



Report of the Assistant Chief Executive (Corporate Governance)

Licensing and Regulatory Panel

Date: 22nd June 2010

Subject: Terms of Reference and Officer Delegation Scheme for the Licensing and Regulatory Panel

Electoral wards affected:

All

Specific implications for:

Ethnic minorities

Women

Disabled people

Narrowing the gap

Executive Summary

This report sets out the current Terms of Reference and Officer Delegation Scheme associated with the work of the Licensing and Regulatory Panel.

Members' attention is also drawn to the Code of Practice for Determining Licensing Matters

1.0 Purpose of this report

1.1 The purpose of this report is to advise Members of the Terms of Reference and Officer Delegation Scheme for the Licensing and Regulatory Panel for the 2010/2011 Municipal Year

2.0 Background information

2.1 The Terms of Reference (as attached at **Appendix A**) and the Officer Delegation Scheme (as attached at **Appendix B(i) and B(ii)**) were approved by Annual Council on 27th May 2010.

2.2 The Code of Practice for Determining Licensing Matters was introduced in 2008 and the most up to date version is attached at **Appendix C** for Members' reference.

3.0 Main issues

3.1 These documents are presented in order to inform Members of the rules which will govern the work and remit of the Panel for the 2010/11 Municipal Year

4.0 Implications for council policy and governance

4.1 There are no implications for Council policy or governance identified.

5.0 Legal and resource implications

5.1 There are no legal and resource implications, other than the usual administration provided by officers to the Panel.

6.0 Recommendations

6.1 Members are requested to note the Terms of Reference and Officer Delegation Scheme for the Licensing and Regulatory Panel 2010/11.

6.2 Members are requested to note the contents of the Code of Practice for Determining Licensing Matters and to have regard to the Code when considering future items of business