

**MINUTES OF THE LICENSING COMMITTEE
HELD ON**

19 November 2019

7.30 - 8.06 pm

PRESENT

Committee Members

Councillor Frances Mason (Chair)
Councillor Shannon Jezzard (Vice-Chair)
Councillor Nick Churchill
Councillor Michael Garnett
Councillor Andrew Johnson
Councillor Lanie Shears
Councillor John Strachan
Councillor Nancy Watson

Officers

Chris Bennett, Principal Environmental Health Officer
Hannah Criddle, Governance Support Officer
Michael Pitt, Environment and Licensing Manager
Denise Westwood, Assistant FCilex

20. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Tony Hall and Maggie Hulcoop.

21. **DECLARATIONS OF INTEREST**

None.

22. **MINUTES**

RESOLVED that the minutes of the meeting held on 10 September 2019 are agreed as a correct record and signed by the Chair.

23. **MATTERS ARISING**

None.

24. **WRITTEN QUESTIONS AND PETITIONS**

None.

25. **COMMITTEE WORK PLAN**

Councillor Churchill enquired whether previous meetings could be removed from the Work Plan. Officers confirmed an answer would be brought back to the Committee.

RESOLVED that the Work Plan was noted.

26. **HARLOW COUNCIL FOOD SAFETY ENFORCEMENT PLAN 2019/20**

The Committee received a report on the Council's Food Safety Act Service Plan for 2018/19. The Committee requested a fuller explanation on what the risk categories A to E represent. Michael Pitt, Environment and Licensing Manager, confirmed a note would be circulated to the Committee to provide an explanation.

RESOLVED that the Committee noted and approved the Food Safety Act Service Plan as set out in Appendix A to the report.

27. **ELECTRONIC PAYMENT OF FARES IN HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES**

The Committee received a report on the electronic payment of fares in licensing vehicles. The Committee asked Officers when the results of consultation would be available. Michael Pitt confirmed the results of the consultation would be brought back to the Committee in March 2020.

RESOLVED that:

A The Committee approved consultation with the Hackney Carriage trade and travelling public on the proposal that the Council require that a suitable form of electronic fare payment be available for all journeys.

B Subject to A, authority to approve the details of consultation is delegated to the Environment and Licensing Manager, in consultation with the Chair of the Licensing Committee.

28. **REFERENCES FROM OTHER COMMITTEES**

None.

29. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE