



Belfast City Council

Report to:	Licensing Committee
Subject:	Appointment to Institute of Licensing, Northern Ireland Branch
Date:	20th June 2012
Reporting Officer:	Suzanne Wylie, Director of Health & Environmental Services, ext 3260
Contact Officer:	Trevor Martin, Head of Building Control, ext 2450

1	Relevant Background Information
1.1	The Institute of Licensing is the professional body for licensing practitioners in local government, the police, private sector and the legal profession. The Institute operates throughout England, Wales and Northern Ireland and to a lesser extent in Scotland.
1.2	The aims of the Institute are to: <ul style="list-style-type: none">• enable members to exchange information and give mutual support• provide training and to disseminate knowledge in licensing matters and raise professional standards• act as a collective, respected and powerful voice at government levels on areas of concern• foster mutual understanding and respect between practitioners and the communities and sectors they serve.
1.3	Belfast City Council is a Corporate Member affiliated to the Northern Ireland Region of the Institute.
1.4	Each Region is operated by a locally elected committee and the Chairman is the nominated director of each Region and is asked to serve on the Institute Board as a director and trustee of the Institute.
1.5	The role of the Chairman, apart from chairing meetings, will be to act as the principal representative of the Institute on all licensing matters with key stakeholders such as Government Departments, other regulatory bodies and the wider licensed trade.
1.6	The Institute Board is accountable to the membership of the Institute and they set the strategic direction, policy and work for the purpose of co-ordinating national activities, responding to government and other proposals, running events, and promoting recognised licensing qualifications.

2	Key Issues
2.1	The Committee is advised that Mr James Cunningham, Regulatory Services Manager within the Building Control Service, has been invited to chair the Institute of Licensing in Northern Ireland and to become a director and trustee of the Institute for a year and to inform the Committee that the Health and Environmental Services Committee at its meeting on 6th June granted permission for Mr Cunningham to take up this role for that term.
2.2	The extent of time to be afforded to Mr Cunningham to commit to this role is minimal in that the Institute Board will meet on a quarterly basis in England and at the AGM. The Northern Ireland Region also meet on a quarterly basis. The cost of travel to meetings in England is paid for by the Institute.
2.3	The post has no remuneration and the appointment is made on a yearly basis.
2.4	This appointment is a credit to Mr Cunningham who has served the Council well as an officer for a number of years in a key management position. It is also significant in that it recognises the value of the Belfast City Council in leading the Licensing profession within N. Ireland.
2.5	It should be noted that Mr Stephen Hewitt, Building Control Manager, is the current Northern Ireland Chairman of the Licensing Forum.

3	Resource Implications
3.1	<u>Financial</u> None.
3.2	<u>Human Resources</u> None.
3.3	<u>Asset and Other Implications</u> None.

4	Equality Implications
4.1	There are no equality or good relations issues.

5	Recommendation
5.1	The Committee is requested to note the content of the report.