

Appendix 4

Licensing Committee

Terms of Reference

Description

The Licensing Committee (the Committee) is a Non-Executive Committee of Council, and is not required to be politically balanced. The Committee is established to carry out the Licensing Authority functions of the Council. The Committee is accountable to Council.

Purpose

The purpose of the Committee is to undertake those functions of the Licensing Authority allocated to it by legislation including the Licensing Act 2003, the Gambling Act 2005 (including the power to prescribe fees under section 212), late night levy requirements under Chapter 2 Part 2 of the Police Reform and Social Responsibility Act 2011 and any Regulations or Orders made under those Acts

Objectives

The Committee will be responsible for the Councils Licensing Authority Functions as required by law and will have a consultative role in the formulation of Policy where functions are reserved to Council. In relation to the Licensing Act 2003, the Committee will determine film classifications when required:

(a)

Sub-Committees

The Licensing Committee establishes Licensing Panels, including a Special Licensing Panel, to discharge some of its functions.

Membership and Chairing

The Licensing Committee has between 10 and 15 members.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Licensing Committee will meet as and when required.

Duration

There is no limit on the lifespan of the Licensing Committee.

