

HEADING **Public Protection Sub-Committee Arrangements**

Submitted by: **Head of Environmental Health**

Portfolio: **Finance & Resources**

Ward(s) affected: **All**

Purpose of the Report

To seek approval for the arrangements of the Public Protection Sub-Committee.

Recommendations

That Members receive the report and note the date and time that their proposed 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

On 21st November 2018 Council approved the recommendations of Licensing and Public Protection Committee constitutional arrangements to facilitate changes to the Public Protection sub-committee arrangements.

This report is to agree and implement those approved changes.

1. Background

1.1 In May 2018 the Committee arrangements for the creation of a joint Licensing and Public Protection Committee and a Public Protection Sub-Committee was approved and subsequently implemented.

1.2 At Public Protection's July meeting members requested a review of the Sub-committee arrangements, as member availability during the daytime was limited, in order to run the committees.

1.3 At the September meeting members agreed to make amendments to the Sub-Committee arrangements some of which required Council approval.

1.4 On 21st November Council approved the changes to the constitution to enable the changes to be implemented.

1.5 On 11th December a report on the proposed arrangements was presented to Committee, this was agreed in principal but officers were asked to amend to avoid meeting clashes.

2. Issues

2.1 Members agreed the following public protection subcommittee arrangements:

- Meeting will be held on a Wednesday, alternating between 2pm and 6pm start times.
- Committees will be held about every 3 weeks.

- 5 reports/cases will be on the agenda, unless agreed with chair.
- Further meetings may be programmed, if needed.
- A programme of meetings and nominated members will be developed and reported to public protection committee. This will include 4 members per sub-committee to ensure a quorum of 3 members attendance.
- The sub-committee chair to be agreed between the sub-committee members.
- Should members be unable to attend the sub-committee that they notify Democratic Services of an available substitute.

2.2 Officers were also to asked to develop a programme around members' availability to attend the daytime and evening meetings. Members have therefore selected a preference for their availability and this has been taken into account when developing a programme of meetings. However, in order to develop the programme in accordance with the committee decision, it has meant that members that were able to attend both daytime and evening meetings have been scheduled to support more daytime than evening meetings.

2.3 The programme has been amended by moving most of the programme 1 week forward to avoid meeting clashes with Council.

2.4 An updated programme of meeting would be as follows:

Date	Time (pm)	Member 1	Member 2	Member 3	Member 4
23/01/2019	6	Cllr Stephen Sweeney	Cllr Jill Waring	Cllr Mark Olszewski	Cllr Sylvia Dymond
13/02/2019	2	Cllr June Walklate	Cllr Simon White	Cllr Gill Williams	Cllr Ruth Wright
06/03/2019	6	Cllr John Tagg	Cllr Anthony Kearon	Cllr John Williams	Cllr Stephen Sweeney
27/03/2019	2	Cllr John Cooper	Cllr Trevor Johnson	Cllr Andrew Parker	Cllr Kyle Robinson
10/04/2019	6	Cllr Jill Waring	Cllr Mark Olszewski	Cllr Sylvia Dymond	Cllr John Tagg
08/05/2019	2	Cllr June Walklate	Cllr Simon White	Cllr John Williams	Cllr Ruth Wright
29/05/2019	6	Cllr Anthony Kearon	Cllr Gill Williams	Cllr Stephen Sweeney	Cllr Jill Waring
19/06/2019	2	Cllr John Cooper	Cllr Trevor Johnson	Cllr Andrew Parker	Cllr Kyle Robinson
03/07/2019	6	Cllr Mark Olszewski	Cllr Sylvia Dymond	Cllr John Tagg	Cllr Anthony Kearon
31/07/2019	2	Cllr June Walklate	Cllr John Williams	Cllr Ruth Wright	Cllr Gill Williams
21/08/2019	6	Cllr Simon White	Cllr Stephen Sweeney	Cllr Jill Waring	Cllr Mark Olszewski
11/09/2019	2	Cllr John Cooper	Cllr Trevor Johnson	Cllr Kyle Robinson	Cllr June Walklate
02/10/2019	6	Cllr Sylvia Dymond	Cllr John Tagg	Cllr Anthony Kearon	Cllr Andrew Parker
23/10/2019	2	Cllr Simon White	Cllr John Williams	Cllr Ruth Wright	Cllr Gill Williams

13/11/2019	6	Cllr Trevor Johnson	Cllr Stephen Sweeney	Cllr Jill Waring	Cllr Mark Olszewski
04/12/2019	2	Cllr John Cooper	Cllr Kyle Robinson	Cllr June Walklate	Cllr Simon White
18/12/2019	6	Cllr Sylvia Dymond	Cllr John Tagg	Cllr Anthony Kearon	Cllr Andrew Parker

3. **Proposal**

- 3.1 That Members receive the report and note the date and time that their proposed 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.

4. **Reasons for Preferred Solution**

- 4.1 To enable Committee to determine applications in the most efficient, effective and practical manner.
- 4.2 To ensure that the Council continues to provide safe transport for those wishing to use Private Hire and Hackney Carriage vehicles.

5. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 5.1 In line with the Council's objectives –
- Local services that work for local people
 - A healthy, active and safe Borough
 - A town Centre for all.

6. **Legal and Statutory Implications**

- 6.1 The Local Government Act 1972, section 101 allows the Council to arrange for a Committee, Sub-Committee or an officer or another local authority to carry out its powers and duties.

7. **Equality Impact Assessment**

- 7.1 The applications will be undertaken to accord with the Human Rights Act 1998, Article 6(1) guarantees an applicant a fair hearing and Article 14 guarantees no discrimination. . If the applicant disagrees with the members decision they have the right to appeal

8. **Financial and Resource Implications**

- 8.1 There will be resource implication including Member participation in the sub-committees and officer support from Environmental Health, Legal and Democratic services.

9. **Major Risks**

9.1 There are no major risks associated with this report

Earlier Cabinet/Committee Resolutions

Council Meeting 16th May 2018

Licensing & Public Protection Meeting 27th June 2018

Licensing & Public Protection meeting 18th September 2018

Council Meeting 21st November 2018

Licensing & Public Protection meeting 11th December 2018