

14 May 2024 at 7.30 pm*

*or on the rising of Annual Council, whichever is the later.

Council Chamber, Argyle Road, Sevenoaks

Published: 03.05.24



Special Licensing Committee

Membership:

TBC at Annual Council on 14 May 2024

Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

	Pages	Contact
Apologies for Absence		
1. Declarations of interest Any interests not already registered.		
2. Appointments to Licensing (Hearing) Sub-Committees Appendix to Follow	(Pages 1 - 2)	Charlotte Sinclair Tel: 01732 227165

EXEMPT INFORMATION

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or democratic.services@sevenoaks.gov.uk.

This page is intentionally left blank

APPOINTMENTS TO LICENSING (HEARING) SUB-COMMITTEES

Special Licensing Committee – 14 May 2024

Report of: Deputy Chief Executive & Chief Officer Customer & Resources

Status: For Decision

Key Decision: No

Contact Officer: Charlie Sinclair, Ext. 7165

Recommendation to Licensing Committee: That the memberships of the Licensing Sub-Committees as set out in Appendix A (to follow) be approved.

Reason for recommendation: For compliance with Part 8 of the Sevenoaks District Council Constitution.

Introduction and Background

- 1 Since 21 May 2009 the Committee has adopted emerging best practice in arranging the Licensing Committee into fixed pools of 3 Members who can be appointed, when necessary, for hearings. This arrangement is set out in the Committee's terms of reference.
- 2 Although the Committee is allotted into these groups of 3, any Member of the Committee is allowed to act as a substitute for any other. Substitutions are the responsibility of the Members concerned and should be notified to the Democratic Services Team at least one hour prior to the hearing.
- 3 At its meeting held on 26 June 2013 the Committee indicated that one additional Member should be put on "standby" for each Hearing in case a substitute is needed at relatively short notice. For administrative purposes this Member was to be selected informally by the Democratic Services Team.
- 4 The process has an aim of stressing that Members of the Committee sit on preferably an approximately equal number of hearings across the municipal year.

Proposed Memberships

- 5 The proposed memberships for the Sub-Committees are set out in the attached Appendix A (to follow, following the appointments made at Annual Council).

Agenda Item 2

Key Implications

Financial

There are no specific financial implications arising from this report.

Legal Implications and Risk Assessment Statement

There are no specific legal implications arising from this report.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Climate Change Implications and Environmental Impact

The decisions recommended through this paper have a remote or low relevance to the council's ambition to tackle the challenge of climate change. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment.

Appendices

Appendix A – Sub Committee Membership (to follow)

Background Papers

[Previous reports to Committee and Annual Council Papers](#)

Jim Carrington-West

Deputy Chief Executive and Chief Officer Customer & Resources