

Time Commenced: 6:03pm

Time Finished: 7:52pm

## **LICENSING COMMITTEE**

**23 March 2017**

**Present:** Councillor Jackson (Chair)  
Councillors Barker, Froggatt, Hezelgrave, A Holmes, Keith, J Khan,  
Marshall, Pegg, Poulter, Raju, Whitby,

**In Attendance:** Olu Idowu – Head of Legal Services  
Mike Kay – Head of Environmental Health and Licensing  
Lucie Keeler - Solicitor  
Sandra Mansell – Team Leader - Licensing  
Steven Mason – Democratic Services Officer

### **34/16 Apologies for Absence**

Apologies for absence were received from Councillors Ashburner and Sandhu.

### **35/16 Late Items**

There were none.

### **36/16 Declarations of Interest**

Councillor Marshall declared that he was a personal licence holder and would leave the room during consideration of item 43/16.

### **37/16 Minutes of the Meeting held on 19 January 2017**

The minutes of the meeting held on 19 January 2017 were agreed as a correct record.

### **38/16 Taxi Licensing Administration and Compliance Activities – Q4 2015/16 and Q1, Q2, Q3 2016/17**

The Committee received a report of the Strategic Director of Communities and Place on Taxi Licensing Administration and Compliance Activities – Q4 2015/16 and Q1, Q2, Q3 2016/17.

The report provided Members with information on the activities the taxi licensing service had undertaken during quarter 4 of the 2015/16 financial year and quarters 1, 2 and 3 of the 2016/17 financial year.

It was agreed that in future the Taxi Licensing Sub Committee statistics should contain more information where the Members decision differed to the officer recommendation.

**Resolved to note the contents of the report.**

**39/16            General Licensing Administration and Compliance  
Activities - Quarter 4 2015/16 and Quarters 1, 2 and 3  
2016/17**

The Committee received a report of the Strategic Director of Communities and Place on General Licensing Administration and Compliance Activities - Quarter 4 2015/16 and Quarters 1, 2 and 3 2016/17.

The report provided Members with information on the activities the general licensing service had undertaken during Quarter 4 of the 2015/16 financial year and Quarters 1, 2 and 3 of the 2016/17 financial year.

**Resolved to note the contents of the report.**

**40/16            Cross Border Authorisation of Officers by Gedling Borough  
Council**

The Committee received a report of the Strategic Director of Communities and Place on Cross Border Authorisation of Officers by Gedling Borough Council.

It was reported that there were a number of issues with third party vehicles licensed elsewhere operating in Derby and that discussions had taken place with Gedling Borough Council to seek to strengthen the action that could be taken against their vehicles operating in Derby.

It was noted that the report set out the initial proposals to approve the process of Derby City Council authorising officers inspecting vehicles licensed with Gedling Borough Council.

**Resolved:**

- 1. to endorse the principle being sought for Derby City Council officers to be empowered to lawfully stop and inspect vehicles licensed outside the city that are trading within the administrative area of Derby;**
- 2. to note the discussions that have taken place with Gedling Borough Council, consistent with the principle detailed in recommendation 2.1; and**
- 3. to recommend to Council the approval of any arrangements that can be formally agreed with neighbouring local authorities facilitating the principle detailed in recommendation 2.1.**

## **41/16          Request to Use Debit and Credit Cards in Licensed Vehicles**

The Committee received a report of the Strategic Director of Communities and Place on Request to Use Debit and Credit Cards in Licensed Vehicles.

It was reported that a request had been received from a member of the private hire trade to allow them to use a card reader in their vehicle so fares could be paid for by debit and credit cards.

It was noted that before officers considered the issue more widely and considered the need for specific proposals, a mandate was being sought from the Committee as to whether or not it approved in principle the use of debit and credit cards in all licensed vehicles.

### **Resolved :**

- 1. to approve in principle the use of debit and credit cards in all licensed vehicles; and**
- 2. to request officers consider the use debit and credit cards in all licensed vehicles and make more specific recommendations for committee to consider at a future meeting.**

## **42/16          Cross Party Working Group Changes to Taxi Licensing**

The Committee received a report of the Strategic Director of Communities and Place on Cross Party Working Group Changes to Taxi Licensing.

It was reported that at Committee in January, Members considered a report that set out some further changes to taxi licensing administration that were delegated to them following a meeting of Council in November 2016.

It was also reported that Members had agreed to introduce some of the changes proposed, but decided that a cross party working group should meet to consider the majority of the remaining matters.

Members noted that the cross party working group had met on 22 February 2017 and considered the following matters:

- Disability training for current drivers and those in advance of gaining a licence
- CCTV in licensed vehicles
- Cab Safe Scheme
- Disclosure and barring checks for controllers/dispatchers
- Basic skills test lead-in time for existing drivers

- Licensed drivers dress code

It was also noted that the discussion notes and recommendations from the cross party working group were set out at Appendix 2 of the report for consideration and approval.

**Resolved:**

- 1. to approve the recommendations from the cross party working group set out at Appendix 2.**

Councillor Marshall left the room.

## **43/16      General Licensing Fees and Charges 2017/18**

The Committee received a report of the Strategic Director of Communities and Place on General Licensing Fees and Charges 2017/18.

It was reported that the Communities & Place Directorate annually reviewed its fees and charges across its range of services and that this was to ensure that the fees and charges reflected the cost of delivering services and that inflationary cost increases were taken into account.

It was noted that the proposed fees and charges for 2017/18, commencing 1 April 2017, were set out in Appendices 2 and 3 of the report. It was also noted that the amounts charged were either set by statute or were based on recovering the costs incurred and that Appendix 4 outlined the fees that were set wholly by statute.

**Resolved:**

- 1. to approve the proposed fees and charges for 2017/18 set out in Appendices 2 and 3; and**
- 2. to note the fees and charges made under the Licensing Act 2003 set out in Appendix 4.**

## **44/16      Additional Staffing Resources for Taxi Licensing**

The Committee received a report of the Strategic Director of Communities and Place on Additional Staffing Resources for Taxi Licensing.

It was reported that at the Council meeting on 23 November 2016, Council approved the introduction of a licensing administration system for the Council in accordance with the principles of the new penalty points system, to be administered by officers along with a minimum requirement application threshold for applicants. It was also reported that, in addition to this, certain proposals which had been made were sent back to Licensing Committee for final determination, one of which was additional staffing resources for taxi licensing.

It was noted that on 19 January 2017 a report was taken to Licensing Committee to determine, amongst other proposals referred back to Committee, those in relation to the resource requirements needed to deliver on the Council proposals. It was also noted that in respect of the proposal on resources, Committee had requested a more detailed business case for each of the posts under consideration.

The Committee considered the business cases and thoroughly discussed all of the issues before agreeing the recommendations.

**Resolved:**

- 1. to approve the additional full time resource set out in the report; and**
- 2. to note that a review of the resources required to deliver the changes will need to be undertaken before the end of March 2018.**

MINUTES END