

Minutes of the Licensing Committee meeting held on Thursday, 14 February 2019 in Committee Rooms 1 & 2 - Deanes, Basingstoke and Deane Borough Council at 6.30 pm

Members of the Licensing Committee in attendance: Councillor D Taylor (Chair), Councillor D Leeks (Vice-Chair), Councillor P Frankum, Councillor A Freeman, Councillor R Gardiner, Councillor T Jones, Councillor D Putty, Councillor N Robinson and Councillor M Taylor

38/18 Apologies for absence and substitutions

Apologies were received from Councillor J Bowyer.

39/18 Declarations of interest

There were no declarations of interest.

40/18 Urgent matters

There were no urgent matters.

41/18 Minutes of the meeting held on 15 November 2018

The minutes of the meeting held on the 15 November 2018 were confirmed by the committee as a correct record and signed by the Vice-Chair.

42/18 LA2003 Policy Review and Licensing Update

The Licensing Team Leader introduced the report which provided members with the updated Statement of Licensing Policy for approval. The report also contained a brief update on some of the activities that the licensing team had undertaken.

The Committee considered the report and made the following comments:

- Requested a report on the activities carried out by the Purple Flag team and would like to be informed when the assessment nights take place with an invitation being extended to interested members of the committee.
- Cllr Frankum requested that invitations be sent out to him and other interested Committee members to be observers on the Licensing Enforcement nights.

The Licensing Team Leader also informed the Committee that the Licensing team would be implementing a new system (IDOX) which would allow electronic forms for taxi and Licencing Act applicants to be submitted to the team in a more efficient way which would reduce the amount of time needed to process them.

It was explained that the aim was to get as many people as possible to use the electronic forms although there was an expectation that some hard copy applications

would still be submitted.

If enough applicants used the electronic forms then it would result in a reduction in the taxi fees.

The Committee requested that copies of the test forms be circulated to the Committee.

The Committee made reference to 6.1 of the report which stated that the council now had access to the NR3 database which allowed them to see whether an individual had been refused a licence or had their license revoked in another area.

Officers stressed that the database was used in addition to the other checks that were currently carried out by the Council and would not replace any existing checks.

The Committee asked the Interim Regulatory Services Manager to consider producing an article for the media, informing the public of the high standards that the Council apply to its taxi drivers.

The Interim Regulatory Services Manager advised the Committee that Hart Council would remain within the shared service agreement with the Council for a further 5 years with an option to extend for a further two years afterwards.

The Committee welcomed that Safeguarding training would be mandatory for all taxi drivers. The Interim Regulatory Services Manager informed the Committee that the training would also be included in the annual licensing sub-committee training sessions.

Resolved: The Committee

- 1) notes the contents of the report
- 2) approves the revised Statement of Licensing Policy
- 3) delegates authority to the Head of Environmental Services in consultation with the Head of Law and Governance to make any minor changes or typographical corrections to the policy.

43/18 **Licensing Fees And Charges Report**

The Interim Regulatory Services Manager introduced the report that provided the committee with the proposed licensing fees and charges for 2019/20.

The Interim Regulatory Services Manager informed the Committee that it was proposed to increase the fees by the inflationary level of 3% in accordance with the council's budget strategy however there were two minor fees where the current fee level was below the cost of providing the item/service. Those had been adjusted to a cost recovery level and were highlighted in the proposed fees table.

Resolved: The Committee

1) Approves the licensing fees and charges, which will apply from 1 April 2019.

44/18 **Review of work programme**

Councillors made reference to the Taxi ranks within the town centre areas not being used as it was felt that they could be used for public parking instead. The Interim Regulatory Services Manager informed the Committee that a review had recently taken place on the car park layouts within the Town centre areas. They had also looked at the possibility of installing a taxi only rapid charger for electric vehicles.

The Committee requested an update report on enforcement activities.

The annual Licensing sub-committee training sessions could be held jointly with Hart Council.

45/18 **Matters dealt with by the Sub-Committee for noting**

The Committee notes the decision notices.

The meeting ended at 19:39.

Chairman