

Agenda

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General Purposes Licensing Committee

Date: **Tuesday 19 May 2015**

Time: **5.15 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

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General Purposes Licensing Committee

Membership

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AGENDA

Pages

1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2015/16

The General Purposes Licensing Committee elects Councillor to be the Chair for the Council Year 2015/16.

2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2015/16

The General Purposes Licensing Committee elects Councillor to be the Vice Chair for the Council Year 2015/16.

3 APOLOGIES FOR ABSENCE

The Quorum for this meeting is 4.

4 DECLARATIONS OF INTEREST

5 APPOINTMENT OF SUB-COMMITTEES 2015/16

7 - 10

To establish Sub-Committees for the 2015-16 Council Year to deal with the casework flowing from the Committee's own responsibilities.

Recommendations: The Committee is RECOMMENDED to:-

1. establish a Hackney Carriages and Private Hire Licensing Sub-Committee for the Council Year 2015-16, agree its powers and duties and appoint members to it on the basis of political balance;
2. establish a Licensing and Registration Sub-Committee for the Council Year 2015-16, agree its powers and duties and appoint members to it on the basis of political balance;
3. agree that substitution is permitted on the two sub-committees but that substitutes must be from the Committee itself.

6 UPDATE ON TAXI LICENSING ACTIVITY: 2014/15 COUNCIL YEAR

11 - 18

The Head of Environmental Development has submitted a report which informs Committee of the progress made by the Taxi Licensing Function during the 2014/15 Council year.

Officer Recommendation: That the Committee note the contents of the report and make any comments or recommendations regarding the future

work of the Taxi Licensing Function.

7 MINUTES

19 - 22

Minutes from 27 January 2015

Recommendation: That the minutes of the meeting held on 27 January 2015 be APPROVED as a true and accurate record.

8 DATES OF FUTURE MEETINGS

14 September 2015

26 January 2016

19 May 2016

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

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To: General Purposes Licensing Committee

Date: 19 May 2015

Report of: Head of Law and Governance

Title of Report: Appointment of Sub-Committees

Summary and Recommendations

Purpose of report: To establish Sub-Committees for the 2015-16 Council Year to deal with the casework flowing from the Committee's own responsibilities.

Report approved by:

Legal: Daniel Smith

Policy Framework: Not applicable

Recommendations: The Committee is RECOMMENDED to:-

- 1) establish a Hackney Carriages and Private Hire Licensing Sub-Committee for the Council Year 2015-16, agree its powers and duties and appoint members to it on the basis of political balance;
- 2) establish a Licensing and Registration Sub-Committee for the Council Year 2015-16, agree its powers and duties and appoint members to it on the basis of political balance;
- 3) agree that substitution is permitted on the two sub-committees but that substitutes must be from the Committee itself.

1. For the 2014-15 Council Year the Committee established two sub-committees, a Hackney Carriages and Private Hire Licensing Sub-Committee and a Licensing and Registration Sub-Committee. This report recommends the re-establishment of both sub-committees.

HACKNEY CARRIAGES AND PRIVATE HIRE LICENSING

2. The powers and duties of a Hackney Carriages and Private Hire Licensing Sub-Committee are set out in **Appendix 1** to this report. The Sub-Committee is essentially a body that deals with casework.
3. Last year it was agreed that any member of the Committee may act as substitute and it is recommended that this continue. The Sub-Committee should be politically

balanced. If three members are appointed to serve on it this year, the political balance will need to be 2 Labour and 1 Liberal Democrat members. If the Committee wishes to appoint a different number of members, I will report orally on the political balance requirement.

4. Dates have been set for meetings of the Sub-Committee and are set out in **Appendix 1**.

OTHER LICENSING MATTERS

5. The powers and duties of a Licensing and Registration Sub-Committee are set out in **Appendix 2** to this report. The Sub-Committee is essentially a body that deals with casework.
6. Last year, four members were appointed to the Sub-Committee. The Sub-Committee should, be politically balanced. If four members are appointed to serve on it this year, the political balance will need to be 2 Labour and 1 Liberal Democrat and 1 Green member.
7. No dates have been fixed for the Sub-Committee. Its business cannot be predicted. It will meet as and when required.

