



Licensing Committee

Minutes – 20 November 2013

Attendance

Members of the Committee

Cllr Bishan Dass (chair)
Cllr Ian Claymore
Cllr Susan Constable
Cllr Mark Evans
Cllr Neville Patten
Cllr John Rowley

Cllr Alan Bolshaw
Cllr Craig Collingswood
Cllr Keith Inston
Cllr Rita Potter

Employees

Sarah Hardwick
Andy Jervis
Colin Parr
Martin Fox

Senior Solicitor (Delivery)
Head of Regulatory Services (Education and Enterprise)
Licensing Manager (Education and Enterprise)
Democratic Support Officer (Delivery)

Part 1 – items open to the press and public

| <i>Item No.</i> | <i>Title</i> | <i>Action</i> |
|-----------------|--------------|---------------|
|-----------------|--------------|---------------|

BUSINESS ITEMS

- | | | |
|----|---|------------------------|
| 1. | Apologies for absence An apology for absence was submitted on behalf of Cllr Patricia Patten. | - |
| 2. | Declarations of interest No interests were declared. | - |
| 3. | Minutes Resolved: (a) That the minutes of the meeting held on 23 October 2013 be approved as a correct record. (b) That the minutes of the meetings of the Licensing Sub-Committee held on 1 November 2013 be approved as a | - - |

correct record and adopted.

4. **Matters arising**

Festival of Light - The Chair referred to the successful event held on 26/27 October. He paid tribute to the event organisers and expressed the hope that the event will be repeated in the future.

5. **Schedule of outstanding minutes**

A report was presented, which set out a schedule of outstanding minutes, together with an indication of when individual reports would be submitted for consideration.

Resolved:

That the report be received.

Linda
Banbury

DECISION ITEMS

6. **Changes to the disclosure and barring service enhanced criminal records disclosure process**

The Licensing Manager presented a report, which detailed revisions to the process for obtaining an enhanced criminal records disclosure from the disclosure and barring services for hackney carriage and private hire vehicle drivers. It also asked the Committee to approve the revised fee structure for enhanced criminal records disclosures.

Resolved:

That the proposed fee structure for enhanced criminal records disclosures as detailed in paragraph 2.11 of the report be approved.

Colin Parr/
Elaine
Moreton

7. **Proposed revisions to hackney carriage and private hire criteria**

The Licensing Manager submitted a report which detailed a proposal to revise the existing hackney carriage and private hire vehicle criteria. It asked the Committee to consider responses received following consultations relating to vehicle criteria and the drug policy for drivers and to endorse the implementation of a drug policy for hackney carriage and private hire vehicle drivers.

Resolved:

- (a) That the responses to the consultation as detailed in appendix A and B of the report be noted.
- (b) That the revised hackney carriage criteria as detailed in paragraph 5.2/5.3 of the report be approved and endorsed.

Colin Parr/
Elaine
Moreton

- (c) That the revised private hire criteria as detailed in paragraph 5.4-5.6 of the report be approved and endorsed.
- (d) That the implementation of a drug policy for hackney carriage and private hire vehicle drivers as detailed in paragraph 5.7 of the report be approved and endorsed.

8. **Democratic support officer**

Cllr John Rowley referred to the fact that Martin Fox would shortly be leaving the Council after a period of 39 years' service.

Committee Members joined in thanking Martin for his long service and wishing him well for the future

Part 2 – exempt items
Nil