

**APPOINTMENT OF SUB COMMITTEES**

**(Report by Head of Administration)**

**1. INTRODUCTION**

- 1.1 The Licensing Act 2003 enables the Licensing Committee to appoint one of more sub committees and to arrange for the sub committees to discharge certain of their functions.
- 1.2 Separate reports have been submitted to the Committee on the delegation of functions and the procedure to be adopted at sub committee hearings and meetings. This report invites the Committee to establish sub committees and to appoint members of the Committee to those sub committees.

**2. SUB COMMITTEES**

- 2.1 The Act states that a sub committee must consist of three members of the committee. Sub committees of the Licensing Committee are not subject to the political balance requirements.
- 2.2 Having regard to the potential number of hearings of a sub committee that may be required during the transitional period and the urgency in some cases for hearings to be convened at 2 working days notice, it is suggested that a number of sub committees be appointed to provide sufficient flexibility and ensure Members' availability.
- 2.3 To provide all Members with an opportunity of sitting at sub committee hearings and provide maximum flexibility, it is proposed that the Committee be divided into 3 groups of four Members. Each group will be chaired by a single Member - the Chairman, Vice-Chairman and a third Member is suggested – which will provide three combinations per group for a sub committee to comprise the Chairman plus 2 Members.
- 2.4 This would produce a total of 9 sub committees as follows:-

Group A comprising Councillors Sadler, Simpson, Tuplin and Watt

Sub committees –

A1 comprising Councillors Sadler, Simpson and Tuplin

A2 comprising Councillors Sadler, Tuplin and Watt

A3 comprising Councillors Sadler, Simpson and Watt

Group B comprising Councillors Bell, Fell, Mrs Gregory and Taylor

Sub committees –

B1 comprising Councillors Bell, Fell and Mrs Gregory

B2 comprising Councillors Bell, Fell and Taylor

B3 comprising Councillors Bell, Mrs Gregory and Taylor

Group C comprising Councillors Muir, Harty, Powell and Mrs Wheeler

Sub committees

C1 comprising Councillors Muir, Harty and Powell

C2 comprising Councillors Muir, Harty and Mrs Wheeler

C3 comprising Councillors Muir, Powell and Mrs Wheeler

### **3. CONCLUSION AND RECOMMENDATION**

3.1 The Licensing Act requires applications for licences where representations have been received not to be determined by officers and this will require the establishment of a number of sub committees to ensure Member availability.

3.2 It is therefore

#### **RECOMMENDED**

that the Committee establish sub committees each comprising three Members and appoint Members to those sub committees in accordance with paragraph 2.4 above.

#### **BACKGROUND PAPERS**

Nil.

**Contact Officer: Mr R Reeves, Head of Administration**  
**☎ (01480) 388003**