

Surrey Heath Borough Council
Licensing Committee
7 February 2024

Work Programme 2024/25

Head of Service Gavin Ramtohal – Head of Legal & Democratic Services
Report Author: James Hall – Democratic Services Officer
Key Decision: No
Wards Affected: n/a

Summary and purpose

To agree the work programme for the 2024/25 municipal year.

Recommendation

The Committee is advised to RESOLVE that the work programme for the 2024/25 municipal year, as set out at Annex A to this report, be agreed.

1. Background and Supporting Information

- 1.1 At each meeting the Committee will consider the work programme, be advised of updates and agree amendments as appropriate.
- 1.2 Meetings have been scheduled for the 2024/25 municipal year as follows:
- 12 June 2024
 - 16 October 2024
 - 5 February 2025

2. Proposal and Alternative Options

- 2.1 It is proposed that the Committee considers the list of topics listed in Annex A of the work programme and makes such amendments as appropriate.

Annexes

Annex A –Work Programme for 2024/25

**Licensing Committee
2024/25 Work Programme**

Date		Topic
12 June 2024	1.	Food Safety and Health & Safety Service Plan 2024/25
	2.	Summary of Decisions To report decisions that have been taken in respect of licence applications that have been dealt with under delegated powers.
16 October 2024	1.	Summary of Decisions To report decisions that have been taken in respect of licence applications that have been dealt with under delegated powers.
	2.	Gambling Act 2005 statement of principles Seek permission to consult on the revised and updated statement of principles in line with newest guidance from the Gambling Commission.
5 February 2025	1.	Licensing and Environmental Health Teams Annual Update
	2.	Summary of Decisions To report decisions that have been taken in respect of licence applications that have been dealt with under delegated powers.
	3.	Gambling Act 2005 statement of principles Adopt the revised and updated statement of principles in line with newest guidance from the Gambling Commission.

To be scheduled:

Licensing Statement of Policy – due in April 2026
Gambling Statement of Policy – due in March 2025