

5 LICENSING PANEL PROCEDURE- PERIODIC REVIEW

Matter for Consideration

The Procedure for Licensing Panel meetings.

Information

The Licensing Committee has a key role in reviewing and agreeing the procedure for Licensing Panel meetings. Attached at Paper 'B' is the procedure as adopted by the Licensing Committee at its meeting on the 31<sup>st</sup> January 2005. This procedure has now been used in the 80 Panel hearings, which have been organised since that meeting and appears to have worked well. It is however useful to review this procedure on a periodic basis.

In light of members' experience of these hearings, suggestions on the Procedure and how it could be amended or improved are requested either at the meeting or to the Head of Legal and Democratic Services. A report will then be submitted to the next meeting of the Committee outlining comments and any proposed amendments to be made.

Financial Considerations

None

Legal Considerations

None

Personnel Considerations

None

Relevant Officer

Mark Lewis, Head of Legal and Democratic Services

Background Papers

None

Recommendations

1. To consider any proposed amendments to the Procedure.
2. That the Head of Legal and Democratic Services be requested to bring a report to the next meeting of the Committee on the Licensing procedure and any proposed amendments.