



REPORT TO:	Licensing Committee
DATE:	12 June 2013
LEAD OFFICER:	Head of Planning and Public Protection
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SUBJECT:	Forward Work Programme 2013/14

1. PURPOSE OF THE REPORT

1.2 To advise Members of amendments to the existing work programme for the Licensing Committee for the year 2013/14.

2. EXECUTIVE SUMMARY

2.1 A revised Forward Work Programme is attached, at appendix 1, for Members to consider and approve following changes to the previously approved work programme.

3. BACKGROUND INFORMATION

3.1 Members approved the existing forward work programme in December 2012 to which Officers have been adhering.

3.2 A report on the review of hackney carriage/private hire drivers was scheduled for Members' consideration at this meeting, with a further report on hackney carriage/private hire vehicle and operator policy and conditions review later in the year.

3.3 Officers have engaged with a licensing legal specialist, who has provided some useful advice on best practice when undertaking our review and consultation. The advice is to undertake one review and consultation of the existing hackney carriage and private hire policy, which would include driver/operator/vehicle.

3.4 Officers have taken onboard this useful advice and propose to present a report to Members in December 2012 on the entire review of the existing policy.

- 3.5 For Members information Officers have to date reviewed the current driver policy and drafted the following policies:
1. General Policy for Drivers
 2. Driver Dress Code
 3. Code of Good Conduct
 4. Conviction Policy
 5. Penalty Point System.
- 3.6 The above policies are currently with a licensing legal expert for scrutiny.
- 3.7 The next step in the review is for Officers to scrutinize the existing Private Hire and Hackney Carriage Operator and Vehicle Policy. This process has already begun and is progressing well.
- 3.8 For Members information Officers are working towards compiling questionnaires on the current policy and future proposals, for existing licensees and also for key partners and service users. Officers are very interested in the views of our existing licence holders on the current policy and any future proposals.
- 3.9 Officers are hopeful, that by the time this report is presented to Members, the questionnaire will be ready for distribution, allowing approximately 8 weeks for responses to be returned.
- 3.10 Officers have planned to carry out street surveys on the most important elements of the policy with the intention of including tourists and visitors so that we have the views of as many different service users as possible.
- 3.11 For Members information any proposals will have to be approved by the Committee before a full formal consultation exercise is undertaken.

4. **RECOMMENDATION**

- 4.1 For Members to note the contents of the report and amendments in the Forward Work Programme for the Licensing Committee.