

LICENSING COMMITTEE AND SUB-COMMITTEE – CHANGES TO STRUCTURE

EXECUTIVE MEMBER: Cllr E Woodburn

LEAD OFFICER: Clinton Boyce

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Summary: This report requests that the membership of the Licensing Sub-Committees is taken from the Members of the Licensing Committee on a rota basis and subject to availability.

Recommendation: That further to Minute LC01 and CO6 that each of the Licensing Sub-Committees (instead of having fixed memberships) comprises of a Chairman and two other members of the Licensing Committee appointed on a rota basis and subject to availability and that any such sub-committee for the purpose of hearings before it be deemed to be appointed by the Licensing Committee under section 10 of the Licensing Act 2003.

Impact on delivering the Corporate Plan: None

Impact on other statutory objectives (e.g. crime & disorder, LA21): The Licensing Sub-Committees in dealing with applications before them must take into account the licensing objectives which include crime and disorder

Financial and human resource implications: None

Project & Risk Management: None

Key Decision Status

- **Financial:** None
- **Ward:** None

Other Ward Implications: None

1. INTRODUCTION

- 1.1 Council on the 10th May, 2005 appointed a Licensing Committee comprising of 12 members and 4 Licensing Sub-Committees each having three members with their memberships fixed. Consideration has previously been given, by Officers and the Chairman of the Licensing Sub-Committees to membership being changed to a rota basis. This will make it significantly easier to appoint a Sub-committee as and when necessary. Under the present system, if any member of a particular sub-committee is unavailable or is barred from considering an application the whole Sub-Committee cannot sit. Whilst it is unlikely that all four Sub-Committees are unavailable it would be much easier if membership of a sub-committee could be taken from a list of 12 members in rota order (to ensure each member has an opportunity) and according to availability on a particular date. It is expected that Licensing Sub-Committees will have to meet at short notice and that members may already have other commitments in their diaries.

1.2 It is recommended that the membership of the Sub-Committees be taken from the Membership of the Licensing Committee on a rota basis and subject to availability.

1.3 The Licensing Committee would comprise of the following members:-

P Connolly (Chairman) (Sub-Committee Chairman); S Meteer (Deputy Chairman) (Sub-Committee Chairman); J Hewitson (Sub-Committee Chairman); Mrs. J K Johnston (Sub-Committee Chairman);

N Clarkson, R S Cole, Mrs. M D Docherty, J Prince, R Salkeld, G Sunderland, P Tyson, A Wonnacott

By way of example the first Sub-Committee would comprise of Councillors Connolly, Cole and Docherty: assuming those three members attended that Sub-Committee meeting, the next Sub-Committee would comprise of Councillor S. Meteer, J. Prince and R. Salkeld. If Councillor Prince was not available then Councillor Sunderland would be asked to attend and so on. A further advantage of this system is that if at the last minute a member cannot attend then a replacement member can immediately be drawn on to attend.

List of Background Documents: None

List of Consultees: Councillor Miss E Woodburn; Corporate Team