

## **Licensing Committee**

# **Licensing Composition of Panels**

## **Report of Executive Member for Housing & Licensing**

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12<sup>th</sup> June 2025

### **Executive Summary**

The purpose of this report is to ask Members to appoint the Licensing Panel and Licensing Driver Panel for the 2025-2026 municipal year.

### **Recommendations**

That Members:

- 1) Note the report;
  - 2) Appoint the Licensing Panel and Licensing Driver Panel for the 2025-2026 municipal year and confirm Members to sit on each Panel; and
  - 3) Confirm the delegation of Licensing Act and other licensing functions to the Licensing Committee, the Licensing Panel, the Licensing Driver Panel and the Deputy Chief Executive (Place) as detailed in Part 3 of the Council Constitution.
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**Licensing Composition of Panels**

**1 Purpose of the report**

- 1.1 The purpose of this report is to ask Members to appoint the Licensing Panel and Licensing Driver Panel for the 2025-2026 municipal year.

**2 Introduction**

- 2.1 The Council is required by the Licensing Act 2003 to establish a licensing committee consisting of between 10 and 15 members of the Council and all matters relating to the discharge of the Council's Licensing Act functions are referred to the Licensing Committee, which must discharge those functions on behalf of the Council. However as it would be impractical for the Licensing Committee to discharge all Licensing Act functions itself, section 10 of the Act enables the Licensing Committee to arrange for the discharge of any functions exercisable by it by sub committees established by it or by Council officers.
- 2.2 Part 3 of the Council Constitution details the allocation of Licensing Act and other licensing functions to the Licensing Committee, the Licensing Panel, the Licensing Driver Panel and the Deputy Chief Executive (Place). Members are asked to confirm the allocation of responsibilities as detailed in Part 3 of the Constitution.

**3 Composition of Panels**

- 3.1 The composition of panels can be found at Appendix 12.1 to this report. This composition outlines the dates for future Licensing Driver and Licensing Panels to take place in the period June 2025 to May 2026.
- 3.2 Members are required to confirm the Councillors sitting on each panel.

**4 Legal Services Comments**

- 4.1 None- Information report

**5 Co-operative Agenda**

- 5.1 None

**6 Environmental and Health & Safety Implications**

- 6.1 None

**7 Equality, community cohesion and crime implications**

- 7.1 None

**8 Equality Impact Assessment Completed?**

- 8.1 No
- 9 **Key Decision**
- 9.1 No
- 10 **Key Decision Reference**
- 10.1 N/A
- 11 **Background Papers**
- 11.1 None
- 12 **Appendices**
- 12.1 None