

To: Renfrewshire Licensing Forum

On: 11 September 2023

Report by: Clerk

Heading: Dates for Future Meetings

1. Summary

- 1.1 This report details proposed arrangements for meetings of the Renfrewshire Licensing Forum until September 2024.
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2. Recommendations

- 2.1 That the Forum considers and approves the dates for future meetings of the Forum as detailed in the report; and
- 2.2. That it be delegated to the Clerk in consultation with the Conveners of the Forum and the Licensing Board to determine a date for the Joint meeting with the Licensing Board.
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3. Background

- 3.1 In terms of the Constitution approved at the meeting of the Forum held on 2 October 2007, there is a requirement for the Forum to meet no less than four times per year and for one of these meetings to be a joint meeting with Renfrewshire Licensing Board.

3.2. It has been the custom and practice that the Forum meet on a quarterly basis, with meetings being held during February or March, April or May, August or September and October or November.

3.3. It is proposed that meetings of the Forum be held on:-

Monday 19 February 2024;
Monday 22 April 2024; and
Monday 16 September 2024.

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** - None
3. **Community Planning** - None
- 4 **Legal** – None
- 5 **Property/Assets** - None
- 6 **Information Technology** - None
7. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website
- 8 **Health & Safety** - None.
- 9 **Procurement** - None.
- 10 **Risk** - None.
11. **Privacy Impact** – None
- 12 **CoSLA Position** – n/a

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