

# **TORBAY COUNCIL**

**Please reply to:** Mr Shaun Rackley

Licensing & Public Protection  
Town Hall  
Castle Circus  
Torquay  
Devon  
TQ1 3DR

Mr S Embley  
[REDACTED]

**My ref:** NEW/SAR

**Your ref:**

**Telephone:** 01803 208025

**E-mail:** Shaun.rackley@torbay.gov.uk

**Date:** 26 November 2024

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Dear Mr Embley,

**Re: Application for Licensed Drivers badge**

I am writing to you following your submission of an application for a Licensed drivers badge with Torbay Council.

Unfortunately, after carrying out pre application checks, it has been identified your name appears on the National Register for Revocations, Refusals and Suspensions (NR3S). This was added by Torbay Council following the revocation of your previous Licensed Drivers badge in 2022.

A decision on whether a Licensed driver's badge can be granted, or, refused must be made by Torbay Council's Licensing Committee. The decision from the 2022 committee hearing where your drivers badge was revoked will be used as evidence to determine if you are a fit and proper person to hold a licence again with Torbay Council.

I have not yet set a hearing date, however, in order to assist me with writing the report which will be presented to members of the Licensing Committee on the day of the hearing, please can you respond in writing with any mitigating circumstances that will support your application as this will be included in the report.

Once I have the requested information, I will book a hearing date and you will be invited to attend and address the Committee members if you wish to and put your case before them.

Please can you return all requested information by no later than **Monday 9<sup>th</sup> of December 2024**. Failure to return the documents may delay the hearing and a later date being set.

If you wish to withdraw your application, please let me know and I can arrange a refund of the fee paid.

I look forward to hearing from you in due course.

**Should you need to contact us please quote the reference number above.**

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If you require this in a different format or language, please contact me.



Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Rackley', with a stylized flourish at the end.

Shaun Rackley  
Licensing Officer