



Hartlepool
Borough Council

**Legal, Governance and Human
Resources Department**

Civic Centre
Hartlepool
TS24 8AY

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Our Ref: JS
Your Ref:

12th May 2026

Councillors Anderson, Bailey-Fleet, Bruce, Buglass, Clayton, Cook, Cowie, Darby, Dodds, Doyle, Dunbar, Feeney, Gaiety, Gaines, Hall, B Harrison, G Harrison, Holbrook, Hughes, Jorgeson, Lindridge, Little, Male, Napper, Nelson, Oliver, Reeve, Roy, Scarborough, Smith, Stevenson, Storey, Thompson, Wallace, Wiley and Young

Dear Councillor,

Licensing Committee

The Annual Meeting of Council on Thursday 21 May will appoint the memberships of all the Council Committees for 2026/27, including the Licensing Committee. It is part of the remit of Licensing Committee to appoint the Sub Committees that sit under Licensing Committee, preferably as soon as possible following Annual Council.

There will, therefore, be a meeting of the Licensing Committee immediately at the conclusion of the Annual Meeting on Thursday 21 May to make those Sub Committee appointments. Based on past experience, that meeting should not take too long and there will be a set of proposed memberships to be shared with Members on the evening which will have been discussed in advance with the Chair (elect).

As the appointment of the membership of the Licensing Committee will not be formally made until the meeting of Annual Council the papers of the Committee are being issued to all Councillors. Once the Committee is appointed, only the members of Licensing Committee will be required for the meeting.

Yours Faithfully,

JO STUBBS
PRINCIPAL DEMOCRATIC SERVICES AND LEGAL SUPPORT OFFICER
LEGAL, GOVERNANCE AND HUMAN RESOURCES DEPARTMENT



Hartlepool
Borough Council

Licensing Committee

Agenda

Thursday 21 May 2026

Time: At the adjournment of Annual Council

Location: Council Chamber, Civic Centre, Hartlepool

Members: Licensing Committee

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1. Apologies for absence
 2. To receive any declarations by members
 3. Minutes
 - 3.1. To confirm the minutes of the meeting held on 24th October 2025
 4. Items requiring decision
 - 4.1. Licensing Sub-Committee and Regulatory Sub-Committee Memberships –
Director of Legal, Governance and Human Resources
 5. Any other business which the chair considers urgent

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone. The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.
<https://www.hartlepool.gov.uk/democraticservices>



LICENSING COMMITTEE

MINUTES AND DECISION RECORD

24th October 2025

The meeting commenced at 10:00 am in the Civic Centre, Hartlepool

Present:

Councillor: Martin Dunbar (In the Chair)

Councillors: Matthew Dodds, Ed Doyle, Tom Feeney, Michael Jorgeson, Sue Little, John Nelson (VC), Carole Thompson.

Officers: Sylvia Pinkney, Assistant Director (Regulatory Services)
Rachael Readman, Trading Standards and Licensing Manager
Gemma Redfern, Solicitor
Angela Armstrong, Principal Democratic Services and Legal Support Officer
Claire Mcpartlin, Democratic Services and Legal Support Officer

Also Present: Councillor Amanda Napper
David Wilson, Blue Line Taxis

13. Apologies for Absence

Apologies for absence were received from Councillor Gary Allen.

14. Declarations of interest by Members

None.

15. Confirmation of the minutes of the Licensing Committee held on 25th July 2025

Minutes confirmed.

16. Receipt of the minutes of the Licensing Sub-Committee meetings held on 26th March 2025, 23rd June 2025, 5th August 2025, 18th August 2025, 19th August 2025, 20th August 2025

Minutes received.

17. Receipt of the minutes of the Regulatory Sub-Committee meeting held on 16th July 2025

Minutes received.

18. Licensing Act 2003 – Statement of Licensing Principles *(Assistant Director, Regulatory Services)*

The Assistant Director (Regulatory Services) outlined the report which provided feedback following formal consultation in relation to the draft Statement of Licensing Policy. The draft of the policy was attached at Appendix 1.

The Licensing Authority must determine and publish a licensing policy every five years as stated by the Licensing Act 2003. The revised policy was to be published no later than 1st January 2026.

The licensing policy details the Licensing Act 2003's four licensing objectives which license holders are expected to promote. The licensing objectives were as follows:

- Prevention of public nuisance
- Public safety
- Prevention of crime and disorder
- Protection of children from harm

The draft statement of the Licensing Policy had been published for public consultation between 11th August 2025 and 29th September 2025.

One formal response had been received following the consultation from Cleveland Police. The response detailed that Cleveland Police were fully supportive of the Local Authority's Licensing Policy.

Following a question from a Member, the Trading Standards and Licensing Manager advised Martyn's Law would be referenced within the policy. This would place different obligations onto organisers depending on the capacity of the venue.

Decision

- i) Members noted the report.
- ii) Formal recommendation of the Licensing Act 2003 Policy to Full Council was unanimously approved.

