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Democratic Services



LICENSING AND PLANNING POLICY COMMITTEE

Tuesday 19 May 2026 at 7.30 pm

Place: Council Chamber, Epsom Town Hall

Online access to this meeting is available on YouTube: [Link to online broadcast](#)

The members listed below are summoned to attend the Licensing and Planning Policy Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Peter O'Donovan (Chair)
Councillor Neil Dallen (Vice-Chair)
Councillor Steve Bridger
Councillor Alex Coley
Councillor Julian Freeman

Councillor Rob Geleit
Councillor Phil Neale
Councillor Kieran Persand
Councillor Humphrey Reynolds
Councillor Clive Woodbridge

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sing', is written over a light blue circular stamp.

Chief Executive

For further information, please contact democraticservices@epsom-ewell.gov.uk or tel: 01372 732000

EMERGENCY EVACUATION PROCEDURE

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live using free YouTube software.

A link to the online address for this meeting is provided on the first page of this agenda. A limited number of seats will be available on a first-come first-served basis in the public gallery at the Town Hall. If you wish to observe the meeting from the public gallery, please arrive at the Town Hall reception before the start of the meeting. A member of staff will show you to the seating area. For further information please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at democraticservices@epsom-ewell.gov.uk.

Exclusion of the Press and the Public

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government Act 1972 (as amended). Should any such matters arise during the course of discussion of the below items or should the Chair agree to discuss any other such matters on the grounds of urgency, the Committee may wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

Questions and statements from the Public

At this special meeting of the Licensing and Planning Policy Committee, public questions and statements cannot be accepted.

For more information on public speaking protocol at Committees, please see [Annex 4.2](#) of the Epsom & Ewell Borough Council Operating Framework.

Filming and recording of meetings

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Filming or recording must be overt and persons filming should not move around the room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non-handheld devices, including tripods, will not be allowed.

AGENDA

1. DECLARATIONS OF INTEREST

To receive declarations of any Disclosable Pecuniary Interests or other registrable or non-registrable interests from Members in respect of any item to be considered at the meeting.

2. MOTION (Pages 5 - 10)

This report sets out notices of motions ruled in order and provides an update on the Local Plan Examination.

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MOTION

Head of Service:	Ian Mawer, Head of Planning Policy and Economic Development
Report Author	Ian Mawer
Wards affected:	(All Wards);

Summary

This report sets out notices of motions ruled in order and provides an update on the Local Plan Examination.

Recommendation (s)

The Committee is asked to:

- (1) Consider the Motion in accordance with Standing Orders.**

1 Reason for Recommendation

- 1.1 The rules regarding the submission of motions to Licencing and Planning Policy Committee are set out in Appendix 5 of the Council's Constitution.
- 1.2 The requirements set out in CPR4 of Appendix 5 of the Constitution have been satisfied to enable a special meeting of the Licencing and Planning Policy Committee to consider a motion requested by three members of the Licencing and Planning Policy Committee.

2 Background

- 2.1 In accordance with paragraphs 4.2 and 4.4 of Appendix 5 to the Constitution, 'Standing Orders relating to the Conduct of Committees, Sub-Committees, and Advisory Panels':
 - 2.1.1 A Special meeting may be called if a joint written request signed by at least three, or one quarter of the total number of voting members of the committee or other body (whichever is the greater) has been made to the Chair of the committee or body (or in their absence Vice Chair). The Request should also be sent to the Head of Legal Services / Monitoring Officer.

2.1.2 The request to call a special meeting must state the business to be transacted and no other business. The Head of Legal Services / Monitoring Officer must fix a date for the meeting which, so far as practicable, is appropriate for the proper despatch of that business (upon which the Standing Order for circulation of papers will then apply).'

2.2 The request has been made by the requisite number of members of the Licencing and Planning Policy Committee — **Cllr Kieran Persand; Cllr Rob Geleit; and Cllr Julian Freeman.**

3 Motion to be considered

3.1 The motion consists of five elements which are detailed below:

1) The LPPC will ensure that all development plan documents to be submitted to the Inspector, including but not limited to amendments to development plan documents and addendums to development plan documents, are reviewed and approved for release by the LPPC, in compliance with PaCPA para 20 and the committee's Terms of Reference, prior to submission to the Inspector.

Further to ensure that, where such document are required to be approved by Full Council under the terms of the constitution, that this approval is also first obtained prior to submission to the Inspector.

2) Delegation of authority item P7 will be amended to read:

'To propose to the LPPC, changes and corrections to the Local Plan (2022-2040) and supporting documents, including policy updates, editorial, typographical and grammatical errors, during and following the publicity period, plan submission and during examination.

3) Documents COUD_020 and COUD_021 will be presented to the LPPC by the Head of Planning Policy and Economic Development as soon as possible, for its review, challenge and approval for submission to the Inspector, subject to any amendments deemed appropriate and necessary by the committee.

