

LICENSING & REGULATORY COMMITTEE

MINUTES

WEDNESDAY 13 JUNE 2018
GIPPING ROOM, GRAFTON HOUSE
6.00 PM

Present: Councillors N Cenci, S Connelly (Chair), S Darwin (Vice-Chair), A Ross, C Wright, E Xhaferaj, K E Elavalakan, G Chisholm, C Allen, H Armitage and S Barber

1. **Apologies for Absence**

Apologies for absence were received from Councillor Goldsmith, Councillor Hughes and Councillor Lockington.

2. **Election of Chair**

Resolved:

that Councillor Connelly be appointed as Chair for the 2018/19 municipal year.

3. **Appointment of Vice Chair**

Resolved:

that Councillor Darwin be appointed as Vice-Chair for the 2018/19 municipal year.

4. **To consider the minutes of the meeting held on 19 April 2018**

Resolved:

that the Minutes of the Meeting held on 19 April 2018 be signed as a true record.

5. **To Confirm or Vary the Order of Business**

Resolved:

That the order of business be confirmed as printed on the Agenda.

6. Declarations of Interest

Councillor Cenci declared a non-pecuniary interest in Item 10 LR/18/01 as an employee at Suffolk New College.

Councillor Xhaferaj declared a non-pecuniary interest in Item 10 LR/18/01 as a family member had applied for a Private Hire Taxi Driver's licence.

7. To Confirm the Dates and Times of Meetings of the Committee

Resolved:

That the dates and times of future meetings be confirmed as printed on the Agenda.

8. Establishment of Sub-Committees

It was agreed that dates for all Licensing Sub-Committee hearings be scheduled a year in advance and circulated to all members of the Committee.

Resolved:

- (i) To establish Sub-Committees of 3 Councillors in the terms established by Committee on the 27 January 2005, to deal with hearings under the Licensing Act 2003;**
- (ii) To establish Sub-Committees of 3 Councillors in the terms established by Committee on 21 June 2007 to deal with hearings under the Gambling Act 2005;**
- (iii) To establish Sub-Committees of 3 Councillors in the terms established by Committee on 20 December 2007, to deal with hackney carriage and private hire enforcement hire enforcement matters;**
- (iv) To establish a Sub-Committee of 3 Councillors in the terms established by Committee on 26 March 2009, to deal with applications for sitting out areas.**

9. LR/18/01 Review of the Application Criteria for Hackney Carriage & Private Hire Driver's Licence

- 9.1. Debbie Devine, Senior Licensing & Enforcement Officer, confirmed that all references to East Suffolk College within the report should read 'Suffolk New College'.

- 9.2. Following confirmation that Skills UK would be unable to continue to provide training sessions for applicants, discussion had taken place with Suffolk New College to consider a more formal training course for potential applicants to complete. This would include the mandatory training on child sexual exploitation, dementia and disability awareness and the English tests. As well as completing the course the enhanced DBS, immigration status checks, medical examination and driving assessments would be carried out as normal.
- 9.3. The Officer confirmed that once an applicant had passed their knowledge tests this would not expire. However, if a driver had a license lapse over twelve months, they would be expected to undertake other parts of the application process again such as the DBS and medical checks.
- 9.4. The Officer confirmed that at this time the cost of a retake was not known however this would be requested by Suffolk New College and reported back to the Committee.
- 9.5. In response to a question regarding what support would be provided to applicants on the course, the Officer advised that the college had a range of experience with supporting students at all different levels and with those who may require special requirements.
- 9.6. The Officer confirmed that the feedback received from drivers thus far regarding a change in course had been positive.

Resolved:

- i. **that the Committee introduce a training course in the Introduction to the Role of the Professional Taxi and Private Hire Driver in conjunction with East Suffolk College;**
- ii. **that any new applicant for a hackney carriage/private hire driver's licence be required to produce a pass certificate for the above course, or the same course held at West Suffolk College, before being granted a combined Hackney Carriage and Private Hire Driver's licence, with immediate affect;**
- iii. **that the requirement for a new applicant to pass an English test, knowledge tests and attend a CSE, dementia and disability awareness course be discontinued with immediate effect;**
- iv. **that any driver whose licence was suspended or not renewed due to not attending the CSE, dementia and disability awareness training be required to produce a pass certificate for the above course, or the same course held at West Suffolk College, before their licence is returned to them**

10. LR/18/02 Licensing Act 2003 Applications Update Report

Resolved:

that the report be noted.

11. **Exclusion of Public**

Resolved:

that the public (including the press) be excluded from the meeting during consideration of the following agenda items under Section 100(A) of the Local Government Act 1972 as it is likely that if members of the public were present during this item there would be disclosure of them of exempt information falling within paragraphs 1 of Schedule 12A of the Local Government Act 1972.

12. **LR/18/03 Enforcement Report**

Resolved:

that the report be noted.

The meeting closed at 6.58 pm

Chair