

Minutes of a meeting of the **Licensing & Regulatory Committee** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Wednesday 25 July 2018** at **9.00am** when there were present:

Mrs S C Gurney – Chairman (Minutes 8 – 15)

Mrs J K Copplestone (Minutes 8 – 12)      Mr K G Leggett MBE (Minutes 8 – 12)

Mr R F Grady (Minutes 8 – 15)      Mr I N Moncur (Minutes 8 – 15)

Mr R J Knowles (Minutes 8 – 12)      Mrs B H Rix (Minutes 8 – 12)

Mrs C H Bannock attended the meeting for all items of business as a newly appointed Member of the Committee but took no part in the decisions.

Also in attendance were Mr R Essex – the Committee's legal advisor (Minutes 13 – 15 only), the Food, Safety and Licensing Team Manager, the Technical Officers – Licensing Enforcement (SH) and (CN) and the Committee Officer (DM).

### **8      DECLARATIONS OF INTEREST**

None made.

### **9      APOLOGIES FOR ABSENCE**

An apology for absence was received from Mr V B Tapp.

### **10     MINUTES**

The Minutes of the meeting held on 30 May 2018 were confirmed as a correct record and signed by the Chairman.

*Minute no: 4 – Private Hire Vehicle Licensing*

Members noted that the Council had now licensed the Nissan Leaf, an eco-friendly electric car.

### **11     LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 – TOWN POLICE CLAUSES ACT 1847 – HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE DRIVERS – CHARGING FOR SAFEGUARDING TRAINING**

Members considered the report detailing a proposal to charge for safeguarding training delivered to private hire vehicle drivers. The training for

existing drivers had been free of charge to encourage all drivers to take part and courses had been well attended and received. The costs had been covered by funding available for safeguarding work. Liaison with other local authorities now implementing the safeguarding conditions including training had been ongoing with a view to arranging training for new drivers which was cost effective.

In response to questions, the Food, Safety and Licensing Team Manager outlined the costings involved. It was noted that an average of six attendees per training session from each of the participating councils would ensure the training was cost effective. A monthly premium was paid by participating councils irrespective of the numbers of drivers attending.

Having regard to ongoing collaboration work with South Norfolk, it was felt there was a need to review the situation regarding the proposed charges in the Spring.

### **RESOLVED**

to

- (1) levy a charge of £25 per person for attendance at a safeguarding training course provided by Broadland District Council in respect of the requirements of the Council's Private Hire and Hackney Carriage Drivers Policy;
- (2) apply the charge in respect of safeguarding training delivered after 1 September 2018;
- (3) review the charges in February 2019.

## **12 REGULATORY SERVICES AND LICENSING – ANNUAL REPORT 2017/18**

The Committee considered the annual report of the Food, Safety and Licensing Manager for 2017/18. The report served to inform Members of the activities undertaken under officer's delegated authority. The Food, Safety and Licensing Manager took Members through the annual report drawing attention to the key points of interest. It was noted that a review of the Council's Gambling Policy was being carried out. To date a very limited response had been received to the consultation on the new Policy. The outcome of the consultation and the proposed new policy would be considered by the Committee shortly.

With regard to the impending changes to the animal welfare licensing, guidance was slowing being issued on these and there would be implications for staff resources during the changes.

The Chairman suggested it would be helpful for the report to include data on the number of occasions the Committee had met, the number of cases considered and the outcome of the decisions.

Members thanked the Food, Safety and Licensing Manager for the report and it was

### **RESOLVED**

to note and agree the annual report subject to the following:

- (1) Members had concerns about the under-resourcing in staff relating to work on new animal welfare licensing and recommended that an immediate review of staff resources and budget implications be undertaken to consider acquirement of additional support staff for the new legislation;
- (2) the addition to the annual report of data on the number of occasions the Committee had met, the number of cases considered and the outcome of the decisions – an updated copy of the report is attached at appendix 1 to the signed copy of these Minutes.

***The meeting adjourned at 10:30am and reconvened at 11:15am to consider the remaining items of business with the following Members present:***

Mrs S C Gurney – Chairman

Mr I Moncur

Mr R F Grady

The applicant attended for Minute no: 15.

Also in attendance were Mr R Essex (the Committee's legal advisor), the Food, Safety and Licensing Team Manager, the Technical Officer – Licensing Enforcement (SH) and the Committee Officer (DM).

### **13 EXCLUSION OF THE PRESS AND PUBLIC**

#### **RESOLVED:**

to exclude the Press and public from the meeting for the remaining business because otherwise, information which was exempt information by virtue of Paragraphs 1, 3 and 7 of Part I of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

**14 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 –  
PRIVATE HIRE VEHICLE DRIVER LICENSING**

This item was deferred for consideration at an extra meeting of the Committee arranged for 8 August 2018 due to the unavailability of the driver.

**15 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 –  
PRIVATE HIRE VEHICLE DRIVER LICENSING**

The Committee considered a matter involving a Private Hire Vehicle Driver. After due consideration, as detailed in the exempt appendix to the signed copy of these Minutes, it was

**RESOLVED**

to defer consideration of this application pending the outcome of the applicant's appeal to the Court.

*The meeting closed at 11:50 am*