

**MINUTES OF THE LICENSING COMMITTEE
HELD ON**

18 June 2024

7.00 - 8.47 pm

PRESENT

Committee Members

Councillor Clive Souter (Chair)

Councillor Danielle Brown

Councillor Joel Charles

Councillor James Griggs

Councillor Michael Houlihan

Councillor Luke Howard

Councillor Russell Perrin

Officers

Adam Sherwood, Premises and Taxi Licensing Manager

Ella-Hope Crocker, Junior Legal Assistant

Julie Galvin, Legal Services Manager

Amanda Turner, Senior Licensing Officer (Taxis)

Nicole Parker, Corporate Support Officer

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Andrew Johnson, Alastair Gunn, Maggie Hulcoop and Lanie Shears.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES**

RESOLVED that the minutes of the meeting held on 5 March 2024 be agreed and signed by the Chair as a correct record.

4. **MATTERS ARISING**

None.

5. **WRITTEN QUESTIONS AND PETITIONS**

None.

6. **COMMITTEE WORK PLAN**

The Committee received its work plan for the municipal year.

The Committee discussed whether the Street Drinking Update Report should be included in future agendas.

It was agreed that regular meetings would be held with relevant outside bodies and officers to review street drinking and its effects on the public realm within Harlow. Any material changes would be brought back to the Committee.

RESOLVED that the work plan was noted.

7. **REVIEW OF HACKNEY CARRIAGE TARIFFS**

The Committee received a report on the review of Hackney Carriage Tariffs.

RESOLVED that:

A The Licensing Committee will recommend to the next Cabinet meeting on 11 July 2024 that the Hackney Carriage Tariff Schedule, as set out in Appendix A to the report, be adopted.

B The Assistant Director Planning and Environment is authorised to take the necessary steps as stated in the report to implement the tariff changes with effect from 2 August 2024, provided that no objections to the proposals are received; or

C If any objections are received to the proposed changes following the consultation period, that the decision be referred to the next meeting of this Committee on 10 September 2024 with any recommendation to Cabinet on 12 September 2024.

8. **REVIEW OF GAMBLING ACT POLICY**

The Committee received a report on the review of the Gambling Act Policy.

Councillor Danielle Brown entered the meeting.

It was agreed that information on how the council polices gambling and any issues arising from gambling, would be included in the September report to the Committee.

It was agreed that Licensing Officers would contact the BMAT Trust for all details of secondary schools/colleges not included in the list.

RESOLVED that:

A The Licensing Committee approved the proposed replacement Gambling Act Licensing Policy, as set out in Appendix A to the report, for consultation.

B A further report to be presented which shall set out any representations received following the 6-week consultation. The Licensing Committee to recommend adoption to Full Council.

9. **ROOF SIGNS ON PRIVATE HIRE VEHICLES**

The Committee received a report on Roof Signs on Private Hire Vehicles.

The Committee agreed that the removal of roof signs shall not come into effect before +35 days after the date of the committee to ensure opportunity is provided for the decision to be communicated and arrangements made by officers. Also, the Committee agreed that a letter be sent to inform all licensees that there shall be no enforcement taken against roof signs from the date in which the change would take place, allowing proprietors to remove the roof sign until the next licence renewal. This will also be evidence for those currently operating on the old licences that they are able to remove their roof signs until re-newel.

RESOLVED that:

A As at (+35 days) from the date of the Committee roof signs for private hire licence conditions shall reflect the following:

- (i) The mandatory condition for PHV to display a roof sign shall be removed
- (ii) A new condition stating: any roof sign or other signage with a raised profile is prohibited for being displayed on the roof, bonnet, or boot of a private hire vehicle

B A communication of this decisions shall be communicated [no later than +35 days] from the date of committee to all affected parties and current PHV licence holders

10. **REFERENCES FROM OTHER COMMITTEES**

None.

11. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE