



City of Westminster

Licensing Committee

Date:	18TH November 2015
Classification:	General Release
Title:	Training for Members
Report of:	Mick Steward, Head of Committee and Governance Services
Financial Summary:	There are no financial implications
Report Author and Contact Details:	Mick Steward, Head of Committee and Governance Services Tel: 7641 3134; Email: msteward@westminster.gov.uk

1. Executive Summary

- 1.1 At its meeting on 9 July 2015 the Standards Committee agreed that Members on all of the Council's quasi-judicial bodies should undergo some refresher training. As the Licensing Sub-Committees carry out quasi-judicial functions the wish of the Standards Committee is being reported.
- 1.2 Amongst the duties of the Standards Committee is to promote and maintain high standards of conduct by Members (and co-opted members) of the City Council.

2. Recommendation

- 2.1 That a training session, as outlined below be held at the conclusion of the Licensing Committee on Wednesday 9 March 2016.

3. Background Information

- 3.1 Prior to being able to sit on a Licensing Sub-Committee it is a policy previously agreed by the Licensing Committee that all members are trained in the working of the licensing processes. Given in general the continuity of members on the Licensing Committee it has not been necessary to hold a plenary training session for all Licensing Committee members for some time.

- 3.2 Notwithstanding the views of the Standards Committee, given the adoption by the Council of revised Licensing and Gambling policies, it is thought timely to have a plenary training session for all Members of the Licensing Committee.
- 3.3 The session is subject to approval by the Licensing Committee planned for Wednesday 9 March 2016 at the conclusion of the Licensing Committee programmed for that day.
- 3.4 Members are asked to endorse the proposals set out in this report.

4. Legal Implications

- 4.1 Licensing Committee decision making must be robust. Poor or ill-informed decision making results in expensive challenges that cannot easily be defended. The Licensing Act 2003 restricts the number of Councillors permitted to be Members of the Licensing Committee at any one time to at least ten but not more than fifteen Members of the authority in recognition of the fact that these members need to be carefully trained on the often complex procedures and law involved.

5. Finance Implications

- 5.1 The cost of the training will be met from within existing resources and undertaken by Council Officers.

6. Other Implications – None.

**If you have any questions about this report, or wish to inspect one of the background papers, please contact Mick Steward, Head of Committee and Governance Services, Tel: 7641 3134;
Email: msteward@westminster.gov.uk:**