

**MINUTES OF THE LICENSING COMMITTEE  
HELD ON**

6 July 2021

7.30 - 8.10 pm

**PRESENT**

**Committee Members**

Councillor Nick Churchill (Chair)  
Councillor Clive Souter (Vice-Chair)  
Councillor David Carter  
Councillor Joel Charles  
Councillor Jodi Dunne  
Councillor Andrew Johnson  
Councillor Nancy Watson  
Councillor Gareth Williams

**Officers**

Chris Bennett, Principal Environmental Health Officer  
Michael Pitt, Environment and Licensing Manager  
Adam Rees, Senior Governance Support Officer  
Denise Westwood, Assistant FCilex

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Maggie Hulcoop.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES**

**RESOLVED** the minutes of the meeting held on 9 March 2021 are agreed as a correct record and signed by the Chair.

4. **MATTERS ARISING**

None.

5. **WRITTEN QUESTIONS AND PETITIONS**

None.

6. **COMMITTEE WORK PLAN**

The Committee received its work plan for 2021/22.

**RESOLVED** that the Work Plan was agreed as appended to the minutes.

*The Committee noted that Chris Bennett was due to take a new role at the Council and thanked him for his hard work assisting the Committee.*

7. **LICENSING SUB COMMITTEE DECISIONS 2020/21**

The Committee received a report summarising the decisions taken by the Licensing and Regulatory Sub Committees in 2020/21.

**RESOLVED** that the Committee noted the report.

8. **LICENSING TEAM ENFORCEMENT ACTIVITY AND SERVICE UPDATE 2020/21**

The Committee received a report on the Licensing Team Enforcement Activity and a service update for 2020/21.

**RESOLVED** that the Committee:

**A** Notes the enforcement activity from 1 April 2020 to 31 March 2021 carried out by the Licensing Team.

**B** Notes the service delivery update for 2020/21, which has been included to provide information outlining the impact of the pandemic.

9. **REFERENCES FROM OTHER COMMITTEES**

None.

10. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE

## Licensing Committee Work Plan 2021/22

Tuesday 6 July 2021	Tuesday 7 September 2021	Tuesday 16 November 2021	Tuesday 18 January 2022	Tuesday 8 March 2022
Licensing Sub Committee Decisions 2020/21	Options to address street drinking from within the Licensing System	Harlow Council Food Safety Enforcement Plan 2021/2022	DFT Standards; Policy required on stretched limousines	DFT Standards; over-arching taxi and private hire policy; recommend consultation
Licensing Team Enforcement Activity & Service update 2020/21	DFT Standards; New requirements for private hire vehicle proprietors / operators and staff	Update report following Street Trading Policy Consultation (consultation ends 24 August 2021)	DFT Standards; Review of taxi / private hire driver licence duration	
	Fees and Charges Review (as required)	Review Gambling Licensing Policy Statement	DFT Standards; Introduction of Language Proficiency Testing for taxi and private hire drivers	
			The relationship between Licensing and Community safety policy areas	

Revision 4; amended 7/7/21