

To: General Purposes Licensing Committee
Date: 4 December 2023
Report of: Head of Law and Governance
Title of Report: Appointment of General Purpose Licensing Sub-Committees

Summary and recommendations	
Purpose of report:	To re-establish four sub-committees for the remainder of 2023-24 Council Year to deal with the casework flowing from the Committee's own responsibilities.
Corporate Priority	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 consents and sex establishment licences should be determined by sub-committees on the basis of the Powers and Duties of GPL Sub-Committees at Appendix A. 2. Establish four politically-balanced sub-committees of three members, and agree the membership, each to undertake the casework of the General Purposes Licensing Committee as set out in Appendix A: <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: GPL 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 four 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 A	Powers and Duties of GPL Sub-Committees

1. The General Purposes Licensing Committee (GPL) is asked to re-establish four sub-committees due to changes to the Council's political proportionality. The sub-committees will deal with casework with terms of reference as set out in the Council's Constitution and in Appendix A 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. The Council's Constitution (14.2) requires that, when appointing to sub-committees where political balance requirements apply, the Council or committee making the appointment will have regard to the nominations made by political groups and will only deviate from appointing those members in exceptional circumstances with reasons.
4. Sub-committees would be established as below, with 12 out of 15 GPL members able to participate and all 15 able to act as substitutes on any sub-committee of which they were not a member:

Sub-Committee	Chair	Membership	Current Appointments
A	GPL Chair	Labour A Lib Dem A	Vacant (Chair) Councillor Lygo Councillor Sandelson
B	GPL Vice Chair	Labour B Lib Dem B	Councillor Clarkson (Chair) Vacant Councillor Miles
C	GPL Chair	Labour C Lib Dem A	Vacant (Chair) Councillor Waite Councillor Miles
D	GPL Vice Chair	Labour D Lib Dem B	Councillor Clarkson (Chair) Councillor Hunt Councillor Smowton

5. 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.
6. Meetings of the Sub-Committees are scheduled to start at 6.00pm on:

Date	Sub-Committee	Date	Sub-Committee
04 Dec 2023	B	12 Feb 2024	A
18 Dec 2023	C	25 Mar 2024	B
15 Jan 2024	D	15 Apr 2024	C

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