrote to the Inspector with regard to the possibility of pausing the Local Plan examination which was starting 23 May 2023. Following an Extraordinary Council Meeting on 6 June 2023 where a motion was agreed to pause the remainder of the Local Plan examination hearings, the Chief Executive wrote to the Planning Inspector to put forward this request on behalf of the Council.

### Updates during period June 2023 until December 2024 when Local Plan examination paused

#### Local Plan

<b>June 2023</b>	Following the Extraordinary Council Meeting on 6 June 2023 where a motion was agreed to pause the remainder of the Local Plan examination hearings, the Chief Executive wrote to the Planning Inspector to put forward this request on behalf of the Council.
<b>Sept 2023</b>	Council held an Extraordinary Meeting on 14 September to consider a report which outlined three options on the future of the Local Plan. Councillors voted to <i>“Extend the pause in the Examination timetable until the proposed changes to the National Planning Policy Framework have been published (expected in the autumn) before determining the next steps and take immediate legal advice to confirm the validity of the minister’s directive”</i> . The Council then wrote to the Planning Inspector requesting this further pause on the 15 September.

<b>Oct 2023</b>	The Level 1 and Level 2 Strategic Flood Risk Assessment (SFRA) and Sequential Test were published to the evidence base.
<b>Nov 2023</b>	Council received further information from the Environment Agency regarding sites identified in the emerging Local Plan, specifically the flooding evidence that has been prepared. The Environment Agency have now been able to categorise each comment they have made regarding sites and evidence and have provided information on whether the feedback is critical or advisory. This document has been added to the flooding evidence base.
<b>Dec 2023</b>	The Council by request of officials at the Department of Levelling Up, Housing and Communities produced an indicative timeline for resuming the Local Plan examination hearings. 11 December the Leader of the Council, Cllr Joanne Sexton wrote to Lee Rowley MP Minister of State for Housing and Planning.
<b>Feb 2024</b>	2 February the Leader of the Council, Cllr Joanne Sexton wrote to Lee Rowley MP Minister of State for Housing and Planning. Council Environment and Sustainability Committee decided to propose modifications of the local plan to the planning inspector relating to removal of green belt sites, remove sites at high risk of flooding and move some higher risk sites to end of plan period and withdraw Staines Development Framework as a core documents.
<b>March 2024</b>	6 March the Chair of the Environment and Sustainability Committee, Cllr Malcolm Beecher wrote a letter to the Inspector. 19 March the Council received an updated Level 1 and Level 2 SFRA which was added to evidence base.
<b>April 2024</b>	12 April the Chair of the Environment and Sustainability Committee, Cllr Malcolm Beecher wrote a letter to the Environment Agency.
<b>May 2024</b>	2 May 2024 the EA wrote to the Council and summarised the main issues in the letter and providing detailed comments on the Level 1 and 2 SFRA in Appendix 1. 8 May 2024 the Chair of the Environment and Sustainability Committee, Cllr Malcolm Beecher wrote a letter to the Environment Agency in response. 17 May 2024 Strategic Planning wrote a letter to the EA. 24 May the Council received an updated Level 1 SFRA this has been added to evidence base.
<b>June 2024</b>	Council received an updated Level 2 SFRA this has been added to evidence base. Comments received on the updated SFRA from the EA requesting the removal of ST4/002 Bridge Street Car Park and ST4/010 Riverside Car Park.
<b>July 2024</b>	Additional comments received from the EA on Level 1 and Level 2 SFRA and confirmation from the EA that the removal of sites will satisfy one of their major concerns. A report on the resumption of the local plan examination has been published and the Council's Corporate Policy and Resources Committee is asked to make recommendations on 8th July 2024. 16 July 2024 the Council received an updated Level 1 and Level 2 SFRA this has been added to the evidence base. Following the recent meetings of Corporate Policy and Resources Committee and full Council, on 23 July 2024 the Chair of the Environment and Sustainability Committee, Cllr Malcolm Beecher wrote a letter to the Planning Inspector requesting resumption of the Local Plan Examination.
<b>August 2024</b>	6 August 2024, the Council's flood consultants Aecom received confirmation from the Environment Agency that the produced SFRA maps are using the latest modelling and are following the FD2320 guidance.
<b>Oct 2024</b>	Council received a signed Statement of Common Ground from the EA with agreed revised wording to Policy E3: Managing Flood.

	The Chair of the Environment and Sustainability Committee, Cllr Malcolm Beecher, wrote a letter to Inspector Bridgwater to let him know that the Statement of Common Ground has been signed, update him on next steps and request that we return to Examination.
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### Engagement with relevant bodies

- Environment Agency please see Section 4 of Flood Risk Topic Paper for details
- Correspondence with relevant bodies that are not neighbouring authorities

### Meetings with Neighbouring Authorities

- Spelthorne/Hillingdon meeting June 2024
- Spelthorne/Hounslow meeting June 2024
- Spelthorne/Hounslow meeting October 2024 (See meeting note below)
- Spelthorne/Windsor meeting October 2024 (See meeting note below)
- Spelthorne/Slough meeting October 2024 (See meeting note below))
- Spelthorne/Surrey meeting October 2024 (See meeting note below)
- Spelthorne/Runnymede meeting October 2024 (Note to follow)
- Spelthorne/Elmbridge meeting October 2024 (See meeting note below)
- Spelthorne/Hillingdon meeting Nov 2024 (See meeting note below)
- Spelthorne/Richmond meeting November 2024 (See meeting note below)
- Spelthorne/Elmbridge meeting November 2024

### Cross boundary bodies and forums

As set out in 2.7 of the [Duty to Co-Operate Statement of Compliance November 2022](#) Spelthorne Borough Council is a member of a number of bodies and forums which deal with cross-boundary issues. The list below sets out the bodies and forums that Spelthorne has engaged with during the period since November 2022:

Biodiversity Working Group  
Heathrow Easterly Alternation Local Authorities Meeting  
Heathrow Easterly Alternation Local Authorities Meeting  
Heathrow Expansion Working Group  
Heathrow Expansion Working Group  
Heathrow Spatial Planning Group  
PWG/Mole Valley meeting  
RTS/LPA Co-ordination meetings  
Spelthorne Borough Council/Surrey County Council Joint Infrastructure Group  
Surrey Flood Risk Partnership Board  
Surrey Health and Planning Development Day  
Surrey Health and Planning Forum  
Surrey Planning Working Group

## **October to November 2024 neighbouring authorities meeting notes**

## Spelthorne DtC meeting – 11th October 2024

### Attendance:

Spelthorne: Martin Horn, Jane Robinson, Laura Waters

LBH: Duncan Mckane and Ravneet Dyal

### Local Plan review recap

LBH: presented the Local Plan review timeline

### Strategic matters discussion:

LBH: presented an overview of the proposed spatial strategy

### Housing

LBH: Presented the proposed LBH housing approach

- LBH: Discussion on LBH housing target figures (including approach to target beyond the 2019-2029 London Plan target)
- Spelthorne: Raised issue of highways impacts related to housing growth in LBH, specifically to the A30/B378 Bulldog Junction
- LBH: Confirmed a refresh of the transport assessment has been undertaken which showed no need for further modelling due to reduced overall demand for housing and jobs.
- Spelthorne: Note Site Allocation 121 – Land South of Bedfont Road. How did you calculate capacity for travelling show people sites?
- LBH: We will ask policy officer involved (Chris Kirk) to explain approach further - **ACTION**

### Economic development

LBH: Presented the economic development headlines for Local Plan

- Spelthorne: Acknowledged and expressed support for approach.

### Greenbelt, Green and Blue Infrastructure

LBH: Presented the Greenbelt, Green and Blue Infrastructure headlines for Local Plan – including update on proposed green belt release sites.

### Transport connectivity

LBH: Provided an update on transport connectivity,

- Spelthorne: Question relating to Heathrow Southern Railway
- LBH: Presented map on the indicative southern access link to Heathrow route. Transport colleagues have advised the scheme has not been sufficiently developed, with no final decisions on the route. As such the emerging plan does not propose safeguarding of land or allocations for development which might be made sustainable by this infrastructure improvement (as was proposed in withdrawn WoB plan)
- Spelthorne: Early consideration of feasibility of a Southern Light Rail link: Confirmed no preferred option currently exists. Both heavy and light rail are still being considered, with an internal working group being established to assess the potential options.

- Spelthorne: Asked about the potential A30/B378 Bulldog Junction impact and the need for an agreement between parties regarding highways, asking whether Surrey County Council would also be involved.
- LBH: Noted past discussions with Surrey and suggested that a Statement of Common Ground (SoCG) between LBH and SBC could suffice, with Surrey involved if needed.
  - LBH will update after speaking with Surrey, with potential for a co-signatory option if this is considered the most effective route to demonstrating joint working on the issue.

#### Energy and Carbon Reduction Policy

Both parties briefly discussed the energy and carbon reduction policy, noting LBH opted for Option 1 in the "Delivering Net Zero" (2023) evidence base (i.e. Part L framework approach)

#### AOB

- Spelthorne: Provide update about Spelthorne's local plan review progress, currently seeking to recommence examination following pause



## Spelthorne/Slough Duty to cooperate meeting 21<sup>st</sup> October 2024

<b>Introductions</b>	
<p>Laura Waters – Spelthorne BC  Jane Robinson – Spelthorne BC  Laura Richardson - Spelthorne BC  Pippa Hopkins – Group Manager Slough BC  Kerry Hobbs – Senior Planning Policy officer Slough BC</p>	
<b>Spelthorne Borough Council Local Plan update</b>	
<p>Spelthorne BC officers shared slides updating on the core objectives of the Local Plan submitted to the Inspector for examination:</p> <ul style="list-style-type: none"> <li>• 618 homes per year over 15 years (9,270)</li> <li>• Looked to increase density in developed areas to protect green belt</li> <li>• Reduce impact on Staines to avoid additional housing allocations in the town beyond those already identified</li> <li>• Reduce some building heights in Staines through zoning</li> <li>• Allow for more family homes with gardens to be built.</li> </ul> <p>A brief overview was provided on population, land use and constraints.</p>	
<b>Timeline and work to date</b>	
<p>Spelthorne BC officers ran through the previous LP consultations going back to issues and options in May-June 2018 up to the first week of examination hearings in May 2023. JR then outlined the decision to pause the hearings in June 2023 with Members in Feb 2024 requesting a modification to:</p> <ul style="list-style-type: none"> <li>• Remove all but 2 Green Belt sites</li> <li>• Remove sites high risk of flooding or move to back of local plan period if appropriate</li> </ul> <p>In July 2024 Committee proposed a further mod to Inspector:</p> <ul style="list-style-type: none"> <li>• Removal of specific sites</li> <li>• Propose new policy wording for sites at flood risk.</li> </ul>	
<b>Next steps</b>	
<p>SoCG has been signed with the EA:</p> <ul style="list-style-type: none"> <li>• Revised wording for relevant site allocations</li> <li>• Proposed removal of five sites</li> </ul> <p>The Chair of the Environment and Sustainability Committee has written to the Inspector updating on progress and next steps. Report going to Council 24th October asking Members to consider if they wish to amend the GB sites main mod agreed Feb 2024. If agreed by Council request will be made to Inspector to resume examination hearings aiming for Jan/Feb 2025</p>	
<b>Slough Update</b>	
<b>Local Plan</b>	
<p>PH explained a SoCG had been agreed previously and likely only minor updates may be required for example Slough BC is</p>	

