

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 for the calendar year.

Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate		If delayed, removed, transferred or withdrawn, enter either D, R, T or W	Explanation if delayed, removed, transferred or withdrawn
17 April 2018								
Taxi Fare Review	To provide the Committee with information that will allow it to reach an informed decision to any changes to be made to the current taxi fare tariff and comply with its duty to review taxi fares under section 17 of the Civic Government (Scotland) Act 1982.		Karen Gatherum	Governance	Governance	3		
Process and Performance For Medical Assessments In Relation To Taxi and Private Hire Car Drivers	Licensing Committee on 6/2/18 agreed to instruct the Licensing Team Leader to submit a report to the next meeting of the Committee detailing the process and performance for medical assessments for taxi and private hire applications, for its interest.		Jennifer Wilson	Governance	Governance	3		
5 June 2018								
	Licensing Committee 25.10.16 articles 5 and 9 - The Committee resolved: (i) request the Licensing Team Leader, as part of the current taxi fare review, to explore ways in which any future increase in airport access charges could be mitigated by the Council in a timely manner; (ii) instruct the Licensing Team Leader to undertake a review of the existing taxi fare formula, including surcharges, following the completion of the current taxi fare review; (iii) to instruct officers to meet with trade representatives to explore the restructure of tariff charges and report back to the Committee thereafter; (iv) to instruct the Head of Legal and Democratic Services to undertake a review of the taxi fare formula and report back to the Committee the findings; and (v) to note that discussions with Aberdeen International Airport regarding the recent increased fee for non airport taxis dropping passengers off at the airport concourse were ongoing and to request that the Committee be updated on these discussions as appropriate.							

Taxi Fare Review	The Committee resolved to (i) request the Licensing Team Leader, as part of the current taxi fare review, to explore ways in which any future increase in airport access charges could be mitigated by the Council in a timely manner; (ii) instruct the Licensing Team Leader to undertake a review of the existing taxi fare formula, including surcharges, following the completion of the current taxi fare review; (iii) to instruct officers to meet with trade representatives to explore the restructure of tariff charges and report back to the Committee thereafter; (iv) to instruct the Head of Legal and Democratic Services to undertake a review of the taxi fare formula and report back to the Committee the findings; and (v) to note that discussions with Aberdeen International Airport regarding the recent increased fee for non airport taxis dropping passengers off at the airport concourse were ongoing and to request that the Committee be updated on these discussions as appropriate.		Karen Gatherum/Lynn May	Governance	Governance				3
Taxi Demand Survey	Licensing Committee 28.04.17 article 14, the Committee resolved to (ii) to instruct the Head of Legal and Democratic Services to report on the outcome of a taxi demand survey by June 2018 in conjunction with the taxi fare review.		Lynn May	Governance	Governance				3
Taxi Rank Review	Licensing Committee 13.06.17 article 10 - The Committee resolved to instruct the Head of Legal and Democratic Services to incorporate the review of taxi rank provision within the taxi demand survey to be carried out and reported to Committee by June 2018.		Lynn May	Governance	Governance				3
Accessible Vehicle Policy Update	Licensing Committee 12.9.17 article 16 - The Committee resolved to instruct the Head of Legal and Democratic Services to report back to a future meeting of the Licensing Committee in 2018 with the results of the consultation, and the legal and financial implications of a mixed fleet policy, at which time the Committee would determine whether a new mixed fleet policy should be drafted.		Alexander Munro	Fraser Bell	Governance				7
Development of Models for Civic Leadership and Engagement	To consider models for Civic Leadership and Engagement		Derek McGowan	Early Intervention and Community Empowerment	Customer				
21 August 2018									
Review of Policy on Medical Standards for Taxi and Private hire Drivers	Licensing Committee on 6/2/18 agreed to instruct the Licensing Team Leader to review the current policy on medical standards for taxi and private hire drivers and to report back in this regard to the Committee in August 2018.		Lynn May	Governance	Governance				7

Driver Training - Satellite navigation	Licensing Committee on 6/2/18 agreed to instruct the Licensing Team Leader to report on potential training required for drivers on satellite navigation systems to ensure public safety as part of the future report on driver training which was to be reported to the Committee in August 2018.		Alexander Munro	Governance	Governance	7		
Possible Methods of Delivery of Driver Training	Licensing Committee 12.9.17 article 12 - The Committee resolved to instruct the Head of Legal and Democratic Services to investigate possible methods of delivery of driver training and report back to Committee on 6 February 2018 with details of the options available		Alexander Munro	Governance	Governance	7	D	Delayed from the Licensing Committee on 6/2/18 due to the level of consultation required for this item and to ensure sufficient timescale for responses and consideration of those, this item will be reported to the Committee in August 2018.
Sexual Entertainment Licences	To present options for consideration in light of new legislation.	Report pending legislation.	Alexander Munro	Governance	Governance	3		
30 October 2018								
11 December 2018								
19 February 2019								
23 April 2019								
Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.			Governance	Governance	7		
May 2019 Onwards								
TBC								
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		