

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE MEETING OF THE LICENSING AND
REGULATORY COMMITTEE – 29 MAY 2014

SUBMITTED TO THE COUNCIL MEETING – 15 JULY 2014

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

* Cllr Simon Inchbald (Chairman)	Cllr Peter Isherwood
* Cllr Patricia Ellis (Vice-Chairman)	* Cllr Carole King
* Cllr Maurice Byham	Cllr Chris Storey
* Cllr Elizabeth Cable	Cllr Brett Vorley
* Cllr Jenny Else	Cllr Nick Williams
* Cllr Tony Gordon-Smith	Cllr Andrew Wilson

*Present

1. APPOINTMENT OF CHAIRMAN (Agenda Item 1)

Cllr Simon Inchbald was confirmed as Chairman of the Committee for the 2014/15 Council year.

2. APPOINTMENT OF VICE-CHAIRMAN (Agenda Item 2)

Cllr Patricia Ellis was confirmed as Vice-Chairman of the Committee for the 2014/15 Council year.

3. MINUTES (Agenda Item 3)

The Minutes of the Meeting held on 20 March 2014 were confirmed and signed.

4. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (Agenda Item 4)

Apologies had been received from Cllrs Peter Isherwood, Chris Storey, Brett Vorley and Andrew Wilson.

5. DECLARATIONS OF INTERESTS (Agenda Item 5)

There were no interests declared under this heading.

6. ACTION AUTHORISED (Agenda Item 7)

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

Background Papers

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

PART I – RECOMMENDATIONS TO THE COUNCIL

There were no matters falling within this category.

PART II – MATTERS OF REPORT

7. **THE REGULATORS' CODE** (Agenda Item 8; Appendix A)
 - 7.1 Members received the report that drew attention to the provisions in the new Regulators' Code which came into force on 6 April 2014. The Code provided a clear, flexible and principles-based framework for how regulators should engage with those they regulate and aimed to improve the way regulation is delivered at the front line.
 - 7.2 Members noted the six requirements of the Code and the areas of work in which regard must be had to the new Code. Work was currently underway to produce a single Enforcement Policy that could be applied to all regulatory services to which the Code applied across the Council. A copy of the draft policy would be brought to the Committee in due course and engagement would take place with residents and those regulated to enable them to offer their views. The Committee would need to be aware of the requirements of the Code when updating licensing policies.

The Committee RESOLVED to note the contents of the report.

8. **MINUTES OF THE MEETINGS OF THE LICENSING (GENERAL PURPOSES) SUB-COMMITTEE** (Agenda Item 9; Appendix B, C and D)

RESOLVED that the minutes of the meetings of the Licensing (General Purposes) Sub-Committee, held on 20 March 2014 and the Special Meetings held on 31 March and 6 May 2014, be noted.

The meeting commenced at 10.00 a.m. and concluded at 10.05 a.m.

Chairman