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HACKNEY CARRIAGES AND PRIVATE HIRE LICENSING SUB-COMMITTEE

Powers and Duties

1. To deal with cases concerning applicants for or holders of taxi, private hire or other driver or vehicle licences brought to the sub-committee by officers
2. To decide taxi and private hire and other vehicle, driver and operator licence applications when the applicant has a conviction and the relevant service head has concerns about the nature of the offence or the applicant or the vehicle may not be suitable for some other reason
3. To withdraw and suspend licences for taxis and private hire and other vehicles and their drivers and operators.

Dates of Meetings (all at 5.00 pm)

Monday 1 June 2015
Monday 13 July 2015
Monday 24 August 2015
Monday 5 October 2015
Monday 16 November 2015
Monday 14 December 2015
Monday 25 January 2016
Monday 14 March 2016
Monday 25 April 2016

LICENSING AND REGISTRATION SUB-COMMITTEE

1. To decide sex establishment licence applications when there are objections
2. To decide street trading applications that are for longer than three months.
3. To decide applications to renew street trading permissions when there has been a complaint about the trader, or the trader has broken the conditions of their street trading permission in the past year or where there is competition for a vacant approved site.

To: General Purposes Licensing Committee

Date: 19 May 2015

Report of: Head of Environmental Development

Title of Report: Update on Taxi Licensing Activity:
2014/15 Council Year

Summary and Recommendations

Purpose of report: To inform Committee of the progress made by the Taxi Licensing Function during the 2014/15 Council year.

Report Approved by:

Finance: Paul Swaffield

Legal: Daniel Smith

Policy Framework: Vibrant Sustainable Economy
Policy on the Relevance of Warnings, Offences,
Cautions and Convictions

Recommendations: That the Committee note the contents of the report and make any comments or recommendations regarding the future work of the Taxi Licensing Function.

Introduction

1. This report informs Committee of progress made by the Taxi Licensing Function under the duties of the Town & Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 during the 2014/15 Council Year.
2. The report covers data on service volumes; details of Taxi Licensing hearing decisions; decisions made under delegated powers; information on volumes of drivers and vehicles and enforcement activity.
3. The tables below provide data on licence applications received and processed during the period that this report covers.

Licences Issued	Total 2014/15 Council Year
Hackney Carriage Driver	331
Private Hire Driver	644
Hackney Carriage Vehicle	142
Private Hire Vehicle	697
Private Hire Operator	30

Actions Undertaken	Total 2014/15 Council Year
Licensing Hearings	22
Enforcement Actions Commenced	397
Prosecution Cases Started	7
Complaints about Drivers / Vehicles / Operators	250

Applications Granted by the Licensing Authority

4. A hearing is not required where an application has been lawfully made and no adverse information pertaining to the “fitness” of a person or vehicle to be licensed by this Authority has been found. There have been 971 driver, 839 vehicle, and 30 Operator licenses issued by the Head of Environmental Development under delegated authority during the reported period. Fourteen applications to grant or renew driver licences were determined by the Hackney Carriage and Private Hire Licensing Sub-Committee.

Hackney Carriage & Private Hire Licensing Sub-Committee Hearings

5. When adverse information pertaining to the “fitness” of a person or vehicle to be licensed or to continue to be licensed by this Authority has been found then the matter is determined at a Sub-Committee Hearing.
6. Such adverse information may be derived from information relating to an application such as health concerns, relevant cautions or convictions, or from the enforcement records held by the Licensing Authority in relation to serious incidents, or repetitive failures to adhere to standard drivers and vehicle conditions will call in to question a licence holders suitability to meet with this Authority’s description of a Fit and Proper person.
7. Whilst there is no legal definition the criteria the Authority consider relevant are set out in the Policy on the Relevance of Warnings, Offences, Cautions and Convictions states:

Fit and Proper Person: *A person who poses no threat to the general public, has a good knowledge of the City, is healthy, and is of a good character (including driving record) will be deemed fit and able to hold a licence.*

8. During the 2014/15 Council year, 30 Hearings were held to determine the fitness of new applicants and existing licence holders. The results of the Hearings are shown in the table below (please note 2 drivers surrendered their licences ahead of the Hearings taking place resulting in no further action being required by the Sub-Committee, and 1 driver appeared three times owing to additional information being required twice from Thames Valley Police to help determine his case) :

	Granted	Councillor Warning	Refused	Suspended	Revoked
New Driver	1	1*	4		
Existing Driver	2	8*	2	0	9

**In some instances where a Councillor Warning was issued this also related to an application for a new licence, or an application to renew a licence (not just cases where the level of Warnings available to Officers had been exceeded), and the requirements of the Councillor Warning were made additional conditions to the grant / renewal of the licence.*

9. Of those issued with a Councillor Warning, attached to the Councillor Warning in some cases were additional conditions applied to the licence, including:
- Requirements for existing drivers (first licensed prior to the modernisation of the function on 1st March 2011) to meet with the current criteria of a new applicant;
 - Requirements for drivers to attend an Anger Management Course; and
 - Requirements made on all drivers receiving a Councillor Warning that any future issues of non-compliance / complaints are to be brought before the Sub-Committee.

Appeals

10. Six Sub-Committee decisions were appealed to the Magistrates' Court during the period covered by this report (note: not all of the six appeals relate to those decisions shown in the above table, but also to matters determined in the 2013/14 Council year).
11. These appeals concerned the Sub-Committee decisions to revoke Private Hire Driver Licences following 2 drivers being convicted for Plying for Hire and driving without insurance, 2 drivers exceeding the levels of Warnings able to be issued by the Licensing Officers, 1 driver having been issued with a Police Caution and failing to declare the matter to the Authority, and 1 driver who had been convicted and imprisoned for offences relating to fraud.

12. The Court dismissed the two appeals relating to the revocations for Plying for Hire and driving without insurance, dismissed the appeal relating to the refusal to grant a licence to the driver convicted of fraud offences, and dismissed one of the appeals relating to the accumulation of Warnings (the other is due to be heard later this year).
13. The case relating to the driver who had received a Police Caution and failed to declare the matter to the Authority was resolved following information being provided by Thames Valley Police that clearly highlighted that the Police Officer who issued the Caution may have misinformed the driver as to the need to declare the matter or the impact the matter may have on his suitability to hold a position as a licensed driver.
14. This case was therefore referred back to the Hackney Carriage & Private Hire Licensing Sub-Committee to reconsider its original decision (which in turn approved the renewal of the drivers licence), and as such the appeal was not pursued.

Enforcement Activity

15. Whilst engaged on Enforcement Operations throughout the 2014/15 Council year, the Licensing Team has carried out 397 enforcement interventions, issuing the following sanctions (in accordance with the Policy on the Relevance of Warnings, Offences, Cautions and Convictions). Such matters were witnessed by the Officers, or by other Authorised Personnel of other agencies:
 - 2 Cases still pending (awaiting further intelligence reports)
 - 49 No further action taken due to credible driver explanations / immediate rectification of minor infringement
 - 37 Failures to submit DBS or Medical Disclosure
 - 1 Licences surrendered
 - 1 Recommendation to undertake English Language course
 - 1 Responses to queries relating to Enforcement Procedures
 - 27 Verbal Advice given at scene of an incident
 - 93 Advisory Warnings
 - 45 First Level Warnings
 - 35 Second Level Warnings
 - 31 Final Warnings
 - 25 Permits issued to vehicles with minor damage to remain in service for a maximum period of 28 days
 - 29 Notifications of referral to the Sub-Committee
 - 3 Suspension Notices (driver)
 - 8 Suspension Notice (vehicle)
 - 1 Notifications of non-payment letters
 - 7 PACE interviews following Test Purchase Operations
 - 1 Simple Caution
 - 1 Freedom of Information Request made to our neighbouring Authorities

16. The purpose of the “Warning” system is to educate licence holders as to their responsibilities and the need to uphold the Taxi Licensing objectives. Verbal advice and the four levels of “Warnings” may be issued by the Licensing Officers, and the level of “Warning” issued is dependent upon the nature of the incident, the severity of the matter, whether there have been any previous incidents of non-compliance, and how the matter sits in relation to the Taxi Licensing objectives.
17. Verbal advice was given at the scene of a number of incidents relating to drivers committing basic Road Traffic Act offences whilst the Licensing Officers were carrying out their night time enforcement duties.
18. Typically Warnings issued by the Licensing Officers related to failures and / or accumulated failures by licence holders to declare relevant motoring convictions, failures to adhere to the conditions attached to their driver / vehicle licence, failures to provide satisfactory documents in relation to the licence renewal process, and in some cases Suspensions were issued due to concerns relating to the licence holder upholding the objectives of public safety following relevant information from Thames Valley Police.
19. As well as the disciplinary measures taken during the enforcement operations, 250 complaints were received from members of the public during this reporting period relating to poor customer service, rudeness, road traffic offences and plying for hire, and a breakdown of the actions taken by the Licensing Officers is detailed below:
 - 2 Cases currently still active (at the time of compiling this report)
 - 5 Case of explaining the legislation to the public / MP
 - 33 Cases where no further action was or could be taken*
 - 2 Vehicles sent to Cowley Marsh Depot to be fully tested
 - 67 Written Advice given
 - 61 Advisory Warnings
 - 23 First Level Warnings
 - 21 Second Level Warnings
 - 9 Final Warnings
 - 6 Requests made to Operators to refund customers for poor service
 - 7 Notifications of referral to the Sub-Committee
 - 14 Referred to other Local Authorities to investigate
20. The Weekend Night-time Operation implemented by the Environmental Development Service operates between 11.00 p.m. and 4.00 a.m. on

both Friday and Saturday nights and proactively checks for non-compliance by both the Hackney Carriage and Private Hire trades.

21. This further increases our robust enforcement presence throughout the city at weekends and the two Council Officers carrying out the Operation report any findings back to the Licensing Authority in order that the appropriate actions are undertaken.

Test Purchase Operations

22. During the 2014/15 Council year, 10 Test Purchase Operations were carried out resulting in 7 drivers failing the Test Purchase. Resulting from the Operations 7 interviews (under the Police & Criminal Evidence Act) have been carried out by the Licensing Officers investigating suspected offences of plying for hire and driving without the correct insurance (a Private Hire Vehicle is not insured for public hire, whereas a Hackney Carriage Vehicle is).
23. Resulting from the above PACE interviews all of the cases were forwarded to Law & Governance for consideration to prosecute drivers for the offences of plying for hire and driving without the correct insurance.

Prosecutions

23. During the 2014/15 Council year, 10 cases of plying for hire and driving without the correct insurance were due to be heard in the Magistrates Court (relating to Test Purchase Operations and PACE interviews carried out prior to this reporting period and during this reporting period).
24. Seven cases were heard at the Magistrates Court, and in all of these cases, the licence holders either pleaded or were found guilty of both offences, and issued with 6 penalty points to be endorsed on their DVLA Licence and a fine and ordered to pay costs.
25. The sentences handed out by the Court immediately gave rise to the licence holders having been found guilty of committing a "relevant offence" in relation to his or her status as a "fit and proper" person to continue to hold a licence, and all cases were / have been referred on to the Hackney Carriage and Private Hire Licensing Sub-Committee for determination in accordance with our Policy on the Relevance of Warnings, Offences, Cautions and Convictions, which states:

The Licensing Authority regularly carries out what are known as "Test Purchase" Operations, where attempts are made to ascertain whether individual licence holders and Private Hire Operators knowingly ply for hire. If any licence holder is found to be non-compliant with regard to this matter during such an operation, they should expect the matter to result in a prosecution against them in the Courts. If convicted by the Court of a single offence of plying for hire, the licence holder will be required to appear before the Hackney Carriage and Private Hire Licensing Sub-Committee, where the licence holder should expect to receive a revocation of their licence.

26. Should any such driver reapply for a licence with this Authority, then they will be referred to the Hackney Carriage and Private Hire Licensing Sub-Committee in order to determine the application. The Sub-Committee will be (unless there are valid reason to depart from it) be directed by our Policy on the Relevance of Warnings, Offences, Cautions and Convictions, which states:

If a licence is revoked a period of twenty-four months should have elapsed before any application is considered.

