



# Oadby and Wigston Borough Council

## TO COUNCILLOR:

Miss A R Bond  
G A Boulter  
Mrs L M Broadley (Chair)  
Ms K M Chalk

Miss M V Chamberlain (Vice-Chair)  
M H Charlesworth  
M L Darr  
R F Eaton

R E Fahey  
J Kaufman  
Mrs H E Loydall  
R H Thakor

Dear Councillor et al

I hereby summon you to attend a **MEMBERS' TRAINING SESSION** of the **LICENSING AND REGULATORY COMMITTEE** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **THURSDAY, 3 NOVEMBER 2016** at **7.00 PM** for training on the subject matter(s) set out below.

Yours faithfully

Council Offices  
Wigston  
**26 October 2016**

Mark Hall  
Chief Executive

## TRAINING

### 1. **Licensing Hearing Panel Training (Role-Play Exercise)**

A role-play of a Licensing Hearing Panel shall be conducted to consider a fictitious application for a licence under the Licensing Act 2003. All Members shall be asked to participate in the hearing and decision-making process. The opportunity to ask questions throughout the role-play shall be given.

The purpose of this exercise is to provide all Committee Members with the relevant skills and experience to able to sit on Licensing Hearing Panels in the future.

All training documentation shall be provided to Members at the session.