

Leicester  
City Council

## **Licensing Enforcement Sub-Committee**

**DATE: Tuesday, 24 February 2026**

**TIME: 10:00 am,**

**PLACE: Meeting Room G.01, Ground Floor, City Hall, 115 Charles Street,  
Leicester, LE1 1FZ**

### **Members of the Sub-Committee:**

Councillors Barton, Bajaj and TBA.

Members of the Sub-Committee are summoned to attend the above meeting to consider the items of business listed overleaf.

For Monitoring Officer

### **Officer contact:**

Jessica Skidmore, Governance Services Officer,  
email: [committees@leicester.gov.uk](mailto:committees@leicester.gov.uk)

Granby Wing, City Hall, 115 Charles Street, Leicester, LE1 1FZ

## Information for members of the public

### Attending meetings and access to information

You have the right to attend formal meetings such as full Council, committee meetings, City Mayor & Executive Public Briefing and Scrutiny Commissions and see copies of agendas and minutes. On occasion however, meetings may, for reasons set out in law, need to consider some items in private.

Dates of meetings and copies of public agendas and minutes are available on the [Council's website](#), from the Council's Customer Service Centre or by contacting us using the details below.

### Making meetings accessible to all

Wheelchair access – Public meeting rooms at the City Hall are accessible to wheelchair users. Wheelchair access to City Hall is from the middle entrance door on Charles Street - press the plate on the right hand side of the door to open the door automatically.

Braille/audio tape/translation - If you require this please contact the Governance Services Officer (production times will depend upon equipment/facility availability).

Induction loops - There are induction loop facilities in City Hall meeting rooms. Please speak to the Governance Services Officer using the details below.

Filming and Recording the Meeting - The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media. In accordance with government regulations and the Council's policy, persons and press attending any meeting of the Council open to the public (except Licensing Sub Committees and where the public have been formally excluded) are allowed to record and/or report all or part of that meeting. Details of the [Council's policy](#) are available by clicking the link or from Governance Services.

If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Governance Services Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc..

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

### Further information

If you have any queries about any of the above or the business to be discussed, please contact us at [committees@leicester.gov.uk](mailto:committees@leicester.gov.uk) or call in at City Hall.

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**.

# LEICESTER CITY COUNCIL LICENSING SUB-COMMITTEE PROCEDURAL GUIDE

## INTRODUCTORY PHASE

**The meeting will be held in public unless stated otherwise in the report.**

Present at the hearing will be Members of the Licensing Sub-Committee (minimum 3 Members), Officers from the Licensing Authority, a Legal Adviser to the Sub-Committee, an Officer from Governance Services.

1. Participants at the meeting will introduce themselves as follows:
  - a. Members and Officers
  - b. Statutory Consultees (if any)
  - c. The Applicant and any representatives
  - d. Persons who have made representations
2. The Chair will check that the Applicant has received a copy of the Officer report.

## INFORMATION GATHERING

3. The Licensing Officer presents the report (previously circulated)

Questions (for clarification purposes only):  
Members  
Statutory Consultees (if any)  
Persons who have made representations  
Applicant and Representative (s)
4. Depending on the nature of the report, Statutory Consultees present their comments.

Questions (for clarification purposes only):  
Members  
Officers  
Persons who have made representations  
Applicant and Representative(s)
5. Persons who have made representations

Questions (for clarification purposes only):  
Members  
Officers  
Statutory Consultees (is any)  
Applicant and Representative(s)
6. Applicant's Case

Questions (for clarification purposes only):  
Members  
Officers  
Statutory Consultees  
Persons who have made representations

7. Summing up in the following order

Officers

Statutory Consultees

Persons who have made representations

Applicant and Representative(s)

8. The Legal Adviser to the Sub-Committee to advise the Sub-Committee in the presence of the Applicant, Representatives, Officers, Statutory Consultees, and persons who have made representations on relevant issues the Members need to be aware of when they come to make their decision.

## **DECISION MAKING**

9. Apart from the Sub-Committee Members and the Governance Support Officer everyone will be asked to withdraw from the meeting The Legal Adviser to the Sub-Committee may be called back to the meeting to advise on the wording of the decision the Sub-Committee Members will have made during private deliberation.

The Applicant will be advised that the decision made by the Sub-Committee will be made public within 5 working days of the meeting.

