



Licensing Sub-Committee

Mon 2 Dec
2024
10.30 am

Arrow Valley Visitors
Centre, Battens Drive,
B98 0LJ



If you have any queries on this Agenda please contact

**Gavin Day
Democratic Services Officer**

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LICENSING SUB-COMMITTEE (Personal Licence Application)

1. Rights of Applicants/Drivers

- a) An applicant/driver will be permitted the opportunity of being heard by the Committee before his/her application is determined.
- b) The applicant/driver will also be allowed to be accompanied by a legal or other representative to assist them if he/she so desires.

2. Notice of Meeting

- a) As much notice as is practicable will be given to the applicant of the date of the Committee meeting at which his/her application/licence review will be heard, in order to enable him/her to prepare his/her case adequately.
- b) Every member of the Committee will be issued with copies of every document which has been supplied, both by and to the applicant/driver and any third parties.

3. Procedure at Meeting

- a) The Chair will open the hearing and ask Members of the Sub-Committee and officers present to introduce themselves.
- b) The Chair will ask all parties to the proceedings to introduce themselves.
- c) In the event the Applicant is not represented, the Chair will remind the Applicant that they can be represented by a legal representative at their own expense.
- d) The Technical Officer (Licensing), Worcestershire Regulatory Services will present the report.
- e) The Chair will invite Members of the Sub-Committee and all parties to the proceedings to put any relevant questions to the Technical Officer.

- f) The Chair will invite the Applicant and/or their representative to present their case and call any witnesses.
- g) The Chair will invite Members of the Sub-Committee and all parties to the proceedings to put any relevant questions to the Applicant and/or their representative.
- h) The Chair will invite the Police to present their representations. New representations must not be raised.
- i) The Chair will invite Members of the Sub-Committee and all parties to the proceedings to put any relevant questions to the Police.
- j) The Police will be invited to sum up.
- k) The Applicant and/or their representative will be invited to sum up.
- l) The Chair will ask the Legal Advisor if there is any legal advice to be given.
- m) At the conclusion of the hearing the Applicant and/or their representative and the Police will withdraw from the meeting room so that the Sub-Committee can reach its decision in private.
- n) Once the Sub-Committee has reached its decision, all parties will be invited to return and the meeting will reconvene. The Sub-Committee's decision, together with the reasons for the decision, will be announced by the Chair.
- o) The Sub-Committee's decision will be confirmed in writing to the Applicant and the Police within 5 working days.
- p) The Council's Legal Advisor will inform all those present of the right to appeal and that, an appeal against the Sub-Committee's decision must be lodged within 21 days of the date on which written confirmation of the decision is received by the Applicant.

Please Note:

- 1. Each application coming before the Licensing Sub-Committee will be treated on its own merits, and the Sub-Committee will take its decision based upon:
 - a. Redditch Borough Council's Statement of Licensing Policy;**
 - b. guidance issued under section 182 of the Licensing Act 2003; and**
 - c. the Licensing Act 2003.****
- 2. Decisions may be taken in the absence of the Applicant or any other party. All notices and representations received from absent parties will be considered.**
- 3. Late evidence will only be considered with the agreement of all parties present.**

- 4. In cases where a decision cannot be given at the end of the hearing, the decision will be made within 5 working days.***

- 5. An appeal against the Sub-Committee's decision must be lodged within 21 days of the date on which all parties were notified in writing of the decision of the Licensing Sub-Committee.***



Licensing Sub-Committee

Monday, 2nd December, 2024

10.30 am

Arrow Valley visitors Centre -
Arrow Valley

Agenda

Membership:

Cllrs: Juliet Barker Smith Matthew Dormer
 Brandon Clayton

1. Election of Chair for the meeting
2. Apologies for absence
3. Declarations of interest
4. Exclusion of the Public and Press

In the opinion of the Chief Executive, the meeting will not be, or is unlikely to be open to the Public at the time the following items of business are considered for the reasons stated. The Committee will be asked to pass the following resolution:

“that under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the following paragraphs of Part 1 of Schedule 12 (A) of the said Act, as amended:

- Paragraph 1 – Any Individuals
- Paragraph 2 – Identity of Individuals
- Paragraph 3 – Financial or Business Affairs
- Paragraph 7 – The Prosecution of a Crime.”

5. APPLICATION FOR GRANT OF A PERSONAL LICENCE (Pages 7 - 12)