

Licensing and Regulatory Committee



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Work Programme Update	
Report No:	LIC/SE/17/013	
Report to and date:	Licensing and Regulatory Committee	31 October 2017
Chairman of the Committee:	Councillor Frank Warby Chairman of the Licensing and Regulatory Committee Tel: 01284 704138 Email: frank.warby@stedsbc.gov.uk	
Lead officer:	Peter Gudde Service Manager (Environmental Health Services) Tel: 01284 757042 Email: peter.gudde@westsuffolk.gov.uk	
Purpose of report:	To update the Committee on the current status of its work programme of items for consideration (Appendix 1).	
Recommendation:	<p>It is recommended that the Licensing and Regulatory Committee:</p> <p>1) Notes the current status of the work programme and the items expected to be brought to the Committee; and</p> <p>2) Agrees an allocation of Committee Members to participate in the development of policies in the work programme.</p>	
Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<p><i>Is this a Key Decision and, if so, under which definition?</i></p> <p>Yes, it is a Key Decision - <input type="checkbox"/></p> <p>No, it is not a Key Decision - <input checked="" type="checkbox"/></p>	
Documents attached:	Appendix 1 – Work Programme Update	

1. Key issues and reasons for recommendations

1.1 Work Programme

- 1.1.1 As agreed by the Committee in June 2017 (Report LIC/SE/17/008 refers), the rolling work programme, whereby the planned work for the Committee is set out and members are asked to support and to participate, is attached at **Appendix 1** for information.

Options for support and participation include commenting on proposals as they are being developed, sitting on task and finish groups and debating draft proposals and then making recommendations for consideration by the appropriate decision-making committee.

- 1.1.2 Changes to update the Work Programme reflect broader developments across the Council including the potential impact of Single Council on the Licensing Authority.
- 1.1.3 The work programme leaves space for areas for new work to be added during the year following approval by the Chair of the Committee in consultation with the Portfolio Holder for Planning and Growth.
- 1.1.4 Members are asked to note the current content of the work programme for and are invited to participate in specifically tabled activities.

Licensing and Regulatory Committee Work Programme (St Edmundsbury Borough Council)

The Committee has a work programme set out below, whereby the planned work for the Committee is set out and members are asked to support and to participate.

The work programme leaves space for areas for new work to be added following approval by the Chair of the Committee in consultation with the Portfolio Holder for Planning and Growth.

Description	Lead Member	Details
23 January 2018		
Street vending and trading policy	Portfolio Holder for Planning and Growth	To set out the preparatory arrangements for developing the development of a West Suffolk policy for regulating street vending and trading.
Proposals for Hackney fees	Portfolio Holder for Planning and Growth	To consider options for Hackney fees in order to approve preferred proposals for stakeholder consultation.
West Suffolk Licensing Policy Framework: Joint Policies and Strategies on Licensing and Regulatory Responsibilities and Functions	Portfolio Holder for Planning and Growth	To set out the preparatory arrangements for developing an overarching framework for licensing policies.
Local Air Quality Management	Portfolio Holder for Planning and Growth	To consider proposals to declare an Air Quality Management Area.
Proposals for charging for food re-inspections	Portfolio Holder for Planning and Growth	To set out the legal flexibilities and proposals for the Council to be able to charge for follow-up inspections for food hygiene
Work Programme Update	Chairman of Licensing and Regulatory Committee	To receive updates for work to be included on the Work Programme and receive requests for items to be considered for future inclusion subject to approval by the Committee Chair in consultation with the Portfolio Holder of Planning and Growth. To appoint membership of task and finish groups, as appropriate.

Description	Lead Member	Details
10 April 2018		
Street vending and trading policy	Portfolio Holder for Planning and Growth	To consider the findings of the consultation on proposals to revise the street vending and trading policy and make recommendations to Cabinet.
Proposals for Hackney fees	Portfolio Holder for Planning and Growth	To approve Hackney fees following stakeholder consultation.
West Suffolk Licensing Policy Framework: Joint Policies and Strategies on Licensing and Regulatory Responsibilities and Functions	Portfolio Holder for Planning and Growth	To consider progress on proposals for an overarching framework for licensing policies.
Work Programme Update	Chairman of Licensing and Regulatory Committee	To receive updates for work to be included on the Work Programme and receive requests for items to be considered for future inclusion subject to approval by the Committee Chair in consultation with the Portfolio Holder of Planning and Growth. To appoint membership of task and finish groups, as appropriate.