

# Non-Statutory Licensing Committee

## Minutes - 10 July 2019

### Attendance

#### Members of the Non-Statutory Licensing Committee

Cllr Alan Bolshaw (Chair)  
Cllr Obaida Ahmed (Vice-Chair)  
Cllr Greg Brackenridge  
Cllr Keith Inston  
Cllr Rita Potter  
Cllr Milkinderpal Jaspal  
Cllr Asha Mattu  
Cllr Anwen Muston  
Cllr Jane Stevenson  
Cllr Jonathan Crofts

#### Employees

|                |                                     |
|----------------|-------------------------------------|
| Chris Howell   | Licensing Manager                   |
| Emma Caddick   | Service Lead Environmental Health   |
| Charlotte Rose | Senior Environmental Health Officer |
| Sarah Hardwick | Senior Solicitor                    |
| Donna Cope     | Democratic Services Officer         |

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## Part 1 – items open to the press and public

*Item No.*     *Title*

- 1 Apologies for absence**  
Apologies were received from Councillor Dr Paul John Birch J.P, Councillor Zee Russell, Debra Craner, Section Leader Licensing and Greg Bickerdike, Section Leader Licensing.  
  
Councillor Milkinderpal Jaspal stated that he needed to withdraw from the meeting at 1030 hours.
- 2 Declarations of interest**  
There were no declarations of interest.

3 **Minutes of previous meeting**

Resolved:

That the minutes of the meeting of the Non-Statutory Licensing Committee held on 20 March 2019 be confirmed as a true record and signed by the Chair.

4 **Matters arising**

Minute 7 – Scrap metal fees were for information only as they are an executive function.

Minute 11 – Paragraph 5.1.4 of the guidelines should say 12 years, in keeping with the rest of the guidelines, not 10. The guidelines will be updated.

5 **Minutes - 4 April 2019 - Non-Statutory Licensing Sub-Committee**

Resolved:

That the minutes of the meeting of the Non-Statutory Licensing Sub-Committee held on 4 April 2019 be confirmed as a true record and signed by the Chair.

6 **Minutes - 8 May 2019 - Non-Statutory Licensing Sub-Committee**

Resolved:

That the minutes of the meeting of the Non-Statutory Licensing Sub-Committee held on 8 May 2019 be confirmed as a true record and signed by the Chair.

7 **Cosmetic Registrations**

Charlotte Rose, Senior Environmental Health Officer, gave a presentation on the regulation of cosmetic procedures. She reported how cosmetic treatments were becoming increasingly more extreme and discussed some recent investigations carried out by officers.

The Senior Environmental Health Officer reported that local authorities were unable to regulate many of these procedures as there were currently no government policies in place.

Members of the Committee were concerned about this lack of regulation and suggested that a letter was written to the government on behalf of Members.

Resolved:

That the presentation and issues raised be noted and the Chair of the Non-Statutory Licensing Committee to seek advice on the best way of contacting government.

*Councillor Milkinderpal Jaspal withdrew from the meeting.*

8 **Addition to Fees and Charges for Acupuncture, Tattooing, Ear Piercing, Semi-Permanent Skin Colouring and Cosmetic Piercing 2019-2020**

Chris Howell, Licensing Manager, presented a report asking Members to:

1. Approve the proposed fees and charges as set out in Table 1 with immediate effect.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Approved the proposed fees and charges as set out in Table 1 with immediate effect.

9 **Application for an Increase in Hackney Carriage Fares**

Chris Howell, Licensing Manager, presented a report asking Members to:

1. Approve the proposed increases in Hackney Carriage Fares as detailed in Appendix 1 and authorise the required publishing of a notice in a local newspaper detailing the proposed fare increase and stating a consultation period during which representations regarding the increase can be made.
2. Agree to receive a further report if at the end of the consultation period there are objections to the proposed fare increase.
3. Note that if at the end of the consultation period there are no objections to the proposed fare increase, implementation of the proposed increases will occur.

Resolved

That Members of the Non-Statutory Licensing Committee:

1. Approved the proposed increases in Hackney Carriage Fares as detailed in Appendix 1 and authorised the required publishing of a notice in a local newspaper detailing the proposed fare increase and stating a consultation period during which representations regarding the increase can be made.
2. Agreed to receive a further report if at the end of the consultation period there are objections to the proposed fare increase.
3. Noted that if at the end of the consultation period there are no objections to the proposed fare increase, implementation of the proposed increases will occur.

10 **Health and Safety Statutory Plan 2019 - 2020**

Emma Caddick, Service Lead, Environmental Health, presented a report asking Members to:

1. Approve the proposed Health and Safety Statutory Plan 2019-2020.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Approved the proposed Health and Safety Statutory Plan 2019-2020.

11 **Review of Decision Making 2018 - 2019**

Chris Howell, Licensing Manager, presented a report asking Members to:

1. Endorse and approve the proposals in section 2 of the report relating to category 2 decisions.
2. Endorse and approve the proposals in section 2 of the report relating to category 3 decisions.

3. Delegate category 3 decision making powers to the Director of City Environment.
4. Agree to receive further annual delegation update reports at the beginning of each municipal year.
5. Note the schedule attached at Appendix 1 to the report which includes further proposed delegations from the Director of City Environment.
6. Note the schedule of employee decisions for 2018 - 2019 attached at Appendix 2 to the report in relation to new hackney carriage and private hire applications.
7. Note the schedule of employee decisions for 2018 - 2019 attached at Appendix 3 to the report in relation to hackney carriage and private hire reviews.
8. Note the schedule of decisions for 2018 - 2019 attached at Appendix 4 to the report in relation Magistrates and Crown Court appeals.

A Member of the Committee congratulated officers on their hard work and stated that from Appendix 4 of the report Licensing Services evidently had robust policies in place.

In response to this the Chair offered his thanks to Members of the Committee for their contributions to the decision making process.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Endorsed and approved the proposals in section 2 of the report relating to category 2 decisions.
2. Endorsed and approved the proposals in section 2 of the report relating to category 3 decisions.
3. Delegated category 3 decision making powers to the Director of City Environment.
4. Agreed to receive further annual delegation update reports at the beginning of each municipal year.
5. Noted the schedule attached at Appendix 1 to the report which includes further proposed delegations from the Director of City Environment.
6. Noted the schedule of employee decisions for 2018 - 2019 attached at Appendix 2 to the report in relation to new hackney carriage and private hire applications.
7. Noted the schedule of employee decisions for 2018 - 2019 attached at Appendix 3 to the report in relation to hackney carriage and private hire reviews.
8. Noted the schedule of decisions for 2018 - 2019 attached at Appendix 4 to the report in relation Magistrates and Crown Court appeals.