

## STATUTORY LICENSING COMMITTEE

Minutes of a remote meeting held on 8th February, 2022.

The Committee agenda is available [here](#).

The recording of the meeting is available [here](#).

Present: Councillor J.W. Thomas (Chair); Councillor P. Drake (Vice-Chair); Councillors J. Aviet, R. Crowley, V.P. Driscoll, O. Griffiths, M.J.G. Morgan, J.M. Norman, R. Nugent-Finn and S.T. Wiliam.

### 835 ANNOUNCEMENT –

Prior to the commencement of the business of the Committee, the Chair read the following statement: “May I remind everyone present that the meeting will be live streamed as well as recorded via the internet and this recording archived for future viewing.”

### 836 APOLOGIES FOR ABSENCE –

These were received from Councillors K.F. McCaffer, A. Moore and M.R. Wilkinson.

### 837 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 21st September, 2021 be approved as a correct record.

### 838 DECLARATIONS OF INTEREST –

No declarations of interest were received.

### 839 REVIEW OF LICENSING SUB-COMMITTEE HEARING PROCEDURE (DEH) –

The Licensing Team Manager presented the report which sought Members' approval for proposed changes to the procedure for Licensing Sub-Committee Hearings.

The changes reflected common practice across Local Authorities relating to how Sub-Committees' decisions and reasons thereof were communicated with Applicants following their hearings.

The Chair had attended the Institute of Licensing's Training Conference event in November 2021 and having raised the matter with Officers, there followed a discussion concerning best practice of the way decisions and reasons were communicated to applicants. Committee noted that decisions could still be stated at any given meeting

where applicable, but the decision and reasons could also be communicated within five working days.

Councillor J.M. Norman asked whether licensed taxi drivers who were then suspended from holding a licence could drive over that period of five days or would be suspended immediately. The Principal Lawyer confirmed that on the rare occasion that was a case for consideration, the Authority had provision to revoke a licence immediately.

Having fully considered the report, it was subsequently

**RESOLVED – T H A T** the revised Licensing Sub-Committee hearing procedure (attached at Appendix A to the report) be endorsed.

Reason for decision

To ensure that applicants are provided with accurate and up-to-date procedural guidance ahead of their hearings.