## **PRIVATE SESSION**

**Under the law, the Sub-Committee is entitled to consider certain items in private where in the circumstances the public interest in maintaining the matter exempt from publication outweighs the public interest in disclosing the information. Members of the public will be asked to leave the meeting when such items are discussed.**

Should a meeting require to enter into private session, Part 1 of Schedule 12A of the Local Government Act 1972 will be followed.

Part 1 of Schedule 12A of the Local Government Act 1972 allows for an item to be restricted due to exempt information based on the following:

Paragraph 1 – Information relating to any individual.

Paragraph 2 – Information which is likely to reveal the identity of an individual.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Paragraph 7 – Information relating to the any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **Public Interest Test**

In respect of all the above categories, information is only exempt if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **PUBLIC SESSION**

## **AGENDA**

### **FIRE / EMERGENCY EVACUATION**

If the emergency alarm sounds, you must evacuate the building immediately by the nearest available fire exit and proceed to the area outside the Ramada Encore Hotel on Charles Street as directed by Governance Services staff. Further instructions will then be given.

#### **1. Appointment of Chair**

#### **2. Apologies for Absence**

#### **3. Declarations of Interest**

Members will be asked to declare any interests they may have in the business to be discussed.

#### **4. Minutes of the Previous Meeting**

**Appendix A**

**(Pages 1 - 4)**

The minutes of the meeting of the Licensing Enforcement Sub-Committee held on 27 January 2026 are attached, and Members will be asked to confirm them as a correct record.

#### **5. Private Session**

The Sub-Committee is recommended to consider the following reports in private on the grounds that they contain 'exempt' information as defined by the Local Government (Access to Information) Act 1985, as amended, and consequently that the Sub-Committee makes the following resolution:-

"that the press and public be excluded during consideration of the following reports in accordance with the provisions of Section 100A(4) of the Local Government Act 1972, as amended, because they involve the likely disclosure of 'exempt' information, as defined in the Paragraphs detailed below of Part 1 of Schedule 12A of the Act, and taking all the circumstances into account, it is considered that the public interest in maintaining the information as exempt outweighs the public interest in disclosing the information."

#### **6. Determination of Continued Entitlement to Retain a Hackney Carriage and Private Hire Vehicle Driver's Licence**

**Appendix B**

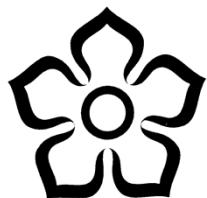
**(Pages 5 - 42)**

The Director of Neighbourhood and Environmental Services submits a report.

*This report is restricted under paragraphs 1, 2, 3 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972.*

#### **7. Any Other Urgent Business**





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# Appendix A

## Minutes of the Meeting of the LICENSING ENFORCEMENT SUB-COMMITTEE

Held: Tuesday, 27 January 2026 at 10:00 am

### P R E S E N T :

Councillor Pickering (Chair)

Councillor Bonham

Councillor Kennedy-Lount

\* \* \* \* \*

#### **1 Appointment of Chair**

Councillor Pickering was appointed as Chair.

The Chair welcomed those present and led on introductions.

#### **2 Apologies for Absence**

There were no apologies for absence.

#### **3 Declarations of Interest**

Members were asked to declare any interests they may have in the business to be discussed.

There were no declarations of interest.

#### **4 Minutes of the Previous Meeting**

RESOLVED:

That the minutes of the previous meeting held on 16<sup>th</sup> December 2025 be confirmed as a correct record.

**5 Private Session**

RESOLVED:

That the press and public be excluded during consideration of the following reports in accordance with the provisions of Section 100A(4) of the Local Government Act 1972, as amended, because they involve the likely disclosure of 'exempt' information, as defined in the Paragraphs detailed below of Part 1 of Schedule 12A of the Act, and taking all the circumstances into account, it was considered that the public interest in maintaining the information as exempt outweighed the public interest in disclosing the information.

Paragraph 1

Information relating to an individual.

Paragraph 2

Information that is likely to reveal the identity of an individual.

Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority).

Paragraph 7

Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**6 Determination of Continued Entitlement of a Hackney Carriage and Private Hire Vehicle Driver's Licence**

The Director, Neighbourhoods and Environmental Services, submitted a report concerning the determination of continued entitlement to retain a Hackney Carriage and Private Hire Vehicle Driver's Licence.

