

Statutory Licensing Committee

Minutes - 14 June 2023

Attendance

Members of the Statutory Licensing Committee

Cllr Zee Russell (Chair)
Cllr Rashpal Kaur (Vice-Chair)
Cllr Greg Brackenridge
Cllr Asha Mattu
Cllr Gillian Wildman
Cllr Jane Francis
Cllr Tersaim Singh
Cllr Jonathan Crofts
Cllr Bob Maddox

Employees

Chris Howell	Commercial Regulation Manager
Greg Bickerdike	Licensing Manager
Paul Dosanjh	Service Manager - Trading Standards and Licensing Act
Emma Caddick	Service Manager - Environmental Health
Joanne Till	Markets General Manager
Bankole Thomas	Solicitor
Donna Cope	Democratic Services Officer

Part 1 – items open to the press and public

Item No. *Title*

- 1 Apologies for absence**
Apologies were received from Councillor Val Evans.
- 2 Declarations of interest**
There were no declarations of interest made.
- 3 Minutes of previous meeting**
Resolved:
That the minutes of the meeting of the Statutory Licensing Committee held on 8 March 2023 be confirmed as a true record and signed by the Chair.

4 **Matters arising**

Item 4 – In response to a question asked, Chris Howell, Commercial Regulation Manager, stated that Members of the Committee did not get notified every time the Ask Angela initiative had been successfully used.

5 **Minutes - 25 April 2023 - Statutory Licensing Sub-Committee**

Resolved:

That the minutes of the meeting of the Statutory Licensing Sub-Committee held on 25 April 2023 be confirmed as a true record and signed by the Chair.

6 **Review of Decision Making in 2022 - 2023 and the Scheme of Delegation for 2023 - 2024**

Paul Dosanjh, Service Manager -Trading Standards and Licensing Act, presented the Review of Decision Making 2022 – 2023 and the Scheme of Delegation for 2023 - 2024 report, highlighting the key points. The annual report provided a review of the last municipal year and set out the proposed decision-making process and delegations for the coming municipal year.

The Vice Chair, Councillor Rashpal Kaur moved the recommendations and Councillor Greg Brackenridge seconded the recommendations.

Resolved:

That Members of the Statutory Licensing Committee:

1. Endorsed and approved the proposals in section 2 of the report relating to category 2 decisions.
2. Endorsed and approved the proposals in section 2 of the report relating to category 3 decisions.
3. Delegated category 3 decision making powers to the Director of Resident Services.
4. Agreed to receive further annual delegation update reports at the beginning of each municipal year.
5. Noted the schedule attached at Appendix 1 to the report which included further proposed delegations from the Director of Resident Services.
6. Noted the schedule of employee decisions for 2022 - 2023 attached at Appendix 2 to the report in relation to the Licensing Authority as a Responsible Authority.
7. Noted the schedule of decisions for 2022 - 2023 attached at Appendix 3 to the report in relation Magistrates and Crown Court appeals.