

LICENSING ACT 2003 COMMITTEE - WEDNESDAY, 24 MAY 2023

MINUTES OF A MEETING OF THE LICENSING ACT 2003 COMMITTEE HELD REMOTELY - VIA MICROSOFT TEAMS ON WEDNESDAY, 24 MAY 2023 AT 10:00

Present

Councillor M Lewis – Chairperson

H T Bennett	A R Berrow	S J Bletsoe	RJ Collins
S Easterbrook	H Griffiths	P W Jenkins	MJ Kearns
J E Pratt	R J Smith	R Williams	

Apologies for Absence

RM James and J Llewellyn-Hopkins

Officers:

Julie Ellams	Democratic Services Officer - Committees
Katie Wintle	Lawyer
Yvonne Witchell	Team Manager Licensing

5. DECLARATIONS OF INTEREST

None

6. APPROVAL OF MINUTES

RESOLVED: That the Minutes of the meeting of the Licensing Act 2003 Committee of 25 May 2022 be approved as a true and accurate record.

7. LICENSING ACT 2003 AND GAMBLING ACT 2005 DELEGATION OF FUNCTIONS

The Team Manager Licensing presented a report setting out the proposed arrangements for the authorisation of officers under the Licensing Act 2003 and Gambling Act 2005 and confirming arrangements for the formation of sub-committees following the Annual Meeting of Council 2023.

The Team Manager Licensing explained that in the interests of effective performance it was proposed to delegate the responsibility for authorising officers to administer the requirements of the Licensing Act 2003 and Gambling Act 2005, to the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy and for the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy to institute proceedings under those Acts. She explained that it was also proposed that, where appropriate, the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy, the Team Manager Licensing (Bridgend County Borough Council and Vale of Glamorgan Council), the Senior Licensing Officer (Technical), Senior Licensing Enforcement Officer and Licensing Policy Officer be authorised to acknowledge and issue Notices relating to Temporary Event Notices; to issue, refuse, suspend licences, registrations, certificates, permits and notices, to implement the relevant provisions in respect of offences, reviews or other requirements; pursuant to any of the rules, regulations and/or Orders made under the Licensing Act 2003 and Gambling Act 2005 (as amended).

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The Team Manager Licensing explained that the Committee was also asked to approve the existing arrangement of the formation of further Sub-Committees consisting of three Members of the Licensing Act 2003 Committee to determine applications under the Licensing Act 2003 and Gambling Act 2005. It was proposed that the Licensing Act 2003 Sub-Committees would be chaired by the Chairperson or Vice Chairperson of the Licensing Act 2003 Committee where possible. In the event that the Chair or Vice Chair were not able to attend, a chairperson would be elected.

RESOLVED: The Committee exercised its delegated authority and:

1. Authorised the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy to institute proceedings under the above-mentioned Acts.
2. Authorised the Chief Officer – Legal and Regulatory Services, HR and Corporate Policy, the Team Manager Licensing (Bridgend County Borough Council and Vale of Glamorgan Council), the Senior Licensing Officer (Technical), Senior Licensing Enforcement Officer, and Licensing Policy Officer to acknowledge and issue Notices relating to Temporary Event Notices; to issue, refuse, suspend licences, registrations, certificates, permits and notices, to implement the relevant provisions in respect of offences, reviews or other requirements; pursuant to any of the rules, regulations and/or Orders made under the Licensing Act 2003 and Gambling Act 2005 (as amended).
3. Approved the arrangements for the formation of Sub-Committees set out in paragraph 3.3 of the report.

8. URGENT ITEMS

None

The meeting closed at 10:15