

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE LICENSING AND REGULATORY COMMITTEE - 27 FEBRUARY  
2023

SUBMITTED TO THE COUNCIL MEETING – 21 MARCH 2023

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

**Present**

Cllr Robert Knowles (Chair)	Cllr Anna James
Cllr Michael Goodridge (Vice Chair)	Cllr David Munro
Cllr Jerome Davidson	Cllr Ruth Reed
Cllr Patricia Ellis	Cllr John Ward
Cllr Jerry Hyman	

**Apologies**

Cllr Martin D'Arcy and Cllr Jacquie Keen

**Also Present**

LIC16/20 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (Agenda item 1.)

Apologies were received from Cllrs Martin D'Arcy and Jacquie Keen.

LIC17/20 MINUTES (Agenda item 2.)

The minutes of the meeting held on 23 May 2022 was agreed as a correct record.

LIC18/20 DECLARATIONS OF INTEREST (Agenda item 3.)

There were no declarations of interest submitted.

LIC19/20 QUESTIONS FROM MEMBERS OF THE PUBLIC (Agenda item 4.)

There were no questions submitted by members of the public.

LIC20/20 QUESTIONS FROM MEMBERS (Agenda item 5.)

There were no questions submitted by members.

LIC21/20 ACTION AUTHORISED (Agenda item 6.)

The Chair advised that no actions had been authorised since the last meeting.

LIC22/20 DRAFT LICENSING POLICY & REPORT (Agenda item 7.)

Paul Hughes outlined the changes made to the policy which were minimal.

Officers were asked if the Hackney Carriage and Private Taxi Policy should be included in the bibliography at the end of the document.

The Committee queried the wording of Safeguarding Children and felt it should state safeguarding all vulnerable people not just children. It agreed this would be added.

**The Committee RESOLVED to approve the draft revised Statement of Licensing Policy for consultation.**

LIC23/20 FEES (Agenda item 8.)

Rosie Plaistowe-Melham attended for this item. She outlined the draft Revenue Estimates and Fees and Charges for 2023/24 as part of the Budget process.

She advised that most fees must provide a 'break even' as licensing could not be profit making. Fees generally update by inflation therefore an average 9% fee increase has been implemented (rounded up or down to nearest pound).

The Committee were advised that in accordance with Section 70 of the Local Government (Miscellaneous Provisions) Act 1976, any proposed increase to certain fees must be advertised and this relates to hackney carriage proprietors' licences, private hire vehicle licences and private hire operators' licences. Any representations received in response to the advertisement will be brought back to the Licensing and Regulatory Committee in due course.

Paul Hughes advised that the next available Licensing and Regulatory meeting would be 5 June 2023 and would then go to Full Council on 18 July.

The Licensing and Regulatory Committee:

- a) **Noted the draft Revenue Estimates for 2023/23 as shown at Annexe 1; and**
- b) **noted the proposed level of fees and charges for 2023/24 in accordance with the schedule at Annexe 3, noting that various fees will be subject to advertisement and consultation prior to implementation.**

LIC24/20 LICENSING AND GENERAL PURPOSE AND LICENSING SUB A,B AND C (Agenda item 9.)

The committee NOTED the Licensing and General Purpose and Licensing Sub Committees minutes held since the last meeting.

LIC25/20 EXCLUSION OF PRESS AND PUBLIC (Agenda item 10.)

There were no items to discuss in exempt session so the Chairman closed the meeting.

**The meeting commenced at 10.00 am and concluded at 10.45 am**

**Chairman**