

APPOINTMENT OF LICENSING PANEL CHAIRMEN

Head of Service/Contact:	Amardip Healy – Chief Legal Officer
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Annexes/Appendices (attached):	None
Other available papers (not attached):	Epsom & Ewell Borough Council Constitution

Report summary

This report asks the Committee to select four Members from the pool of Licensing Panel members to be available to Chair as required any hearings Panels to be held during the 2018/19 Municipal Year.

Recommendation (s)	Notes
(1) That the Committee select four Members from the pool of Licensing Panel members to be available to Chair as required any Panels held during the 2018/19 Municipal Year.	

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

1.1 None for the purposes of this report.

2 Background

2.1 Licensing hearings are required to determine contested licensing applications, including applications made under the Licensing Act 2003, Gambling Act 2005 and Taxi and Private Hire applications.

2.2 In April 2014, Council agreed that licensing and planning policy matters could be dealt with by a single policy committee. The Committee was to continue to appoint four Chairmen for those trained in licensing matters for the purposes of chairing hearings as required.

2.3 It is stressed that the requirement for training in licensing matters still remains.

Licensing and Planning Policy Committee

7 June 2018

3 Proposals

- 3.1 It is proposed that the Committee select four Members as Licensing Hearing Panel Chairmen for the 2018/19 Municipal Year.

4 Financial and Manpower Implications

- 4.1 **Chief Finance Officer's comments:** None for the purposes of this report.

5 Legal Implications (including implications for matters relating to equality)

- 5.1 Codes of Conduct and Practice have been drawn up to assist Members in the discharge of their functions in this regard.
- 5.2 **Monitoring Officer's comments:** The Committee's terms of reference include the appointment of four Members of those trained in licensing matters, to undertake the role of Chairmen for meetings of the Licensing Hearing Panel.

6 Sustainability Policy and Community Safety Implications

- 6.1 None for the purposes of this report.

7 Partnerships

- 7.1 None for the purposes of this report.

8 Risk Assessment

- 8.1 By their nature, Licensing Hearing Panels cannot be scheduled and are called as and when required. A pool of Members and Chairmen who can be called upon as and when required to form a Panel mitigates the risk of a hearing not being held within the required timescales.

9 Conclusion and Recommendations

- 9.1 Appropriate training will be provided, if necessary, to any member selected who has not received any training in this field. Consideration will be given as to whether this can be done in-house or whether a suitable external course at a reasonable price can be sourced.

Ward(s) affected: (All Wards);