

## **MID DEVON DISTRICT COUNCIL**

**MINUTES** of a **MEETING** of the **LICENSING COMMITTEE** held on 26 August 2022  
at 10.00 am

### **Present**

#### **Councillors**

J Cairney (Chairman)  
J Bartlett, D R Coren, J M Downes,  
Miss J Norton and Mrs E J Slade

### **Apologies**

#### **Councillor(s)**

R J Chesterton, Mrs F J Colthorpe, D J Knowles and  
L D Taylor

### **Also Present**

#### **Councillor(s)**

A Wilce and R J Dolley

### **Also Present**

#### **Officer(s):**

Tanya Wenham (Operations Manager for Public Health  
and Housing Options), Deborah Sharpley (Solicitor),  
Carole Oliphant (Member Services Officer) and Jessica  
Rowe (Member Services Apprentice)

## **1 ELECTION OF CHAIRMAN (VICE CHAIRMAN OF THE COUNCIL IN THE CHAIR)**

Cllr J Cairney was duly elected Chairman of the Licensing Committee for the  
municipal year 2022-2023

## **2 ELECTION OF VICE CHAIRMAN (0.04.35)**

Cllr Mrs E J Slade was duly elected Vice Chairman of the Licensing Committee for  
the municipal year 2022-2023

## **3 APOLOGIES AND SUBSTITUTE MEMBERS (05.35)**

Apologies were received from Cllrs Mrs F J Colthorpe, R J Chesterton, D J Knowles  
and L D Taylor.

Cllr A Wilce attended via ZOOM.

## **4 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (0.06.14)**

Members were reminded of the need to make declarations where appropriate

## **5 PUBLIC QUESTION TIME (0.06.33)**

There were no members of the public present

## **6 MINUTES (0.07.15)**

The minutes of the meeting held on 3<sup>rd</sup> December 2021 were agreed as a true record and duly **SIGNED** by the Chairman.

## 7 **ENFORCEMENT UPDATE (0.07.59)**

The Operations Manager for Public Health & Housing Options gave an overview of the service and noted that:

- Due to unforeseen circumstances that staffing levels and lack of expertise, inspections had been limited
- There had been no direct enforcement of Licensing Premises due to the staffing issues
- 2 subcommittee licensing hearings had been held, both of which were granted
- There had been regular liaison with the Police and Environmental Health on Temporary Event Notices
- With a new team and specialist support now in place, a program of training and increased enforcement and pro-active inspections is now planned
- Premises applications had increased from 69 in 2020-2021 to 276 to date in 2022-2023 and were back to pre covid levels
- A qualified Animal Welfare Inspector had been employed to complete premises inspections and provide in depth reports
- There were 3 new applications for dog breeders pending and 2 renewals

Members were saddened to hear the loss of qualified staff and questioned how the team's enforcement obligations could be met.

The Operations Manager for Public Health & Housing Options responded by stating that looking after the health and safety of the public was a priority. Where public health had been assessed as at risk enforcement was undertaken and/or a hearing arranged. They were building competency across the team. The team had a clear development plan and agency staff had been employed to provide training to new staff members. The Operations Manager indicated that she monitored the team's key performance indicators on a monthly basis

Members requested that a report on results against the teams current key performance indicators be presented to the next meeting of the Committee.

(The meeting ended at 10.25 am)

**CHAIRMAN**