

Minutes of a meeting of the GENERAL PURPOSES LICENSING COMMITTEE on Wednesday 16 May 2018

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Committee members:

Councillor Clarkson (Chair)

Councillor Gotch

Councillor Humberstone

Councillor Lygo

Councillor Taylor

Councillor Cook (Vice-Chair)

Councillor Howlett

Councillor Landell Mills

Councillor Simm

Officers:

Daniel Smith, Lawyer

Richard Masters, Licensing Compliance Officer

Joshua Curnow, Licensing Compliance Officer

John Mitchell, Committee and Member Services Officer

Apologies:

None.

1. Election of Chair for the Council Year 2018-19

The Committee Services Officer opened the meeting.

The Committee elected Councillor Clarkson to be the Chair for the Council Year 2018/19.

Cllr Clarkson took the Chair.

2. Election of Vice-Chair for the Council Year 2018-19

The Committee elected Councillor Cook to be the Vice Chair for the Council Year 2018/19.

3. Declarations of Interest

None.

4. Appointment of Sub-Committees 2018-19

The Head of Law and Governance had 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.

The Committee resolved 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;

2. **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;

3. **Agree** the meeting dates and time listed below; and

4. **Agree** that the names of members for the 4 sub-committees be agreed outside the meeting.

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	

5. **Update on Taxi Licensing Activity Council Year 2017- 18**

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

The Committee resolved to:

Note the contents of the report.

6. **Amendments to the Hackney Carriage & Private Hire Driver and Vehicle Criteria**

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

The Committee resolved 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.

7. Minutes

The Committee resolved to:

Approve the minutes of the meeting held on 24 January as a true and accurate record.

8. 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

The meeting started at 6.15 pm and ended at 6.30 pm

Chair **Date: Wednesday 19 September 2018**

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