

## **Minutes of the Licensing Committee**

**25<sup>th</sup> May, 2006 at 4.30 p.m.**  
**at the Sandwell Council House, Oldbury**

**Present:** Councillor Silvester (Chair);  
Councillors Dr Crumpton, Mrs Edis, R L Horton, Mrs A Hughes, Mrs Macklin, Rouf, Sakhi, Tagger and G Turton.

**Apologies:** Councillors Allen, Mrs E Giles and A Underhill.

### 3/06 **Establishment of Licensing Panels**

The Committee considered a report on the establishment of Licensing Panels. The Licensing Act 2003 permitted the establishment of one or more Licensing Sub-Committee or Panels consisting of 3 members to undertake those functions set out in the terms of reference. The terms of reference for the Licensing Panels were submitted.

It was proposed to establish three Panels (Panels 1, 2 and 3) drawn from the 15 members of the Licensing Committee and that Chairs be appointed in respect of each of the three Panels. Panel 1 would meet in the evenings commencing at 5.30 p.m.; and Panels 2 and 3 commencing at 10.00 a.m.

In order to allow for illness or instances where it would be inappropriate for a member to hear a case, for each Panel a pool of three members would be appointed excluding the Chair.

In order to comply with the provisions regarding the sub-delegation of functions contained in the Licensing Act 2003, the Head of Governance Services would be given authority, in consultation with the Chair of the Panel, to determine which of the three pool members allocated to the Panel would, with the Chair, constitute the panel of three on any particular occasion. The third pool member would become the reserve member.

In order to ensure that Panels would be able to meet on published hearing dates, it was further proposed that members of the Licensing Committee who were not appointed to a Panel would be appointed as substitute members of the Panels.

**Resolved that:-**

(1) three Licensing Panels be established, each comprising three members of the Licensing Committee, to undertake those functions set out in the terms of reference attached as an Appendix to these minutes;

(2) the following members be appointed as Chair of the Panel indicated:-

Panel 1 – Councillor Rouf;

Panel 2 – Councillor Silvester;

Panel 3 – Councillor Rouf;

(3) the following members be appointed as a pool of three members excluding the chair for each of the Panels indicated, and the Head of Governance Services be authorised to determine, in consultation with the Chair of the Panel, which members will constitute the Panel of three members to hear applications on any particular occasion:-

Panel 1 - Councillors Allen, Mrs E Giles, and Mrs M Hughes;

Panel 2 - Councillors Mrs Edis, Sakhi, and G Turton;

Panel 3 - Councillors R L Horton, Mrs James and Mrs Macklin;

(4) that those members of the Licensing Committee who are not appointed to a Licensing Panel be appointed as substitutes for any member on a Panel and that authority be delegated to the Head of Governance Services to call them to meetings of a Panel when necessary.

(The meeting ended at 4.50 p.m.)

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