

## REPORT TO THE LICENSING SUB-COMMITTEE – 2 SEPTEMBER, 2022

### LICENSING SUB-COMMITTEE DATES FOR 2023

#### 1. Executive Summary/Recommendations

- 1.1 This report requests the Sub-Committee to consider and comment on proposed meeting dates for the 2023 calendar year.

#### 2. Recommendation

- 2.1 **The Sub-Committee is recommended to approve or adjust, as appropriate, the programme of meeting dates for 2023 indicated in 4.1.**

#### 3 Decision-Making Route

- 3.1 At its meeting on 2 October, 2021, members agreed meeting dates for 2022.

#### 4. Discussion

- 4.1 In order to arrange a programme of meetings for 2023, it is therefore suggested that the Sub-Committee may wish to consider meeting on the undernoted dates next year:-

Friday, 10 February 2023	10.15 a.m.
Friday, 21 April 2023	10.15 a.m.
Friday, 9 June 2023	10.15 a.m.
Friday, 1 September 2023	10.15 a.m.
Friday, 13 October 2023	10.15 a.m.
Friday, 8 December 2023	10.15 a.m.

#### 5. Council Priorities, Implications and Risk

##### 5.1

Pillar	Priority
Our People	Education Health & Wellbeing
Our Environment	Infrastructure Resilient Communities
Our Economy	Economy & Enterprise Estate Modernisation

Agreeing a schedule of meeting dates for the Sub-Committee would have the potential to support the following Council Priority: have the right people, in the right place, doing the right thing, at the right time. This sits within the Pillar of Our People.

- 5.2 The table below indicates whether risks and implications would apply if the schedule of meeting dates were to be agreed.

Subject	Yes	No	N/A
Financial		x	
Staffing		x	
Equalities and Fairer Duty Scotland		x	
Children and Young People's Rights and Wellbeing		x	
Climate Change and Sustainability		x	
Health and Wellbeing		x	
Town Centre First		x	

- 5.3 There are no additional staffing or financial implications arising from this report, as no change is proposed to the regular frequency of meetings, the venue or the officers who habitually attend.
- 5.4 An integrated impact assessment (IIA) is not required because this report seeks the acceptance of a proposal which does not have a differential impact on any of the protected characteristics.
- 5.5 The following Risks have been identified as relevant to this matter on a Corporate and Directorate Level –

[Aberdeenshire Corporate Risks](#)

ACORP009 – Operational Risk Management (including health and safety)

[Business Services' Directorate Risks](#)

BSSR003 – Future Governance

## 6 Scheme of Governance

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated. They are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 The Sub-Committee is able to consider, and take a decision on, this item, in accordance with the power in Part 1 of the Scheme of Governance (Standing Order 2.1 (4)), namely that all Sub-Committee meetings shall be held at the times and locations detailed, in accordance with a programme approved by each Sub-Committee or agreed with the relevant Chair.

**Ritchie Johnson**  
**Director of Business Services**

Report prepared by Kasia Balina, Committee Officer  
Date 4 August 2022