

# LICENSING AND APPEALS COMMITTEE

Minutes of the meeting of the Licensing and Appeals Committee held on Monday, 10 June 2019 at the Council Chamber - Council Offices, Holt Road, Cromer, NR27 9EN at 10.00 am

## Committee

### Members Present:

Dr P Butikofer (Chairman)	Mr H Blathwayt (Vice-Chairman)
Mr T Adams	Mr P Fisher
Mrs P Grove-Jones	Mr N Housden
Mrs M Millership	Mrs G Perry-Warnes

### Members also attending:

Mr J Toye

### Officers in Attendance:

Public Protection Manager and Democratic Services & Governance Officer (Regulatory)

### Apologies for Absence:

Mr D Baker  
Mr N Lloyd  
Mr J Rest  
Mrs E Spagnola

## 1 PUBLIC QUESTIONS

None.

## 2 MINUTES

The minutes of the meeting of the Licensing and Appeals Committee held on 11 March 2019 and Licensing Sub-Committee held on 3 April 2019 were approved as correct records and signed by the Chairman.

The Public Protection Manager updated the Committee on the following issues arising from discussions at the previous meeting:

Minute 37 – Licensing Update – the Public Protection Manager confirmed that the DBS guidance required applicants who had lived outside the UK to apply to their country or embassy in the UK for a certificate of good character, and set out the process for each country as there were slight differences in procedure.

## 3 ITEMS OF URGENT BUSINESS

None.

## 4 DECLARATIONS OF INTEREST

None.

## 5 UPDATE ON GENERAL LICENSING ISSUES

The Public Protection Manager outlined the responsibilities of Public Protection and the structure of the team. She gave a brief overview of some of the licences which were administered by the Licensing Authority. A more comprehensive report on the make up of licences issued and the work of the team would be provided for the next meeting.

Councillor Mrs P Grove-Jones asked if shops which sold e-cigarettes needed to be licenced.

The Public Protection Manager stated that licensing of e-cigarette outlets was not the responsibility of the Licensing Authority although it may fall within the remit of another agency.

### Animal Licensing

The Public Protection Manager stated that there had been changes in the legislation relating to Animal Licensing in October 2018 and the Committee had discussed this matter at previous meetings. (Main report [10 September 2018](#)). Inspections had been carried out in accordance with the new legislation. There had been some delay in issuing licences due to problems with a new database system, but these were now being issued and those affected had been kept informed.

In addition, "Lucy's Law" would come into effect from April 2020 banning the sale of puppies and kittens by third-party sellers, e.g. pet shops. In future, puppies and kittens could only be sold by the breeder with the animals' mother present. However, there were no pet shops which sold puppies and kittens in the North Norfolk District.

### Gambling Licensing

The Public Protection Manager explained that the Gambling Commission was responsible for the wider aspects of gambling but the Licensing Authority issued a range of licences for premises such as pubs with gaming machines, family entertainment centres, adult entertainment centres. Further details would be provided at the next meeting.

### Taxi Testing Stations

The Public Protection Manager stated that the current contract for taxi testing stations would end on 27 June 2019. Four applications had been received as a result of the tendering process for the new three-year contract, all of which were successful, and the Council was currently awaiting the return of signed contracts. If confirmed, there would be taxi testing stations in Stalham, Cromer, Sheringham and Trunch. No applications had been received from the west of the District. However, the four stations would allow more choice and flexibility than the present three testing stations.

Councillor N Housden asked if taxis could be tested outside the District.

The Public Protection Manager explained that vehicles could only be tested at an approved test station within the District as each Licensing Authority had its own standards which vehicles had to meet.

## 6 UPDATE ON TASK & FINISH GROUPS

### Taxi Handbook and Policy

The Public Protection Manager explained the purpose of the task and finish group. A significant review of the Taxi Handbook and Policy had been carried out but it had not been published pending further guidance on CCTV in vehicles. As a result of the Rotherham child exploitation case which involved taxi, some authorities had implemented the use of CCTV in taxis but there had been a number of court challenges and recent guidance had been issued which provided clarity about CCTV policies with regard to the information which could be held.

The Public Protection Manager sought 3 to 5 volunteers to sit on the Task and Finish Group. She would update the draft Policy and Handbook and circulate it to the Group for their input prior to consultation with the North Norfolk Taxi and Private Hire Forum.

### Licensing Policy

The Public Protection Manager sought three volunteers to sit on the Licensing Policy Task and Finish Group. The revised Licensing Policy was due for implementation in 2021 but as it would be subject to wide consultation it was advisable to commence the review as soon as possible.

### **Membership of Task and Finish Groups:**

**Taxi Handbook and Policy: Dr P Bütikofer, Mr P Fisher, Mr N Housden and Mrs G Perry-Warnes**

**Licensing Policy: Mr H Blathwayt, Dr P Bütikofer and Mrs P Grove-Jones**

The meeting ended at 10.31 am.

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Chairman