

COMMITTEE DECISIONS TAKEN IN ACCORDANCE WITH URGENCY PROCEDURE

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Wards affected:	(All Wards);
Appendices (attached):	None

Summary

This report provides the Council with notification of committee decisions taken in accordance with the urgency procedure contained in Annex 4.6 of the Operating Framework.

Recommendation (s)

The Council is asked to:

- (1) Note the decision of the Strategy and Resources Committee on 25 September 2025.**
- (2) Note the decision of the Environment Committee on 14 October 2025.**
- (3) Note the decision of the Licensing and Planning Policy Committee on 25 November 2025.**

1 Reason for Recommendation

- 1.1 Annex 4.6 of the Operating Framework – Overview, Audit and Scrutiny sets out a procedure for scrutiny call-in of decisions made by the Council's policy committees. Paragraph 14.5.2 requires urgent decisions that are not subject to call-in to be reported to the Council with the reasons for urgency.

2 Meeting of Strategy and Resources Committee, 25 September 2025

- 2.1 At its meeting on 25 September 2025, the Strategy & Resources Committee considered an item relating to a request from Surrey County Council to release its land at Southfield Park Primary School (adjacent to Chantilly Way / Long Grove Road) from a Land Registry title restriction registered by EEBC to protect the former EEBC land from non-educational use. This was item 9 of the agenda.

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- 2.2 In the opinion of the Chief Executive and in accordance with Paragraph 14.2.2 of Annex 4.6 of the Operating Framework, the committee's decision on this item was considered to be urgent.
- 2.3 The decision was considered to be urgent to allow legal documentation to be completed on the academy conversion target date of 1 October 2025. A delay to the implementation of the Committee's decision on this matter would have meant that this deadline could not have been met.
- 2.4 The urgent nature of this decision was detailed in the decision notice for the meeting in accordance with Paragraphs 14.2.1 and 14.2.2 of Annex 4.6 of the Operating Framework. The decision notice was published on 29 September 2025.

3 Meeting of Environment Committee, 14 October 2025

- 3.1 At its meeting on 14 October 2025, the Environment Committee considered an item requesting the nomination and authorisation of the Public Protection Manager to issue a penalty notice under regulation 4 of The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 in respect of a particular incident detected on 13 September 2025. This was item 5 of the agenda.
- 3.2 In the opinion of the Chief Executive and in accordance with Paragraph 14.2.2 of Annex 4.6 of the Operating Framework, the committee's decision on this item was considered to be urgent.
- 3.3 The decision was considered to be urgent as the maximum permissible time to issue a civil penalty for the incident detected on 13 September 2025 would expire before the end of the scrutiny call-in period. A delay to the implementation of the Committee's decision on this matter would have meant that a civil penalty notice could not have been issued under regulation 4 of The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018.
- 3.4 The urgent nature of this decision was detailed in the decision notice for the meeting in accordance with Paragraphs 14.2.1 and 14.2.2 of Annex 4.6 of the Operating Framework. The decision notice was published on 15 October 2025.

4 Meeting of Licensing and Planning Policy Committee, 25 November 2025

- 4.1 At its meeting on 25 November 2025, the Licensing and Planning Policy Committee considered an item presenting the Independent Examiner's report on the Stoneleigh and Auriol Neighbourhood Development Plan (NDP). The Examiner's report recommended that the Stoneleigh and Auriol NDP, subject to proposed modifications, should proceed to Referendum. This was item 6 of the agenda.

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- 4.2 In the opinion of the Chief Executive and in accordance with Paragraph 14.2.2 of Annex 4.6 of the Operating Framework, the committee's decision on this item was considered to be urgent.
- 4.3 The decision was considered to be urgent as in accordance with legislation, the Council must decide whether the neighbourhood plan shall proceed to referendum within 5 weeks of receipt of the Report of Examination. The Committee was required to make its decision on or before 27 November 2025. A delay to the implementation of the Committee's decision on this matter would have meant that the legislative requirement could not be met.
- 4.4 The urgent nature of this decision was detailed in the decision notice for the meeting in accordance with Paragraphs 14.2.1 and 14.2.2 of Annex 4.6 of the Operating Framework. The decision notice was published on 26 November 2025

5 Risk Assessment

Legal or other duties

5.1 Equality Impact Assessment

5.1.1 None.

5.2 Crime & Disorder

5.2.1 None.

5.3 Safeguarding

5.3.1 None.

5.4 Dependencies

5.4.1 None.

5.5 Other

5.5.1 None.

6 Financial Implications

6.1 None.

6.2 **Section 151 Officer's comments:** None arising from the content of this report.

7 Legal Implications

7.1 This report meets the requirement of Paragraph 14.5.2 of the of Annex 4.6 of the Operating Framework.

7.2 **Legal Officer's comments:** None arising from the contents of this report.

8 Policies, Plans & Partnerships

8.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- Effective Council

8.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

8.3 **Climate & Environmental Impact of recommendations:** None.

8.4 **Sustainability Policy & Community Safety Implications:** None.

8.5 **Partnerships:** None.

8.6 **Local Government Reorganisation Implications:** None.

9 Background papers

9.1 The documents referred to in compiling this report are as follows:

Previous reports:

- [Report and Decision Notice of the meeting of Strategy & Resources Committee, 25 September 2025 – Item 9 “Title Restriction - Southfield Park Primary School”](#)
- [Report and Decision Notice of the meeting of Environment Committee, 14 October 2025 – Item 5 “The Littering From Vehicles Outside London \(Keepers: Civil Penalties\) Regulations 2018”](#)
- [Report and Decision Notice of the meeting of Licensing and Planning Policy Committee, 25 November 2025 – Item 6 “Stoneleigh and Auriol Neighbourhood Plan - Examiner's Report and Decision to Proceed to Referendum”](#)

Other papers:

- [Annex 4.6 of the Operating Framework – Overview, Audit and Scrutiny](#)