

**REPORT OF THE DIRECTOR OF PLACE
TO THE STATUTORY LICENSING COMMITTEE
22 AUGUST 2014**

**LICENSING ACT 2003
DELEGATION TO SUB COMMITTEES**

1. Introduction

- 1.1 All matters relating to the discharge by a Licensing Authority of its licensing functions are, by virtue of section 7 of the Licensing Act 2003 (the Act), referred to its licensing committee and, accordingly, that committee discharges those functions on behalf of the Authority.
- 1.2 Some licensing functions listed in the Act are retained by the Authority.

2. Proceedings of a Licensing Committee

- 2.1 Under the provisions of section 9 of the Act, a licensing committee may establish one or more sub committees consisting of three members of the committee.
- 2.2 The licensing committee may arrange for the discharge of any of its functions by sub-committees and officers of the licensing authority (subject to certain restrictions).
- 2.3 Subject to regulations governing proceedings at licensing committees and their sub committees, a licensing committee may regulate its own procedure and that of its sub committees.

3. Validation of Sub Committees

- 3.1 In compliance with the Act the Statutory Licensing Committee has been established to discharge the Authority's licensing functions.
- 3.2 In order that the requirements of the Act can be dealt with in an efficient manner, it will be necessary for the Statutory Licensing Committee to arrange for the discharge of some of its functions by a sub committee.
- 3.3 Such delegation is allowed under section 10 of the Act.

4. Recommendation

4.1 It is therefore recommended that the Statutory Licensing Committee resolves:-

- 4.1.1 To establish a Statutory Licensing Sub-committee which will comprise of 3 members of the Statutory Licensing Committee, and
- 4.1.2 that the Statutory Licensing Sub-committee will discharge any licensing functions on behalf of the Statutory Licensing Committee.

The Statutory Licensing Committee's instructions are requested.

Background Papers: Licensing Act 2003
Contact Officer: Lynda Anthony
Extension: 5087