

**Minutes of a meeting of the
LICENSING AND REGISTRATION SUB
COMMITTEE
on Tuesday 31 January 2017**

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Committee members:

Councillor Cook (Chair) (for Councillor Clarkson)	Councillor Coulter
Councillor Humberstone	Councillor Wade

Officers:

Daniel Smith, Lawyer
Lesley Rennie, Business Regulation Team Manager
Samantha Howell, Licensing Officer
Lucy Longford, Licensing Officer
Catherine Phythian, Committee Services Officer

Apologies:

Councillor(s) Clarkson sent apologies. The appointed substitute is shown in the attendance.

10. Election of Chair

The Sub-Committee resolved to elect Councillor Cook as Chair for this meeting.

11. Declarations of Interest

There were no declarations of interest.

12. Procedure to be followed

At the request of the Chair, the Legal Advisor to the hearing explained the procedure that would be followed.

There were 4 applications to fill the 2 sites. Each of the applicants who wished to do so would have five minutes to present his or her case. The Sub-Committee might ask questions of applicants in order to clarify their application. The other applicants would be present whilst this took place.

The press would be present for the presentations and questions, unless their absence was specifically requested by the applicant on the grounds that his or her application contained exempt information under provisions of Section 100A(4) of the Local Government Act 1972 (information about the business dealings of an individual).

The Sub-Committee would then move to private session, accompanied by its Legal Advisor and Committee Secretary. The applicants, the press and Licensing Officers would withdraw to allow the Sub-Committee to deliberate and make its decision in private.

The decision would be announced in writing within five working days, in accordance with paragraph 26 of the Sub Committee hearing procedures, and all applicants would be informed of the outcome of their application.

The Legal Advisor confirmed that there were no representations or objections in relation to any of the applications.

The Sub-Committee resolved to **note** the procedure detailed above.

13. Applications for vacant approved sites

The Head of Planning & Regulatory Services submitted a report which detailed four applications received in competition for a Street Trading Consent to fill two vacant approved Street Trading sites at:

- Street Trading Site 7 near County Hall Car Park, New Road
- Street Trading Site 10 outside 22 High Street (North Side)

The Licensing Officer presented the report to the Licensing and Registration Sub-Committee and explained that the Business Regulation Team had received four applications for the two vacant approved Street Trading sites.

The following applicants presented their case in turn:

- Mr Mustafa Durdu (Ali Baba Kebabs)
- Mr Huseyin Cacan (International Grilled Food), accompanied by Richard Johns supporting his case
- Mr Matthew Jeffery (Gourdans Steak Frites), accompanied by Tina Saeed supporting his case
- Mr Hassan Khalil (Open Door Kebabs), accompanied by Jo Moffett-Levy supporting his case

The Sub-Committee questioned each applicant to establish their background and trading experience; their "Score on the Door" (Food Hygiene) rating; their reasons for applying for a particular trading site and their overall commitment to Oxford.

The Sub-Committee then moved to private session, accompanied by its Legal Advisor and Committee Secretary. The applicants, press and Licensing Officers withdrew to allow the Sub-Committee to deliberate and make its decision in private.

The Licensing and Registration Sub-Committee considered all submissions, both written and oral, and **resolved** to award the vacant approved street trading sites as follows:

- **Street Trading Site 7, near County Hall Car Park, New Road to Mr Hassan Khalil (Open Door Kebabs)**
- **Street Trading Site 10, outside 22 High Street (North Side) to Mr Matthew Jeffery (Gourdans Steak Frites)**

In reaching these decisions, the Sub-Committee took into account the criteria set out in the Council's Street Trading Policy and the corporate priority of achieving a vibrant and sustainable economy.

The Sub-Committee attached particular weight to the following aspects of each successful application:

Mr Hassan Khalil (Open Door Kebabs)

- His proven commitment to the local community as a volunteer chef
- His expressed desire to trade at Site 7 as his first choice
- His previous experience as a street trader in the City prior to displacement due to the Westgate development

Mr Matthew Jeffery (Gourdans Steak Frites)

- the establishment and expansion of a new business, which was positive for the local economy
- the unique product offering which would be a distinctive addition to the street food offering in the City

The Licensing and Registration Sub-Committee **resolved** that it was less convinced by the business cases submitted by the other two applicants and that on this occasion, their applications were not successful.

14. Minutes

The Sub-Committee resolved to **approve** the minutes of the meeting held on 22 August 2016 as a true and accurate record.

15. Dates of future meetings

The Sub-Committee **noted** the dates of future meetings if required.

The meeting started at 5.00 pm and ended at 6.00 pm

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