



Subject:	Training on the Role and Functions of the Licensing Committee
Date:	19th September, 2018
Reporting Officer:	Stephen Hewitt, Building Control Manager, ext 2435
Contact Officer:	James Cunningham, Regulatory Services Manager, ext. 3375

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report/Summary of Main Issues
1.1	To outline proposals for the delivery of training sessions for Members on the role and functions of the Licensing Committee.
2.0	Recommendation
2.1	The Committee is asked to approve the proposed topics listed in paragraph 3.2 and advise of any additional topics to be included.
3.0	Main Report
	<u>Key Issues</u>
3.1	The Committee is reminded that, at its meeting on 15th August, it agreed to the development of training sessions which would be tailored to cater for Members' needs regarding licensing matters.

<p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p> <p>3.7</p> <p>3.8</p>	<p>It is suggested that the training should primarily focus upon the following topics:</p> <ul style="list-style-type: none"> • an overview of the different types of regulatory functions for which the Committee is responsible; • protocol and representation process; • legal principles governing the decision-making process; • alcohol licensing matters and its relationship to entertainments licensing. <p>Training topics will be organised in collaboration with the Legal Services section. However, should Members have other queries or topics which they wish to discuss they can also be covered during the sessions.</p> <p>Previously, the Committee agreed that a similar programme should be delivered over two sessions and that they each commence at 5.00 p.m.</p> <p>The Democratic Services Officer will identify suitable dates on which to deliver the training sessions and will notify Members accordingly. Each of these training sessions will be held in the Lavery Room, City Hall.</p> <p>The Committee may wish to agree that the training be open to all Members of the Council.</p> <p><u>Financial and Resource Implications</u></p> <p>The training will be catered for within existing budgets.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>There are no equality or good relations issues.</p>
<p>4.0</p>	<p>Documents Attached</p>
	<p>None</p>