

Non-Executive Report of the: Licensing Committee 23 May 2017	 TOWER HAMLETS
Report of: Matthew Mannion, Committee Services Manager, Democratic Services	Classification: Unrestricted
Licensing Committee Terms of Reference, Membership & Meetings Schedule	

Originating Officer(s)	Antoinette Duhaney, Senior Committee Officer
Wards affected	All wards

Summary

This report sets out the Licensing Committee Terms of Reference, Membership and Meeting Dates for the Municipal Year 2017-18 for Members' information.

Recommendations:

The Licensing Committee is recommended to:

1. Note its Meeting Dates for 2017-18, Terms of Reference and Membership as set out in Appendix 1 attached to this report (details of membership to follow, membership of the Licensing Committee will be agreed by the Council at its Annual General Meeting on 17th May 2017)
1. **REASONS FOR THE DECISIONS**
 - 1.1 This report is for the information of the Committee and no specific decisions are required.
2. **ALTERNATIVE OPTIONS**
 - 2.1 Not applicable.
3. **DETAILS OF REPORT**
 - 3.1 At the Annual Meeting of the Full Council held on 17th May 2017, Council re-established the Licensing Committee and delegated to this body, a range of duties and responsibilities relating to the licensing function in accordance with relevant legislation.

- 3.2 It is traditional that following the Annual Meeting of the Full Council at the start of the Municipal Year, at which various committees are established, that those committees note their terms of reference for the forthcoming Municipal Year.
- 3.3 Council on 17th May 2017, agreed a revised schedule of dates for Committees/Panels for the Municipal Year 2017-18. For the convenience of Licensing Committee Members, the programme for considering the renewal of licences for Sex Entertainment establishments (SEVs) has been included in the schedule.
- 3.4 It may be necessary to convene additional meetings of the Committee should urgent business arise. Officers will keep the situation under review and consult with the Chair and Members as appropriate.
- 3.5 Meetings of the Licensing Committee are scheduled to take place at 7.00pm in the Town Hall, Mulberry Place. Licensing Sub Committee meetings traditionally start at 6.30 pm as this gives all parties reasonable time to attend and also allows potentially long meetings to end at a reasonable time.

4. COMMENTS OF THE CHIEF FINANCE OFFICER

- 4.1 There are no immediate finance implications arising out of this report.

5. LEGAL COMMENTS

- 5.1 The information provided for the Committee to note is in line with the Council's Constitution and the resolutions made by Full Council on 17th May 2017.

6. ONE TOWER HAMLETS CONSIDERATIONS

- 6.1 In drawing up the schedule of dates, consideration was given to avoiding school holiday dates and known dates of religious holidays and other important dates where at all possible.

7. BEST VALUE (BV) IMPLICATIONS

- 7.1 There are no specific Best Value implications arising from this report.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 There are no specific sustainability implications arising from this report

9. RISK MANAGEMENT IMPLICATIONS

9.1 There are no specific risk management implications arising from this report.

10. CRIME AND DISORDER REDUCTION IMPLICATIONS

10.1 There are no specific crime and disorder implications arising from this report.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- Appendix 1 – Terms of Reference, Membership and Meeting Dates for the Licensing Committee 2017-18

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

List any background documents not already in the public domain including officer contact information.

- None

Officer contact details for documents:

- N/A