



THE LONDON BOROUGH  
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DATE: 6 March 2012

To: Members of the  
**GENERAL PURPOSES AND LICENSING COMMITTEE**

Councillor Tony Owen (Chairman)  
Councillor Russell Mellor (Vice-Chairman)  
Councillors Nicholas Bennett MA J.P., John Canvin, Roger Charsley,  
Roxhannah Fawthrop, John Getgood, Will Harmer, Gordon Norrie, Ian F. Payne,  
Charles Rideout QPM CVO, Diane Smith, Tim Stevens and Stephen Wells

A meeting of the General Purposes and Licensing Committee will be held at Bromley Civic Centre on **WEDNESDAY 14 MARCH 2012 AT 7.30 PM**

MARK BOWEN  
Director of Corporate Services

*Copies of the documents referred to below can be obtained from*  
<http://cds.bromley.gov.uk/>

## A G E N D A

- 1 **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 **DECLARATIONS OF INTEREST**
- 3 **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 1ST DECEMBER 2011 (Pages 5 - 10)**
- 4 **MATTERS OUTSTANDING FROM PREVIOUS MEETINGS**

The following item is listed as outstanding from previous meetings:

Minute 165/1 (28<sup>th</sup> September 2011): Management Grade Pay Review 2011

The Committee requested a further update for the next meeting – a report is being prepared.

- 5 **QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on Thursday 8<sup>th</sup> March 2012.

- 6 **REVISION OF LICENSING POLICY 2012** (Pages 11 - 70)
- 7 **GUIDANCE ON "REVIEW" HEARINGS FOR MEMBERS OF LICENSING SUB-COMMITTEES** (Pages 71 - 88)
- 8 **GUIDANCE ON MAKING A LICENSING APPLICATION - VOLUNTARY CONDITIONS IN THE OPERATING SCHEDULE** (Pages 89 - 98)
- 9 **NOMINATION FOR APPOINTMENT AS AN HONORARY ALDERMAN** (Pages 99 - 104)
- 10 **APPOINTMENTS TO OUTSIDE BODIES** (Pages 105 - 108)
- 11 **PROGRAMME OF MEETINGS 2012/13** (Pages 109 - 114)
- 12 **EXECUTIVE ASSISTANTS: ANNUAL REPORT 2011/12** (Pages 115 - 122)
- 13 **MEMBERS' ALLOWANCES SCHEME 2012/13** (Pages 123 - 130)
- 14 **PAY POLICY STATEMENT** (Pages 131 - 148)
- 15 **RIGHTS OF WAY SUB-COMMITTEE: MINUTES OF THE MEETING HELD ON 1ST NOVEMBER 2011** (Pages 149 - 154)
- 16 **PENSIONS INVESTMENT SUB-COMMITTEE: MINUTES OF THE MEETINGS HELD ON 9TH NOVEMBER 2011 AND 9TH FEBRUARY 2012, EXCLUDING EXEMPT INFORMATION** (Pages 155 - 176)
- 17 **INDUSTRIAL RELATIONS SUB-COMMITTEE: MINUTES OF THE MEETING HELD ON 22ND NOVEMBER 2011 (EXCLUDING EXEMPT INFORMATION)** (Pages 177 - 178)
- 18 **AUDIT SUB-COMMITTEE: MINUTES OF THE MEETING HELD ON 15TH DECEMBER 2011, EXCLUDING EXEMPT INFORMATION** (Pages 179 - 184)

The Committee's attention is drawn to minute 77 (Internal Audit Progress Report: Audit Plan Progress - Page 4), where Members of the Audit Sub-Committee commented on the future of the Freedom of Information service.

The Director of Resources comments –

The budget proposals approved by Council include removal of the current central resource which co-ordinates Freedom of Information Act requests. The majority of the requests received are specific to individual departments and of the c 1230 being received for the last year 229 were cross cutting. Whilst providing a good service the present support arrangements have arguably acted as an impediment to aspects of FOI work being mainstreamed in the time since the Act came into force.

To support the transition then additional training has been delivered to departmental

co-ordinators on the FOI computer system and an-e-form has been produced to better direct requests. Cross cutting work is common across the council and there is no reason why FOI can't be dealt with a relevant officer leading on a case by case basis as happens in other areas. There will be some central resource in place until at least the end of July 2012.

The majority of work around FOI is an Executive function and the Portfolio Holder and Leader have been fully apprised of the proposals and have raised no objection.

**19 APPEALS SUB-COMMITTEE: MINUTES OF THE MEETINGS HELD ON 25TH NOVEMBER 2011 AND 26TH JANUARY 2012, EXCLUDING EXEMPT INFORMATION (Pages 185 - 188)**

**20 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000**

The Chairman to move that the Press and public be excluded during consideration of the items of business listed below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

	<u>Items of Business</u>	<u>Schedule 12A Description</u>
21	<b>PENSIONS INVESTMENT SUB-COMMITTEE: EXEMPT MINUTES - 9TH NOVEMBER 2011 AND 9TH FEBRUARY 2012 (Pages 189 - 196)</b>	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
22	<b>INDUSTRIAL RELATIONS SUB-COMMITTEE: EXEMPT MINUTES - 22ND NOVEMBER 2011 (Pages 197 - 198)</b>	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.
23	<b>AUDIT SUB-COMMITTEE: EXEMPT MINUTES - 15TH DECEMBER 2011 (Pages 199 - 200)</b>	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
24	<b>APPEALS SUB-COMMITTEE: EXEMPT MINUTES - 25TH NOVEMBER 2011 AND 26TH JANUARY 2012 (Pages 201 - 210)</b>	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.

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