



COUNCIL

27TH FEBRUARY 2014

AGENDA ITEM (13)

REVIEW OF LICENSING PROBITY GUIDE

Accountable Members	Licensing Committee
Accountable Officer	Ian Church Legal Officer 01285 623000 ian.church@cotswold.gov.uk

Purpose of Report	To review the Licensing Probity Guide, which forms part of the Council's Constitution, and make any changes which are considered necessary.
Recommendation(s)	That the revised Licensing Probity Guide be adopted and included in the Council's Constitution.
Reason(s) for Recommendation(s)	Any change to the Licensing Probity Guide will amount to a change to the Council's Constitution. Changes to the Constitution are reserved to the Council.

Ward(s) Affected	N/A
Key Decision	Yes
Recommendation to Council	Yes - from Licensing Committee

Financial Implications	There are no financial implications associated with this report.
Legal and Human Rights Implications	The Council's Constitution is a legal document which supplements legislative provisions in respect of the governance arrangements and methods of working of the Authority. The Licensing Probity Guide sets out the specific governance arrangements and methods of working of the Licensing Committee, the Sub-Committees established by it and the officers which assist it.
Environmental and Sustainability Implications	None.
Human Resource Implications	None.
Key Risks	None

Equalities Analysis	No effect on protected groups identified.
Related Decisions	Licensing Committee - 4 th February 2014 - L.20
Background Documents	Council Constitution Licensing Probity Guide
Appendices	Appendix 'A' - Updated Licensing Probity Guide
Performance Management Follow Up	Publish the updated Licensing Probity Guide as part of to the Council's Constitution

Background Information

1. Members will be aware that the Council's Constitution contains a guide to procedures and a protocol for Councillors and Officers involved in making decisions on licensing applications and other licensing matters ('the Licensing Probity Guide').
2. At its Meeting on the 4th February 2014, the Licensing Committee reviewed the Licensing Probity Guide, which has been updated in the light of comments made by Members, practical experience and to reflect changes in the law that have occurred. Having considered the revised Guide, the Committee recommends that document to the Council for adoption and inclusion in the Constitution.
3. A copy of the revised Licensing Probity Guide is attached at **Appendix 'A'**.
4. Members may wish to note that the Licensing Probity Guide is based on, and is similar in content and effect to, the adopted Planning Protocol.
5. Members are asked to review and approve the updated Guide, subject to any further changes (if any) which are considered necessary.

(END)