

# LICENSING COMMITTEE

## Chairs of Licensing Sub-Committees

25 August 2022

### Report of the Licensing Manager

#### PURPOSE OF REPORT

To enable the Committee to make arrangements for the chairing of Licensing Sub-Committees until the end of the municipal year.

**This report is public.**

#### Recommendation

- (1) Due to a change in Councillor appointment to Licensing Committee, the Committee are requested to appoint, until the end of the municipal year 2022/23 one member of Licensing Committee, to act as a Chair of the ad hoc Sub-Committees established to hear individual applications under the Licensing Act 2003 and the Gambling Act 2005.

#### 1.0 Introduction

- 1.1 The procedure for establishing sub-committees to deal with hearings under the Licensing Act 2003 was agreed at the former Licensing Act Committee's meeting on the 14th February 2005.
- 1.2 Each Sub-Committee must comprise three members of the Licensing Committee. The Sub-Committees are convened by the Democratic Services Manager, as and when required, from the Licensing Committee's ten members.
- 1.3 Due to a change in Councillor appointment to Licensing Committee, one further Sub-Committee chair is required.

#### 2.0 Proposal Details

- 2.1 In light of the changes to Licensing Committee membership, the Committee is requested to appoint one Sub-Committee chair who is a member of the Licensing Committee, to act as a Chair of the ad hoc Sub-Committees.

#### 3.0 Details of Consultation

- 3.1 None

#### 4.0 Options and Options Analysis (including risk assessment)

- 4.1 There is a need for the Licensing Committee to appoint the appropriate number of Sub-Committee Chairs to chair the ad hoc Licensing Sub-Committee hearings.

## 5.0 Conclusion

- 5.1 The Committee is recommended to appoint a member of Licensing Committee to join the Chair, Vice-chair and Councillor to act as a Chair of the ad hoc Sub-Committee hearings.
- 5.2 The member appointed to Vice-chair of Licensing Committee will automatically be a chair of the Sub-Committee.

### **CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)**

None.

### **FINANCIAL IMPLICATIONS**

The Independent Remuneration Panel (IRP) has made provision for special responsibility allowances of £443.70 to be paid to each Sub-Committee Chair, in addition to the special responsibility allowance that is paid to the Chair of the Committee, and the budgetary provision reflects this. The fact that a Councillor is only entitled to receive one special responsibility allowance means that it is impossible to estimate the actual budget cost in advance, and generally gives leeway within the budgetary provision.

### **LEGAL IMPLICATIONS**

The proposal is in accordance with the provisions of the Licensing Act 2003, which provides for the establishment of one or more Sub-Committees consisting of two members of the Committee, but makes no further provision as to how this should be arranged.

### **OTHER RESOURCE IMPLICATIONS**

#### **Human Resources:**

None

#### **Information Services:**

None

#### **Property:**

None

#### **Open Spaces:**

None

### **S151 OFFICER'S COMMENTS**

None.

### **MONITORING OFFICER'S COMMENTS**

None.

**BACKGROUND PAPERS**

None

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