

**SUBJECT: Separation of licensing functions**

**MEETING: Licensing and Regulatory Committee**

**DATE: 20 May 2025**

**DIVISION/WARDS AFFECTED: All**

**1. PURPOSE**

- 1.1 To provide members with details of the proposed arrangements to reconfigure the functions of the existing Licensing and Regulatory Committee as set out in the report to this Committee dated 28 January 2025.
- 1.2 To provide members with an opportunity to seek advice from the Law and Governance Directorate on the proposed arrangements
- 1.3 To seek the Committee's endorsement of those proposals before they are reported to Council for approval.

**2. RECOMMENDATION**

- 2.1 It is recommended that members:
  - a) approve that the functions of the existing Licensing and Regulatory Committee be divided between two separate Committees, comprising of the same members, to be titled the Licensing and Gambling Committee and the Taxi and Regulatory Committee ("the Committees") respectively;
  - b) note and approve that the functions of the Committees and their respective Sub-committees shall be as set out in the terms of reference for each, attached to this report at Appendices 1-2;
  - c) refer the recommendations to Council for approval.

### **3. KEY ISSUES**

- 3.1 At a meeting of the Licensing and Regulatory Committee held on 28<sup>th</sup> January 2025, a report was submitted to gain approval of this Committee to be divided into two separate Committees. A copy of that report and draft terms of reference for each proposed new Committee are attached as appendices to this report.
- 3.2 At that meeting, members requested a referral before considering the recommendations of this report in order to seek clarification from the Authority's Law and Governance Directorate on the following:
- Will the Chair and Vice Chair be the same for both committees?
  - How does the two committees improve governance?
  - Advice on whether complex taxi cases should be heard at full committee or a sub committee consisting of 3 members.
- 3.3 As requested, an officer of the Law and Governance Directorate will attend the meeting of this Committee on 20<sup>th</sup> May 2025 to answer any enquiries from members on the proposals.
- 3.4 Following consideration of advice, members are invited to endorse the recommendations set out at paragraph 2.1 above.

### **4. RESOURCE IMPLICATIONS**

None. See report 28 January 2025.

### **5. CONSULTEES**

James Williams (Chief Officer Law & Governance and Monitoring Officer)  
Geraint Edwards (Head of Litigation and Deputy Monitoring Officer)

### **6. AUTHOR AND CONTACT DETAILS**

Linda O'Gorman (Principal Licensing Officer)

### **7. BACKGROUND PAPERS**

Appendix 1 – Report to Licensing and Regulatory Committee 28 January 2025

Appendix 2 - Licensing and Gambling Committee and Sub-Committee  
Terms of Reference

Appendix 3 – Taxi and Regulatory Committee and Sub-Committee  
Terms of Reference