

	A	B	C	D	E	F	G	H	I
1	<b>LICENSING COMMITTEE BUSINESS PLANNER</b>								
	The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting.								
2	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Directorate</b>	<b>Terms of Reference Number</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3			<b>4 December 2024</b>						
4	Street Trader's Licence Policy	to review existing policy and determine if a review exercise is required		Sandy Munro	Governance	Corporate Services	16.3	<b>D</b>	the report is delayed due to a transitional period for consultation exercise providers
5	Annual Committee Effectiveness Report	The purpose of this report is to present the annual report of the Licensing Committee to enable Members to provide comment on the data contained within (Reporting Period is 15 October 2023 to 15 October 2024)		Mark Masson	Governance	Corporate Services	GD 8.5		
6	Taxi Fleet Composition	The Licensing Committee on 15/3/23 agreed that a report on the options for a mixed taxi fleet be brought to Committee at its meeting on 6 September 2023	The Committee on 24/4/24 noted that officers were awaiting feedback from the taxi trade, and likely a report would be submitted by the end of year but may bring earlier once we hear from the trade.	Sandy Munro	Governance	Corporate Services	16.3		
7	Taxi Demand Survey (including Review of Taxi Ranks)	The Committee on 6/9/22 agreed to defer the Taxi Demand survey for a period of 12 months. The survey will be instructed within that period and the results reported to committee on 8 November.  The Committee on 26/10/21 agreed to instruct the Chief Officer – Governance to undertake a Review of the Taxi Ranks in Aberdeen at the earliest opportunity following any Council decision being taken on the options for vehicle access on Union Street and the Spaces for People interventions in that area.	The Committee on 26/8/24 noted that the report was delayed to December to provide survey provider sufficient time to gather meaningful data.	Sandy Munro	Governance	Corporate Services	16.3	<b>D</b>	delayed to February at the request of the surveyor

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2	Taxi Fare Review	To ask Committee to agree a fare tariff.		Sandy Munro	Governance	City Regeneration and Environment	16.3		
8									
9			<b>26 February 2025</b>						
10	Sexual Entertainment Venue Licensing Policy	Potential Review of Policy	likely to be first meeting of 2025	Sandy Munro	Governance	Corporate Services	16.3		
11	Residential Caravan Licensing	Council on 17/4/24 agreed to instruct the Chief Officer - Governance to report back to the Licensing Committee before November 2024 outlining additional site licence conditions as necessary and required as result of residential caravan licence renewal site inspections and to include consideration of a mandatory condition	The Committee on 9/10/24 were advised that the process of assessing and reissuing all Residential Caravan Sites Licences will not be completed until the end of November, therefore, information on additional licensing conditions and/or mandatory conditions will not be possible until then.	Hazel Stevenson	Governance	Corporate Services	16.3		The process of assessing and reissuing all Residential Caravan Sites Licences will not be completed until the end of November, therefore, information on additional licensing conditions and/or mandatory conditions will not be possible until then.
12			<b>14 May 2025</b>						
13	Low Emission Zone Time-Limited Exemption for Taxis and Private Hire Cars	The Committee on 5/6/24 instructed the Chief Officer – Strategic Place Planning to report back to the Licensing Committee with an update prior to the one year exemption from the Aberdeen Low Emission Zone (LEZ) granted to taxi and private hire car (PHC) operators	Prior to June 2025	Will Hekelaar	Strategic Place Planning	City Regeneration and Environment	16.3		
14			<b>27 August 2025</b>						
15	No Reports scheduled at this time								
16			<b>8 October 2025</b>						

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2									
17	No Reports scheduled at this time								
18			17 December 2025						
19	No Reports scheduled at this time								
20			TBC						
21	Taxi and Private Hire Driver Training	The Committee on 5/6/24 agreed to instruct the interim Chief Officer – Governance to submit a report to the Committee in due course following the completion of all necessary background works required to implement the program		Sandy Munro	Governance	Corporate Services	16.3		
22	Second Hand Dealer's Licence Resolution	to review existing resolution and determine if a review exercise is required	On 26/8/24 the Committee were advised that the report was delayed due to a transitional period for consultation exercise providers	Sandy Munro	Governance	Corporate Services	16.3		
23	Public Entertainment Licensing Resolution	to consider the results of the review of Public Entertainment Licensing Resolution	On 26/8/24 the Committee were advised that the report was delayed due to a transitional period for consultation exercise providers	Sandy Munro	Governance	Corporate Services	16.3		