

## LICENSING COMMITTEE

Minutes of the proceedings at a meeting of the Licensing Committee held on Monday, 2 November 2020, at 2.00 p.m.

Present

Councillors

Helen Ladhams (Chairman)  
Andrew Jarvis (Vice-Chairman)

Rupert Audland  
Alvin Finch  
Hazel Hodgson

Kevin Holmes  
Helen Irving  
Suzie Pye

Doug Rathbone  
David Webster  
Ian Wharton

Officers

Courage Aiguobasimwin	Solicitor - Legal, Governance and Democracy Specialist
Laura Chapman	Corporate Support Officer
Sean Hall	Principal Specialist (Health & Environment)
Vicky McDonald	Operational Lead Case Management

### L/1 MINUTES

RESOLVED – That the Chairman be authorised to sign, as a correct record, the minutes of the meeting of the Committee held on 20 January 2020.

### L/2 MINUTES OF LICENSING SUB-COMMITTEES

RESOLVED – That the minutes of the meeting of the Licensing Sub-Committee held on 17 January 2020 and 2 June 2020 be received and the Chairman of the relevant Sub-Committee be authorised to sign as a correct record.

### L/3 DECLARATIONS OF INTEREST

RESOLVED – That it be noted that no declarations of interest were raised.

### L/4 LOCAL GOVERNMENT ACT 1972 - EXCLUDED ITEMS

RESOLVED – That it be noted that there are no excluded items on the Agenda.

### L/5 PUBLIC PARTICIPATION

RESOLVED – That it be noted that no questions, representations, deputations or petitions had been received in respect of this meeting.

### L/6 REVIEW OF LICENSING FEES AND CHARGES 2021/2022 AND DRAFT BUDGET

The Operational Lead Case Management Services informed Members that Officers had proposed a 2% increase to the majority of locally controlled license fees, in line with the Medium Financial Plan. She highlighted that a significant proportion of licenses issued

had been based on cost recovery. She informed Members that due to the pandemic, current data had been used to set the 2021/22 charges and emphasised the impact of both the current pandemic and the potential impact of Brexit.

The Operational Lead Case Management Services stated that officers had committed to a full review of fees and charges before 2022/23 budget setting. She highlighted the future Licensing working group, led by officers with Member oversight that would report back to both Licensing and Licensing Regulatory Committees on a regular basis.

Members raised questions relating to taxi and private hire fees that had not been due to change as a result of the report and requested information relating to the total number of officers that were involved in the licensing process. The Principle Specialist (Health & Environment) informed Members that the consultation process linked to raising or lowering the Taxi and Private Hire License fees was disproportionate to the amount that had been proposed and highlighted the intention to review these fees when the full review is undertaken before 2022/23 budget setting. He stated that the expectation was that a full breakdown of all officers involved in the licensing process throughout the authority would be produced as part of ongoing works over the next 12 months.

RESOLVED – That:-

- (1) the recommended fees for the financial year 2021/22 as set out in Appendix 1, and subject to approval by Council as part of the final budget setting process be endorsed;
- (2) the Licensing Committee note the nationally-set fees for 2021/22 as set out in Appendix 2; and
- (3) the Licensing Committee note and refer the latest draft budget estimates including the fees and charges for 2021/22 in Appendix 4 to Council for approval as part of the final budget report.

The meeting ended at 2.16 p.m.