



# Licensing Committee Report

<b>Date:</b>	Wednesday 4 <sup>th</sup> July 2018
<b>Classification:</b>	For General Release
<b>Title:</b>	Westminster Citizens Advice Bureau – Licensing Project Activity Report 2017/2018
<b>Report of:</b>	Director of Policy, Performance and Communications and
<b>Wards Affected:</b>	All
<b>Financial Summary:</b>	N/A
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## 1 Executive Summary

- 1.1 This report seeks to advise the Licensing Committee of the work of Westminster Citizens Advice Bureau Licensing Project in 2017/2018 financial year.

## 2. Recommendations

- 2.1 That the Licensing Committee note the Activity Report produced by the Westminster Citizens Advice Bureau Licensing Advice Project, attached at Appendix 1

## 3. Background

- 3.1 The Westminster Citizen Advice Bureau Licensing Project was established in 2005 in response to the implementation of the Licensing Act 2003.
- 3.2 The purpose of the project is to provide an independent and expert advice, assistance, and representation service, free of charge to all Westminster residents and local businesses, in respect of their rights and responsibilities as potential “interested parties” at council hearings relating to licensed premises under the Licensing Act 2003, the gambling Act 2005, and Sex Establishments.

- 3.3 The project is funded by the council and managed by Westminster Citizens Advice Bureau. It is overseen by a Licensing Project Steering Group which includes representatives from the Citizens Advice Bureau and the council and which is chaired by a local resident and ex-restaurateur. The project employs a full time specialist licensing lawyer and appropriate managerial and administrative support.
- 3.4 An Activity Report produced by Westminster Citizens Advice Bureau Licensing Project is attached at Appendix 1.

#### **4. Financial and Legal Implications**

- 4.1 There are no financial implications or legal implications arising from this report.

#### **Appendices**

Appendix 1 – Citizens Advice Bureau Licensing Advice Project Activity Report  
2017/18

#### **Background Papers**

None

If you have any queries about this report or wish to inspect any of the background papers please contact: **Mr Kerry Simpkin, Interim Licensing Policy and Strategy Manager, Tel: 020 7641 1840, Email: [ksimpkin@westminster.gov.uk](mailto:ksimpkin@westminster.gov.uk).**