<p>no longer accountable body for Heathrow Strategic Planning Group.</p> <p>Slough BC have completed to Reg 18 and are progressing evidence base. Currently unable to meet housing and employment land needs within the Local Plan area. Standard policy response has been to support neighbouring Councils to meet their needs, or not impact on Slough BC. E.g. Wider Area Growth Study (2022) addresses housing land supply in the TTWA. In Nov 2024 adopted a new 10yr Simplified Planning Zone that permits an increase in employment floorspace.</p> <p>PH updated Slough is experiencing pressure from datacentres: two employment sites close to train stations that would have been proposed for housing in new Plan will now be datacentres. Green Belt remains under pressure from speculative development too, this and the Strategic Gap ['higher bar' than GB to development] will be reviewed ahead of Reg 19 for LP. Currently have a 2.2 year housing land supply. Standard methodology figure is 856 homes per annum, draft NPPF calculation results in a negligible change</p>	
<b>Any other duty to cooperate matters</b>	
<p>LR/JR updated employment is also going to be a challenge for Spelthorne BC with sites lost to residential but these are not always most suitable for this use type.</p> <p>Gypsy and Travellers –Slough will engage with Spelthorne when they do their study, at present no issue.</p> <p>Employment land supply– noted, no issue at present for Slough BC: Support collaboration via HSPG on LHR</p> <p>Flooding – no issue, noted EA changing flooding from 2025</p> <p>Transport – noted around Heathrow</p> <p>No other matters to update.</p>	
<b>Any strategic issues</b>	
Strategic matters remain unchanged with Heathrow only major issue, no other matters to update.	
<b>Next steps/actions</b>	
<p>Share note of this meeting with Slough BC.</p> <p>Slough BC to confirm there have been no substantive change in issues and make any minor amendments.</p> <p>Add note to Spelthorne BC DTC statement addendum</p> <p>Once both parties are agreed sign and date SoCG</p>	<p>LW PH/KH</p> <p>LW ALL</p>

**Spelthorne/Royal Borough of Windsor & Maidenhead Duty to cooperate meeting 21<sup>st</sup> October 2024**

<b>Introductions</b>	<b>Actions</b>
<p>Laura Waters – Spelthorne BC  Jane Robinson – Spelthorne BC  Laura Richardson - Spelthorne BC  Ian Motuel – RBWM  Lucinda Pinhorne-Smy – RBWM</p>	
<b>Spelthorne Borough Council Local Plan update</b>	
<p>SBC officers shared slides updating on the core objectives of the Local Plan submitted to the Inspector for examination:</p> <ul style="list-style-type: none"> <li>• 618 homes per year over 15 years (9,270)</li> <li>• Looked to increase density in developed areas to protect green belt</li> <li>• Reduce impact on Staines to avoid additional housing allocations in the town beyond those already identified</li> <li>• Reduce some building heights in Staines through zoning</li> <li>• Allow for more family homes with gardens to be built.</li> </ul> <p>A brief overview was provided on population, land use and constraints.</p>	
<b>Timeline and work to date</b>	
<p>SBC officers ran through the previous LP consultations going back to issues and options in May-June 2018 up to the first week of examination hearings in May 2023. JR then outlined the decision to pause the hearings in June 2023 with Members in Feb 2024 requesting a modification to:</p> <ul style="list-style-type: none"> <li>• Remove all but 2 Green Belt sites</li> <li>• Remove sites high risk of flooding or move to back of local plan period if appropriate</li> </ul> <p>In July 2024 Committee proposed a further mod to Inspector:</p> <ul style="list-style-type: none"> <li>• Removal of specific sites</li> <li>• Propose new policy wording for sites at flood risk.</li> </ul>	
<b>Next steps</b>	
<p>SoCG has been signed with the EA:</p> <ul style="list-style-type: none"> <li>• Revised wording for relevant site allocations</li> <li>• Proposed removal of five sites</li> </ul> <p>The Chair of the Environment and Sustainability Committee has written to the Inspector updating on progress and next steps. Report going to Council 24th October asking Members to consider if they wish to amend the GB sites main mod agreed Feb 2024. If agreed by Council request will be made to Inspector to resume examination hearings aiming for Jan/Feb 2025</p>	
<b>Windsor &amp; Maidenhead Update</b>	
<b>Local Plan</b>	
<p>IM updated that RBWM experienced many of the same issues as SBC with their examination taking 4 years to complete.</p>	

