

## **HAMBLETON DISTRICT COUNCIL**

**Report To:** Council  
22 July 2014

**From:** Director of Support Services and Deputy Chief Executive

**Subject:** **LICENSING COMMITTEE**

All Wards

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### **1.0 PURPOSE AND BACKGROUND:**

- 1.1 At the Annual Meeting Council revised its Committees with a view to reducing the number of Committees and Panels to reflect the reduction in Members from 2015. The Licensing Committee was replaced by an ad-hoc Licensing and Appeals Panel. Almost all day to day licensing matters are delegated to Officers. Some policy matters are dealt with by Cabinet and some other matters by the Licensing and Appeals Panel.
- 1.2 It has now become apparent that the Council requires a standing Licensing Committee and this report proposes the establishment of a Committee.

### **2.0 A LICENSING COMMITTEE:**

- 2.1 Although most licensing functions may be delegated to Officers or dealt with by a Licensing and Appeals Panel as recently constituted, there is a requirement to have a Committee of at least ten Members to deal with certain premises and gambling licensing functions.
- 2.2 Although other licensing functions (such as taxi licensing) could be dealt with under current arrangements, it is considered more appropriate for a Licensing Committee to be responsible for all licensing functions. It is therefore proposed that a Licensing Committee be created to deal with all licensing functions that are not delegated to Officers or cannot legally be dealt with by Cabinet.
- 2.3 The current Licensing and Appeals Panel comprises seven Members. It is proposed that those seven Members plus three others form the new Licensing Committee. Rules on political proportionality do not apply to the new Committee. However, given the political make-up of the Council overall it would seem appropriate that the three new Members should be from the Conservative Group. The Conservative Group has therefore been asked to nominate three Members and the Leader of the Council will provide these names at the meeting.
- 2.4 The Committee will need to appoint a Chairman and Vice-Chairman and this can be done at its first meeting.
- 2.5 The Chairman of the former Licensing Committee had a responsibility allowance in the sum of £1,075. It is recommended that this be adopted for the new Chairman, to be applied on a pro rata basis for 2014/15 and that the level of allowance be considered by the Remuneration Panel in due course.

- 2.6 It is recommended that the Licensing and Appeals Panel remain in existence to deal with hearings of licensing and registration matters and miscellaneous appeals. The Panel would be a sub-committee of the Licensing Committee and would comprise of three Members drawn from the membership of the Licensing Committee on a rota basis.

### **3.0 RECOMMENDATIONS:**

3.1 It is recommended that:-

- (1) a Licensing Committee of ten Members be appointed comprising the existing Members of the Licensing and Appeals Panel plus three Members to be nominated by the Conservative Group;
- (2) in future the Licensing and Appeals Panel be a sub-committee of the Licensing Committee comprising three Members drawn from the Licensing Committee on a rota basis;
- (3) the Licensing Committee be responsible for all licensing and registration matters which are not delegated to officers or cannot be dealt with by Cabinet;
- (4) the Chairman of the Licensing Committee receive a special responsibility allowance of £1,075 (pro rata) for the remainder of 2014/15 and that the Remuneration Panel be asked to look at the level of allowance for future years;

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**Background papers:** None

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