

Agenda

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General Purposes Licensing Committee

Date: **Wednesday 16 May 2018**

Time: **6.15 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

General Purposes Licensing Committee

The membership of the Committee will be confirmed at the meeting of full Council on 15 May

HOW TO OBTAIN A COPY OF THE AGENDA

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AGENDA

Pages

- 1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2018-19
- 2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2018-19
- 3 APOLOGIES FOR ABSENCE
- 4 DECLARATIONS OF INTEREST

5 **APPOINTMENT OF SUB-COMMITTEES 2018-19**

7 - 10

The Head of Law and Governance has submitted a report to establish 4 sub-committees for the 2018-19 Council Year to deal with the casework flowing from the Committee's own responsibilities.

Recommendations: That the General Purposes Licensing Committee resolves to:

1. **Agree** that the casework hearings for taxi, private hire or other driver or vehicle licences, street trading licences and sex establishment licences should be determined by sub-committees as set out in the Powers and Duties of GPL Sub-Committees at Appendix 1.

2. **Establish** 4 politically-balanced sub-committees of 3 members, and agree the membership, each to undertake the casework of the General Purposes Licensing Committee as follows:

- Sub- Committee A: GPL Chair, Labour Cllr A, Lib Dem Cllr A
- Sub- Committee B: GPL Vice Chair, Labour Cllr B, Lib Dem Cllr B
- Sub- Committee C: GPL Chair, Labour Cllr C, Lib Dem Cllr A
- Sub- Committee D: GPL Vice Chair, Labour Cllr D, Lib Dem Cllr B

3. **Agree** that substitution is permitted on each of the 4 sub-committees but that substitutes must be from the General Purposes Licensing Committee and must maintain political proportionality; and

4. **Agree** the meeting dates and time listed below.

30 May 2018	21 Jan 2019
25 Jun 2018	04 March 2019
06 August 2018	15 April 2019
17 September 2018	28 May 2019
29 October 2018	
10 December 2018	

All meetings start at 5.30pm

6 UPDATE ON TAXI LICENSING ACTIVITY COUNCIL YEAR 2017- 18 11 - 16

The Head of Community Services has submitted a report to inform Committee of the progress made by the Taxi Licensing during 2017-18.

Recommendations: That the General Purposes Licensing Committee resolves to:

1. **Note** the contents of the report;
2. **Make** any comments and recommendations regarding the future work of the Taxi Licensing Function

7 AMENDMENTS TO THE HACKNEY CARRIAGE & PRIVATE HIRE DRIVER AND VEHICLE CRITERIA 17 - 74

The Head of Community Services has submitted a report to recommend amendments in relation to the Hackney Carriage and Private Hire Driver and Vehicle criteria.

Recommendations: That the General Purposes Licensing Committee resolves to:

1. **Approve** the implementation of the Annual Background Checks Form (Appendix 1) in regards to three year Hackney Carriage and Private Hire Drivers Licence criteria;
2. **Approve** a minor amendment to the Policy on the Relevance of Warnings, Offences, Cautions and Convictions to include term 'Released Under Police Investigation' to be notifiable to the Council by a Licensed driver (Appendix 2);
3. **Approve** administrative changes to the Hackney Carriage and Private Hire Drivers Applications Pack where some content is outdated (Appendix 3);
4. **Approve** the proposed amendments to Hackney Carriage and Private Hire Vehicles "Conditions of Fitness" (Appendix 4) to allow licensing of Ultra Low Emission Vehicles; and
5. **Agree** that such proposals be put to Council for adoption.

8 MINUTES 75 - 76

Recommendation: That the minutes of the meeting held on 24 January 2018 be APPROVED as a true and accurate record.

9 DATES OF FUTURE MEETINGS

The next meetings of the Committee are scheduled to take place on:

- 19 September 2018
- 23 January 2019

All meetings start at 6.00pm

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.