

Runnymede Borough Council

REGULATORY COMMITTEE

Thursday 27 January 2005 at 7.30 p.m.

(This meeting will follow the meeting of Licensing Committee at 7.30 p.m.)

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Committee

Councillors D.W. Parr (Chairman), Mrs P.I. Broadhead, (Vice-Chairman), Mrs F.J. Barden, P.A. Greenwood, and B.J. Relph.

In accordance with Standing Order 29.2 any non-member of the Committee who is considering attending the meeting should first request the permission of the Chairman.

## **A G E N D A**

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant "background papers" are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Miss C. Pinnock, Department of Administration and Leisure, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: clare.pinnock@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- iv) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

**LIST OF MATTERS FOR CONSIDERATION**

**PART I**

**Matters in respect of which reports have been made available for public inspection**

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**PART II**

**Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.**

- a) Exempt Information  
(No reports to be considered under this heading).
- b) Confidential Information  
(No reports to be considered under this heading)

1. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

2. MINUTES

To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 23 September 2004.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the report in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

5. REVENUE ESTIMATES 2005/06 (DF)

1. Purpose of Report

1.1 **The purpose of this report is to receive and consider the draft Revenue Estimates for 2005/06.**

1.2 **The services this Committee controls previously fell under the remit of the Leisure and Environment Committee. In accordance with the Council's constitution, the budget for these services has been completely removed from the Leisure and Environment Committee and is presented here, including the actual figures for 2003/04, to enable Members to compare costs between the years.**

1.3 **A budget is the expression in financial terms of the Council's policies over the next year and is a statement of intention against which achievement can be compared. The main objectives of budgeting are:**

- **Satisfaction of statutory requirements**
- **Determining the amount which needs to be raised from Council Tax or rents**
- **Assisting in the planning and policy making process**
- **Policy implementation and control**
- **A means of measurement, and**
- **Strategic planning**

2. Report

2.1 The report of the Director of Finance containing the draft Revenue Estimates and fees and charges for the services under the remit of this Committee is attached at Appendix 'A'.

**OFFICERS' RECOMMENDATION that -**

- i) **the draft Revenue Estimates for 2005/06 be approved as submitted and the Corporate Management Committee be requested to make provision accordingly; and**

- ii) **the proposed increases in fees and charges for 2005/06, as set out in Appendix 'A', be approved to be effective either from the first week of April 2005 or 1 April 2005 as appropriate.**

**(TO RESOLVE)**

Background Papers

Director of Finance's Estimates Working Papers 2005/06 file for the Regulatory Committee (part exempt)

6. STANDING ORDER 42 – URGENT ACTION (DAL)

The following action has been taken since the Committee's last meeting after consultation with the Chairman under Standing Order 42.

<u>Officer</u>	<u>Action Taken</u>	<u>Central Index No.</u>
Director of Technical Services	To amend the Table of Fares for Hackney Carriages. Due to an oversight by Officers two of the fares were not increased correctly and this needed to be rectified prior to the implementation of the revised fare structure on 1 November 2004.	557

**(FOR INFORMATION)**

Background Papers

Proforma on Head of Corporate Administration's SO 42 File.

7. EXCLUSION OF PRESS AND PUBLIC

If Members are minded to consider any of the foregoing items in private, it is the

**OFFICERS' RECOMMENDATION that -**

**where appropriate the press and public be excluded from the meeting during discussion of the reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraph of Part I of Schedule 12A of the Act.**

**(TO RESOLVE)**

**PART II**

**Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.**

a) Exempt Information

(No reports to be considered under this heading).

b) Confidential Information

(No reports to be considered under this heading).