



**Licensing, Health and Safety and General Purposes Committee
Wednesday 22 May 2019**

REPORT TITLE:	APPOINTMENT OF THE LICENSING PANEL
REPORT OF:	Director of Governance and Assurance

REPORT SUMMARY

The purpose of this report is to enable the Committee to undertake a review of the Licensing Panel and to appoint Members to serve on that Panel if it is to be retained in 2019-2020. The appointment of Members to this Panel is undertaken by the parent Committee.

RECOMMENDATION/S

The Committee is requested:

- (i) to agree the terms of reference of the Licensing Panel set out in this report unless amended or otherwise changed by Council or the Licensing, Health and Safety and General Purposes Committee.
- (ii) to appoint members to the Licensing Panel, including the appointment of the Chairperson, Vice-Chairperson, Spokespersons and named deputies, for 2019/20.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 The Committee is required to appoint Members to serve on the Licensing Panel.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 No other options were considered beyond those outlined in the report.

3.0 BACKGROUND INFORMATION

- 3.1 Standing Order 33(1) requires that Committees should keep the need for panels under review and, in particular, the position must be reviewed at the first meeting of a Committee in each municipal year.

- 3.2 Only named deputies may attend panel meetings in place of a permanent member. Standing Order 25(6)(a) permits appointment of up to a maximum of eight deputies for each political group. It should be noted that deputies are normally called to serve in the order in which they are nominated.

- 3.3 Unless appointed as full members, the Leaders and Deputy Leaders of the three largest political groups represented on the Council are entitled to attend meetings of all Committees, Sub-Committees and Panels, with the right to speak at the Chair's invitation, but not to vote (Standing Order 25(5) refers).

3.4 Licensing Panel

(a) Terms of Reference

- (1) To consider and determine licensing/registration/permit/consent matters except those dealt with by this Committee, the Licensing Act 2003 Committee, or matters delegated to the Assistant Chief Executive.
- (2) To exercise the powers and duties of the Council under the provisions of the Safety of Sports Grounds Act 1975 as regards the issue, monitoring, enforcement, review, amendment and renewal of safety certificates and the review of arrangements relating thereto.

(b) Membership

If the Licensing Panel was to continue with seven members as in 2018-2019, the allocation of those places has to be politically proportionate. The Membership of the Licensing Panel (including deputies) for 2018-2019 consisted of seven members in the ratio 4:2:1.

2019-20

- 3.5 If the Membership of the Licensing Panel is to continue with **seven** Members for 2019-20, the ratio would be **3:3:1**.
- 3.6 If the Membership of the Licensing Panel is to continue with **nine** Members, the ratio would be **4:3:1:1** (green/independent).
- 3.7 If the Membership of the Licensing Panel is to continue with **eight** Members, the ratio would be **4:3:1**.
- 3.8 If the Membership of the Licensing Panel is to continue with **six** Members, the ratio would be **3:2:1**.
- 3.9 If the Membership of the Licensing Panel is to continue with **five** Members, the ratio would be **2:2:1**.

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are no implications arising directly from this report.

5.0 LEGAL IMPLICATIONS

- 5.1 There are no implications arising directly from this report.

6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

- 6.1 There are no implications arising directly from this report.

7.0 RELEVANT RISKS

- 7.1 There is a requirement under the Council's Constitution that a Licensing Panel is appointed.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 It is for political groups to decide how they wish to allocate their Licensing Panel places.

9.0 EQUALITY IMPLICATIONS

- 9.1 There is no relevance to equality

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APPENDICES

None

REFERENCE MATERIAL

Previous reports on the appointment of Licensing Panel Membership and the Council's Constitution.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Licensing, Health & Safety & General Purposes Committee	24 May 2018
Licensing, Health & Safety & General Purposes Committee	24 May 2017
Licensing, Health & Safety & General Purposes Committee	25 May 2016