

Review of Sub-Committee Guidelines

SUMMARY

- 1.1 The Council has a set of guidelines which Taxi Licensing and Appeals Sub-Committee members refer to when considering their decisions.
- 1.2 It is important that these guidelines are regularly reviewed to ensure they remain relevant and up to date.

RECOMMENDATION

- 2.1 To agree to review the Sub-committee guidelines.
- 2.2 To agree the formation of, and the nomination of members for, a working group to review the guidelines.
- 2.3 To agree to accept a report from the working group at the next meeting of the committee with recommendations for adoption.

REASONS FOR RECOMMENDATION

- 3.1 To maintain the relevance of the guidance and reduce any vulnerability to the risk of legal challenge.

SUPPORTING INFORMATION

- 4.1 The Taxi Licensing and Appeals Sub Committee considers new applications, renewal applications and changes to the circumstances of existing licence holders for both hackney carriage and private hire vehicle drivers. The cases considered by the sub-committee often deal with issues such as criminal and/or motoring convictions, complaints from members of the public or breaches of licence conditions.

- 4.2 In order to ensure a consistent approach and adherence to government guidelines when considering such cases, the Council has a set of guidelines which sub-committee members refer to when considering their decisions. It is important that these guidelines are regularly reviewed to ensure they remain relevant and up to date. The guidelines were last reviewed in April 2010, and prior to that in 2007. A copy of the current sub-committee guidelines are attached at Appendix 2.
- 4.3 Officers propose that a working group is established to review them and report their findings and any recommendations back to this Committee.

OTHER OPTIONS CONSIDERED

- 5.1 None.

This report has been approved by the following officers:

Legal officer	Olu Idowu
Financial officer	-
Human Resources officer	-
Service Director(s)	John Tomlinson
Other(s)	-

For more information contact:	Michael Kay 01332 641940 e-mail michael.kay@derby.gov.uk
Background papers:	None

List of appendices:	Appendix 1 – Implications Appendix 2 – Current Taxi Licensing & Appeals Sub-committee Guidelines
----------------------------	-----------------------------------------------------------------------------------------------------

IMPLICATIONS

Financial and Value for Money

- 1.1 None arising from this report.

Legal

- 2.1 The Sub-committee guidelines are an important reference document for Members when considering individual licensing cases. Reliance on the guidelines is an important factor in any appeal hearing against a decision of the Sub-committee.

Personnel

- 3.1 None arising from this report.

Equalities Impact

- 4.1 No particular group(s) will be disadvantaged by issues arising from information contained in this report.

Health and Safety

- 5.1 None arising from this report.

Environmental Sustainability

- 6.1 None arising from this report.

Property and Asset Management

- 7.1 None arising from this report.

Risk Management

- 8.1 The absence of up-to-date guidelines could result in challenges against decisions made by the Sub-Committee.

Corporate objectives and priorities for change

- 9.1 The information set out in this report supports the corporate priorities that the Council provides good quality services that meet local needs.