ARTICLE 7B

THE LICENSING AND REGULATORY BOARD

1. Legal Status

1.1 The Licensing and Regulatory Board is a committee established to deal with relevant matters under Section 101 of the Local Government Act 1972, the Licensing Act 2003 and the Gambling Act 2005. The political balance requirements of Section 15 of the Local Government and Housing Act 1989 will apply when determining membership.

2. Role

2.1 To exercise the Council’s licensing and regulatory duties and functions.

3. Membership

3.1 10 Members

3.2 No Member party to a decision which is the subject of an appeal shall sit on the relevant Board meeting.

4. Quorum

4.1 Three Members.

5. Chair and Deputy Chair

5.1 The Chair and Deputy Chair are appointed by the Assembly.

6. Frequency of Meetings

6.1 Meetings are scheduled on a fortnightly basis.

7. Venue and Time

7.1 The Civic Centre, Dagenham.

7.2 On Tuesday evenings at 5.00 p.m.

8. Terms of Reference

8.1 See Scheme of Delegation in Part C of the Constitution for details.

9. Appointment and Accountability

9.1 Appointed by and accountable to the Assembly. The Board will report to the Assembly on matters requiring the latter’s approval.
9.2 The Chair (or in his/her absence the Deputy Chair) to be the spokesperson for licensing matters.

10. **Speaking by members of the Public and Other Interested Parties at Meetings**

10.1 Members of the public and other interested parties (for example: elected representatives acting on behalf of their constituents; local residents; interested organisations etc) who have made “relevant representations” during the consultation period for an application, may be permitted to address the Board, subject to notice having been given to Democratic Services by 12.00 noon on the day before the Board meeting. In normal circumstances, the number of speakers will be restricted to three per application and each speaker will be allowed a target time limit of three minutes. The Chair has discretion to extend the time limit of speakers or limit the number of speakers to ensure the efficient running of the hearing, in line with the procedures for the hearing. Copies of the relevant procedures are available on request from Democratic Services.

11. **Speaking by the Applicant (or their Representative) and Responsible Authorities**

11.1 The applicant (or their representative) and responsible authorities (e.g. the Police, Fire Brigade, relevant Council services etc.) will be entitled to present their case to the Board in line with the procedures for the hearing. Copies of the relevant procedures are available on request from Democratic Services.

11.2 The Chair has discretion to restrict the time allowed to such speakers to ensure the efficient running of the hearing.

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