



Licensing Committee Agenda

Date: Wednesday, 17th June, 2015
Time: 7.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

Membership

Chairman: Cllr Alan Hill
Vice Chairman: Cllr Ian McEnnis

Councillors: S Brown, A Baughan, M Clarke, M P Davy, S Graham, A R Green,
C B Harriss, M A Hashmi, M Hussain, Knights, N B Marshall,
S Saddique and R J Scott

Standing Deputies

Councillors Z Ahmed, D J Carroll, M Hanif, M O Harris, M E Knight and R Raja

Fire Alarm - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

Agenda

Item	Page
1. APOLOGIES FOR ABSENCE To receive apologies for absence.	
2. MINUTES OF THE PREVIOUS MEETING To confirm the minutes of the previous meeting.	
3. DECLARATIONS OF INTEREST To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.	

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Members are reminded that if they are declaring an interest, they should state the nature of that interest whether or not they are required to withdraw from the meeting.	
4. Gambling Act 2005 Policy Review	1 - 34
5. Training for Licensing Panel Members	35 - 36

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Executive Summary

Under the Licensing Act 2003, the local authority is responsible for determining applications made under the Act. This function is delegated to a Licensing Panel of three members. Any Member wishing to take part in Panel Hearings must have received appropriate training, ideally at least every two years.

It is proposed to devote this meeting to training, with a view to bringing as many members as possible up to date with training needs and to offer a refresher of the processes involved.

Training on 17 June will aim to give all Committee Members the opportunity to recap or learn the aspects of the Act relating to Licensing Panel Hearings. It will enable Members to raise questions and Officers to provide guidance and assistance on key points and procedures in a training environment.

Members' Guide and Training Notes

The Members' Guide was re-issued in 2013 and a copy is attached for ease of reference, together with the procedure guides for Panels and Determinations. All Members of the Committee should have a copy of WDC's Licensing Policy (copies available on request).

Outcomes and Next Steps

It will be the aim to give every Member the training and confidence to take part in Licensing Panels.

6. **SUPPLEMENTARY ITEMS (IF ANY)**

7. **URGENT ITEMS (IF ANY)**

For further information, please contact Liz Hornby