

	A	B	C	D	E	F	G	H	I
1	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.								
2	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
3			19 February 2025						
4	Sexual Entertainment Venue Licensing	Potential Review of Policy	likely to be first meeting of 2025	Sandy Munro	Governance	Corporate Services	16.3		
5	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	T	to be transferred to the Communities, Housing and Public Protection Committee where the terms of reference for the report are best suited.
6	Taxi Fleet Composition	The Licensing Committee on 4/12/24 agreed to instruct the Chief Officer - Governance to report the results of the public consultation to the Committee on 19 February 2025.		Sandy Munro	Governance	Corporate Services	16.3	D	The requirements of the new survey platform resulted in a delay in getting the survey issued and the results will not be available for the February meeting. A report will likely be submitted in May.

	A	B	C	D	E	F	G	H	I
	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
2	Aberdeen City Taxi and Private Hire Unmet Demand and Overprovision Survey	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 4/12/24 noted that the report was delayed to February meeting at the request of the Surveyor	Sandy Munro	Governance	Corporate Services	16.3		
7									
8			14 May 2025						
9	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		
10			27 August 2025						
11	No Reports scheduled at this time								
12			8 October 2025						
13	No Reports scheduled at this time								
14			17 December 2025						
15	No Reports scheduled at this time								
16			TBC						

