

**MINUTES OF THE LICENSING COMMITTEE
HELD ON**

12 September 2017

7.30 - 8.45 pm

PRESENT

Committee Members

Councillor Lanie Shears (Chair)
Councillor Edna Stevens (Vice-Chair)
Councillor Ian Beckett
Councillor Nick Churchill
Councillor Karen Clempner
Councillor Michael Garnett
Councillor John Strachan

Officers

Michael Pitt, Environment and Licensing Manager
Adam Rees, Governance Support Officer
Dimple Roopchand, Assistant Solicitor
Denise Westwood, Junior Legal Assistant

12. **APOLOGIES FOR ABSENCE**

None.

13. **DECLARATIONS OF INTEREST**

None.

14. **MINUTES**

RESOLVED that the minutes of the meeting held on 11 July 2017 are agreed as a correct record and signed by the Chair.

15. **MATTERS ARISING**

None.

16. **WRITTEN QUESTIONS AND PETITIONS**

a) Petition - The Cost of the Street Trading Licence

A petition was presented which requested that the costs of street trading licences were broken down to a daily rate.

RESOLVED that the matter would be considered as part of Item 9 on the agenda, Arrangements for Street Trading in the Town Centre.

The Committee agreed to determine Item 9, Arrangements for Street Trading in the Town Centre next.

17. **ARRANGEMENTS FOR STREET TRADING IN THE TOWN CENTRE**

The Committee received a report which sought a recommendation that the fees and charges structure for street trading pitches on land in the town centre which was owned by the Council were amended as set out in Appendix 1 to the report. It also sought approval for the collection of fees by monthly direct debit.

The revised fees and charges would provide a significant discount to traders, especially those operating for one day a week.

RESOLVED that:

- A** It was recommended to Full Council that the adoption of the revised fees and charges structure for street trading pitches on land that the Council owns in the town centre as set out in Appendix 1 to the report be approved, subject to the proviso that no fee be greater than under the scheme to be replaced.
- B** It was recommended to Full Council the approval of fees by monthly direct debit be approved.
- C** A report be brought to the Committee detailing the responsibilities of the Council and street traders, along with other possible changes to the arrangements with street traders, including the options available for new traders.

18. **COMMITTEE WORK PLAN**

The Committee received its Work Plan for the remainder of the municipal year.

RESOLVED that:

- A** The Work Plan was noted.
- B** The Licensing department would liaise with the Police about any issues surrounding crime originating from licensed premises and report back to the Committee.

19. **GUIDANCE ON CRIMINAL CONVICTIONS AND MOTORING OFFENCES IN TAXI AND PRIVATE HIRE LICENSING**

The Committee received a report which recommended that an amended policy on criminal convictions and motoring offences in taxi and private hire licensing was recommended to Full Council for adoption.

Michael Pitt, Environment and Licensing Manager, highlighted some further recommended amendments to the Policy. These were:

- a) Paragraphs 18 and 19 of the old guidance (attached as Appendix 1) were incorporated into the new policy.
- b) Paragraphs 6.5c, h and 6.6 included references to racially and religiously aggravated assaults.

RESOLVED that it was recommended to Full Council that:

- A The adoption of the Harlow Council Taxi and PHV Licensing Criminal Convictions Policy proposed as Appendix 2 to the report be approved, in place of the existing guidance (attached as Appendix 1 to the report) subject to the following amendments.
 - (i) Paragraphs 18 and 19 of the old guidance (attached as Appendix 1) were incorporated into the new policy.
 - (ii) Paragraphs 6.5c, h and 6.6 included references to racially and religiously aggravated assaults.

20. **LICENSED DRIVER TRAINING**

The Committee received a report which sought a recommendation to Full Council that additional means of licensed drivers to meet the licensing requirements for Child Sexual Exploitation and Disability Awareness Training as set out in paragraphs 8 to 12 of the report were approved.

RESOLVED that it was recommended to Full Council that the adoption of proposals to provide for additional approved means of meeting the Council's driver licensing requirements for Child Sexual Exploitation and Disability Awareness Training as set out in paragraphs 8 to 12 of the report were approved.

21. **REFERENCES FROM OTHER COMMITTEES**

None.

22. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE