

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE MEETING OF THE LICENSING AND  
REGULATORY COMMITTEE – 14 JANUARY 2009

SUBMITTED TO THE COUNCIL – 24 FEBRUARY 2009

(To be read in conjunction with the Agenda for the Meeting)

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|---------------------------------------|------------------------|
| * Cllr Mrs Gillian Beel (Chairman)    | * Cllr Nicholas Holder |
| * Cllr Robert Knowles (Vice-Chairman) | Cllr Julian Hubble     |
| * Cllr Maurice Byham                  | * Cllr Mrs Carole King |
| * Cllr Mrs Elizabeth Cable            | * Cllr Peter Isherwood |
| * Cllr Victor Duckett                 | * Cllr Bryn Morgan     |
| * Cllr Bob Frost                      | * Cllr John Savage     |
- \*Present

32. MINUTES (Agenda Item 1)

The Minutes of the Meeting held on 6 October 2008 were confirmed and signed.

33. APOLOGIES FOR ABSENCE (Agenda Item 2)

An apology for absence had been received from Councillor Julian Hubble. Councillor Stuart Connolly attended as a substitute.

34. DISCLOSURE OF INTERESTS (Agenda Item 3)

There were no interests declared under this item.

**PART I – RECOMMENDATIONS TO COUNCIL**

There are no matters falling within this category.

**MATTERS OF REPORT**

Background Papers (SDCS)

The background papers relating to the following items in Parts II and III are as specified in the Agenda for the meeting of the Licensing and Regulatory Committee.

**PART II – Matters reported in detail for the information of the Council**

35. DRAFT REVENUE ESTIMATES (Agenda Item 6; Appendix A)

- 35.1 The Committee received the latest Budget position and considered those estimates relevant to the services within their remit, including proposals from the Star Chamber. The Committee noted the significant budget pressures facing the Council that had led to the Star Chamber proposals to achieve savings, which included some staff reductions.

35.2 The Committee was very concerned that the proposed staff reductions might impact on the Council's statutory duties. Members were advised that proposals for staff reductions had been closely scrutinised to ensure the least impact on services and staff work levels.

35.3 Members had identified a saving within the Licensing Department that was welcomed, and although it could not be offset against staff savings it could be retained as an additional resource in the Licensing budget in the next financial year.

35.4 A recommendation to retain the saving was then proposed and seconded and the Committee

RESOLVED that the saving (representing additional charges) within the Licensing Department as identified in the Addendum paper to Appendix A of the agenda papers, be retained as an additional resource in the Licensing budget in the next financial year.

35.5 The Committee further

RESOLVED that

1. the level of Fees and Charges for 2009/2010 be approved in accordance with the schedule at Annexe 4 to the agenda papers; and
2. the draft Revenue Estimates for 2009/2010 as amended by the Star Chamber proposals be accepted.

### **PART III – Brief Summaries of other matters dealt with**

36. ACTION TAKEN SINCE THE LAST MEETING (Agenda Item 5)

The Committee noted the action taken by the Chief Executive after consultation with the Chairman and Vice-Chairman.

37. MINUTES OF THE MEETING OF THE LICENSING (GENERAL PURPOSES) SUB-COMMITTEE (Agenda Item 7; Appendix B)

RESOLVED that the minutes of the meeting of the Licensing (General Purposes) Sub-Committee held on 28 July 2008 be noted.

38. MINUTES OF THE MEETING OF THE LICENSING ACT 2003 SUB-COMMITTEES C & A (Agenda Item 8: Appendix C and Appendix D)

38.1 Following considerable discussion the Committee requested that an item be placed on the agenda of a future meeting of the Licensing and Regulatory Committee to confirm the outcome of their discussion regarding the procedure leading up to and during licensing hearings and reviews. The report should especially relate to informal discussions between the Police and applicant prior to a hearing, and the selection of the Sub-Committee to sit at hearings where an applicant had made a subsequent application.

RESOLVED that the minutes of the meetings of the Licensing Act 2003 Sub-Committee C held on 11 August 2008 and Licensing Act 2003 Sub-Committee A held on 26 August 2008 be noted.

**The meeting commenced at 7.00 p.m. and concluded at 8.03 p.m.**

Chairman