

**APPOINTMENT OF SUB-COMMITTEES**  
**(Report by the Head of Legal and Democratic Services)**

**1. INTRODUCTION**

- 1.1 The Licensing Act 2003 ('The Act') enables the Licensing Committee to appoint one or more sub-committees and to arrange for the sub-committees to discharge certain of their functions.
- 1.2 At a meeting of the Licensing Committee on 19<sup>th</sup> January 2005, Members agreed the establishment of three groups of members to sit in nine combinations on those sub-committees.
- 1.3 This report invites the Committee to amend the sub-committee compilation to any combination of three members, thereby providing greater flexibility in the drawing up of member panels to hear sub-committee matters.

**2. BACKGROUND INFORMATION**

- 2.1 The Act requires that a sub-committee consists of three members of the Licensing Committee. Sub-committees of the Licensing Committee are not subject to political balance requirements.
- 2.2 The current arrangements, agreed in January 2005 provide for three sub groups of committee members, comprising nine different sub-committee combinations in total. This has on occasions caused difficulties in arranging hearings which conform to the agreed combinations.
- 2.3 Having regard to the number of hearings that are required and the urgency in some cases for hearings to be convened in as little as two working days notice, it is suggested that the sub-committee compilation be simplified to comprise any three of the twelve members of the Licensing Committee. This will provide greater flexibility and member availability.

**3. CONCLUSION**

- 3.1 Where representations are received for applications or variations of licences, the Licensing Act requires that such matters are determined by sub committees within given legislative timeframes.

**4. RECOMMENDATIONS**

- 4.1 It is therefore  
**RECOMMENDED**  
That the Committee establish sub-committees comprising of any three members of the Licensing Committee.

**BACKGROUND INFORMATION**

Nil

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