

# Licensing Committees

## How they Work & What they Do

### A One Day Course for LA Officers & Members

Facilitated by: **James Button**, BA, Solicitor Principal



This course is for all Councillors, Solicitors, Democratic Services Officers and Licensing Officers who sit on or attend Licensing Committees, whether you are new to these roles, or have been attending committee for some years.

It is an opportunity to update your knowledge, gain new ideas and share practical tips with colleagues.

Decision making is at the heart of licensing, and this course will help you to get the processes right, reduce successful challenges and improve the workings of your committee.

With plenty of time for discussion, and either Overviews of Licensing Act 2003 (including changes) and Taxi Licensing or Mock hearings in the afternoon help to put it all into practice, this is a highly valuable day.

*“Another good day. As ever, Jim explains the subject well and is also happy to discuss associated topics outside the days programme. Very Good” - Russ*

### Course Outline

- Delegation Scheme
- Committee Reports
- Adoption of Legislation
- Timescales for hearings
- Bias and Predetermination
- Ensuring a Fair Hearing takes place
- What Evidence should be taken into account and how much weight should be attached to the evidence?
- Reasons for decisions—why and how detailed do they need to be?



- The afternoon is flexible. It can contain one or two updates, mock hearings or a combination
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- Licensing Act 2003 overview and update including Police Reform and Social Responsibility Act changes
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- Taxi Licensing Overview
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- Mock Hearings on either