



*Castle House
Great North Road
Newark
NG24 1BY*

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www.newark-sherwooddc.gov.uk

Tuesday, 5 September 2023

**Chair: Councillor J Hall
Vice-Chair: Councillor L Tift**

Members of the Committee:

**Councillor N Allen
Councillor A Brazier
Councillor L Brazier
Councillor R Cozens
Councillor D Darby
Councillor R Jackson**

**Councillor S Michael
Councillor D Moore
Councillor K Roberts
Councillor S Saddington
Councillor P Taylor
Councillor T Wendels
Councillor T Wildgust**

MEETING: General Purposes Committee

DATE: Thursday, 14 September 2023 at 6.00 pm

**VENUE: Castle House, Great North Road, Newark,
Notts. NG24 1BY**

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Helen Brandham on helen.brandham@newark-sherwooddc.gov.uk 01636 655248.

AGENDA

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1. Apologies for Absence	
2. Declarations of Interests from Members and Officers	
3. Notification to those present that the meeting will be recorded and streamed online	
4. Minutes of the Meeting Held on 26 June 2023	4 - 5
5. Forward Plan (October 2023 to September 2024)	6
PART 1 - ITEMS FOR DECISION	
None	
PART 2 - ITEMS FOR INFORMATION	
6. Update on Kirkgate Taxi Rank	Verbal Report
PART 3 - STATISTICAL AND PERFORMANCE REVIEW ITEMS	
7. Update on Performance and Enforcement Matters	7 - 9
PART 4 - EXEMPT AND CONFIDENTIAL ITEMS	
8. Minutes of Hackney Carriage/Private Hire Drivers Sub-Committee	10 - 11

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in the Castle House, Great North Road, Newark, Notts. NG24 1BY on Thursday, 22 June 2023 immediately following the Licensing Committee.

PRESENT: Councillor J Hall (Chair)
Councillor L Tift (Vice-Chairman)

Councillor N Allen, Councillor A Brazier, Councillor L Brazier, Councillor D Darby, Councillor S Michael, Councillor D Moore, Councillor K Roberts, Councillor S Saddington, Councillor P Taylor, Councillor T Wendels and Councillor T Wildgust

ALSO IN ATTENDANCE: Councillor A Amer

APOLOGIES FOR ABSENCE: Councillor R Cozens (Committee Member) and Councillor R Jackson (Committee Member)

1 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

2 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

3 MINUTES OF THE MEETING HELD ON 2 MARCH 2023

AGREED that the Minutes of the meeting held on 2 March 2023 were a correct record and signed by the Chair.

4 GENERAL PURPOSES FORWARD PLAN (JULY 2023 TO JUNE 2024)

NOTED the General Purposes Committee's Forward Plan from 1 July 2023 to 30 June 2024.

5 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report of the Senior Licensing Officer which sought to present to members the activities and performance of the Licensing Team which included details of current ongoing enforcement issues.

Information contained in the report related to the number of applications for grants and renewal of licences for Hackney Carriage; Private Hire; and Ambulance Drivers together with those for Hackney Carriage and Private Hire Vehicles. A note of ongoing enforcement activities was also listed for information as to what action had been taken to-date.

AGREED (unanimously) that the report noted.

6 EXCLUSION OF THE PRESS AND PUBLIC

That, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 1, of part 1 of Schedule 12A of the Act.

7 MINUTES OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVER'S SUB-COMMITTEE

NOTED the exempt Minutes of the Hackney Carriage & Private Hire Driver's Sub-committee held on Tuesday, 18 April 2023.

Meeting closed at 7.06 pm.

Chairman

Forward Plan of the General Purposes Committee Decisions from 1 October 2023 to 30 September 2024

This document records some of the items that will be submitted to the General Purposes Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for General Purposes Committee meetings are published on the Council’s website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
TBC	Taxi & Private Hire Vehicle Licensing: Best Practice Guidance for Licensing Authorities in England	damian.wilkins@newark-sherwooddc.gov.uk



Report to: General Purposes Committee– 14 September 2023

Director Lead: Matthew Finch, Director – Communities & Environment

Lead Officer: Damian Wilkins, Environmental Health & Licensing Manager

Report Summary	
Report Title	Update on Performance and Enforcement Matters
Purpose of Report	To provide Members of the Committee with details of the various activities undertaken by the Licensing Team in relation to Hackney Carriage/Private Hire Drivers, Private Ambulance Drivers together with House to House and Street Collections
Recommendation	That the report be noted.

1.0 Background

- 1.1 A new applicant for a Hackney Carriage/Private Hire Drivers or Private Ambulance Drivers Licence have to undergo various checks. These include a: Disclosure and Barring check; DVLA check; two references are required; Group II medical; and knowledge & ability tests.
- 1.2 This report covers the period from 1 April to 30 June 2023 inclusive and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

Application Type	New Applications Rec'd	Renewal of Applications Rec'd	Number Issued	Comments
Hackney Carriage/ Private Hire Driver	4	9	13	
Ambulance Drivers	2	3	5	
Hackney Carriage Vehicles	7	10	17	
Private Hire Vehicles	1*	2	12	*Replacement vehicle
Private Ambulance Vehicle Licence	1	5	6	

1.3 Street Collections

No Street Collections were undertaken during this period.

1.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 April to 30 June 2023 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

Charity	Date	Total Amount Collected	% Returned to Charity
Yorkshire Children's Trust	1-30/06/2023	£135.41	80%

1.5 Enforcement Issues

Enforcement Activity between 1 April to 30 June 2023

Location	Activity	Date Case Opened	Action Taken So Far
HC Newark	Complaint regarding driving standards of taxis driver	13 April 2023	LEO spoke to HC proprietor who provided words of advice regarding future conduct. NFA required at this time
London Road, Newark	Complaint regarding driving standards and aggressive behaviour of taxi driver	28.1.2023	LEO spoke to driver who denied aggressive behaviour. Driver was issued a letter reminding them of their behaviours whilst driving a licensed vehicle.
Coral, Dale Lane, Blidworth	Routine Inspection	27.2.2023	2 x actions (summary on display, plan of premise to be made available) LEO follow up – all in order
HC Newark	Routine inspection of vehicle at Deport	1.3.2023	LEO spoke to driver as car failed inspection due to the cleanliness and foul smell of the car. The driver was reminded of standard expected of drivers and their vehicles.

HC, Castle House, Newark	Routine Inspection	8.3.2023	All in order
HC, Castle House, Newark	Routine Inspection	8.3.2023	All in order

2.0 Proposal/Options Considered

This report is intended to provide Members with a summary of the various activities undertaken by the Licensing Team in relation to Hackney Carriage/Private Hire Drivers, Private Hire Ambulance Drivers together with House to House and Street Collections.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted