

MAKING A REPRESENTATION

Licensing Committee – 18 March 2014

Report of the: Chief Officer, Environmental and Operational Services

Status: For Information

Key Decision: No

Executive Summary:

This report informs the Members of a leaflet that has been produced for their benefit and that of their constituents.

This report supports the Key Aim of safe communities and effective management of Council Resources.

Portfolio Holder Cllr. Ms Lowe (Housing and Community Safety)

Contact Officer Licensing Partnership Manager – Claire Perry

Introduction

Following a query from a Member of the Licensing Committee the Licensing Partnership Manager was asked to ensure matters regarding 'making a representation' with respect to a premises licence application were clarified.

A leaflet has therefore been produced which succinctly outlines the steps that are required for someone, including a Member, to make a representation either for or against an application for a new or varied Premises Licence.

A copy of the leaflet has been provided to each member of the Licensing Committee and will in turn be provided to every Member of the District Council.

Key Implications

Financial

The report is for information only.

Community Impact and Outcomes

The report is for information only.

Legal, Human Rights etc.

The report is for information only.

Equality Impacts

Consideration of impacts under the Public Sector Equality Duty:		
Question	Answer	Explanation / Evidence
Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community?	No	This is a report for information only to inform Members of a leaflet that is now available.
Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	N/A	Not applicable
What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		Not applicable

Risk Assessment Statement

N/A

Appendices None

Background Papers: None

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Mr Richard Wilson
Chief Officer Environmental and Operational Services