

# MINUTES OF THE MEETING OF THE REGULATORY COMMITTEE HELD ON THURSDAY, 24TH MAY, 2018, 9.05 - 9.15 pm

## PRESENT:

**Councillors: Vincent Carroll (Chair), Dhiren Basu, John Bevan, Luke Cawley-Harrison, Justin Hinchcliffe, Sarah James, Peter Mitchell, Reg Rice, Viv Ross, Yvonne Say, Preston Tabois and Sarah Williams**

### 1. **FILMING AT MEETINGS**

The Chair drew attention to the notice on the agenda in relation to filming at meetings.

### 2. **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### 3. **URGENT BUSINESS**

None.

### 4. **DECLARATIONS OF INTEREST**

Councillor Ross declared that he was employed in the gambling industry, though noted that there was no related business on the agenda.

### 5. **ESTABLISHMENT OF PLANNING AND LICENSING SUB COMMITTEES 2018/19**

The Committee considered a report on the formal establishment of the sub bodies of Regulatory Committee. for the 2018/19 municipal year. It was proposed that a Planning Committee and two Licensing Committees be established to discharge the respective functions as set out with the Council Constitution. The terms of reference and tabled proposed membership of these Committees were noted.

## **RESOLVED**

- To note the terms of reference of the Regulatory Committee as set out within the Council's Constitution, as attached at Appendix 1, and confirm the terms of reference of the Planning and Licensing Sub-Committees attached as Appendix 3 of the report
- To establish a Planning Sub-Committee and two Licensing Sub-Committees with the memberships set out in Appendix 2 to the report, as follows:
  1. Planning Sub-Committee
    - Cllr Carroll (Chair)
    - Cllr Rice (Vice Chair)
    - Cllr Bevan
    - Cllr Cawley-Harrison

Cllr Hinchcliffe  
Cllr James  
Cllr Mitchell  
Cllr Ross  
Cllr Say  
Cllr Tabois  
Cllr Williams

2. Licensing Sub-Committee A  
Cllr Carroll (Chair)  
Cllr Basu  
Cllr Cawley-Harrison

3. Licensing Sub-Committee B  
Cllr Rice (Chair)  
Cllr Peacock  
Cllr Ross

- To note the provisions in the Committee Procedure Rules, Part 4, Section B of the Constitution covering substitution arrangements for Committees and Sub-Committees. Additional delegations are made to the Democratic Services Manager (Part 3, Section E paragraph 1.5 of the Constitution), attached at Appendix 4ii to the report, for the appointment of a substitute Member for a Licensing Sub-Committee from among the Members of the Regulatory Committee when the permanent Sub-Committee Member is unable to attend for any reason.
- To note that the Council Procedure Rules in Part 4 Section B of the Constitution do not apply to licensing hearings only in those areas where they conflict with the Local Licensing Procedure Rules and the relevant Acts and Regulations which take precedence.

## 6. NEW ITEMS OF URGENT BUSINESS

None.

## 7. DATES OF FUTURE MEETINGS

The Committee noted the future meetings would be on 5 July and 18 October 2018, and 21 January and 5 March 2019.

Emma Williamson, Assistant Director for Planning, reminded Members of the need to attend the training sessions arranged on planning and licensing, in order for Members to participate in the Sub-Committees' deliberations.

CHAIR:

Signed by Chair .....

Date .....