

Committee Agenda



Epping Forest District Council

Licensing Committee **Wednesday, 13th October, 2021**

You are invited to attend the next meeting of **Licensing Committee**, which will be held at:

Council Chamber - Civic Offices
on **Wednesday, 13th October, 2021**
at **2.30 pm** .

Georgina Blakemore
Chief Executive

Democratic Services
Officer

Adrian Hendry (Democratic Services)
Tel: 01992 564243 Email:
democraticservices@eppingforestdc.gov.uk

Members:

Councillors R Morgan (Chairman), J Jennings (Vice-Chairman), I Hadley, S Heather, P Keska, A Lion, L Mead, S Neville, C P Pond, B Rolfe, M Sartin, P Stalker, D Stocker, J M Whitehouse and K Williamson

<p>PLEASE NOTE THE START TIME OF THE MEETING</p>

<p>Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.</p>

<p>You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy and copies made available to those that request it.</p>
--

<p>Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area</p>

<p>If you have any queries regarding this, please contact Democratic Services Officer on 01992 564246.</p>

1. WEBCASTING INTRODUCTION

1. This meeting is to be webcast and Members are reminded of the need to activate their microphones before speaking.

2. The Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the Internet and will be capable of subsequent repeated viewing, with copies of the recording being made available for those that request it.

By being present at this meeting, it is likely that the recording cameras will capture your image and this will result in your image becoming part of the broadcast.

You should be aware that this may infringe your human and data protection rights. If you have any concerns then please speak to the Webcasting Officer.

Please could I also remind Members to activate their microphones before speaking.”

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

To declare interests in any item on this agenda.

4. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order (6) (non-executive bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks notice of non-urgent items is required.

5. MINUTES OF THE LICENSING COMMITTEE (Pages 5 - 10)

To confirm the minutes of the Licensing Committee meeting held on 30th November 2020.

6. MINUTES OF THE LICENSING SUB-COMMITTEES

The minutes from the Sub-Committee’s meetings will be available for the relevant Chairmen to sign off.

7. LICENSING STATISTICS (Pages 11 - 12)

Under the Licensing Act 2003, officers are required to report on the numbers of

applications received and the determinations of those applications. The following table outlines the applications received for the period from 1 October 2020 to 30 September 2021.

8. DIRECT RESIDENT CONSULTATION WITHIN 150M RADIUS (Pages 13 - 18)

To consider a report detailing the cost and implications of the Councils current process of writing to all residents within a 150 metre radius.

9. PAVEMENT LICENSING (Pages 19 - 22)

To consider a report on the current status of pavement licensing.

10. TAXI AND PRIVATE HIRE VEHICLE STANDARDS & NATIONAL REGISTER OF TAXI AND PRIVATE HIRE LICENCE REVOCATIONS AND REFUSALS (NR3) (Pages 23 - 26)

To consider the Government's the Statutory Taxi and Private Hire Vehicle Standards to licensing authorities aimed at safeguarding children and vulnerable adults.

11. LICENSING SUB-COMMITTEE MEETINGS (Pages 27 - 28)

To consider the attached report on the venue for future meetings of the Sub-Committees.

12. REVIEW OF LICENSING SUB-COMMITTEE PROCEDURES

To review the proceedings of the Licensing Sub-Committee held during the preceding period and consider any issues of procedure, policy or organisation that have adversely affected the operation or management of meetings.

13. REVIEW OF CURRENT AND FUTURE TRAINING NEEDS FOR THE COMMITTEE

To highlight any further training considered necessary for the members tasked with discharging the Council's Licensing function.

14. MATTERS ARISING

To consider any further matters arising in respect of the Council's Licensing function, not covered elsewhere on the agenda.

15. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
----------------	---------	-------------------------------------

Nil

Nil

Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Background Papers: Article 17 - Access to Information, Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

16. DATE OF NEXT MEETING

The next meeting of the Licensing Committee has been scheduled for 15 March 2022 at 2.30pm in the Council Chamber.