

Time Commenced: 6:00pm
Time Finished: 6:25pm

LICENSING COMMITTEE
26 January 2023

Present: Councillor J Khan (Chair)
Councillors: Atwal, Hezelgrave, A Holmes, Hussain, Jennings,
Lindsey, T Pearce, Peatfield, Potter and Skelton

In Attendance: Lionel Desa – Solicitor, Legal Services
Mike Kay – Head of Environmental Protection, Housing
Standards, Licensing, Emergency Planning and Business
Continuity
Angela Rawson – Service Manager, Licensing

16/22 Apologies

Apologies were received from Councillors Evans and Sandhu

17/22 Late Items to be Introduced by the Chair

There were no late items

18/22 Declarations of Interest

There were no declarations of interest

**19/22 Minutes of the Meetings held on 15 September
2022**

The minutes were agreed as an accurate record of the meeting

**20/22 Adoption of Touring Caravan and Camp Site
Licence Conditions**

The Committee considered a report from the Director of Public Protection and Streetpride. The Service Manager presented the report asking the Committee to adopt the Touring Caravan and Camp Site Licencing Conditions as attached to the report at Appendix 1. The Service Manager explained to the Committee the background to the setting of the Conditions and confirmed the Conditions had been subject to a 12 week consultation period which commenced on 1 September 2022. During this time no responses had been received.

Resolved to adopt the Touring Caravan and Camp Site Licence Conditions

21/22 General Licensing Fees and Charges 2023/24

The Committee received a report from the Director of Public Protection and Streetpride. The Head of Environmental Protection, Housing Standards, Licensing, Emergency Planning and Business Continuity presented the report explaining that the Public Protection Service reviews its fees and charges annually. The proposed fees and charges, for 2023/24, were attached to the report at Appendices 1 & 2. Appendix 3 outlined the fees and charges that were set out by statute.

Resolved to

- **Approve the proposed fees and charges for 2023/24 as set out at Appendix 1 and Appendix 2.**
- **Note the statutory fees and charges made under the Licensing Act 2003 as set out at Appendix 3**

22/22 Taxi Licensing Fees and Charges 2023/24

The Committee received a report from the Director of Public Protection and Streetpride. The Service Manager presented the report and attached Appendix which provided information on the proposed licence fees and charges for driver vehicle and operator licences and other charges for 2023/24.

The Service Manager – Licensing, confirmed that these charges are reviewed regularly to ensure the total costs incurred in providing the service are recovered. The Service Manager stated that, in previous years the Council had been able to subsidise the costs of the taxi licensing service through internal savings, however, this was no longer the case. The Committee was informed that this was due to the current economic climate and the recruitment of more staff to the service. Therefore the fees needed to be raised to cover the service on a cost recoverable basis.

The Committee were informed that the proposed fees and charges must be advertised, in the local newspaper, and any objections or representations, received within 28 days from the date of publication, must be considered by the Council.

Resolved to

- **Approve, subject to the consideration of representations, the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2023/24 as set out at Appendix 1.**

- **Request the Service Director of Public Protection and Streetpride advertise the proposed fees and charges**
- **Delegate to the Service Director of Public Protection and Streetpride, following consultation with the Chair, to consider any representations received within the required period and to take appropriate action if required to address such representations.**
- **Approve the new licence fees and charges to become effective from 1 April 2023, subject to any representations being received.**

23/22 Review of Cumulative Impact Policy 2022

The Committee received a report from the Director of Public Protection and Streetpride. The Head of Environmental Protection, Housing Standards, Licensing, Emergency Planning and Business Continuity presented the report which detailed how, historically, the Licensing Authority has dealt with the issues of cumulative impact through its Licensing Policy. The Committee were informed that it was now time to review how the City was affected by cumulative impact and to bring policies in line with the relevant legislation by creating a Cumulative Impact Assessment (CIA).

The Committee were informed that the Cumulative Impact Policy must be revised every three years and that the current Policy would expire on 31 March 2023. The Committee were therefore asked to consider the draft CIA attached at Appendix 4 and approve its release for public consultation. This draft reflected the current trends in respect of licensed premises density. It was questioned if the boundaries of the zone could be extended and Police representatives, who attended at the meeting confirmed they could but only if sufficient evidence was obtained to prove the need to.

Resolved to

- **Approve the draft Cumulative Impact Assessment be released for public consultation until 20th March 2023.**
- **Attend an additional meeting of the Licensing Committee on 30th March 2023 to consider any relevant responses received and make final decision on the proposed Cumulative Impact Assessment.**

MINUTES END