

 Regulatory Committee 24 May 2012		Agenda Item No.
Title	Review of Committee Procedures	
For further information about this report please contact	Graham Leach Civic & Committee Services Manager 01926 456114	
Wards of the District directly affected	None	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number		
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality & Sustainability Impact Assessment Undertaken	No (If No state why below)

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		
Head of Service		
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
Consultation & Community Engagement		
Insert details of any consultation undertaken or proposed to be undertaken with regard to this report.		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 The report is brought forward, at the request of the Chairman, to enable the Committee to consider the procedures for Regulatory Committee when handling Sex Establishment Venue Licences in reflection of the previous applications considered.

2. **RECOMMENDATION**

- 2.1 The Committee make revisions to the procedure and recommendations to other Committees as appropriate.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1 Following the last Regulatory Committee there were concerns about the operation of the meeting and the Chairman has asked for these procedures to be brought forward for the Committee to discuss them.

4. **POLICY FRAMEWORK**

- 4.1 **Policy Framework** – There are no proposed changes to the Policy Framework.
- 4.2 **Fit for the Future** – The aim of the report is to enable greater transparency in the decision making process and to ensure that all parties are equally engaged with the process.
- 4.3 The Council Procedure rules permit Committees to enhance the procedure rules and administrative arrangements which enable them to operate the meeting effectively. The Committee is permitted to amend these procedures to meet their needs as long as they do not compromise Council procedure rules.

5. **BUDGETARY FRAMEWORK**

- 5.1 There is no impact on the budget framework and any changes which result in a financial affect would need to be met within existing resources.

6. **ALTERNATIVE OPTION(S) CONSIDERED**

- 6.1 No alternatives are proposed as the report is brought for the Committee to consider at the request of the Chairman.