

HAVANT BOROUGH COUNCIL

Licensing Committee

ADOPTION OF REVISED DEPUTATION PROCEDURE

Report by the Democratic Services Officer

1.0 PURPOSE OF REPORT

1.1 To consider changes to the Licensing Committee's deputation procedure.

2.0 RECOMMENDATION

That the deputation procedure attached at Appendix A be approved.

3.0 SUMMARY

3.1 The Constitution adopted by the Council on 8 May 2013 did not include a provision for Committees, Boards or the Cabinet to receive deputations and it was up to each individual Committee, Board or Cabinet to adopt its own deputation procedure. On 26 March 2014 the Licensing Committee adopted its own deputation procedure.

3.2 In order to improve areas where the procedure restricted the Committee and deputees several changes are proposed to the procedure allowing the Committee to ask questions of deputees. These changes will allow the Committee to debate often complex items in greater detail. The main changes to the procedure are highlighted in Appendix A.

4.0 IMPLICATIONS

4.1 **Resources:** Not Applicable

4.2 **Legal:** No specific Issues

4.3 **Strategy:** The Statement of Community Involvement (SCI) sets out how and when the community can get involved in these processes and includes a provision that individuals and applicants have an opportunity to address the Committee when a decision is to be made by the Committee.

4.4 **Risks:** Not Applicable

4.5 **Communications:** Not Applicable

4.6 **For the Community:** None directly from this report

4.7 **The Integrated Impact Assessment (IIA) has been completed and concluded the following:** Not Applicable

Appendices: Appendix A – Deputation Procedure

Agreed and signed off by:

Legal Services: 25 June 2015

Background papers: None

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