

SOUTH HOLLAND DISTRICT COUNCIL

REPORT TO: COMMITTEE OF THE LICENSING AUTHORITY – 21 NOVEMBER 2006

BY: HEAD OF LEGAL AND MEMBER SERVICES

SUBJECT: Protocol on Good Practice in Licensing – Site Visits

PURPOSE: To report the outcome of consideration of this matter by full Council on 15 November 2006

1.0 INTRODUCTION

- 1.1 The Council has approved a Protocol on Good Practice in Licensing, a copy of which is attached for members information at appendix 1.
- 1.2 Although Officer advice, based on the guidance from LACORS and (Local Authorities' Co-ordinators of Regulatory Services) was that site visits were generally unnecessary, the Council decided against this and have delegated authority to this Licensing Committee to consider the provision of guidance in respect of:
- reasons why site visits might be required so that there are clear criteria for justifying any visit which can be documented;
 - how visits are conducted;
 - who can require site visits.
- 1.3 A copy of the report submitted and considered by Council on 15 November is attached at appendix 2.

2.0 CONSIDERATION

- 2.1 The Committee is requested to give consideration to the provision of guidance in respect of the matters in paragraph 1.2 above. In doing so it should have regard to the issues raised in the report submitted to Council relating to bias and predetermination.

3.0 FINANCIAL, STAFFING AND LEGAL IMPLICATIONS

- 3.1 These are covered in the report to Council attached at appendix 2.

4.0 RECOMMENDATION

- 4.1 That the Committee considers the provision of guidance in respect of:
- reasons why site visits might be required so that there are clear criteria for justifying any visit which can be documented;
 - how visits are conducted;
 - who can require site visits.

Background papers:- None

File Ref: EL 528

Appendices: 1. Draft Protocol on Good Practice in Licensing
2. Council Report No. 16 to meeting held on 15 November 2006

Local Government (Access to Information) Act 1985

Please contact Jim Scarsbrook, the Head of Legal and Member Services if you want more information about this report or the background papers. You can contact him:

- by post at the Council Offices, Priory Road, Spalding, Lincolnshire, PE11 2XE
- by phone on 01775 761161
- by email at info@sholland.gov.uk