19. Private Hire and Hackney Carriage Licensing Policy (Assistant Director, Regulatory Services)

The Assistant Director (Regulatory Services) outlined the report which asked Members to review the Private Hire and Hackney Carriage Licensing Policy requirements in relation to Hackney Carriage colour. Members were also asked to consider a formal consultation with regard to the colour of Hackney Carriage vehicles in Hartlepool.

The Licensing Authority received a request to amend the Private Hire and Hackney Carriage Licensing Policy on 1st September 2025 in relation to the Hackney Carriage colour. A copy of the letter requesting the amendment was attached at Appendix 1.

Best practices guidance from the Department for Transport Taxi and Private Hire Vehicle Licensing recommend policies should be reviewed every five years. In Hartlepool, the Hackney Carriage and Private Hire Licensing Policy had been subject to formal consultation and republished in July 2025. A copy of the policy was attached at Appendix 2.

The Hackney Carriage and Private Hire Working Group had been consulted on the proposed amendment to the policy in relation to the colour of Hackney Carriage vehicles. Their responses were attached at Appendix 3.

A representative of Blue Line Taxis was present at the meeting and addressed the Committee. The representative from Blue Line Taxis indicated that there had been some developments since the original proposal was submitted with diesel vehicles being replaced by electric vehicles. It was suggested, that as part of the change from diesel to electric vehicles, the electric vehicles would have a yellow colour modification to indicate they were electric vehicles as opposed to a total change to yellow. This would differentiate between electric and non-electric vehicles and would therefore not impact on existing licensed hackney carriage vehicles which would retain the yellow colour. Mr Wilson advised the example designs included within the letter were from the designer and were not the preference of Blue Line.

In response to Members questions, the following points were noted:

- Blue Line had a combination of Hackney Carriage and Private Hire vehicles.
- Hackney Carriage vehicles also undertook Private Hire work.
- It costs £350 for a vehicle to be sprayed yellow however the service currently used for taxis in Hartlepool did not meet the quality finish expected by Blue Line.
- Blue Line could use any service provider to spray the vehicles.

A Member commented that taxis in Hartlepool had been yellow in colour for a significant number of years. Residents were reassured by a yellow taxi as this indicated it complied with the Licensing Policy of the Council.

A member of the public addressed Committee and highlighted that yellow taxis were part of Hartlepool's identity.

The Assistant Director (Regulatory Services) suggested that the consultation be delayed until after the Taxi Drivers' Annual General Meeting in January to combine any other consultations that may be required as a result of the AGM in the interest of the efficient use of resources.

Decision

- i) Members noted the report.
- ii) It was unanimously agreed that the consultation be delayed until January 2026 following the Taxi Drivers' Annual General Meeting.

20. Any Other Items which the Chairman Considers are Urgent

The Chairman ruled that the following items of business should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

Minute 21 – Licensing Reforms Call for Evidence - Consultation

21. Licensing Act Reforms - Consultation

The Trading Standards and Licensing Manager advised there had been a call for evidence on the Licensing Act, the deadline for consultation responses was 6th November 2025. This will focus on the priorities of the Licensing Act including the suggested removal of conditions for some premises licences. The Trading Standards and Licensing Manager indicated that the link to the consultation would be forwarded to Members who were asked to provide feedback where possible.

Decision

The Trading Standards and Licensing Manager to forward the link to the consultation to Members who were asked to provide feedback where possible.

The meeting concluded at 10:30 am.

CHAIR



Licensing Committee

21 May 2026

Report of: Director of Legal, Governance and Human Resources

Subject: Licensing Sub-Committee and Regulatory Sub-Committee Memberships

1. Purpose of Report

1.1. To appoint the Licensing Sub-Committees and Regulatory Sub-Committees

2. Background

2.1. The Committee has 4 Licensing Sub-Committees of 3 members, dedicated to considering licences for premises and 3 Regulatory Sub-Committee of 4 members, primarily dedicated to considering licences for hackney carriage and private hire drivers. Statutorily each sub-committee has a quorum of 3 members.

2.2. The sub-committee memberships are appointed by Licensing Committee and need to be determined at the earliest possible opportunity to allow any applications to be considered within the legal timescales.

3. Proposals

3.1. A proposed list of Sub-Committee memberships will be tabled at the meeting. This will be based on consultation with the Chair of the Committee (elect).

4. Other Considerations/Implications

Risk Implications	Memberships must be confirmed to allow sub-committee business to be carried out as per legal requirements.
Financial Considerations	None

Subsidy Control	None
Legal Considerations	Committee appointments must reflect the overall political balance of the Council. However, in the case of sub-committee memberships this principle does not have to be followed if it is not practical to do so provided it allows for the business of the sub-committee to be completed as per legal requirements.
Single Impact Assessment	None
Staff Considerations	None
Asset Management Considerations	None
Environment, Sustainability and Climate Change Considerations	None
Consultation	The Chair (elect) will be consulted on the proposed memberships.

5. Recommendations

5.1. That members consider and approve the proposed memberships for Licensing Sub-Committees and Regulatory Sub-Committees.

6. Reasons for Recommendations

6.1. To allow any applications to be considered in a timely manner.

7. Background Papers

None

8. Contact Officers

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