27. The remaining 3 cases were abandoned following the drivers surrendering their licences ahead of their Court appearance. A full record of the offences remains on their records should they ever reapply to this Authority for a licence.
28. The steps taken by the drivers in these 3 cases are clearly an unsatisfactory way for matters to conclude, and a procedure has now been established (and was undertaken on one of these cases) for a Simple Caution to be issued to a driver by Law & Governance in order to ensure that should he / she opt to surrender his / her licence in order to either avoid a conviction at Court or any subsequent appearance at the Sub-Committee, the matter has a clear outcome, not only for the benefit of the Authority, but for such information to be shared with any other Authority the driver may seek to obtain a licence from.

Future Work

29. Following the success of our work with the Community Safety Team in the adoption of a Safeguarding strategy for the Hackney Carriage & Private Hire licensing function, this strategy has been benchmarked and is being / has been adopted by all of our neighbouring Authorities, and other from further afield.
30. Our enforcement programme will continue in its current guise, namely daytime inspections of vehicles at taxi ranks, inspections of Private Hire Operator records and facilities, late night enforcement operations throughout the city, and late night Test Purchase operations and if there is financial scope the number of Test Purchase operations and night time operations will be increased.
31. The Licensing Team has met with its counterparts at our neighbouring Authorities in an attempt to discuss the rise of out of district Hackney Carriages being used predominately in Oxford to carry out Private Hire work on behalf of some Oxford licensed Private Hire Operators.
32. Whilst the law does not make this practice illegal, it causes great concern to the Licensing Authority as the high standards and rigorous criteria imposed by ourselves is not applicable to those licensed by our neighbours, and in some cases leads to the public being serviced by drivers and vehicles that do not meet with the Council objective of Oxford being a world-class city.

33. A report offering this Committee various solutions as to how to combat / reverse the loss of control over these drivers and vehicles and the associated implications on our revenue caused by the current situation, will be put to Members at our next meeting.

Legal Implications

34. There are no legal implications contained within this report.

Financial Implications

35. Any financial implications contained within this report will be met within existing budgets.

Recommendations

36. The Committee is recommended to:
- (i) note the content of the report; and
 - (ii) make any comments and recommendations regarding the future work of the Taxi Licensing function.

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GENERAL PURPOSES LICENSING COMMITTEE

Tuesday 27 January 2015

COUNCILLORS PRESENT: Councillors Clarkson (Chair), Cook, Coulter, Lloyd-Shogbesan, Royce, Lygo and Wolff.

OFFICERS PRESENT: Julian Alison (Licensing Team Leader), Jill Cramer (Senior Licensing Officer), Lesley Rennie (Business Regulation Team Manager), Samantha Howell (Licensing Officer), Daniel Smith (Law and Governance) and Sarah Claridge (Committee Services Officer)

10. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Kennedy and Cllr Gant

11. DECLARATIONS OF INTEREST

There were no declarations of interest received.

12. TAXI LICENSING ACTIVITY REPORT - APR - DEC 2014

The Head of Environmental Development submitted a report (previously circulated, now appended) which detailed the progress made by the Taxi Licensing function between 1 April 2014 and 31 December 2014

The Licensing Team Leader presented the report. He explained that the level of activity was similar to last year. The approximate number of licensed taxi and private hire drivers and vehicles in Oxford is as follows;

900 Private Hire drivers, 350 Hackney Carriage drivers
600 Private Hire vehicles, 107 Hackney Carriages vehicles

The following comments were raised:

- As well as the informative page about safeguarding advice in the driver application pack, questions relating to safeguarding are asked in the local knowledge test taken by hackney and private hire drivers.
- Approximately 350-400 non-Oxford Hackney Carriages are working legally in the city. The City has no power to enforce drivers or vehicles licensed by other authorities. We can only prosecute them if they are "plying for hire" as they cannot ply for hire save for in the district within which they are licensed as Hackney Carriage. Officers regularly talk with neighbouring authorities and share relevant information.
- If we want to control the taxi standard in the city we need to encourage other authorities to raise their standards, or review ways in which we can maintain control of our fleets and be attractive to the Private Hire remaining with us. If they become Hackney Carriage elsewhere we lose control over them.