If, as expected, amendments result from the review, revised versions of COUD_020 and COUD_021 will be submitted to the Inspector, together with a covering letter explaining the need for the changes and setting out the proposed next steps to progress the Local Plan in a timely manner. A draft covering letter will therefore also be presented to LPPC by the Head of Planning Policy and Economic Development, at the same meeting, for review and approval.

4) The committee will, prior to submission of the specific documents required by the Inspector in her letter of 12 February 2026:

- i. Having considered the updated content of COUD_020 and COUD_021 resulting from item 3, above, the LPPC will determine and agree which additional urban and Green Belt sites, if any, the council intends to recommend for inclusion in the Local Plan. These decisions will be made with full consideration of, and alignment with, the council's overarching strategy and objectives for the Local Plan.
 - ii. Direct officers to prepare revised versions of the following documents in accordance with the decision made in i), above:
 - a. Housing trajectory and 5-year supply position
 - a. Sustainability Appraisal
 - a. Habitats Regulations Assessment
 - a. Transport Assessment
 - a. Infrastructure Delivery Plan
 - a. Any other documents required to be updated to take into account the council's conclusions on which urban and Green Belt sites they propose to allocate within the Local Plan
 - iii. Review the revised documents prepared under ii), above, and approve submission versions.
 - iv. For items ii) a), b) and c), consider and recommend the submission versions of these documents for approval to Full Council.
- 5) To require the Head of Planning Policy and Economic Development, in collaboration with the Chair of LPPC, to determine the number and timing of additional LPPC meetings to be scheduled. These meetings are to enable the thorough and effective review of any and all development plan documents prior to submission to the Inspector or recommendation to Full Council.

4 Update on Local Plan Examination

- 4.1 Since the motion was accepted, the local examination has continued to progress.
- 4.2 On the 9 April 2026 the Council wrote to the Inspector ([document reference COUD_028](#)) and submitted the following documents to the Planning Inspector:
 - [COUD_029: Additional sites for potential allocation](#)
 - [COUD_030: Sustainability Appraisal Addendum](#)
 - [COUD_031: Habitats Regulations Assessment Addendum](#)

- [COUD_032: Infrastructure Delivery Plan Addendum](#)
 - [COUD_033a: Transport Assessment Addendum](#)
 - [COUD_033b: Transport Assessment Technical Annex](#)
- 4.3 Following the submission of the above documents the Inspector wrote to the Council on the 23 April 2026 ([document reference ID-022](#)) which was received 29 April 2026, stating that she had reviewed the documents and would be grateful if the Council could arrange for these documents to be published on the examination website and a focused consultation to be undertaken on these new documents. The Inspector also confirmed that she will look to arrange a suitable date for a hearing will liaise with the Programme Officer to find a suitable date.
- 4.4 The Council responded on the 29 April 2026 ([document reference COUD_34](#)) stating that due to pre-election restrictions the earliest that we will be able to publish and commence public consultation on the specified documents is Monday 11 May 2026.
- 4.5 [Public consultation](#) commenced on Monday 11 May 2026 for a period of five weeks on the documents detailed in para 4.2 in addition to the two discrete pieces of work submitted to the Inspector in January 2026 (detailed below):
- [COUD_021: Assessment of Urban Sites](#)
 - [COUD_021: Green Belt Topic Paper Update](#)
- 4.6 The consultation will conclude on Monday 15 June 2026 after which the Council will publish the responses received and send copies to the Inspector along with a summary of the core issues raised.

5 Risk Assessment

Legal or other duties

5.1 Equality Impact Assessment

5.1.1 No comments are provided on Motions.

5.2 Crime & Disorder

5.2.1 No comments are provided on Motions.

5.3 Safeguarding

5.3.1 No comments are provided on Motions.

5.4 Dependencies

5.4.1 No comments are provided on Motions.

5.5 Other

5.5.1 No comments are provided on Motions.

6 Financial Implications

6.1 No comments are provided on Motions.

6.2 **Section 151 Officer's comments:** There are no financial implications within the report.

7 Legal Implications

7.1 No comments are provided on Motions.

7.2 **Legal Officer's comments:** Whilst no comments are normally provided on Motions, there is a technical issue with recommendation 2 in that it is not appropriate to amend an officer delegation granted by a committee back to that Committee; this Committee holds the authority to do all of the things set out in delegation P7 which is why it was entitled to grant the original delegation, so if the proposal is to remove that delegation to the Head of Planning Policy and Economic Development, the recommendation should simply state that delegation P7 is to be withdrawn.

8 Policies, Plans & Partnerships

8.1 **Council's Key Priorities:** No comments are provided on Motions.

8.2 **Service Plans:** No comments are provided on Motions.

8.3 **Climate & Environmental Impact of recommendations:** No comments are provided on Motions.

8.4 **Sustainability Policy & Community Safety Implications:** No comments are provided on Motions.

8.5 **Partnerships:** No comments are provided on Motions.

8.6 **Local Government Reorganisation Implications:** No comments are provided on Motions.

9 Background papers

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

Previous reports:

- [Licensing and Planning Policy Committee, Local Plan Update, 10 March 2026.](#)

Other papers:

- [Epsom and Ewell Constitution](#)