

**Minutes of the meeting of the Scrutiny Committee for Leisure and
Community held on 15 October 2014 from
7:00 p.m. to 7:55 p.m.**

Present: Jacqui Landriani (Chairman)
Dick Sweatman (Vice Chairman)

Richard Bates*	Cherry Catharine	David Dorking
Margaret Belsey	Rod Clarke	Sue Hatton
Liz Bennett	Phillip Coote*	Anne Jones, MBE*
Pete Bradbury	Mims Davies*	Natalie March*
		Mandy Thomas-Atkin

* Absent

Also Present: Councillors Edward Belsey, Dumbovic and Snowling.

4. APPOINTMENT OF A NEW COMMITTEE MEMBER

Councillor Rod Clarke was appointed as a new Committee Member, in place of Councillor Sue Seward.

**5. SUBSTITUTES AT MEETINGS OF COMMITTEE – COUNCIL PROCEDURE
RULE 4**

The Committee noted that Councillor Dumbovic had replaced Councillor Bates for the duration of the meeting.

6. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bates, Coote, Davies and March.

7. DECLARATIONS OF INTEREST

Councillor Rod Clarke declared a personal interest in Items 7 and 8 on the Agenda, as a local business owner.

8. MINUTES

The Minutes of the previous meetings held on the 2 April and 7 May 2014 were agreed as a correct record and signed by the Chairman.

9. URGENT BUSINESS

None.

10. ENVIROMENTAL HEALTH AND BUILDING CONTROL ENFORCEMENT POLICY

The Committee received a report from Lynne Standing, Head of Housing, Environmental Health and Building Control. She explained that the Enforcement Policy had been updated to reflect the new Regulators Code and that the principles had been made more transparent, with clear information and advice.

The Head of Housing, Environmental Health and Building Control explained that the Council took a proportionate approach to enforcement. She added that the Council worked with other local authorities to ensure consistency and make best use of the expertise and resources available across Sussex and added that joint training could be beneficial to everyone.

As there were no other questions, the Chairman took Members to the report's recommendations, which were agreed.

RESOLVED

That:

- (1) the Environmental Health and Building Control Service Enforcement Policy, attached as Appendix A to the report, be endorsed for approval by Council to take effect from 1 December 2014, and
- (2) the principle be endorsed that the Head of Housing, Environmental Health and Building Control, in consultation with the Cabinet Member for Health and Community, be authorised to make minor amendments to the Policy, once adopted, to reflect changes in legislation or guidance and codes of practice where a full review of the policy is not warranted.

11. STATEMENT OF LICENSING POLICY

The Committee received a report from Paul Thornton, Senior Licensing Officer. He explained that the existing Licensing Policy had been updated to reflect changes to the law and new regulations, adding that the Policy provided a transparent and consistent approach with clear information, guidance and advice. He outlined some examples, describing the changes.

In reply to a Member's question, the Senior Licensing Officer explained that the fees varied, and gave examples of the licence fees depending upon the size of the premises.

In reply to a Member's question about suspending licences for non-payment of Annual fees, the Senior Licensing Officer explained that fees varied and were based upon the non-domestic rateable value of a building.

Responding to another Member's question, the Senior Licensing Officer explained that the government intended to give Local Authorities discretion to set their own fees, which were last set in 2005. He also confirmed that the figures were set by government and that the Local Fee Changes would be brought for discussion to this Committee.

In response to a Member's question about this, the Senior Licensing Officer gave a brief explanation about the process to consider a Cumulative Impact Policy.

Replying to Members' questions, the Head of Housing, Environmental Health and Building Control, confirmed that the reports regarding changes to licensing policy would always be brought before this Committee. The Solicitor to the Council added that the Licensing Committee could permit licenses but not decide policies.

As there were no further questions, the Chairman took Members to the report's recommendations, which were agreed.

RESOLVED

That:

- (1) the draft Licensing Policy be endorsed, prior to being issued for public consultation, and
- (2) the principle be endorsed that the Head of Housing, Environmental Health and Building Control, in consultation with the Cabinet Member for Health and Community, be authorised to make minor amendments to the Policy, once adopted, to reflect changes in legislation or guidance and codes of practice where a full review of the policy is not warranted.

12. SCRUTINY COMMITTEE FOR LEISURE AND COMMUNITY WORK PROGRAMME 2014/15

The Chairman introduced the report.

Responding to a Member's question, the Solicitor to the Council confirmed that the redevelopment of Burgess Hill town centre would be discussed by the Scrutiny Committee for Planning and Economic Development, and that any subsequent planning applications would be considered by the Planning Committees.

In reply to another Member's question, the Chairman confirmed that January would see the addition to the work programme of the Statement of Licensing Policy, if anything significant arose from the public consultation.

As there were no further questions, the Chairman took Members to the report's recommendation, which was agreed.

RESOLVED

That the Committee's Work Programme for the remainder of 2014/15 be noted.

Chairman