<p>Working with their Inspector to address issues with the submitted plan. Politically challenging throughout process. In Feb 2022 the Local Plan was adopted. A high court challenge was raised which took a year to get through and in May 2023 there was a change of administration.</p> <p>No immediate plans to undertake a new Local Plan but a review will need to be undertaken 5 years after adoption. Currently concentrating on a suite of SPDs including the adoption of Sustainability, and Tall Building SPDs.</p> <p>The proposed NPPF housing methodology has seen a 55% increase in housing numbers compared to current housing need figure. Constraints such as flooding may reduce numbers. Considering a Gypsy &amp; Traveller Local Plan but this has been put on hold with the current focus being on progressing further SPDs.</p>	
<b>Any other duty to cooperate matters</b>	
IM confirmed RBWM submitted a Regulation 19 response to SBC Local Plan with no significant issues raised. Comments were provided on cross boundary issues such as transport, infrastructure, employment and flooding.	
<b>Any strategic issues</b>	
No further issues raised.	
<b>Next steps/actions</b>	
<p>Share note of this meeting with RBWM.</p> <p>RBWM to confirm there have been no substantive change in issues and make any minor amendments</p> <p>Add note to SBC DTC statement addendum</p> <p>Once both parties are agreed sign and date SoCG</p>	<p>LW IM/LP</p> <p>LW All</p>

## Spelthorne/Surrey CC Duty to cooperate meeting 22<sup>nd</sup> October 2024

Introductions	Actions
Laura Waters – Spelthorne BC Jane Robinson – Spelthorne BC Laura Richardson - Spelthorne BC Judith Jenkins – Surrey CC Anna Bird – Surrey CC	
Spelthorne Borough Council Local Plan update	
SBC officers updated on the core objectives of the Local Plan submitted to the Inspector for examination: <ul style="list-style-type: none"> <li>• 618 homes per year over 15 years (9,270)</li> <li>• Looked to increase density in developed areas to protect green belt</li> <li>• Reduce impact on Staines to avoid additional housing allocations in the town beyond those already identified.</li> <li>• Reduce some building heights in Staines through zoning</li> <li>• Allow for more family homes with gardens to be built.</li> </ul> A brief overview was provided on population, land use and constraints.	
Timeline and work to date	
SBC officers ran through the previous LP consultations going back to issues and options in May-June 2018 up to the first week of examination hearings in May 2023. JR then outlined the decision to pause the hearings in June 2023 with Members in Feb 2024 requesting a modification to: <ul style="list-style-type: none"> <li>• Remove all but 2 Green Belt sites</li> <li>• Remove sites high risk of flooding or move to back of local plan period if appropriate</li> </ul> In July 2024 Committee proposed a further mod to Inspector: <ul style="list-style-type: none"> <li>• Removal of specific sites</li> <li>• Propose new policy wording was also put forward for sites at flood risk. Focussed on brownfield sites in the Local Plan to protect them from flooding.</li> </ul>	
Next steps	
SoCG has been signed with the EA: <ul style="list-style-type: none"> <li>• Revised wording for relevant site allocations</li> <li>• Proposed removal of five sites</li> </ul> The Chair of the Environment and Sustainability Committee has written to the Inspector updating on progress and next steps. Report going to Council 24th October asking Members to consider if they wish to amend the GB sites main mod agreed Feb 2024. If agreed by Council request will be made to Inspector to resume examination hearings aiming for Jan/Feb 2025 JR will share revised policy wording for policy E3 for SCC to formally respond to.	

Proposing an early/immediate review policy within the LP. Inspector given time that has lapsed may request an additional pre-consultation hearing. Expecting hearings to last a minimum of 2 weeks Ahead of examinations will have a clearer timeline for next plan review. Whole suite of new evidence will need to be prepared.	
<b>Surrey CC Update</b>	
<p>JJ asked if SBC requires anything from SCC?</p> <p>LR updated reduced numbers due to sites being removed will reduce pressure on infrastructure but a separate letter on amended flood policy E3 would be welcomed.</p> <p>Transport assessment will be required for LP review.</p> <p>SCC has recently had a DTC meeting with Hounslow, happy with transport matters but asked how the SCC and Spelthorne SoCG with Hounslow will sit together. JR updated SBC/Hounslow met 11/10/24 and discussed transport and updating the previous SoCG.</p> <p>Hounslow talked through history of SoCG and SCC had issues with cross boundary impacts and if mitigation can be provided cross border – wording has been provided so SCC now happy with SoCG. SCC will share SoCG with Hounslow with SBC. It may be that Spelthorne simply reference the SCC SoCG for transport matters.</p> <p>Hounslow consulting on transport strategy this week.</p> <p>SCC will share for information the education forecasts on school places needed. JR updated the Sixth Form provision currently in LP will depend on outcome of the LP examination.</p>	
<b>Any other duty to cooperate matters</b>	
No other matters to update.	
<b>Any strategic issues</b>	
No other matters to update.	
<b>Next steps/actions</b>	
Share note of this meeting and latest SoCG with SCC	LW
SCC provide letter on amended policy E3	JJ
SCC to share SoCG with Hounslow	JJ
SCC to share education forecasts	JJ
Add note to SBC DTC statement addendum	LW

## Spelthorne/Elmbridge Duty to cooperate meeting 23<sup>rd</sup> October 2024

<b>Introductions</b>	
Laura Waters – Spelthorne BC Jane Robinson – Spelthorne BC Laura Richardson - Spelthorne BC Sarah Pharoah – Elmbridge BC	
<b>Spelthorne Borough Council (SBC) Local Plan update</b>	
SBC officers shared slides updating on the core objectives of the Local Plan submitted to the Inspector for examination: <ul style="list-style-type: none"> <li>• 618 homes per year over 15 years (9,270).</li> <li>• Looked to increase density in developed areas to protect green belt</li> <li>• Reduce impact on Staines to avoid additional housing allocations in the town beyond those already identified</li> <li>• Reduce some building heights in Staines through zoning</li> <li>• Allow for more family homes with gardens to be built.</li> </ul> A brief overview was provided on population, land use and constraints.	
<b>Timeline and work to date</b>	
SBC officers ran through the previous LP consultations going back to issues and options in May-June 2018 up to the first week of examination hearings in May 2023. JR then outlined the decision to pause the hearings in June 2023 with Members in Feb 2024 requesting a modification to: <ul style="list-style-type: none"> <li>• Remove all but 2 Green Belt sites</li> <li>• Remove sites high risk of flooding or move to back of local plan period if appropriate</li> </ul> In July 2024 Committee proposed a further mod to Inspector: <ul style="list-style-type: none"> <li>• Removal of specific sites</li> <li>• Propose new policy wording for sites at flood risk.</li> </ul>	
<b>Next steps</b>	
SoCG has been signed with the EA: <ul style="list-style-type: none"> <li>• Revised wording for relevant site allocations</li> <li>• Proposed removal of five sites</li> </ul> The Chair of the Environment and Sustainability Committee has written to the Inspector updating on progress and next steps. Report going to Council 24th October asking Members to consider if they wish to amend the GB sites main mod agreed Feb 2024. If agreed by Council request will be made to Inspector to resume examination hearings aiming for Jan/Feb 2025.	
<b>Elmbridge BC Update</b>	
<b>Local Plan</b>	
SP updated authority received Inspectors interim findings letter on 11 <sup>th</sup> September, this letter stated that the plan as submitted is unsound, but that the Plan may be capable of being made sound through main modifications outlined in the additional work she set out. The Inspector set out in relation to housing supply	

<p>that she considered that an element of Green Belt release to meet need would be a justified and effective approach in this instance.</p> <p>The Inspector requested that the council advise whether this additional work could be completed within 6 months, as set out in the recent ministerial statement. Elmbridge BC have gone back to Inspector with a 12-month timeline plus an additional 3 months for public engagement. EBC have heard back from Inspector and are in process of briefing members and preparing a response. No decision has formally been made but Inspector has requested a decision by 1<sup>st</sup> November. Comms announcement expected today.</p> <p>New government has made direction clear to the Planning Inspectorate. Complication of new planning system from September 2025.</p> <p>New NPPF methodology housing figures are a 121% increase. Agreed to arrange a further DTC meeting after SBC council decision and EBC know their position.</p>	
<b>Any other duty to cooperate matters</b>	
No further issues raised.	
<b>Any strategic issues</b>	
No further issues raised.	
<b>Next steps/actions</b>	
Share meeting note with Elmbridge BC	LW
Arrange another DTC meeting December/early January	LW
Add note to SBC DTC statement addendum	LW



