

ABERDEEN CITY COUNCIL

COMMITTEE	Licensing Committee
DATE	1 July 2014
DIRECTOR	Ewan Sutherland (Acting Director)
TITLE OF REPORT	Change of Name – Informal Business Panel
REPORT NUMBER:	CG/14/088

1. PURPOSE OF REPORT

The purpose of the report is to propose a change of name of the Sub Committee currently known as the Informal Business Panel to bring it into alignment with the corporate approach to Sub Committees.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- a. agrees to rename its Sub Committee the “Licensing Urgent Business Sub Committee”; and
- b. instructs officers to make the necessary amendments with Democratic Services in relation to Standing Orders and Committee Orders of Reference.

3. FINANCIAL IMPLICATIONS

None.

4. OTHER IMPLICATIONS

None.

5. BACKGROUND/MAIN ISSUES

The Informal Business Panel deals with urgent Civic licensing applications that must be determined in between Licensing Committee meetings and cannot be determined by officers under delegated powers. Typical examples of the work of the Panel include considering

notifications of public processions, age classification of films and public charitable collections.

The remit of Committees and their Sub Committees is set out in the Aberdeen City Council Standing Orders and Committee Orders of Reference, which were recently revised and reissued in March 2014.

The Orders of Reference state that the remit of the Informal Business Panel of the Licensing Committee is “to consider any matters placed before it by the Head of Legal & Democratic Services relating to any matters on which the Licensing Committee can make decisions and to either grant or refuse applications where it deems appropriate”.

As the Panel now has wider powers, including the right to refuse applications the business it deals with can no longer be classed as informal. Accordingly, it is proposed to rename it the “Licensing Urgent Business Sub Committee” partly to reflect more accurately the business that it conducts and also to bring it into alignment with the corporate approach to Sub Committees.

6. IMPACT

Corporate – The proposal should assist in maintaining openness and transparency in discharging the Council’s corporate function as licensing authority.

Public – Members of the Public and applicants for licences will be assisted by the proposal as the recommended name is consistent with the remit of the Panel.

An Equality and Human Rights Impact Assessment is not required as the proposal has a neutral impact in terms of the General Equality Duty.

7. MANAGEMENT OF RISK

Failure to rename the Panel will continue an existing anomaly and potentially lead to confusion for applicants and members of the public.

8. BACKGROUND PAPERS

Aberdeen City Council Standing Orders and Committee Orders of Reference, March 2014

9. REPORT AUTHOR DETAILS

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