

APPOINTMENTS TO LICENSING (HEARING) SUBCOMMITTEES

Licensing Committee - 17 June 2021

Report of: Deputy Chief Executive and Chief Officer, Corporate & Resources

Status: For Decision

Key Decision: No

Contact Officer: Emilia Peters, Ext 7247

Recommendation to Licensing Committee: That the memberships of the Licensing Sub-Committees as set out in Appendix A be approved.

Reason for recommendation: For compliance with part 8 of the Sevenoaks District Council Constitution.

Introduction and Background

- 1 Since 21 May 2009 the Committee has adopted emerging best practice in arranging the Licensing Committee into fixed pools of 3 Members who can be appointed, when necessary, for hearings. This arrangement is set out in the Committee's terms of reference.
- 2 Although the Committee is allotted into these groups of 3, any Member of the Committee is allowed to act as a substitute for any other. Substitutions are the responsibility of the Members concerned and should be notified to the Democratic Services Team at least one hour prior to the hearing.
- 3 At its meeting held on 26 June 2013 the Committee indicated that one additional Member should be put on "standby" for each Hearing in case a substitute is needed at relatively short notice. For administrative purposes this Member was to be selected informally by the Democratic Services Team.
- 4 The process has an aim of stressing that Members of the Committee sit on preferably an approximately equal number of hearings across the municipal year.

Proposed Memberships

- 5 The proposed memberships for the Sub-Committees are set out in the attached Appendix A.

Key Implications

Financial

None directly arising from this report.

Legal Implications and Risk Assessment Statement.

The recommendation is in line with best practice and is to comply with the Committee's terms of reference.

Equality Assessment

The decision recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Appendices

Appendix A - Sub-Committee Memberships

Background Papers

None

Jim Carrington-West

Deputy Chief Executive and Chief Officer - Customer & Resources