

**MINUTES OF THE LICENSING COMMITTEE  
HELD ON**

7 September 2021

7.30 - 8.24 pm

**PRESENT**

**Committee Members**

Councillor Nick Churchill (Chair)  
Councillor Clive Souter (Vice-Chair)  
Councillor David Carter  
Councillor Joel Charles  
Councillor Maggie Hulcoop  
Councillor Jodi Dunne  
Councillor Andrew Johnson  
Councillor John Steer  
Councillor Gareth Williams

**Officers**

Michael Pitt, Environment and Licensing Manager  
Adam Rees, Senior Governance Support Officer  
Adam Sherwood, Senior Licensing Officer  
Denise Westwood, Assistant FCilex

11. **APOLOGIES FOR ABSENCE**

None.

12. **DECLARATIONS OF INTEREST**

None.

13. **MINUTES**

**RESOLVED** that the minutes of the meeting on 6 July 2021 are agreed and signed as a correct by the Chair.

14. **MATTERS ARISING**

None.

15. **WRITTEN QUESTIONS AND PETITIONS**

None.

16. **COMMITTEE WORK PLAN**

**RESOLVED** that the work plan was noted.

*The Committee agreed to consider item 8 on the agenda before item 7.*

17. **DFT STANDARDS - NEW REQUIREMENTS FOR PRIVATE HIRE VEHICLE PROPRIETORS / OPERATORS AND STAFF**

The Committee received a report which recommended requiring vehicle proprietors, Private Hire Vehicle Operator licence holders and operator staff involved with taking bookings, dispatching vehicles or access to related information to provide basic DBS (Disclosure and Barring Service) check.

**RESOLVED** that the Licensing Committee recommended to Full Council that:

- A** A new mandate is introduced to require all vehicle proprietors to provide a basic disclosure certificate from the DBS (Disclosure and Barring Service) and that a new check is undertaken annually.
- B** A new mandate is introduced to require all Private Hire Vehicle Operator licence holders, to hold a basic disclosure certificate from the DBS and that a new check is undertaken annually.
- C** A new mandate is introduced to require operator staff who take bookings, dispatch vehicles or any other staff who have access to booking information or have contact with members of the public to hold a Basic disclosure certificate from the DBS and that a new check is undertaken annually.
- D** Subject to A, B and C the requirements be introduced as set out in the Proposals section of this report.

18. **OPTIONS TO ADDRESS STREET DRINKING FROM WITHIN THE LICENSING SYSTEM**

The Committee considered potential new licensing controls to reduce the amount of street drinking within Harlow.

**RESOLVED** that:

- A** The Licensing Committee noted and approved short term measures to address concerns about street drinking set out under Proposals at paragraphs 22 and 23 of the report.
- B** Example licence conditions to address issues discussed in this report to be adapted to individual premises by future Licensing Sub Committees be drafted by the Licensing Team in consultation with the Chair of the Committee.

- C Following consultation with Responsible Authorities, the Council's Community Safety team and relevant agencies a report to a future licensing Committee be presented on options for a more extensive voluntary scheme to mitigate the harms of street drinking through a responsible approach to alcohol sales.

19. **REFERENCES FROM OTHER COMMITTEES**

None.

20. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE