

**LICENSING AND SAFETY COMMITTEE  
7 JUNE 2018  
7.30 - 8.50 PM**



**Present:**

Councillors Allen (Chairman), Dr Barnard, Brossard, Ms Gaw, Leake, Porter and Tullett

**Apologies for absence were received from:**

Councillors Thompson, Mrs Angell, Finnie and Mrs McKenzie

**1. Declarations of Interest**

There were no declarations of interest.

**2. Minutes**

**RESOLVED** that the minutes of the meeting held on 4 January 2018 were approved as a correct record.

Matters Arising

In relation to minute 17, (Practical Driving Assessments), it was clarified that the flat fee for driving assessments would apply 7 days a week.

In relation to minute 18, (Safeguarding Training for Licensed Drivers and Operators), it was hoped that the first training sessions would begin from the end of July 2018, and no further delays were anticipated.

**3. Urgent Items of Business**

There were no urgent items of business.

**4. Notice of Public Speaking**

There were no requests for Public Speaking.

**5. Licensing Annual Report**

The Committee received the Licensing Annual Report.

It was commented that this report captured activity in Bracknell Forest only, rather than across the Public Protection Partnership areas. It was hoped that future reports will cover the whole service. The Committee was disappointed to note the temporary decrease in support service despite the new shared service, which officers attributed to staff sickness. This matter had since been resolved.

There had been fewer significant penalties for taxi drivers, and where points had been collected, these mostly related to failure to notify. The Committee suggested that drivers might be reminded through routine mailings of the importance of notifying the authority of any offences or points accrued.

The Committee discussed whether there might be an opportunity to review the points for taxi drivers.

The Committee requested that the next Annual Report included the number of drivers who did successfully report offences or penalty points, and some performance comparisons with other similar authorities.

The Committee raised concerns regarding the performance of the Public Protection Partnership, and requested further information on the resilience of this arrangement. The Chair agreed to raise the Committee's concerns at the next Partnership meeting.

The Committee noted the Annual Report.

## 6. **Review of Guidance Notes and Conditions for Hackney Carriage and Private Hire Vehicle Owners, Operators and Drivers**

The Committee received the Review of Guidance Notes and Conditions for Hackney Carriage and Private Hire Vehicle Owners, Operators and Drivers.

Members raised concerns that the length of time for decisions on licence applications to be made was proposed to increase from 2 clear working days to 5 clear working days. On this basis, the Committee rejected the change.

The Committee was reminded that the amendments had not yet gone out for consultation and could change.

Members raised concerns regarding the requirements for DBS Disclosures for Drivers to be processed through West Berkshire, although it was clarified that performance of DBS checks would not be affected, and existing DBS checks with Bracknell Forest Council remained valid.

Members raised concerns around the proposed withdrawal of requirement for drivers to undertake first aid training, and agreed that drivers should be required to undertake both first aid and disabilities awareness training.

Following discussion and subject to an amendment to wording of paragraph 5.2, it was:

**RESOLVED** that:

- i) the amendments and additions to paragraphs 5.2, 5.17, 22.1 and 22.5 of the Guidance Notes and Conditions document set out at Annex A be approved for consultation,
- ii) officers be required to bring back a report to the next meeting on the results of that consultation.

Amendments and additions to paragraphs 37.1, 5.14, 5.15 and 5.16 were not approved and would be removed prior to consultation.

## 7. **Review of Statement of Gambling Principles**

The Committee received a report on the Review of Statement of Gambling Principles, which was due to go out to consultation.

It was clarified that any changes to national policy and legislation would be reflected in the Principles.

**RESOLVED** that:

- i) the proposed timetable as set out in paragraph 5.3 of the report be approved
- ii) the proposed consultee list at Annex B be agreed

**8. Minutes of Licensing Panels**

The Committee noted the minutes of Licensing Panels which had been held since its last meeting.

**CHAIRMAN**