- The draft Taxi and Private Hire Bill written by The Law Commission would have address these variances in standards, however this appears to have been put on indefinite hold and therefore we must seek our own solutions to protect our standing and reputation.
- Taxi drivers are required to undertake a Class II Medical Assessment every 6 years up to the age of 65, and annually thereafter. However these can occur more frequently if evidence suggest so on a case by case basis.
- We could review the reasons for why drivers chose to seek a Hackney Carriage licence elsewhere and then work in Oxford as private hire. Discussions with the main operators suggest the lack of vehicle age limits, the ability to not require council livery on vehicles, the allowance of Black MPV's as licensed vehicles elsewhere, and the discounted licence fees available to "green" vehicles are deemed to be the main contributing factors for neighbouring authorities to be more attractive to obtain a licence.

The Committee resolved to NOTE the content of the report.

13. FEES AND CHARGES 2015/16: GENERAL LICENSING

The Head of Environmental Development submitted a report (previously circulated, now appended) which sought agreement for the general licencing fees for 2015/16

The Licensing Team Leader presented the report. He explained that where the Council has discretion over the level of fee charged, fees had increased by 1.9% in line with inflation.

The Committee resolved to AGREE the general licencing fees and charges for 2015/16 as set out in Appendix 1.

14. FEES AND CHARGES 2015/16: MISCELLANEOUS LICENSING

The Head of Environmental Development submitted a report (previously circulated, now appended) which sought agreement for the miscellaneous licencing fees and charges for 2015/16

The Business Regulations Team Manager presented the report. She explained that where the Council has discretion over the level of fee charged, fees had increased by 1.9% in line with inflation.

The Committee resolved to AGREE the miscellaneous licencing fees and charges for 2015/16 as set out in Appendix 1.

15. REVIEW OF THE STREET TRADING POLICY AND POLICY CONSULTATION RESPONSES

The Head of Environmental Development submitted a report (previously circulated, now appended) which detailed the responses to the public consultation on the draft Street Trading Policy.

The Licensing Officer presented the report. She explained that 58 responses to the consultation had been received, most in favour of the proposed policy. It was explained that farmer markets would not be included in the fees.

Martin Kersh on behalf of Foodservice Packaging Association spoke against the proposal to make all packaging either biodegradable or recyclable. He explained that the focus should be on changing people's behaviour (so they do not litter) rather than replacing one type of packaging with another.

The following comments were raised:

- The change to biodegradable or recyclable packaging proposed is to enable more waste to be recycled, not to change litter behaviour. The wording in the policy is sufficiently flexible to allow traders to determine which packaging is best for them.
- A guidance note on what packaging can be recycled by different waste collector to be created by licensing officers and circulated to street traders.
- The Committee felt 100 metres was sufficient distance to require traders to be away from any school. This restriction does not apply to higher education establishments.
- A Level 2 food hygiene certificate is high enough to prepare food safely. Food hygiene standards are the same for street traders and premises.
- There is no need to require traders to provide healthy options in the policy as street trader already offer a wide range of healthy eating options in the city.
- The Broad Street protocol covers events on Broad Street. Licensing officers already consider it when relevant applications are received, so there is no need for it to be specifically mentioned in the Street Trading Policy.
- 5.6(2) will be re-worded by officers to make it clearer.
- The City Council cannot regulate A-Boards in the policy as they are a highways issue. It is best to consider them case by case

The Committee resolved to APPROVE the draft Street Trading Policy 2015 and recommend it to Council for adoption.

16. MINUTES

Minute 7 change the Head of City Development to Head of Environmental Development

The Committee resolved to AGREE the amended minutes of the meeting held on 10 June 2014 as a true and accurate record

17. DATES OF FUTURE MEETINGS

The Committee noted the next meeting would be held on 19 May 2015.

The meeting started at 6.15 pm and ended at 7.35 pm

