

29. Licensing Act 2003 and Gambling Act 2015 Hearings Procedure

The Committee was sitting as the Licensing Committee of the Licensing Authority under the Licensing Act 2003 and Gambling Act 2005. Councillor Tony Speakman withdrew from the Committee during the consideration of this item due to the fact that he was a substitute member and not a full member of the Committee.

The Licensing Officer:

- a. presented a report to the Committee which proposed some minor changes to the Constitution and changes to the procedures;
- b. advised that one change to be made was to Article 8, clause 8.2 'Proceedings of Regulatory and other Committees' in the Constitution. Therefore 8.2(iii) would read 'The Licensing Committee and Licensing Sub-Committee when acting in accordance with the Licensing Act 2003 and the Gambling Act 2005 should conduct the proceedings in accordance with their own hearing procedure';
- c. explained that in the Access to Information Procedure Rules, in section 6 an additional sentence would be added to read 'Meetings held under the Licensing Act 2003 and the Gambling Act 2005 would have only their agenda published';
- d. requested that reports and related documents would only be available to those who were party to the proceedings at that time;
- e. suggested that under the 2003 and 2005 Act Committees there was not a requirement for minutes to be typed up, only that the record of any decision be kept on a permanent basis;
- f. invited members' questions and comments.

Members asked for clarification that there would be a record kept of the handwritten notes of these meetings. This was confirmed.

RESOLVED that the above recommendations be forwarded to full Council for adoption.