

LICENSING COMMITTEE
30 January 2020

Present: Councillor A Holmes (Chair)
Councillors Atwal, Bettany, Cooper, Hussain, Peatfield, A Pegg,
Potter, Repton, Skelton and Smale.

In Attendance: Olu Idowu – Head of Legal Services
Mike Kay – Head of Environmental Protection, Housing
Standards, Licensing, Emergency Planning and Business
Continuity

20/19 Apologies

Apologies were received from Cllrs Barker, A J Graves, Marshall and Sandhu.

21/19 Late Items to be Introduced by the Chair

There were no late items.

22/19 Declarations of Interest

There were no declarations of interest

23/19 Minutes of the Meetings held on 7 November 2019

The minutes of the meeting held on 7 November 2019 were confirmed as an accurate record.

24/19 General Licensing Fees and Charges 2020/21

The Committee considered a report from the Director of Public Protection and Streetpride. The Committee were informed that the Public Protection Service annually reviews its fees and charges across all of the services it provides. The proposed fees and charges for 2020/21 were set out in Appendices 1 and 2. The fees that were set wholly by statute, or based on recovering costs incurred, were set out in Appendix 3. If approved the new fees and charges would come into effect on 1 April 2020.

Resolved to:

- 1. Approve the proposed fees and charges for 2020/21 set out in Appendices 1 & 2.**
- 2. Note the statutory fees and charges, made under the Licensing Act 2003, set out in Appendix 3.**

**25/19 General Licensing Administration & Compliance
Activities 2018/19**

The Committee considered a report from the Director of Public Protection and Streetpride which provided information on the activities the general licensing service had undertaken between April 2018 and March 2019. The Head of Environmental Protection, Housing Standards, Licensing, Emergency Planning and Business Continuity informed the Committee that he would bring quarterly reports on these figures to the Committee in future.

Resolved to note the information set out in the report and appendices

**26/19 Taxi Licensing Administration & Compliance
Activities 2018/19**

The Committee considered a report from the Director of Public Protection and Streetpride which provided information on the activities the taxi licensing service had undertaken between April 2018 and March 2019. The Head of Environmental Protection, Housing Standards, Licensing, Emergency Planning and Business Continuity informed the Committee that he would bring quarterly reports on these figures to the Committee in future.

It was noted that the number of current licensed drivers and vehicles had gone down. Discussion followed that drivers and vehicles may be licensed by other authorities then operating in the city. Members queried the figures in brackets which the Head of Environmental Protection, Housing Standards, Licensing, Emergency Planning and Business Continuity who confirmed that the figure in brackets related to renewals during 17/18 where the number of renewals was low. He then went on to explain this was due to the renewals being on a 3 year renewal cycle and the figure outside the brackets, relating to 18/19 was a year with a high number of newals.

Resolved to note the information set out in the report and appendices

27/19 Renewal of Contracts for Approved Testing Stations

The Committee considered a report from the Director of Public Protection and Streetpride informing them that the existing contracts, for Council approved testing stations, for hackney and private hire vehicles were due to expire on 31 July 2020. In accordance with the Council's Contract Procedure Rules a contract tender process must be undertaken.

The Committee were informed that five garages were originally approved under this current contract period. However, there have been four approved testing stations routinely undertaking the testing of vehicles. The fifth garage did not respond in time when the contracts were extended by 12 months in 2019.

Members questioned how rigorous the testing of these garages was and if checks were routinely undertaken. The Head of Environmental Protection, Housing Standards, Licensing, Emergency Planning and Business Continuity confirmed that to even be considered to be a Council approved testing station garages have to already be a registered MOT testing station. Before a contract is awarded inspections and auditing exercises are undertaken. Once a garage is approved they then have to undergo training with the Council. It was also confirmed that if any defects are found on taxis the Council will chase back to where the vehicle was inspected and did keep records.

Resolved to:

- 1. Note the contents of the report.**
- 2. To authorise the Service Director of Public Protection and Streetpride to initiate the tendering and selection process for testing stations on the basis of the terms and conditions set out in the report and attached appendices.**

28/19 Taxi Licensing Fees and Charges 2020/21

The Committee considered a report from the Director of Public Protection and Streetpride which provided information on the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2020/21.

The Committee were informed that hackney carriage and private hire licensing fees and charges are reviewed regularly to ensure the total costs incurred in providing the services are recovered. It was confirmed that the proposed licence fees and charges must be advertised and any objections or representations received must be considered by the Council.

Resolved to:

- 1. Approve the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2020/21 as set out at Appendix 1.**
- 2. Request the Service Director of Public Protection and Streetpride to advertise the proposed variation of fees.**
- 3. Delegate to the Service Director of Public Protection and Streetpride following consultation with the Chair, to consider any representations received within the required period and to take appropriate action if required to address such representations.**
- 4. Approve the new licence fees and charges to become effective from 1 April 2020, subject to there not being any representations received during the required period, or where any such representations have been withdrawn.**

29/19 Immigration Act Update

The Committee considered a report from the Director of Public Protection and Streetpride updating them on a number of changes to the licensing regimes, brought about by the Immigration Act 2016, that sought to prevent illegal working. The Committee were informed that the Home Office has issued updated guidance to licensing authorities

Resolved to:

- 1. Agree an addition to the list of exemptions from 3-year licences.**
- 2. Authorise the Director of Public Protection & Streetpride to make changes to the list of exemptions sufficient to give effect to the revised Home Office guidance.**

MINUTES END