



LICENSING AND SAFETY COMMITTEE

26 JUNE 2018

SHARED LICENSING SERVICE BETWEEN GRAVESHAM BOROUGH COUNCIL AND MEDWAY COUNCIL - ADDENDUM REPORT

Report from: Perry Holmes, Chief Legal Officer
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Summary

This addendum report revises the recommendations to the Committee so that they include the delegation of executive licensing functions to Gravesham Borough Council, in addition to the delegation of non-executive licensing functions.

1. Background

- 1.1 Since the publication of the agenda report on 18 June 2018, it has been clarified that there are executive licensing functions that will require delegation to Gravesham Borough Council and its Assistant Director (Communities) as part of the arrangements for a shared licensing service between Gravesham and Medway Councils.
- 1.2 The agenda report focuses on the delegation of non-executive licensing functions which is a matter for Full Council. Paragraph 9.2 of the report states that scrap metal dealers licensing is an executive licensing function which will continue to be dealt with by another team within Medway Council so it is not necessary to seek delegations regarding these functions. However, further clarification has established that, although compliance and enforcement matters will be dealt with by another team within Medway Council, the Licensing team will continue to be responsible for the determination, issuing and renewal of scrap metal dealers licences.
- 1.3 It is therefore necessary to amend the report recommendations to seek the agreement of Cabinet to the delegation of executive functions. Revised recommendations are set out below with the additional recommendations printed in bold text.

2. Recommendations

- 2.1 That the Committee recommends to Full Council that option one set out in paragraph 5.1 of the agenda report is agreed whereby Medway Council shall delegate responsibility for the discharge of its Licensing Service non-executive functions to Gravesham Borough Council.
- 2.2 That the Committee recommends to Full Council that all non-executive licensing delegations currently with the Chief Legal Officer can also be exercised by Gravesham Borough Council's Assistant Director (Communities).
- 2.3 That the Committee recommends that Cabinet agree to delegate authority to Chief Legal Officer of Medway Council to enter into a legally binding contract between both local authorities setting out the detail of the arrangements for a fully shared Licensing Service.
- 2.4 That the Committee recommends to Cabinet that option one set out in paragraph 5.1 of the agenda report is agreed whereby Medway Council shall delegate responsibility for the discharge of its Licensing Service executive functions to Gravesham Borough Council.**
- 2.5 That the Committee recommends to the Leader and Cabinet that all executive licensing delegations currently with the Chief Legal Officer can also be exercised by Gravesham Borough Council's Assistant Director (Communities).**

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Appendices

None

Background Papers:

None