## Spelthorne/London Borough of Richmond Duty to cooperate meeting 5<sup>th</sup> November

<b>Introductions</b>	
<p>Laura Waters – Spelthorne BC  Jane Robinson – Spelthorne BC  Joanne Capper – Richmond  Jordan Pratchett – Richmond  Fiona O'Toole - Richmond</p>	
<b>Spelthorne Borough Council Local Plan update</b>	
<p>SBC officers shared slides updating on the core objectives of the Local Plan submitted to the Inspector for examination:</p> <ul style="list-style-type: none"> <li>• 618 homes per year over 15 years (9,270).</li> <li>• Looked to increase density in developed areas to protect green belt</li> <li>• Reduce impact on Staines to avoid additional housing allocations in the town beyond those already identified</li> <li>• Reduce some building heights in Staines through zoning</li> <li>• Allow for more family homes with gardens to be built.</li> </ul> <p>A brief overview was provided on population, land use and constraints.</p> <p>JC noted proposed early review and asked about documents/evidence needing updating for resumed examination hearings? JR explained following advice examination proceeds based on documents submitted. Early review policy included to cover issues such as Gypsy &amp; Travellers and employment sites – example provided of Hertfordshire early review policy.</p>	
<b>Timeline and work to date</b>	
<p>SBC officers ran through the previous LP consultations going back to issues and options in May-June 2018 up to the first week of examination hearings in May 2023. JR then outlined the decision to pause the hearings in June 2023 with Members in Feb 2024 requesting a modification to:</p> <ul style="list-style-type: none"> <li>• Remove all but 2 Green Belt sites</li> <li>• Remove sites high risk of flooding or move to back of local plan period if appropriate</li> </ul> <p>In July 2024 Committee proposed a further mod to Inspector:</p> <ul style="list-style-type: none"> <li>• Removal of specific sites</li> <li>• Propose new policy wording for sites at flood risk.</li> </ul> <p>LR is looking forward to the next LP that needs to be prepared</p>	
<b>Next steps</b>	
<p>Council 24<sup>th</sup> October approved recommendations to include green belt sites and write to Inspector requesting examination hearings resume. The Chair of the Environment and Sustainability Committee has written to the Inspector updating on progress and next steps.</p> <p>Now awaiting Inspectors response, further MIQs, confirmation of examination timeline and deadlines. Requests have been made</p>	

to update housing topic paper, trajectory, IDP and activity undertaken since the pause. JC noted that in terms of cross-boundary implications, the recent modifications are unlikely to raise new issues (noting Richmond did not raise any concerns to the Regulation 19 Draft Plan consultation in 2022).	
<b>Richmond Update</b>	
<b>Local Plan</b>	
Submitted Local Plan January 2024, hearings held June/July 2024 and progressing well. Inspector reviewed housing delivery overall and questioned the impact of additional policy requirements including affordable housing (in light of fast-track viability threshold in the London Plan), climate change and biodiversity net gain. Now awaiting formal modifications and aiming to have consultation out by the end of the year. Hearing action points captured where modifications required and expecting to hear shortly with inspectors' report hopefully early 2025 and adoption spring/summer. Outstanding matters speaking with relevant parties to resolve including GLA on affordable housing. No changes from Regulation 19 that would impact Spelthorne BC, there is an action plan to address housing delivery test with a stepped housing trajectory. Own G&T needs assessment but there is a London wide one, consultants RRR. Working with authorities who have undertaken their own surveys, utilising existing data and carrying out fieldwork. Expecting mayor will publish in the future to inform next London Plan. JR did note the lack of guidance on site size requirements for travelling show people.	
<b>Any other duty to cooperate matters</b>	
JC asked if there is any update on Kempton racecourse? JR confirmed they made representations but not sure at this time how this will progress. JC noted concerns of impact on surrounding area of any large-scale development. JR also noted Running Horse appeal which is close to Richmond and has concluded after 9 days.	
<b>Any strategic issues</b>	
Continue to work strategically on green belt and flooding matters.	
<b>Next steps/actions</b>	
Share meeting note and previous SoCG with Richmond Richmond to confirm there have been no substantive change in issues and update date of SoCG. Add note to SBC DTC statement addendum	LW JC  LW

## Spelthorne/Hillingdon Duty to cooperate meeting 5<sup>th</sup> November

<b>Introductions</b>	
Laura Waters – Spelthorne BC Jane Robinson – Spelthorne BC Laura Richardson - Spelthorne BC Gavin Polkinghorn – London Borough of Hillingdon	
<b>Spelthorne Borough Council Local Plan update</b>	
SBC officers shared slides updating on the core objectives of the Local Plan submitted to the Inspector for examination: <ul style="list-style-type: none"> <li>• 618 homes per year over 15 years (9,270).</li> <li>• Looked to increase density in developed areas to protect green belt</li> <li>• Reduce impact on Staines to avoid additional housing allocations in the town beyond those already identified</li> <li>• Reduce some building heights in Staines through zoning</li> <li>• Allow for more family homes with gardens to be built.</li> </ul> A brief overview was provided on population, land use and constraints	
<b>Timeline and work to date</b>	
SBC officers ran through the previous LP consultations going back to issues and options in May-June 2018 up to the first week of examination hearings in May 2023. JR then outlined the decision to pause the hearings in June 2023 with Members in Feb 2024 requesting a modification to: <ul style="list-style-type: none"> <li>• Remove all but 2 Green Belt sites</li> <li>• Remove sites high risk of flooding or move to back of local plan period if appropriate</li> </ul> In July 2024 Committee proposed a further mod to Inspector: <ul style="list-style-type: none"> <li>• Removal of specific sites</li> <li>• Propose new policy wording for sites at flood risk.</li> </ul> JR explained when the government intervened, they set out that the Local Plan couldn't be withdrawn and either had to be progressed or paused but active steps taken to move forward. LR is looking forward to the next LP that needs to be prepared	
<b>Next steps</b>	
Council 24 <sup>th</sup> October approved recommendations to include green belt sites and write to Inspector requesting examination hearings resume. The Chair of the Environment and Sustainability Committee has written to the Inspector updating on progress and next steps. Now awaiting Inspectors response, further MIQs, confirmation of examination timeline and deadlines. Requests have been made to update housing topic paper, trajectory, IDP and activity undertaken since the pause.	
<b>Hillingdon Update</b>	
<b>Local Plan</b>	
Since last meeting Hillingdon have undertaken Regulation 18 call for views consultation, currently drafting policies, collecting	

<p>evidence and processing consultation responses. Our current LDS programme is to meet June 2025 submission date to SoS. No draft policies or site allocations are available to share currently.</p> <p>Hillingdon housing targets are set by the London Plan which will remain in place until the London Plan is updated. Hillingdon's target will be 1,083 dwellings per annum for most of the plan period. Toward the end of the plan period London Plan ends and the Council will need to establish targets for this time which will be subject to transitional arrangements set by the GLA.</p> <p>Hillingdon Council will be following changes to NPPF on Green Belt and Grey Belt, which will have impacts on plan making for Hillingdon. It is too early in the plan process to determine whether residential and non-residential needs can be met without Green Belt review.</p>	
<b>Any other duty to cooperate matters</b>	
<p>Gypsy &amp; Traveller - awaiting outcome of needs assessment expected to be published early 2025.</p> <p>Employment no change and can meet industrial need through existing sites.</p> <p>Evidence flooding for part 2.</p> <p>Energy no updates.</p>	
<b>Any strategic issues</b>	
Heathrow planning application – can ask colleague if this has been validated	
<b>Next steps/actions</b>	
<p>Hold next Meeting once Hillingdon policies and sites formalised</p> <p>Share meeting note and previous SoCG with Hillingdon</p> <p>Hillingdon to confirm there have been no substantive change in issues and update date of SoCG.</p> <p>Add note to SBC DTC statement addendum</p> <p>Update on Heathrow Planning application</p>	<p>LW/GP</p> <p>LW</p> <p>GP</p> <p>LW</p> <p>GP</p>