

HEADING**Public Protection Sub-Committees****Submitted by:****Head of Environmental Health Services****Portfolio:****Finance & Resources****Ward(s) affected:****All****Purpose of the Report**

To advise members of forthcoming Public Protection Sub Committee meetings.

Recommendations

That Members receive the report and note the date and time that their attendance at sub-committee is necessary.

And

Should members be unable to attend the sub-committee that they notify Democratic Services of an available substitute.

Reasons

To ensure that all members are aware of public protection sub-committee meetings and their required attendance.

1. Background

- 1.1. On 16th May 2018, Council approved the creation of Public Protection Sub-Committees to determine taxi driver applications and enforcement cases.
- 1.2. The constitution requires that 3 to 5 members sit on the sub-committee.

2. Issues

- 2.1. In consultation with the Chair, arrangements for the sub-committees have been developed, to include the following:
 - o Meeting will be held on a Tuesday, alternating between 10am and 2pm start times.
 - o Committees will be held about every 3 weeks.
 - o A maximum of 5 reports/cases will be on the agenda.
 - o Further meetings may be programmed, if needed.
 - o A programme of meetings and nominated members will be developed and reported to public protection committee.
 - o The sub-committee chair to be agreed between the sub-committee members.
- 2.2. A programme of meetings and members attendance, has been developed as follows:

Date	Time (am/pm)	Sub-Committee Members		
17/07/2018	10	John Cooper	Andrew Parker	Jill Waring
07/08/2018	2	Sylvia Dymond	Kyle Robinson	Simon White
21/08/2018	10	Trevor Johnson	Stephen Sweeney	John Williams
04/09/2018	2	Tony Kaeron	John Tagg	Gill Williams

18/09/2018	10	Mark Olszewski	June Walklate	Ruth Wright
02/10/2018	2	John Cooper	Andrew Parker	Jill Waring
23/10/2018	10	Sylvia Dymond	Kyle Robinson	Simon White
13/11/2018	2	Trevor Johnson	Stephen Sweeney	John Williams
04/12/2018	10	Tony Kaeron	John Tagg	Gill Williams
18/12/2018	2	Mark Olszewski	June Walklate	Ruth Wright
08/01/2019	10	John Cooper	Andrew Parker	Jill Waring
29/01/2019	2	Sylvia Dymond	Kyle Robinson	Simon White
19/02/2019	10	Trevor Johnson	Stephen Sweeney	John Williams
12/03/2019	2	Tony Kaeron	John Tagg	Gill Williams
02/04/2019	10	Mark Olszewski	June Walklate	Ruth Wright
23/04/2019	2	John Cooper	Andrew Parker	Jill Waring
14/05/2019	10	Sylvia Dymond	Kyle Robinson	Simon White
04/06/2019	2	Trevor Johnson	Stephen Sweeney	John Williams
25/06/2019	10	Tony Kaeron	John Tagg	Gill Williams
16/07/2019	2	Mark Olszewski	June Walklate	Ruth Wright

2.3. Should any additional meetings be required, members will be contacted to secure attendance at the sub-committee.

3. Recommendation

3.1. That Members receive the report and note the date and time that their attendance is necessary, and
Should members be unable to attend the sub-committee that they notify Democratic Services of an available substitute.

4. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities

4.1 In line with the Council's objectives –

Promoting a cleaner, safer and sustainable Borough
Promoting a Borough of Opportunity

5. Legal and Statutory Implications

5.1. Sub-committees require at least 3 members to make decisions.

6. Financial and Resource Implications

6.1. There will be cost and resource implications to the Council and applicants should sub-committees not progress as planned.

7. Major Risks

7.1. That sub-committee are arranged and there are insufficient members in attendance to make a decision on the matters presented.

8. Earlier Cabinet/Committee Resolutions

8.1. Council 16th May 2018