

**Surrey Heath Borough Council**  
**Licensing Committee**  
**16 February 2022**

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**Report Title**

**Strategic Director/Head of Service:** Nick Steevens  
**Report Author:** Paula Barnshaw  
**Key Decision:** No  
**Wards Affected:** All

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**Summary and purpose**

To report decisions that have been taken in respect of licence applications that have been dealt with under powers delegated to the Strategic Director – Environment and Community and to the Senior Licensing Officer.

**Recommendation**

The committee is advised to note this report.

**1. Background and Supporting Information**

Details of decisions taken under delegated powers in relation to applications, representation etc., have to be reported to the Licensing Committee in accordance with the provisions of the Licensing Act 2003.

**2. Current Position**

- 2.1 In accordance with the provisions of the Licensing Act 2003 powers have been delegated to the Executive Head of Community and to the Senior Licensing Officer to determine applications for premises licences, club premises certificates and personal licences where no representations have been received from responsible authorities or interested parties.
- 2.2 If representations are received, consideration has to be given as to whether such representations are relevant, are not vexatious or frivolous and have been submitted in accordance with statutory requirements. Two representations have been rejected on these grounds since the last report in these matters to the committee.
- 2.3 When representations have been received powers are delegated to the Licensing subcommittee to determine the licence following consideration of these representations.

- 2.4 A summary of the decisions that have been taken in respect of applications that have been considered and determined since the last meeting of the committee is attached at Annex A. These details are submitted for information only and do not require ratification by the committee.

**Annexes**

Annex A- Summary of decisions table.

**Background Papers**

None

Summary of Decision made under the Licensing Act 2003  
01/10/2021 – 31/01/2022

New Personal Licence	7
Variation to a Personal Licence	1
Temporary Event Notice	46
New Premises Licence	5
Variation to a Premises Licence	10
Premises Licence Transfer	2
New Club Premises Certificate	0
Transfer Club Premises Certificate	0