

Licensing Committee

Tuesday 18 November 2008 7.30 p.m.

**Council Chamber
Runnymede Civic Centre, Addlestone**

Members of the Committee

Councillors Mrs P I Broadhead (Chairman), Mrs F J Barden (Vice-Chairman), R J Edis, P A Francis, Mrs E Gill, Mrs M T Harnden, R N Jones, C Knight, D W Parr and Mrs M Roberts.

In accordance with Standing Order 29.2 any non-member of the Committee who is considering attending the meeting should first request the permission of the Chairman.

A G E N D A

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Miss C. Pinnock, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: clare.pinnock@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- iv) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

	<u>PAGE</u>
1. FIRE PRECAUTIONS	3
2. MINUTES	3
3. APOLOGIES FOR ABSENCE	3
4. DECLARATIONS OF INTEREST	3
5. FINANCIAL MONITORING STATEMENT	3
6. SERVICE PLAN 2008/09	4
7. CONSULTATION ON THE CONTROL OF LAP DANCING ESTABLISHMENTS	5
8. LICENSING SUB-COMMITTEE - MINUTES	5
9. EXCLUSION OF PRESS AND PUBLIC	6

PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

- a) Exempt Information
(No reports to be considered under this heading).
- b) Confidential Information
(No reports to be considered under this heading)

1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. MINUTES

To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 12 June 2008, which were included in the July 2008 Minute book previously circulated.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

5. FINANCIAL MONITORING STATEMENT (DF)

(Ref: Minutes of the Licensing Committee, April 2008, page 690, para 637)

1. Purpose of Report

1.1 **The purpose of this report is to inform the Committee of the latest financial projections for the 2008/09 financial year for licensing services.**

2. Background Information

2.1 The Financial Monitoring Statement was introduced to all Committees in September 2006 to inform Members of the current financial position of the services under the remit of each Committee.

2.2 Each statement reflects an updated position based upon the 2008/09 original estimates approved by this Committee in January. The projection in the Financial Forecast approved by Council on 1 November 2007 has been updated accordingly. All items shown in section one of each statement have been included in the updated Financial Forecast presented to the Corporate Management Committee on 30 October 2008.

3. Report

3.1 The statement set out at Appendix 'A' is split into three distinct parts:

- Projected budget and forecast
- Savings still to be delivered
- Current year key budget indicators

3.2 The Projected budget and forecast sections show any anticipated variations in the current year's budget. These variations are categorised as approved changes and other potential changes. Implications for the following three years are included for completeness so that the full-year effect of any changes can be seen.

3.3 The achievement of the revenue reductions programme approved by the Council is one of the Council's key performance indicators. Savings targets not yet achieved are reported in the second section of each statement. These savings are all incorporated into the projected budget and forecast figures in section one.

3.4 The final section sets out the key budget indicators for the significant areas of this Committee's budget. This indicates the actual income received set against the amount expected (the budget) for the period covered by each statement. In this case, up to the end of October 2008.

(FOR INFORMATION)

Background Papers

None stated.

6. SERVICE PLAN 2008/09 (DTS)

1. **Purpose of Report**

1.1 **The purpose of this report is to advise the Committee of its new Service Plan for 2008/09.**

2. **Background Information**

2.1 Effective performance management has always been a priority focus in Runnymede for both Members and Officers, with a big emphasis on outcomes and making a difference. With the advent of the Best Value regime and nationally prescribed Best Value Performance Indicators in early 2000, a set of Committee based Service Plans were structured to capture all the performance information for regular scrutiny by Departmental Management Teams, Directors and appropriate Committees.

3. **Report**

3.1 The Best Value/Best Value Performance Indicator regime has been replaced by a new National Performance Framework and new set of National Indicators. Similarly, obligations under the new Local Government Public Engagement in Health Act 2007 have required the Council to cooperate with statutory partners and others in Surrey to create a Surrey wide Local Area Agreement (LAA) with effect from June 2008. This identified five broad themes (children and young people, safer and stronger communities, economic development, housing infrastructure and environment, health and wellbeing) and twenty-nine National Indicators against which targets have or are being negotiated with the Government Office for the South East for the three year period ending 31 March 2011.

3.2 In addition, there is a requirement for all Councils to produce a Sustainable Community Strategy (previously the Community Strategy) and this will be used to inform the work associated with the Local Development Framework.

3.3 Against this changing background and the need to produce a Sustainable Community Strategy, the Community Strategy, Strategic Plan and Committee based Service Plans have been reviewed to ensure they capture demographic, economic and other social changes, emerging needs, concerns and aspirations of residents and businesses, together with regional and national requirements.

3.4 The combined Sustainable Community Strategy and revised Strategic Plan were considered at Corporate Management Committee on 30 October 2008. A full set of the Committee Service Plans was also reported to that Committee. These sought to bring together those elements from the new Strategy and Strategic Plan, the District Council requirements for the new National Indicators, the Council's obligations under the Surrey wide Local Area Agreement and a range of other corporate and desirable measures, the details of which are summarised on the first page of the Service Plan. This will provide a control document for senior managers and the Committee to monitor and review, as well as highlighting where slippage or other difficulties are occurring and appropriate recovery strategies need to be put in place.

3.5 A copy of this Committee's Service Plan is attached at Appendix 'B' for Members' comments and approval.

OFFICERS' RECOMMENDATION that -

the Service Plan for the Licensing Committee for 2008/09 as attached at Appendix 'B' be approved.

(TO RESOLVE)

Background Papers

None.

7. CONSULTATION ON THE CONTROL OF LAP DANCING ESTABLISHMENTS (DAL)

In consultation with the Chairman, the Head of Environmental Protection responded to a consultation from the Minister for Sport at the Department for Culture, Media and Sport (DCMS). The full response is attached at Appendix 'C' for information.

The DCMS has acknowledged receipt of the response, commenting that the Government was keen to resolve the issue of lap dancing establishments.

(FOR INFORMATION)

Background Papers

Consultation from DCMS dated June 2008.

Letter to Chairman of Licensing Committee, dated 19 June 2008 on DAL file 64.28

e-mail from the DCMS to the Head of Environmental Protection dated 5 August 2008 on DAL file 64.28

Article from the Surrey Herald dated 13 August 2008 in respect of Spelthorne Council's response to the Consultation also on DAL file 64.28

8. LICENSING SUB-COMMITTEE – MINUTES (DTS)

Attached at Appendices 'D', 'E', 'F' and 'G' are the Minutes in respect of four matters determined by the Licensing Sub-Committee in accordance with the Licensing Act 2003 since the last meeting of this Committee in June 2008.

	Date	Premises	Ward	Application type	Decision
1	26/06/08	Total Convenience Store	Thorpe	Review of Premises Licence	conditions placed on the premises licence
2	1/07/08 and 9/07/08	Wyevale Garden Centre	Addlestone Bourneside	New Premises Licence	approved subject to conditions
3	31/07/08	Blue Ocean	Chertsey St Ann's	Temporary Event Notice	approved subject to conditions
4	16/09/08	Blue Ocean	Chertsey St Ann's	Review of Premises Licence	conditions placed on the premises licence

(FOR INFORMATION)

Background Papers

None.

9. EXCLUSION OF PRESS AND PUBLIC

If Members are minded to consider any of the foregoing items in private, it is the

OFFICERS' RECOMMENDATION that -

where appropriate the press and public be excluded from the meeting during discussion of the report(s) under Section 100A(4) of the Local Government Act 1972 on the grounds that the report(s) in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraphs of Part 1 of Schedule 12A of the Act.

(TO RESOLVE)

PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)