

# Licensing Committee (Regulatory)



**Please contact:** Democratic Services  
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**Please direct dial on:** 01263 516108

30 June 2025

A meeting of the **Licensing Committee (Regulatory)** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Wednesday, 9 July 2025 at 10.30 am** *(please note that the start time will be delayed if the previous meeting over-runs)*

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to notify the committee clerk 24 hours in advance of the meeting and arrive at least 15 minutes before the start of the meeting. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516108, Email: [democraticservices@northnorfolk.gov.uk](mailto:democraticservices@northnorfolk.gov.uk)

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so must inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

Please note that Committee members will be given priority to speak during the debate of agenda items

**Emma Denny**  
**Democratic Services Manager**

**To:** Cllr P Fisher, Cllr D Birch, Cllr M Batey, Cllr K Bayes, Cllr J Boyle, Cllr A Brown, Cllr T FitzPatrick, Cllr N Housden, Cllr E Spagnola, Cllr P Porter, Cllr L Withington, Cllr K Leith, Cllr C Ringer, Cllr C Rouse and Cllr M Taylor



**If you have any special requirements in order  
to attend this meeting, please let us know in advance**

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

**Chief Executive:** Steve Blatch  
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## A G E N D A

### 1. TO RECEIVE APOLOGIES FOR ABSENCE

### 2. SUBSTITUTES

### 3. MINUTES (1 - 2)

To approve as a correct record the Minutes of 22 January 2024.

### 4. DECLARATIONS OF INTEREST (3 - 4)

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest. Members are requested to refer to the attached guidance and flowchart.

### 5. ITEMS OF URGENT BUSINESS

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act 1972.

### 6. DRAFT TAXI AND PRIVATE HIRE POLICY AND HANDBOOK (5 – 80)

Executive Summary	By setting high standards for drivers, vehicles, and operators, the handbook will improve the overall quality of taxi and private hire services in our district. The revised clear and detailed enforcement policy will ensure that non-compliance is effectively addressed, maintaining high standards across the industry.
Options considered	Do nothing. The policy would be outdated and fail to take account of updated best practice guidance.
Consultation(s)	2 public consultations took place in April and June 2025. Other local authorities, members of the trade and equalities representatives were all invited to take part.
Recommendations	To agree and recommend adoption of the Taxi and Private Hire Policy and Handbook 2025 v5.1, to Full Council, with effect from 1 September 2025.
Reasons for recommendations	To agree revised policy, considering all available best practice guidance, regulations and research, including consultation responses.
Background papers	Statutory taxi and private hire vehicle standards. <a href="#">Statutory taxi and private hire vehicle standards - GOV.UK</a>  Taxi and private hire best practice guidance for local authorities. <a href="#">Taxi and private hire vehicle licensing best practice guidance for licensing authorities in England - GOV.UK</a>

	<p>Institute of Licensing guidance on suitability for local authorities. <a href="https://iol.instituteoflicensing.org/file/673ef9c33bb4ad0008d7889c">https://iol.instituteoflicensing.org/file/673ef9c33bb4ad0008d7889c</a></p> <p>Human Rights Commission guidance. Equality Act 2010. <a href="#">Plain English Campaign</a></p> <p>Broadland taxi policy Nov 2022. <a href="https://www.southnorfolkandbroadland.gov.uk/licensing/licences/taxi-and-private-hire-licences/broadland-taxi-private-hire-licences/broadland-district-council-hackney-carriage-and-private-hire-vehicle-policy-and-conditions">https://www.southnorfolkandbroadland.gov.uk/licensing/licences/taxi-and-private-hire-licences/broadland-taxi-private-hire-licences/broadland-district-council-hackney-carriage-and-private-hire-vehicle-policy-and-conditions</a></p> <p>Environmental Charter <a href="#">Home   Environmental Charter</a> Net Zero Strategy. <a href="https://www.north-norfolk.gov.uk/media/7736/net-zero-strategy-document-v5.1.pdf">https://www.north-norfolk.gov.uk/media/7736/net-zero-strategy-document-v5.1.pdf</a></p>
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<b>Wards affected</b>	All
<b>Cabinet member(s)</b>	Councillor Callum Ringer
<b>Contact Officer</b>	Elisa Pendered, Environmental and Leisure Business Support Manager

Links to key documents:	
Corporate Plan:	Developing our communities: engaged and supported individuals and communities.
Medium Term Financial Strategy (MTFS)	
Council Policies & Strategies	Hackney Carriage and Private Hire Policy and Handbook (2021)

## 7. EXCLUSION OF THE PRESS AND PUBLIC

To pass the following resolution, if necessary:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph \_ of Part I of Schedule 12A (as amended) to the Act.”

## 8. TO CONSIDER ANY EXEMPT MATTERS ARISING FROM THE PUBLIC BUSINESS OF THE AGENDA