

**Minutes of the Meeting of the LICENSING AND PLANNING POLICY COMMITTEE
held on 21 April 2016**

PRESENT -

Councillor Graham Dudley (Chairman); Councillor David Wood (Vice-Chairman);
Councillors Michael Arthur, Tony Axelrod, Rob Geleit, Tina Mountain, Martin Olney,
David Reeve, Humphrey Reynolds and Clive Smitheram

Officers present: Rachel Jackson (Licensing, Grants and HIA Manager Regulatory
Services), Karol Jakubczyk (Planning Policy Manager) and Fiona Cotter (Democratic
Services Manager)

46 QUESTION TIME

No questions were asked or had been submitted by members of the public.

47 DECLARATIONS OF INTEREST

No declarations of interest were made by councillors regarding items on the
Agenda.

48 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on 18 February 2016 were agreed as a true
record and signed by the Chairman.

**49 HACKNEY CARRIAGE FARE TARIFF/ACCEPTANCE OF CARD PAYMENTS
IN TAXIS**

The Committee received and considered a report in response to Transport for
London's (TfL) announcement that, from October 2016, every licenced London
Hackney Carriage would be required to accept card payments. This was
relevant to this Authority because of the dual licensing arrangement with TfL
which had been introduced to allow transition from the metropolitan area. The
Committee was being asked to consider whether or not to require all Epsom &
Ewell licensed Hackney Carriages to be fitted with a credit/debit card other
cashless payment facility in line with TfL requirements.

The Committee was informed that there were currently 13 dual licenced vehicles.
The Authority had ceased issuing dual licences with effect from 1 January 2014
with the exception of licences issued to existing Hackney Carriage Drivers
licenced with the Authority no later than 1 January 2013.

After taking into account the responses received from the consultation and the advice of the Licensing, Grants and Home Improvements Agency Manager, the Committee agreed not to mandate all Epsom and Ewell licenced Hackney Carriages to be fitted with a credit/debit card payment or other cashless payment facility in line with TfL requirements and requested that a report reviewing the implications of this decision be brought back to this Committee in 12 months' time.

50 CANDIDATE ASSESSMENT OF CONSERVATION AREA - LINKS ROAD, EPSOM

The Committee received and considered the conclusion and recommendation of an Assessment as to whether Alexandra Road, Links Road, Ashdown Road, Kingsdown Road and Longdown Road should be designated as a Conservation Area. The area had originally been assessed in 2009. This assessment had been carried out, at the Committee's request, in response to a question from a member of the public at its February 2015 meeting regarding the designation of this area as such.

The assessment was a technical exercise supported by Paragraph 127 of the National Planning Policy Framework and detailed guidance issued by Historic England. It had been carried out by an independent historic buildings expert who had concluded that, having regard to the advice and guidance issued by Historic England, the area did not display the qualities, attributes and special values which would warrant designation as a Conservation Area under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

The Committee was informed that it was not unusual for areas surrounded by or in close proximity to other Conservation Areas not to be designated as such themselves. Whilst local residents might support its designation, there was currently no evidence to support this and there was a risk that such a designation could be challenged. However, the Urban Design and Heritage Advisor who had undertaken the assessment had indicated that there were buildings within the area which might merit further consideration for designation as Locally Listed buildings (a non-statutory designation).

It was noted that concerns regarding development pressures were more properly addressed as part of the planning process. The Council had recently adopted a Development Management Policy document, which included policies that addressed all of the concerns expressed by residents, and was in the process of finalising Supplementary Guidance which would address issues such as development density and design quality.

Accordingly, the Committee agreed that no further action should be taken with regard to the designation of the area as a Conservation Area but that Officers should investigate which buildings in the area might be considered for Local Listing. The Planning Policy Manager indicated that he anticipated that it would be possible to report back on the matter in September or October this year and undertook to investigate whether any of the candidate buildings could not be viewed from the public realm and would therefore require a site visit.

51 PERFORMANCE MANAGEMENT: PROVISIONAL TARGETS FOR 2016/17

The Committee received and considered a report which set out its provisional Performance Management Targets for 2016/17.

A revised Annexe was tabled at the meeting which had been amended as follows:

- *Supporting developers to bring forward the development of town centre sites:* the number of *minor* applications received had been amended to the number of *business* applications received, to demonstrate the Council's desire to support local businesses. This tied into the performance indicator relating to at least 80% of business applications processed within 8 weeks.
- *Ensuring licenced premises, businesses and individuals and taxi and private hire vehicles remain safe for residents and visitors:* this objective had been amended to read "*promoting our borough as an excellent place to do business*" and the target had been amended to focus on the timescales for processing premises licences.

The following points were noted:

- Each major planning application ought to be supported by a project plan to facilitate its determination within the 13 week timescale;
- The Council was required to carry out a Green Belt Study in accordance with established methodologies;
- There was a logic to the order in which targets in relation to accommodating sustainable development whilst protecting the green belt in accordance with policy had been listed which mirrored the process map for the work;
- The Strategic Housing Market Assessment was a key piece of work
- Members considered that the word "*processed*" in regard to business and licensing applications was not measurable and should be changed to "*determined*"

Having considered the revised targets tabled at the meeting, the Committee approved these revised targets subject to amending the word "*processed*" to read "*determined*" in regard to business applications and licensing applications.

The meeting began at 7.34 pm and ended at 9.17 pm

COUNCILLOR GRAHAM DUDLEY (CHAIRMAN)