

**CHAIR & MEMBERS OF THE  
CORPORATE AFFAIRS COMMITTEE**

**3<sup>rd</sup> MAY 2011**

**LICENSING COMMITTEE – INTERIM ARRANGEMENTS**

**1.0 PURPOSE OF THE REPORT**

- 1.1 To make arrangements to appoint a Licensing Committee to cover the period between the forthcoming Election and the Council's Annual Meeting.

**2.0 RECOMMENDATION**

- 2.1 That a Licensing Committee be established comprising 3 members, and those members to be determined by the Director of Legal & Democratic Services following consultation with recognised group Leaders.

**3.0 BACKGROUND**

- 3.1 The Council is obliged to establish a statutory Licensing Committee in addition to those committees it establishes under the Local Government Act 1972. By virtue of the Licensing legislation, it is often necessary for a meeting of a Licensing Sub-Committee to be held at very short notice in order to comply with statutory timescales.
- 3.2 On 5<sup>th</sup> May 2011 a full Council Election will take place and on 9<sup>th</sup> May 2011 all current Councillors will cease to hold office unless re-elected. At its Annual Meeting on 25<sup>th</sup> May, the Council will appoint all committees including Licensing Committee.

- 3.3 It has come to light that in order to comply with the statutory timescales, the Licensing Committee will need to meet on at least 2 occasions between 5<sup>th</sup> May and 25<sup>th</sup> May to consider relevant licensing issues. These are issues that are routinely considered by one of the Council's Licensing Sub-Committees. A Licensing Sub-Committee comprises 3 members, all of whom must have received appropriate training and none of whom can be a Ward member for the area concerned.
- 3.4 In order to deal with this situation, it is proposed that a Licensing Committee be established to cover the period 6<sup>th</sup> May to 25<sup>th</sup> May 2011. It is recommended that the membership (3 members) be determined by the Director of Legal & Democratic Services following consultation with the leaders of those groups that have more than 4 members at that time.

#### **4.0 BACKGROUND PAPERS**

- 4.1. There were no background papers used in the preparation of this report.

#### **AUTHOR**

RICHARD LONG  
Director of Legal & Democratic Services

Tel. No: 729781