

	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			15 March 2023						
4	Review of Age of Vehicle Policy	the Committee on 15/11/22 agreed to instruct the Interim Chief Officer - Governance to undertake a review of the Age of Vehicle Policy, noting that a report would be submitted to the Committee in early 2023	This has been combined with the report below and renamed 'Taxi and Private Hire Licensing'	Sandy Munro	Governance	Commissioning	17.3		
5	Review of Permitted Vehicle Policy	The Committee on 06/09/22 agreed to instruct the Chief Officer - Governance to review the wording and the specifications in the current Permitted Vehicles Policy and submit a report to this Committee in due course.	This has been combined with the report below and renamed 'Taxi and Private Hire Licensing'	Sandy Munro	Governance	Commissioning	17.3		
6	Taxi Fleet Composition	To cancel the backstop date by which all taxis were required to be Wheelchair Accessible Vehicles (WAVs) and to provide an update on the options for implementation of a mixed taxi fleet.		Sandy Munro	Governance	Commissioning	17.3		
7			3 May 2023						
8	No reports this cycle								
9			28 June 2023						
10	No reports this cycle								
11			6 September 2023						

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2									
12	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	Commissioning	#####		
13			8 November 2023						
14	Annual Committee Effectiveness Report	To present the Annual Committee Effectiveness Report		Mark Masson	Governance	Commissioning	GD 8.5		
15	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.		Sandy Munro	Governance	Commissioning	17.3		
16			2024/TBC						
17	Review of the Short Term Lets Policy	The Committee on 06/09/22 agreed that a review of the policy be undertaken 12 months from the implementation date (1 October 2022).	Due early 2024	Jocelyn Janssen	Early Intervention and Community Empowerment	Customer	17.3		