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**Subject:** LICENSING ACT 2003 AND GAMBLING ACT 2005 –  
APPOINTMENT OF LICENSING SUB-COMMITTEES AND  
CHAIRMEN OF SUB-COMMITTEES

**Meeting and Date:** Licensing Committee – 2 June 2015

**Report of:** David Randall – Director of Governance

**Classification:** UNRESTRICTED

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**Purpose of the report:** To appoint Licensing Sub-Committees to hear applications for licences, variation of licences and applications for review of licences.

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**Recommendation:**

- (a) That the Licensing Committee appoints 5 Sub-Committees together with a Chairman for each Sub-Committee for the ensuing municipal year 2015/16.
- (b) That the Democratic Support Officer be given authority to vary the composition and Chairmanship of Licensing Sub-Committees when circumstances dictate.

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## 1. Summary

The Licensing Act 2003 makes provision for the establishment by the Licensing Committee of Sub-Committees consisting of 3 Members to discharge its functions.

## 2. Introduction and Background

2.1 As in previous years and in accordance with the Licensing Act 2003 and the Gambling Act 2005 this Council, as the Licensing Authority, is required to appoint Sub-Committees to hear applications for licences, variation of licences and applications for review of licences. As the Licensing Committee is composed of 15 Members, this requires the establishment of 5 Sub-Committees.

2.2 The Sub-Committees have been set up in such a way as to ensure that licence applications are not considered by Members representing the Ward in question and thereby to avoid any conflict of interests. In addition, married couples will not be appointed to serve on the same Sub-Committee in accordance with advice previously given.

2.3 In the year 2014/15 the 5 Sub-Committees were as follows:

A	B W Butcher (CH)	S C Manion	M A Russell
B	P M Beresford (CH)	S R Nicholas	J M Smith
C	M J Ovenden	A R Smith (CH)	J F Tranter
D	B Gardner	P S Le Chevalier (CH)	C J Smith
E	A S Pollitt	S M Le Chevalier (CH)	R J Thompson

2.4 In forming the Sub-Committees it should be noted that political balance requirements do not apply.

2.5 The suggested Sub-Committees for 2015/16 are:

A	B W Butcher	L A Keen	M J Ovenden
B	P S Le Chevalier	M R Eddy	B Gardner
C	S M Le Chevalier	D G Cronk	D P Murphy
D	D Hannent	D A Sargent	S C Manion
E	P M Brivio	M Rose	B Glayzer

2.6 There have been no suggestions for Sub-Committee Chairmanships made as part of this report and this is a matter for the Licensing Committee to determine.

2.7 Democratic Support Officers are also asking for the flexibility to change members of the Sub-Committees, and possibly Chairmen, when circumstances dictate. This has worked well in the past and has allowed newly appointed Members to gain experience by attending hearings as well as providing resilience at times when a number of hearings are required over a short period.

### 3. **Identification of Options**

3.1 The appointment of Sub-Committees by the Licensing Committee provides for the efficient and effective discharge of its functions. This is the recommended option.

### 4. **Resource Implications**

There are no resource implications arising from this report.

### 5. **Background Papers**

None.

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