The Driver was present at the meeting, alongside his translator. Licensing Team Manager Jubayda Rahman and Senior Licensing Officers Lynsay Coupe and Victoria Marshall were present to observe proceedings. The Licensing Team Manager and Legal Adviser to the Sub-Committee were also present.

The Licensing Team Manager outlined the details of the application, including the relevant City Council Policy Guidelines and drew Members' attention to the conviction in the report.

The driver presented their case with assistance from his translator, explaining the background to the conviction and answered questions from Members.

All parties were given the opportunity to sum up their positions and make any final comments.

The Sub-Committee received legal advice from the Legal Adviser to the Sub-Committee in the presence of all those present and were advised of the options available to them in making their decision.

The Sub-Committee were also advised of the relevant policy and statutory guidance that needed to be taken into account when making their decision,

In reaching their decision, Members felt they should deliberate in private on the basis that this was in the public interest, and as such outweighed the public interest of their deliberation taking place with the parties represented present.

The Chair announced that full reasons for the decision would be publicly announced and confirmed in writing within five working days. The Chair informed the meeting that the Legal Adviser to the Sub-Committee would be called back to give advice on the wording of the decision.

The Chair then asked all but Members of the Sub-Committee and Governance Support Officers to withdraw from the meeting. Members then deliberated in private to consider their decision.

In reaching their decision the Sub-Committee Members had carefully considered the written report presented by the Licensing Team Manager. The Members had also considered the representations made by the driver and the legal advice given to them during the hearing.

The Sub-Committee recalled the Legal Adviser to the Sub-Committee to give advice on the wording of the decision.

**RESOLVED:**

that the driver be allowed to RETAIN his Hackney Carriage and Private Hire Vehicle Driver's Licence and be issued with a warning letter.

The driver would be provided with the reasons for the decision in writing within five working days.

All parties would be advised of the right to appeal the decision to the Magistrates Court.

**7 Determination of Continued Entitlement of a Hackney Carriage and Private Hire Vehicle Driver's Licence**

The Director, Neighbourhoods and Environmental Services, submitted a report concerning the determination of continued entitlement to retain a Hackney Carriage and Private Hire Vehicle Driver's Licence.

The driver was present at the meeting alongside his solicitor, Ms. Natasha Bourns. The Licensing Team Manager and Legal Adviser to the Sub-Committee were also present.

The Licensing Team Manager outlined the details of the application, including the relevant City Council Policy Guidelines and drew Members' attention to the conviction in the report.

The driver through his solicitor, presented his case, explaining the background to the conviction and answered questions from Members.

All parties were given the opportunity to sum up their positions and make any final comments.

The Sub-Committee received legal advice from the Legal Adviser to the Sub-Committee in the presence of all those present and were advised of the options available to them in making their decision.

The Sub-Committee were also advised of the relevant policy and statutory guidance that needed to be taken into account when making their decision,

In reaching their decision, Members felt they should deliberate in private on the basis that this was in the public interest, and as such outweighed the public interest of their deliberation taking place with the parties represented present.

The Chair announced that full reasons for the decision would be publicly announced and confirmed in writing within five working days. The Chair informed the meeting that the Legal Adviser to the Sub-Committee would be called back to give advice on the wording of the decision.

The Chair then asked all but Members of the Sub-Committee and Governance Support Officers to withdraw from the meeting. Members then deliberated in private to consider their decision.

In reaching their decision the Sub-Committee Members had carefully considered the written report presented by the Licensing Team Manager. The Members had also considered the representations made by the driver through his solicitor, and the legal advice given to them during the hearing.

The Sub-Committee recalled the Legal Adviser to the Sub-Committee to give advice on the wording of the decision.

**RESOLVED:**

that the driver be allowed to retain his Hackney Carriage and Private Hire Vehicle Driver's Licence and be issued with a warning letter.

The driver would be provided with the reasons for the decision in writing within five working days.

All parties would be advised of the right to appeal the decision to the Magistrates Court.

**8**

### **Any Other Urgent Business**

There being no other business, the meeting closed at 12:10pm.

# Appendix B

By virtue of paragraph(s) 1, 2, 3, 7 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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