

Time commenced : 6.00pm  
Time finished : 6.53pm

## **LICENSING AND APPEALS COMMITTEE 7 SEPTEMBER 2004**

Present: Councillor Jones (in the Chair)  
Councillors Brown, Bolton, Hird, Hussain, Jackman, Redfern and  
Rehman

### **11/04 Apologies for Absence**

Apologies for absence were submitted by Councillors Dhamrait, Jackson and Richards.

### **12/04 Minutes of Previous Meetings**

The minutes of the meeting held on 6 July 2004 were approved as a correct record and signed by the Chair.

### **13/04 Late Items to be Introduced by the Chair**

There were no late items.

### **14/04 Declarations of Interest**

There were no declarations of interest.

### **15/04 Draft Licensing Policy**

The Committee considered a report from the Director of Corporate Services, which set out the draft Licensing Policy, which had been amended to incorporate amendments to the guidance issued by the Government. The draft policy sets out how the Council would achieve its responsibilities, set out in the Licensing Act 2003. It contained information about what needed to be included in an application, how applications would be processed and determined to achieve the requirements of the Act. In addition, there was information about the attachment of licence conditions through consultation, liaison and enforcements.

The draft policy had been written to coincide with the tight schedule set by the Government. It was anticipated that the first licence applications would be received by the Council's Licensing team, after 7 February 2005. The second appointed date would be November 2005, when the Council would take over full licensing responsibility. It was therefore vital that the deadlines set out in the report were achieved.

Consultation on the policy would take place during October 2004. The final policy would be approved by this Committee in December and would then be forwarded to Council in January 2005.

**Resolved:**

- 1. To approve the revised draft Licensing Policy and consultation timetable.**
- 2. To include Area Panels in the consultation process.**
- 3. To establish a Cross Party Working Group comprising Councillors Jones, Brown and Redfern, to consider comments received from the consultation exercise and make recommendation to Licensing and Appeals Committee at its meeting in December 2004.**

#### **16/04 Taxi Licensing Section – Additional Staffing Requirements**

The Committee considered a report of the Director of Corporate Services, proposing an increase in the establishment of the Taxi Licensing section. The workload demands upon the Section had increased over the last two years and existing staff resources were insufficient to meet the increased demands. Recently it had proved necessary to employ temporary staff to ensure that the administrative function had continued to operate effectively and to relieve the pressure on members of the team. The continued use of temporary staff was not a cost efficient option. It was therefore proposed that a new part-time permanent Licensing Officer post be created within the section. The new post (0.6 fte) would be filled by a Licensing Officer currently on maternity leave and this would mean that the vacant full time post would then be recruited in accordance with the Council's procedures.

**Resolved to approve an increase in the number of full time equivalent Licensing Officer posts within the Taxi Licensing Section from 2.0 to 2.6.**

#### **17/04 Request for Approval of a New Hackney Carriage**

The Committee considered a report of the Director of Corporate Services, which stated that the Taxi Licensing Section had recently received a request from Cab Direct for the Council to approve their new vehicle, the Peugeot E7, for use for licensed Hackney Carriage in the Derby city area.

**Resolved:**

- 1. To approve the Peugeot E7 for use as a Hackney Carriage within the city of Derby.**
- 2. To request the Director of Corporate Services to amend the Council's specification for Hackney Carriages to include the Peugeot E7.**

**18/04 Hackney Carriage and Private Hire Vehicle Testing Contracts**

The Committee considered a report of the Director of Corporate Services, which stated that the current Hackney Carriage and private hire vehicle testing contracts would expire on 31 December 2004. The report set out proposed amendments to the terms and conditions of the contract, which would be used with the same contract tender procedure as last time (two years ago).

**Resolved**

- 1. To approve the amendments to contract terms and conditions as set out in the report.**
- 2. To approve the contract tender procedure and timetable as set out in the report.**

MINUTES END