



<u>Committee and Date</u>
Strategic Licensing Committee
16 <sup>th</sup> June 2010

<u>Item/Paper</u>
<b>12</b>
Public

## **APPOINTMENTS TO LICENSING SUB COMMITTEES.**

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### **Summary**

A request has been made by members of the Strategic Licensing Committee to reconsider how members are selected for Licensing Sub Committees.

### **Recommendations**

That the Committee recommends that the Assistant Director of Public Protection appoints members to the Licensing Sub Committees from members of the Strategic Licensing Committee on the basis of first preference given to members who have attended the fewest sub committees within the municipal year, who do not represent the division affected, who do not have a prejudicial interest in the subject matter and who are not representing one of the parties.

### **REPORT**

1. On the 29<sup>th</sup> September 2009 the Strategic Licensing Committee established three area sub committees comprising three members of the Strategic Licensing Committee to discharge the functions of the Licensing Authority in respect of the Licensing Act 2003 and Gambling Act 2005.
2. The Licensing Sub-Committees comprise three members who do not represent the division affected, who do not have a prejudicial interest in the subject matter and who are not representing one of the parties.
3. Members are appointed by the Assistant Director of Public Protection. The process used is to send an email out to members from the area concerned requesting attendance at an area Sub Committee. The first three members who respond confirming availability (subject to Para 2 above) are appointed. If local members are not available the request is sent to all members of the Strategic Licensing Committee.
4. The workload of the area sub committees is not even across the three areas and thus as a result of the appointment process the workload of members of the Strategic Licensing Committee on the sub committees is uneven and this is shown in the following table.

### Strategic Licensing - Sub Committee Attendance 2009-10.

<b>Name</b>	<b>North</b>	<b>Central</b>	<b>South</b>
Peter Adams	5	11	0
Bill Benyon	3	3	0
Andrew Davies	4	7	0
Tony Durnell	2	6	0
Mrs Tracey Huffer	0	0	0
Simon Jones	0	4	0
Keith Roberts	0	4	0
Mrs Madge Shingleton	0	2	0
Jon Tandy	0	1	1
Mrs Rosanne Taylor-Smith	1	1	1
Robert Tindall	0	0	1
<b>No. of hearings</b>	<b>5</b>	<b>13</b>	<b>1</b>

5. The current appointment process is used to minimise the travel required by members to attend sub committees which are held across Shropshire. However the appointment process has led to complaints by members who may be slower to access their e-mails or who have fewer sub committees within their area.
6. Should the Strategic Licensing Committee wish to consider changes to the way members are appointed to the Sub Committee to address the imbalance officers recommend the following approach;
7. Members of the Sub Committees will be appointed from a list of all members of the Strategic Licensing Committee with first preference being given to the three members with the fewest attendance in the municipal year. Members will be given a period of time to respond to the request to attend however due to the need to ensure sub committees can be arranged should no response be received within 3 working days the request will be sent to all members with the first to confirm availability appointed.
8. Members may wish to give consideration to other alternative methods that are easy to administer and addresses the concerns raised.

**List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)**

Licensing Act 2003 and Gambling Act 2005 Delegations and Administrative Matters: Report to Strategic Licensing Committee 29 September 2009.

**Human Rights Act Appraisal**

The recommendations contained in this report are compatible with the provisions of the Human Rights act 1998.

**Environmental Appraisal Appointing** members from a list depending upon attendance may result in members travelling further to attend Licensing Sub Committees with negative environmental implications.

**Risk Management Appraisal**

Failure to address this issue may lead to dissatisfaction by members of the Strategic Licensing Committee and a fall of in attendance at Sub Committees.

**Community / Consultations Appraisal**

This Report results from a specific issue raised by members of the Strategic Licensing Committee.

**Cabinet Member:** Cllr Mike Owen

**Local Members:** None