	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference Number	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
			LICENSING COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting.						
3			**21 April 2020**						
4	Appointments to Licensing Sub-Committee	To approve the membership number, set a composition and appoint a Convener to the Licensing Sub Committee.	**Was approved at UBC on 20/03/20**	Mark Masson	Governance	Governance		R	
5	Taxi Fare Review	To present the outcome of the taxi fare review consultation and to seek approval of a final fare structure.	Needs to be considered before November	Karen Gatherum	Governance	Governance	3	D	Officers have not received comments from Taxi trade.
6			**16 June 2020**						
7	Committee Annual Effectiveness Report for 2019/20	To present the annual effectiveness report for the Committee.		Mark Masson	Governance		GD 7.5		
8			**01 September 2020**						
9	Taxi Vehicle Transition to Alternative Powered Vehicles - Options	The Council at their meeting on 3 March 2020 agreed to instruct the Chief Officer Governance to report to the Licensing Committee on 1 September 2020 with proposals to consult with the taxi and private hire trade on options for transitioning to alternative powered vehicles			Governance	Commissioning			
10			**10 November 2020**						
11	No reports scheduled at this time.								
12			**TBC**						
13	Age Policy For Private Hire And Taxi Vehicles	Licensing Committee 08.03.16 (article 3 appendix A) - Council on 11 May 2016 resolved, amongst other things, to instruct the Head of Legal and Democratic Services to review the policy on Age of Vehicles following the implementation of the accessible vehicle policy on 6 June 2018 and report back to the Licensing Committee with recommendations as appropriate twelve months after the accessible vehicle policy had been implemented.	Report to be submitted 12 months after the implementation of the accessible vehicle policy.	Sandy Munro	Governance	Governance	7		

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14	Mixed Fleet Policy Options	Licensing Committee 5.03.18 (article 12). The Committee resolved to recognise that in compliance with The Equality Act 2010 that all taxi user requirements should be considered and instructs the Chief Officer Governance: (1) to prepare a report with suitable mixed fleet policy options for the split which would address all customer needs whether they are a wheelchair user, visually impaired or have other mobility requirements or other relevant disability; (2) to submit the aforementioned options to the Licensing Committee meeting by June 2022 for consideration, noting that subject to the approval in principle of the options a full consultation as outlined in section 4.2 of the report would be undertaken and the outcome reported back to the Committee; and (iv) to further recognise that in 1994 when new applications for taxi licences were required to be wheelchair accessible vehicles an exemption was allowed for existing licence holders, at that time, to retain a non-accessible vehicle and even licence a further non-accessible vehicle on renewal of the licence or replacement of such vehicle and to agree that this exemption should remain meantime and instructs the Chief Officer Governance to incorporate this exemption as an option within the proposed mixed fleet policy options to be submitted to Committee by June 2022.		Sandy Munro	Governance	Governance	7		
15	Taxi Driver Training	Licensing Committee 19/2/19 agreed to instruct the Chief Officer – Governance to continue to investigate training programmes for taxi and private hire drivers and report back to the Committee in this regard as and when appropriate.		Sandy Munro	Governance	Governance	3		