

## Licensing Committee Report

Item  
No. 3

10 JUNE 2003

**Report of:** Democratic Services Manager

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**Title:** APPOINTMENT OF LICENSING APPEALS SUB-COMMITTEE

### 1. Decision Required

- 1.1 To appoint the Chair and Vice-Chair of the Licensing Committee and three other Members of the Licensing Committee to serve on the Licensing Appeals Sub-Committee.

### 2. Supporting Information

- 2.1 At the Annual Council meeting of 21<sup>st</sup> May 2003, the Council appointed a Licensing Committee and agreed that it should establish a Licensing Appeals Sub-Committee at its first meeting of the Municipal Year, consisting of the Chair, Vice-Chair and three Members of the Licensing Committee. Council also agreed that the Sub-Committee shall be politically balanced.
- 2.2 Meetings of Licensing Appeals Sub-Committee shall be held as required, on such dates as may be agreed by the Sub-Committee in consultation with the Democratic Services Manager.
- 2.3 In the event of the Licensing Appeals Sub-Committee deferring consideration of a particular case, any reconvened meeting shall only comprise those Members who deferred the case.

### 3. Terms of Reference

- 3.1 The Licensing Appeals Sub-Committee will discharge the following functions; to hear and determine appeals made by employees under the Council's Human Resources Procedure; to hear appeals in relation to refusal for registration as a door supervisor and also to hear appeals against decisions in respect of discretionary housing payments.
- 3.2 Training will be provided for Members serving on the Licensing Appeals Sub-Committee.

### **Background Documents**

There are no background Documents

