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Licensing and Registration Committee

10 April 2019

**MINUTES OF THE MEETING OF THE LICENSING AND REGISTRATION
COMMITTEE,
HELD ON WEDNESDAY, 10TH APRIL, 2019 AT 7.30 PM
IN THE COUNCIL CHAMBER - COUNCIL OFFICES, THORPE ROAD, WEELEY,
CO16 9AJ**

Present:	Councillors Cossens (Chairman), Callender (Vice-Chairman), Amos, B Brown, V Guglielmi, Watson, Whitmore and Winfield
In Attendance:	Linda Trembath (Senior Solicitor (Litigation and Governance) & Deputy Monitoring Officer), Karen Townshend (Licensing Manager), Richard Eastwood (Safer Communities Officer) and Debbie Bunce (Legal and Governance Administration Officer)

76. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillors Davis, J Henderson and White. There were no substitutes.

77. MINUTES OF THE LAST MEETING

The minutes of the meeting of the Committee held on 30 January 2019 were approved as a correct record and signed by the Chairman.

78. DECLARATIONS OF INTEREST

There were none.

79. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 37

There were none.

80. MINUTES OF THE MEETING OF THE MISCELLANEOUS LICENSING SUB-COMMITTEE HELD ON 15 FEBRUARY 2019

The Committee received and noted, for information only, the minutes of the meeting of the Miscellaneous Licensing Sub-Committee held on 15 February 2019.

81. MINUTES OF THE PREMISES/PERSONAL LICENCES SUB-COMMITTEE HELD ON 1 FEBRUARY 2019

The Committee received and noted, for information only, the minutes of the meeting of the Premises/Personal Licences Sub-Committee held on 1 February 2019.

82. REPORT OF CORPORATE DIRECTOR (OPERATIONAL SERVICES) - LICENSING ACT 2003 - APPLICATIONS APPROVED UNDER DELEGATED POWERS

The Committee noted the contents of a report (A.1) on the number of applications approved under delegated powers as at 21 March 2019.

83. **REPORT OF CORPORATE DIRECTOR (OPERATIONAL SERVICES) - A.2 - PROPOSED REVISION OF LICENSING ENFORCEMENT POLICY**

The Committee had before it a report (A.2) which requested it to approve, in principle, a revised draft Licensing Enforcement Policy, and sought its permission for the document to be circulated to key stakeholders for consultation purposes.

It was considered good practice that the Authority revised the policy on enforcement processes from time to time to ensure that the most current information and guidance was made available to applicants taking into consideration the current legislation and resources available.

It was therefore moved by Councillor Callender, seconded by Councillor Watson and unanimously **RESOLVED** that – (a) the draft Enforcement Policy, as set out in Appendix A to item A.2 of the Report of the Corporate Director (Operational Services), be approved, in principle.

(b) the draft Enforcement Policy be circulated to the Licensing Authority's key stakeholders for consultation purposes and that any representations received be considered at a future meeting of the Committee.

(c) if no representations are received, the Licensing Manager, in consultation with the Chairman (or failing him the Vice-Chairman) of the Committee, be authorised to forward the proposed Enforcement Policy to Full Council for its consideration and formal adoption.

84. **REPORT OF CORPORATE DIRECTOR (OPERATIONAL SERVICES) - A.3 - CHILD SEXUAL EXPLOITATION (CSE) TRAINING FOR HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS AND OPERATORS**

The Committee had before it a report (A.3) which requested it to consider whether Child Sexual Exploitation (CSE) Training should become a mandatory condition on the Hackney Carriage and Private Hire driver and operator licences for existing and new drivers and operators in an effort to improve awareness of the crucial and privileged role that drivers played in the safety of the community and, if so agreed, that this proposal be subject to external consultation.

Members asked the Licensing Manager (Karen Townshend) whether the public would be made aware that Hackney Carriage and Private Hire drivers and operators were required to undertake this training and she advised that she would consult with the Council's Communications Manager to arrange to issue an appropriate press release.

Members also asked questions of Richard Eastwood, the Council's Safer Communities Officer who responded accordingly.

It was therefore moved by Councillor Amos, seconded by Councillor Winfield and unanimously **RESOLVED** that – (a) the Committee agrees, in principle, to the requirement of Hackney Carriage and Private Hire drivers and operators completing CSE training, as a mandatory condition on the Hackney Carriage and Private Hire driver and operator licences for existing and new drivers and operators.

(b) the Licensing Manager be authorised to undertake external consultation over a 28 day period, and to report the results of such consultation to the next scheduled meeting of the Committee for its final decision.

85. EXCLUSION OF PRESS AND PUBLIC

RESOLVED That under Schedule 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business to be considered below on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.

86. EXEMPT MINUTES OF THE MEETING OF THE MISCELLANEOUS LICENSING SUB-COMMITTEE HELD ON 15 FEBRUARY 2019

The Committee received and noted, for information only, the exempt minutes of the meeting of the Miscellaneous Licensing Sub-Committee held on 15 February 2019.

The meeting was declared closed at 8.00 pm

Chairman

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