

To: General Purposes Licensing Committee
Date: 14 May 2019
Report of: Head of Law and Governance
Title of Report: Appointment of General Purpose Licensing Sub-Committees

Summary and recommendations	
Purpose of report:	To establish 4 sub-committees for the 2019-20 Council Year to deal with the casework flowing from the Committee's own responsibilities.
Corporate Priority	none
Policy Framework	none
Recommendations: That the General Purposes Licensing Committee resolves to:	
<ol style="list-style-type: none"> 1. Agree that the casework hearings for taxi, private hire or other driver or vehicle licences, street trading licences and sex establishment licences should be determined by sub-committees on the basis of the Powers and Duties of GPL Sub-Committees at Appendix 1. 2. Establish 4 politically-balanced sub-committees of 3 members, and agree the membership, each to undertake the casework of the General Purposes Licensing Committee as set out in Appendix 1: <ul style="list-style-type: none"> • Sub- Committee A: GPL Chair, Labour Cllr A, Lib Dem Cllr A • Sub- Committee B: GPL Vice Chair, Labour Cllr B, Lib Dem Cllr B • Sub- Committee C: GFL Chair, Labour Cllr C, Lib Dem Cllr A • Sub- Committee D: GPL Vice Chair, Labour Cllr D, Lib Dem Cllr B 3. Agree that substitution is permitted on each of the 4 sub-committees but that substitutes must be from the General Purposes Licensing Committee and must maintain political proportionality; 4. Agree the meeting dates and time listed below. 	

Appendices	
Appendix 1	Powers and Duties of GPL Sub-Committees

1. The General Purposes Licensing Committee (GPL) is asked to establish four sub-committees to deal with casework with terms of reference as set out in the Council's Constitution and in Appendix 1 of this report.
2. The objective of the structure is to broaden membership and allow the development of skills and experience deficit while retaining consistency in decision making. Local Government legislation requires that the sub-committee needs to be politically balanced. The current composition of the Council means that each sub-committee of 3 should comprise 2 x Labour and 1 x Lib-Dem members.
3. Sub-Committees would be established as below, with 8 out of 10 GPL members able to participate and all 10 able to act as substitutes on any sub-committee of which they were not a member.

Sub-Committee	Chair	Membership
A	GPL Chair	Labour A Lib Dem A
B	GPL Vice Chair	Labour B Lib Dem B
C	GPL Chair	Labour C Lib Dem A
D	GPL Vice Chair	Labour D Lib Dem B

4. Allocating meeting dates for each sub-committee means that members can diarise their meetings. If a meeting is cancelled it would mean that the particular sub-committee would not meet and the next meeting would be as scheduled.
5. Meetings of the Sub-Committees are scheduled to start at 6.00pm on:

Date	Sub-Committee	Date	Sub-Committee
28 May 2019	A	03 Feb 2020	C
08 July 2019	B	16 Mar 2020	D
19 Aug 2019	C	17 Apr 2020	A
30 Sep 2019	D		
11 Nov 2019	A		
16 Dec 2019	B		

Report author	John Mitchell
Job title	Committee and Member Services Officer
Service area or department	Law and Governance
Telephone	01865 252217
e-mail	jmitchell@oxford.gov.uk