

**MINUTES OF THE LICENSING COMMITTEE
HELD ON**

10 March 2020

7.30 - 8.10 pm

PRESENT

Committee Members

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

Officers

Chris Bennett, Principal Environmental Health Officer
Hannah Criddle, Governance Support Officer
Michael Pitt, Environment and Licensing Manager
Dimple Roopchand, Principal Solicitor

39. **APOLOGIES FOR ABSENCE**

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

40. **DECLARATIONS OF INTEREST**

None.

41. **MINUTES**

- a) Minute 36 - Considerations regarding CCTV in Hackney Carriage and Private Hire Vehicles

The Committee noted that Michael Pitt, Environment and Licensing Manager, circulated a note to provide an explanation on the prices quoted in the report.

42. **MATTERS ARISING**

None.

43. **WRITTEN QUESTIONS AND PETITIONS**

None.

44. **COMMITTEE WORK PLAN**

Michael Pitt advised that reports on Licensing Sub Committee Decisions in 2019-20 and Enforcement Action completed by the Licensing Team in 2019-20 would be presented to the Committee at the first meeting of the next municipal year.

45. **PRIVATE HIRE OPERATOR CONDITIONS AND THE PROVISIONS OF ADAPTED VEHICLES (SUBJECT TO NATIONAL GUIDANCE)**

The Committee received a report on wheelchair accessibility in the licensed fleet.

RESOLVED that:

A The Licensing Team would work with the trade, as set out under proposals at paragraph 14 of the report, to support good practice in the operation of designated Wheelchair Accessible Vehicles (WAVs) and better promote information about their availability.

B A further report would be brought to Licensing Committee examining the merits of a formal survey of unmet need for WAVs in Harlow at a time when revised central government guidance on licensing of the Hackney carriage and private hire trades is available.

46. **ELECTRONIC PAYMENT OF FARES IN HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES - OUTCOME OF CONSULTATION**

The Committee received a report on the outcome of consultation on electronic payment of fares in licensed vehicles.

RESOLVED that:

A The Licensing Committee recommend to Full Council that a condition be attached to Hackney Carriage Vehicle Licences to require that Hackney Carriage Vehicles be equipped with electronic payment facilities as set out in Proposals at paragraphs 54 to 61.

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

47. **UPDATED LICENSING COMMITTEE TERMS OF REFERENCE**

The Committee received a report on amendments to the Licensing Committee's Terms of Reference.

RESOLVED that:

- A** The Licensing Committee recommend to Full Council that the revised Licensing Committee, Licensing Sub Committee and Regulatory Sub Committee Terms of Reference (attached as Appendix A to the report) are adopted.

48. **REFERENCES FROM OTHER COMMITTEES**

None.

49. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE