



THE LICENSING AND HEALTH AND SAFETY ENFORCEMENT COMMITTEE AGENDA

TUESDAY 03 FEBRUARY 2015 AT 7.30 PM

COUNCIL CHAMBER, CIVIC CENTRE, HEMEL HEMPSTEAD

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Cllr Bhinder	Cllr Link
Cllr Mrs G Chapman	Cllr Peter
Cllr Conway	Cllr Ryan
Cllr Fantham	Cllr G Sutton
Cllr Mrs Green (Chairman)	Cllr Taylor
Cllr Hearn (Vice-Chairman)	Cllr Whitman

Substitutes: Councillors Mrs Bassadone, R Hollinghurst and R Sutton.

For further information, please contact Trudi Coston on Tel: 01442 228224, or Email: Trudi.coston@dacorum.gov.uk. Information about the Council can be found on our website: www.dacorum.gov.uk.

PART I

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1. MINUTES

To confirm the minutes of the meeting held on 25 November 2014.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence

3. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a personal interest in a matter who attends a meeting of the authority at which the matter is considered -

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent

and, if the interest is a disclosable pecuniary interest, or a personal interest which is also prejudicial

- (ii) may not participate in any discussion or vote on the matter (and must withdraw to the public seating area) unless they have been granted a dispensation.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Members' Register of Interests, or is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal and prejudicial interests are defined in Part 2 of the Code of Conduct for Members

[If a member is in any doubt as to whether they have an interest which should be declared they should seek the advice of the Monitoring Officer before the start of the meeting]

4. PUBLIC PARTICIPATION

An opportunity for members of the public to make statements and ask questions in accordance with the rules on Public Participation



AGENDA ITEM: 5

SUMMARY

Report for:	Licensing Health & Safety Enforcement Committee
Date of meeting:	03 February 2015
PART:	1
If Part II, reason:	

Title of report:	Licensing Fees and Charges 2015-16
Contact:	Ross Hill – Licensing Team Leader, Legal Governance
Purpose of report:	To set the fees and charges payable in connection with licensing applications for the financial year 2015-16
Recommendations	That the fees and charges payable in connection with licensing applications from 1 April 2015 to 31 March 2016 are set at the levels proposed in Annex B.
Corporate objectives:	<p>Dacorum Delivers</p> <ul style="list-style-type: none"> • The proposed fees have been calculated on a cost recovery basis, and projections show that if the revised fees are adopted the costs of administering licensing schemes should be recovered.
Implications:	<p><u>Financial</u> There will be a cost in adoption of fees, as some will require public notice to be given. The proposed fee amendments are projected to result in an increase in Licensing service revenue of approximately 2% over the financial year.</p> <p><u>Value for Money</u> The proposed fees have been calculated on a cost recovery basis, with the aim of ensuring that administrative, processing and certain compliance costs are recovered in full.</p> <p><u>Risk / Equalities / Health and Safety</u> None</p>

Consultees:	Fees proposals were published on the Council's website and comments invited. Responses are included at Annex C.
Background papers:	
Glossary of acronyms and any other abbreviations used in this report:	

1. BACKGROUND

- 1.1. Dacorum Borough Council has statutory responsibility for the administration and enforcement of a wide range of licences, registrations and permits. Many of these schemes allow the Council to charge a fee, payable by an applicant for a licence, in order to cover the costs (or a proportion thereof) of the administration of those licence types. In some cases, costs are also permitted to cover other aspects of providing the regulatory scheme.
- 1.2. The basis in setting such fees is generally to ensure full cost recovery, or as close to it as possible. Numerous legal cases over the years have confirmed that licensing fees may not be used to generate a profit for councils, and that fees should be reviewed regularly (generally annually) to ensure that neither a significant surplus nor deficit is created. Surpluses or deficits may be carried forward to future years to be redistributed or recouped, as applicable.
- 1.3. Many licensing schemes fall within the definition of 'services', under the EU Services Directive, as incorporated by the Provision of Services Regulations 2009. For such schemes, fees and charges must "*be reasonable and proportionate to the cost of the procedures and formalities under the scheme and must not exceed the cost of those procedures and formalities*".¹ This principle was affirmed by the courts in *R (on the application of Hemming (t/a Simply Pleasure Ltd)) v Westminster City Council*, although the decision of the Supreme Court to the latest appeal is currently awaited. Per the last decision, fees must reflect administrative, policy and compliance costs, but cannot include the costs of enforcement action against unlicensed operators.
- 1.4. The table at Annex A summarises the Council's powers to set its fees in respect of licensing applications, and any limitations on those powers.
- 1.5. The Committee considered pre-consultation proposals for the setting of fees and charges for the 2015-16 financial year in November 2015. This report now proposes that the fees are set at the proposed levels.

2. PROPOSALS

- 2.1. A proposed list of service-wide fees and charges (excluding those fees set by statute or under executive arrangements) for the period from 1 April 2015 to 31 March 2016, is appended to this report as Annex B. The proposed fees are unchanged from the original draft list presented to the Committee in November.

¹ Reg 18(4), Provision of Services Regulations 2009 (S.I. 2009 / 2999)

2.2. The following comments are made on specific proposals:

Section 3: Small increases have been proposed to some of the animal licences. This area had seen some of the largest undercharges prior to 2012, and fees have gradually increased towards cost-recovery levels since then.

Section 6: Increases of around 5-6% have been proposed for vehicle and driver licence fees this year. These fees were last changed in 2013, and the main reason for the proposed increase is an increase in the amount of time spent processing these applications, due to a majority of applicants persistently failing to complete application forms fully and/or provide required supporting documentation which is clearly requested in application packs, resulting in officers having to chase for missing details or documents. A further increase has been included on hackney carriage vehicles to recover significant expenditure relating to a change of taxi tariff (fares) this year.

Section 10: New procedures for the registration of skin piercing businesses have reduced the amount of work undertaken, leading to a reduction in the fee proposed.

3. CONSULTATION RESPONSES

3.1. Following the November meeting, details of the proposed fees were published on the Council's website, and comments were invited from licensees and other affected parties. A number of individuals submitted requests under the Freedom of Information Act for breakdowns of how the proposed fees were calculated, and responses have been sent.

3.2. A number of comments have been received from members of the taxi trade in respect of those fees, and these are reproduced at Annex C. No comments were received in respect of any other service areas.

3.3. Public participation requests have also been received from a number of individuals submitting written comments, as follows:

- Tabrez Khan / John McIlvaney (Dacorum Taxi Drivers Association)
- Martin Hanlon
- Terry Carrington
- Tina Parr

4. RECOMMENDATIONS

4.1. In pursuance of the fee-setting powers conferred upon the Council as specified in Annex A of this report, that the Licensing, Health & Safety and Enforcement Committee set as the fees and charges payable by applicants in connection with applications and other processes for licences, registrations and permits the fees and charges as set out in Annex B, for the period from 1st April 2015 to 31st March 2016; and

4.2. That authority to consider any objections arising from statutory notices pertaining to these fees be delegated to the Group Manager (Legal Governance) in conjunction with the Chairman of the Licensing, Health & Safety and Enforcement Committee.

Annex A
Summary of powers to set application fees

Section	Area	Power arises from
	General principle	Reg 18(4), Provision of Services Regulations 2009 Any charges provided for by a competent authority which applicants may incur under an authorisation scheme must be reasonable and proportionate to the cost of the procedures and formalities under the scheme and must not exceed the cost of those procedures and formalities.
2.1 – 2.5	Alcohol, entertainment, etc	Prescribed in regulations made by the Secretary of State under the Licensing Act 2003. Section 197A of that Act will allow licensing authorities to set fees locally on a cost-recovery basis, but is yet to be commenced.
3.1	Animal boarding	s.1(2), Animal Boarding Establishments Act 1963 Fee as may be determined by LA.
3.2	Dangerous wild animals	s.1(2)(e), Dangerous Wild Animals Act 1976 Sufficient to meet direct and indirect costs incurred
3.3	Dog breeding	s.3A(2), Breeding of Dogs Act 1973 Reasonable costs incurred in administration and enforcement.
3.4	Pet shops	s.1(2), Pet Animals Act 1951 Fee as may be determined by LA.
3.5	Riding establishments	s.1(2), Riding Establishments Act 1964 Fee as may be determined by LA. Cost of veterinary inspection.
3.6	Zoos	s.15(1), Zoo Licensing Act 1981 Sufficient to cover the reasonable expenditure incurred by the authority. Special provisions for inspections, closures, and direction making.
4.1, 4.3	Gambling notices, premises licences	Set on a cost recovery basis by the authority, up to maximum amounts prescribed in regulations made under the Gambling Act 2005. No fee chargeable for OUN's
4.2, 4.4	Gaming permits, lotteries	Prescribed in regulations made by the Secretary of State under the Gambling Act 2005
5.1, 5.2	Charity collections	No fees chargeable
6.1	HC/PH drivers	s.53(2), Local Gov't (Misc. Provisions) Act 1976 Recovering the costs of issue and administration. Refundable if licence not granted.
6.2, 6.3	HC/PH vehicles, PH operators	s.70(1), Local Gov't (Misc. Provisions) Act 1976 Sufficient to cover the cost of: inspection of vehicle for licensing purposes, providing hackney carriage stands, or other costs for administration and control/supervision of vehicles. Refundable if licence not granted.

		<i>Maximum fees must be advertised.</i>
7.1	Hypnosis	No fees chargeable (except by London boroughs)
8.1	Scrap metal	Sch 1 para 6, Scrap Metal Dealers Act 2013 Fee set by the authority, with regard to guidance FEE-SETTING IS AN EXECUTIVE FUNCTION
9.1	Sex establishments	Sch 3, para 19, Local Gov't (Misc. Pr'ns) Act 1982 Reasonable fee
10.1	Skin piercing, etc	s.14(6), 15(6) , Local Gov't (Misc. Pr'ns) Act 1982 Reasonable fee

Annex B
Proposed licensing fees and charges 2015-16

Item		Current fee 2014-15	Proposed fee 2015-16	% change
1.1 General service charges				
Photocopies (per A4 side, at officers discretion, subject to legal restrictions)		0.20	0.20	0.0%
Copy of interview recording following PACE interview (per tape/disc)		15.00	15.00	0.0%
Copy of public register entry (where kept and made available by statute) (per entry)		15.00	15.00	0.0%
Request for duplicate copy of licence following loss/theft/damage (where not otherwise listed)		15.00	15.00	0.0%
3.1 Animal boarding				
Application for new animal boarding establishment licence (up to 1yr)	<i>plus vet inspection</i>	320.00	320.00	0.0%
Application to renew animal boarding establishment licence (1yr)	<i>plus vet inspection</i>	210.00	220.00	4.8%
Application to vary animal boarding establishment licence	<i>plus vet inspection</i>	150.00	145.00	-3.3%
Application for new animal boarding establishment licence (home boarding) (up to 1yr)		170.00	180.00	5.9%
Application to renew animal boarding establishment licence (home boarding) (1yr)		110.00	120.00	9.1%
Application to vary animal boarding establishment licence (home boarding)		90.00	100.00	11.1%
Veterinary inspection of premises		Recharged at cost		
3.2 Dangerous wild animals				
Application for licence to keep dangerous wild animals (2yr)	<i>plus vet inspection</i>	325.00	325.00	0.0%
Application to renew licence to keep dangerous wild animals (2yr)	<i>plus vet inspection</i>	325.00	325.00	0.0%
Application to vary licence conditions (new species/increased numbers of animals)		210.00	210.00	0.0%
Application to vary licence conditions (administrative matters only)		65.00	65.00	0.0%
Veterinary inspection of premises		Recharged at cost		
3.3 Dog breeding				
Application for new dog breeding licence (1yr)		245.00	252.00	2.9%
Application to renew dog breeding licence (1yr)		190.00	195.00	2.6%
3.4 Pet shops				
Application for new pet shop licence (1yr)		225.00	189.00	-16.0%
Application for new pet shop licence (fish only) (1yr)		150.00	142.00	-5.3%
Application to renew pet shop licence (1yr)		125.00	130.00	4.0%

Item		Current fee 2014-15	Proposed fee 2015-16	% change
Application to renew pet shop licence (fish only) (1yr)		90.00	95.00	5.6%
3.5 Riding establishments				
Application for riding establishment licence (1yr)	<i>plus vet inspection</i>	310.00	318.00	2.6%
Veterinary inspection of premises		Recharged at cost		
3.6 Zoos				
Application for new zoo licence (4yr)		2,000.00	2,000.00	0.0%
Application to renew zoo licence (6yr)		1,600.00	1,600.00	0.0%
Application to vary zoo licence		1,600.00	1,600.00	0.0%
Application to transfer zoo licence		600.00	600.00	0.0%
Veterinary inspection of premises		Recharged at cost		
4.1 Gambling notices				
Temporary use notice submission fee		350.00	350.00	0.0%
Duplicate copy of temporary use notice following theft/loss/damage		15.00	15.00	0.0%
Occasional use notice submission fee		No fee	No fee	
4.3 Gambling premises licences				
Application for new premises licence (without provisional statement)	<i>Adult gaming centre</i>	1,340.00	1,340.00	0.0%
	<i>Betting (track)</i>	1,670.00	1,670.00	0.0%
	<i>Betting (other)</i>	2,000.00	2,000.00	0.0%
	<i>Bingo</i>	2,450.00	2,450.00	0.0%
	<i>Family entertainment centre</i>	1,200.00	1,200.00	0.0%
Application for new premises licence (with provisional statement)	<i>Adult gaming centre</i>	800.00	800.00	0.0%
	<i>Betting (track)</i>	640.00	640.00	0.0%
	<i>Betting (other)</i>	800.00	800.00	0.0%
	<i>Bingo</i>	840.00	840.00	0.0%
	<i>Family entertainment centre</i>	570.00	570.00	0.0%
Application for provisional statement	<i>Adult gaming centre</i>	1,340.00	1,340.00	0.0%
	<i>Betting (track)</i>	1,670.00	1,670.00	0.0%
	<i>Betting (other)</i>	2,000.00	2,000.00	0.0%
	<i>Bingo</i>	2,450.00	2,450.00	0.0%
	<i>Family entertainment centre</i>	1,200.00	1,200.00	0.0%
Application for variation of premises licence	<i>Adult gaming centre</i>	670.00	670.00	0.0%
	<i>Betting (track)</i>	840.00	840.00	0.0%
	<i>Betting (other)</i>	1,000.00	1,000.00	0.0%
	<i>Bingo</i>	1,225.00	1,225.00	0.0%
	<i>Family entertainment centre</i>	600.00	600.00	0.0%
Application for transfer of premises	<i>Adult gaming centre</i>	800.00	800.00	0.0%

Item		Current fee 2014-15	Proposed fee 2015-16	% change
licence	<i>Betting (track)</i>	640.00	640.00	0.0%
	<i>Betting (other)</i>	800.00	800.00	0.0%
	<i>Bingo</i>	840.00	840.00	0.0%
	<i>Family entertainment centre</i>	570.00	570.00	0.0%
Application for reinstatement of premises licence	<i>Adult gaming centre</i>	800.00	800.00	0.0%
	<i>Betting (track)</i>	640.00	640.00	0.0%
	<i>Betting (other)</i>	800.00	800.00	0.0%
	<i>Bingo</i>	840.00	840.00	0.0%
Annual fee (payable 30 days after the licence takes effect, and then annually on the anniversary of the grant of the licence)	<i>Adult gaming centre</i>	670.00	670.00	0.0%
	<i>Betting (track)</i>	670.00	670.00	0.0%
	<i>Betting (other)</i>	420.00	420.00	0.0%
	<i>Bingo</i>	700.00	700.00	0.0%
	<i>Family entertainment centre</i>	450.00	450.00	0.0%
Duplicate copy of licence following theft/loss/damage		15.00	15.00	0.0%
Change of name or address on premises licence		35.00	35.00	0.0%
5.1 Street collections				
Application for street collection licence		No fee	No fee	
5.2 House to house collections				
Application for house to house collection licence		No fee	No fee	
6.1 Taxi and private hire drivers				
Application for HC driver licence	<i>1 year</i>	70.00	74.00	5.7%
	<i>3 years</i>	130.00	138.00	6.2%
Application for PH driver licence	<i>1 year</i>	70.00	74.00	5.7%
	<i>3 years</i>	130.00	138.00	6.2%
Application for dual driver licence	<i>1 year</i>	105.00	111.00	5.7%
	<i>3 years</i>	195.00	207.00	6.2%
Interim application for dual driver licence	<i>(+ £1/unexpired month)</i>	30.00	34.00	13.3%
Licence badge deposit (refundable on return of badge)		50.00	50.00	0.0%
Replacement licence badge		20.00	20.00	0.0%
Written local knowledge test (full test) (non-refundable)		40.00	40.00	0.0%
Written local knowledge test (conditions only) (non-refundable)		25.00	25.00	0.0%
Versant English language assessment *		28.80	28.80	0.0%
Disclosure & Barring Service (DBS) enhanced disclosure *		44.00	44.00	0.0%
External identity check (where required for DBS route 2 verification) *		7.20	7.20	0.0%
Driving licence verification check *		6.90	6.90	0.0%

Item		Current fee 2014-15	Proposed fee 2015-16	% change
6.2 Taxi and private hire vehicles				
Application for HC vehicle licence (includes compliance test fee) (1yr)		240.00	258.00	7.5%
Application for PH vehicle licence (includes compliance test fee) (1yr)		225.00	238.00	5.8%
Application for stretch limo PH vehicle licence (includes specialist compliance test fee) (6 month)		175.00	185.00	5.7%
Licence plate deposit (refundable on return of plates)		50.00	50.00	0.0%
Replacement rear (external) licence plate		20.00	20.00	0.0%
Replacement front (internal) licence plate		20.00	20.00	0.0%
Replacement front (internal) licence plate holder		2.00	2.50	25.0%
Transfer of ownership of licence/vehicle		72.50	64.00	-11.7%
Substitution of vehicle on licence (includes compliance test fee)		165.00	173.00	4.8%
Change of vehicle particulars (reg. no., colour, capacity)		55.00	55.00	0.0%
Vehicle compliance test *		54.00	54.00	0.0%
Specialist vehicle compliance test * (stretch limos)		80.00	80.00	0.0%
6.3 Private hire operators				
Application for PH Operator licence (2yr)	<i>4+ vehicles</i>	350.00	360.00	2.9%
Application for PH Operator licence (3yr)	<i>1-3 vehicles</i>	350.00	360.00	2.9%
6.4 Taxi and private hire – other fees				
Duplicate copy of licence following theft/loss/damage		15.00	15.00	0.0%
7.1 Hypnotism				
Hypnotism authorisation		No fee	No fee	
9.1 Sex establishments				
Application for new sex establishment licence		2,775.00	2,775.00	0.0%
Application for renewal of sex establishment licence		2,500.00	2,500.00	0.0%
Application for variation of sex establishment licence		1,800.00	1,450.00	-19.4%
Application for transfer of sex establishment licence		600.00	440.00	-26.7%
10.1 Skin piercing				
Application for registration of skin piercing, etc, premises		220.00	200.00	-9.1%
Application for registration of skin piercing, etc, operator		115.00	89.00	-22.6%

Key

* Fee is rechargeable on a full cost recovery basis, and will be adjusted automatically in accordance with any variation of the fee charged by the council's supplier.

Fee prescribed in legislation

Fee set within prescribed maxima

Annex C Responses to consultation

Dacorum Taxi Drivers Association
[address provided]

19th January 2015

**Decorum Borough council licensing committee
Head of licensing department
Dear Sir/Madam,**

I am writing on behalf on the taxi drivers association with regards to the proposal put forward by the Dacorum Taxi Licensing department to increase the vehicle license fees by 9% £18 per year.

We as an association strongly oppose to the proposal put forward to increase the fees by 9%. There are several factors which need to be taken into consideration:

Upon our request we have received a breakdown of vehicle license fees.

1. First of all the time taken on administration work in 2014/2015 was 1hr 40mins
 - This is due to increase in 2015/2016 to 2hr 15 mins
 - We do not agree with the time taken to process the application, it is highly unlikely for it to take this long
2. We would like to know if the council has independently conducted a time and motion study to evaluate if the times stated by the department are accurate.
 - The control and supervision times in 2014/2015 were 2hr which is increasing to 2hr 30min, is this increase of 30min justifiable?
 - We were told in our meetings with the licensing department the paperwork will be processed online, this surely cuts the time and cost instead of increasing
3. In the Licensing committee meeting held on 4th February 2014, the vehicle licensing fee was increased by 20% to take affect from 1st April 2014. With the increase of £40 and a further increase of £18 proposed the total amount will be £58 in just over a year, we feel this sum is unjust due to Inflation having dropped from 1% to 0.5%
4. As shown in the breakdown cost schedule attached, there are costs included in the renewal vehicle license fee which are:
 - Plate & Material - £5.09
 - Plate production work - £4.07The costs stated above are inaccurate when renewing the vehicle license as the two costs do not apply when renewing a basic vehicle license. (With renewal these costs should not be incurred).
5. The vehicle license fees for four surrounding councils are as follows:
 - Watford - £218.00
 - Three rivers - £181.96
 - Bedford - £230.00 (Renewal fee)
 - St Albans - £300.00 (Fare table highest in area)

As a whole the trade feel concerned with a further increase being proposed as there has already been a £40.00 increase in the last year and a further £18.00 increase will be unjust due to the decrease of inflation and such vast rise of 29% when our fares have only increased on average of 5% capped at 18months. We strongly opposes to this level of rise over such a short period of time. Looking through the cost break down there is no sufficient increase therefore it does not justify such a proposed increase, If the council wants to play catch-up they need to do it at a sustainable pace.

Note: At the committee meeting could either myself or John Maclnvy be allowed to speak for 5 minutes.

Attached are costs breakdowns, information on last years increase.

Kind Regards

Tabrez Khan (Chairman of Hackney carriage Taxi Drivers Association)

Dear Licensing,

Can you please explain why you need to increase the MOT/Compliance test by over 10%. Inflation from Oct 14 to Nov 14 was -0.3% so I'm a bit confused as to why such a big increase.

You also state in Dec 2014 of Taxi & Private Hire Update that one of the reasons for the increase is for the incomplete application forms. I think this is very unfair and also penalizes drivers who take the time to read the application and send in the correct paperwork. Maybe an extra charge for drivers who can't fill in forms correctly would be more appropriate .

With regards to fees I understand you can only charge the costs associated with the issue and administration of an MOT/Compliance test.

I would also like to dispute the time of 2 hours 15 mins for administration work and also would like to speak at the next licencing meeting please.

M.Hanlon

I don't agree with 9%rise when we had 20% rise last year. Naseem

I would like to object to proposed hackney carriage licensed fee increase .
HV 209 driver Michael James.

I think the 9% increase in vehicles license fee is unfair as inflation is 5% .less than two years ago u increased the fee from £200 to £240 and now more increase is not fair at all.

From , Abrar Khan

Hv 069.

HD 144

Hi,

I wish to oppose the proposed 9% vehicle licence fee increase.

Last year there was a 20% increase. The inflation has gone down and there is no justification to the proposed increase.

Regards

Mohammed Mahroof Khan

Licence HD091 Plate No 27

I am really surprised to hear that taxi licence fee is considered to be increasing again as last year. As you know business now a days is not good enough to bear any increase of fees as car insurance is expensive and more and more cabs are on road & specially

some cabs from other councils are also stealing our business. So please Donot increase any fee. Thanks. Hd341

Hi

I am seriously opposing to increase the fee again. We are struggling to survive our daily life and you are trying to increase the fee. Please do not increase the fee at all, thanks.

Akmal H Khan
Hackney plate-272

I Asim Hussain badge number XD 312, reject and oppose your proposed changes to increase your fees for our badges and licences.

After the 20% increase last year how can you justify a further 9% this year when inflation is at its lowest since past few years.

I strongly request you withdraw from increasing these fees.

Kind regards Mr Hussain.

Good afternoon,

I'm writing to confirm that as a hackney driver for dacorum, I personally disagree the increase that our council is currently trying to implement.

As drivers we already had been effected with the last increase and a further 9% will bring a big impact to our expensives.

Current inflation has currently decreased and also I noticed on the breakdown as costing on staff is worked out at approx £37 per hour which is extremely high whilst some taxi drivers are earning lower than national wages.

The current work status in dacorum is currently at the lowest as memebers of public are currently stop using rank services and if pricws are increased this will lead to drivers requesting increase in fare which will impact the public and drivers even more.

Kind regards

Terry
Unique cars ltd

To whom it may concern,

I am writing to you regarding the proposal to increase vehicle license fees by 9%, a further increase on the 20% rise last year. I feel there is no legitimate reason for this, as inflation has gone down in recent times, and these constant increases are making the fees unaffordable. I am therefore opposing the increase and will challenge these new guidelines you are trying to implement every step of the way as I feel they are unreasonable and unjustified.

Regards

M Hanif

Hi this is raja Ahmed hd 023. *[address provided]*. Now a days not enough work how' we can afford more fee. Please don't raise the licence fee.

I am totally against the opposed increase of 9% in vehicle Licence fee

Thanks

Regards
Raulf Khan

not increas the fee plz we cnt afford it bage xd 230

Dear Licensing,

I concerned with a further increase being proposed as there has already been a £40.00 increase in the last year and a further £18.00 increase will be unjust due to the decrease of inflation and such vast rise of 29% when our fares have only increased on average of 5% capped at 18months. We strongly opposes to this level of rise over such a short period of time. Looking through the cost break down there is no sufficient increase therefore it does not justify such a proposed increase, If the council wants to play catch-up they need to do it at a sustainable pace.

With regards to fees I understand you can only charge the costs associated with the issue and administration of a MOT/Compliance test.

I would also like to dispute the time of 2 hours 15 mines for administration work and also would like to speak at the next licensing meeting please.

Thanking you
Terry Carrington
Aarondalecars

Dear Ross Hill

Thank you for providing the information requested.

I wish to contest the proposed increase as I do not believe it is justified. The appendix shows a decrease in outgoings and I disagree with the stated times spent on administration. Could you please notify me of any Committee Meeting scheduled in respect of this proposal as I would like to take the opportunity to discuss further savings as there are no qualifications required for taxi licensing and therefore the wage appears unjustified for an administrator.

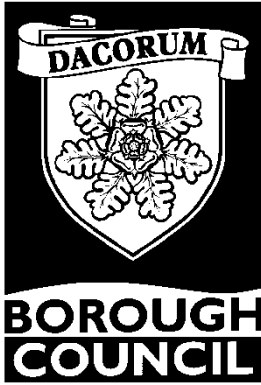
I look forward to hearing from you

Yours sincerely

Tina Parr

Annex D
Comparison of proposed taxi licence fees with neighbouring councils

	Aylesbury	Central Beds	Chiltern	Luton	St Albans	Three Rivers	Watford	Dacorum																																																			
	2014-15	2014-15	2014-15	2014-15	2014-15	2014-15	2014-15	2014-15	2015-16																																																		
HC vehicle (1 yr) new	£331.00	£300.00 + test	£300.00	£281.30 + test	£360.00 + test	£133.00 + test	£218.00 + test	£240.00	£258.00																																																		
HC vehicle (1 yr) renew		£230.00 + test								PH vehicle (1 yr) new	£303.00	£250.00 + test	£200.00	£281.30 + test	£360.00 + test	£133.00 + test	£218.00 + test	£225.00	£238.00	PH vehicle (1 yr) renew	£170.00 + test	HC driver	£79.00 1 year	£95.00 1 year	£95.00 1 year	£165.00 1 year	£37.00 1 year	£133.00 1 year	£117.00 1 year	£70.00 1 year	£74.00 1 year	PH driver	£156.00 3 years (new)	£155.00 3 years	£220.00 2 years	£420.50 3 years (new)	£335.00 3 years	£130.00 3 years	£138.00 3 years		£135.00 3 yrs (renew)			£295.50 3 yrs (renew)				Dual driver	n/a	n/a	n/a	£248.00 1 year £303.00 2 years	n/a	n/a	n/a	£105.00 1 year £195.00 3 years	£111.00 1 year £207.00 3 years	PH Operator	£203.00 1 year
PH vehicle (1 yr) new	£303.00	£250.00 + test	£200.00	£281.30 + test	£360.00 + test	£133.00 + test	£218.00 + test	£225.00	£238.00																																																		
PH vehicle (1 yr) renew		£170.00 + test								HC driver	£79.00 1 year	£95.00 1 year	£95.00 1 year	£165.00 1 year	£37.00 1 year	£133.00 1 year	£117.00 1 year	£70.00 1 year	£74.00 1 year	PH driver	£156.00 3 years (new)	£155.00 3 years	£220.00 2 years			£420.50 3 years (new)	£335.00 3 years		£130.00 3 years	£138.00 3 years		£135.00 3 yrs (renew)			£295.50 3 yrs (renew)				Dual driver	n/a	n/a	n/a	£248.00 1 year £303.00 2 years	n/a	n/a	n/a	£105.00 1 year £195.00 3 years	£111.00 1 year £207.00 3 years	PH Operator	£203.00 1 year	£200.00 1 year	£100.00 1 year	£480.00 1 year	£300.00 1 year	£197.00 1 year	£735.00 5 years	£350.00 2 yrs (4+ cars); 3 yrs (1-3 cars)	£360.00	
HC driver	£79.00 1 year	£95.00 1 year	£95.00 1 year	£165.00 1 year	£37.00 1 year	£133.00 1 year	£117.00 1 year	£70.00 1 year	£74.00 1 year																																																		
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PH Operator	£203.00 1 year	£200.00 1 year	£100.00 1 year	£480.00 1 year	£300.00 1 year	£197.00 1 year	£735.00 5 years	£350.00 2 yrs (4+ cars); 3 yrs (1-3 cars)	£360.00																																																		



AGENDA ITEM: 6

SUMMARY

Report for:	Licensing Health & Safety Enforcement Committee
Date of meeting:	03 February 2015
PART:	1
If Part II, reason:	

Title of report:	Changes to Personal Alcohol Licences
Contact:	Ross Hill – Licensing Team Leader, Legal Governance
Purpose of report:	To advise the Committee of legislative changes affecting Personal Licences issued by the Council
Recommendations	<p>a) That Committee note the report; and</p> <p>b) That Committee agree that renewal applications need be accompanied by a copy of the personal licence only, and not the original.</p>
Corporate objectives:	<p>Dacorum Delivers</p> <ul style="list-style-type: none"> • Efficiencies
Implications:	<p><u>Financial</u></p> <p>a) Work on the simplified renewals process will not attract an application fee, and is therefore unfunded. This will have to be met from within the existing Licensing budget.</p> <p>b) There will be an loss of revenue as a result of the removal of the renewal requirement.</p> <p><u>Value for Money / Risk Implications / Equalities / Health And Safety Implications</u></p> <p>None</p>
Consultees:	n/a
Background papers:	None
Glossary of acronyms and any other abbreviations used in this report:	

1. BACKGROUND

- 1.1. Under the Licensing Act 2003, any individual who authorises sales or supplies of alcohol from licensed premises must hold a Personal Licence, or have been given consent by such a person to make the sale or supply.
- 1.2. Personal Licence holders may also give a greater number of temporary event notices (TENs) per year than other persons – 50 instead of 5.
- 1.3. To obtain a Personal Licence, an individual must complete a short (1 day) training course including an exam, and make an application to the relevant local council for the area in which they reside. Applications must be accompanied by the results of a recent criminal records check, and a prescribed application fee. If the applicant is over 18, has completed the accredited training, has not forfeited a licence and has no unspent convictions for relevant criminal offences, a licence will be granted with a 10-year duration. At the end of this period, a renewal application must be made to preserve the licence entitlement.
- 1.4. During the 2005 transitional period, individuals who were named on a Justices' liquor licence were entitled to 'convert' their previous licence to a Personal Licence, without having to complete the updated training course or provide a criminal records check.
- 1.5. To date, Dacorum has issued 1360 Personal Licences – 360 of which resulted from applications within the transitional period.
- 1.6. The earliest possible expiry date for a Personal Licence is 7 February 2015 (10 years after the first day of the transitional period). In Dacorum, the first Personal Licences were not issued until April 2005. Early licences are due to expire as follows:

	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015
Converted	18	23	31	23	151	106	3	3	2
New	-	-	-	-	2	11	10	30	19

- 1.7. Once a licence has been issued, it may be used at licensed premises throughout England and Wales. It is not necessary, nor permitted by law, to obtain licences in each area where the individual intends to work. As such, many licence-holders who originally applied to Dacorum have since moved out of the area. However, renewal applications must be made to the Council which issued the original licence, irrespective of where the holder is living at the time.

2. DEREGULATION

- 2.1. In 2013, the Government consulted on a proposal to abolish the Personal Licence scheme in its entirety. This met with substantial opposition from both regulatory bodies and from the licensed trade, which regards the licences as a recognisable entry-level qualification. In consequence, the proposals were scaled back, and the Government announced that they would instead look to repeal the renewal requirement, making all licences open-ended.
- 2.2. Measures to enact this change are currently under consideration by Parliament as part of the Deregulation Bill, which at the time of writing is undergoing scrutiny by the House of Lords' legislative committee. The Bill is currently expected to receive

royal assent in around March of this year, and to be commenced several months later.

- 2.3. After a number of licensing authorities highlighted that some licences would expire before the changes to the renewal requirement took effect, the Home Office have laid new regulations², amending the renewals process in the original legislation as an interim measure, so as to simplify the process and enable expiring licences to be continued until such time as the deregulatory measures come into force. However, this cannot be made automatic, and will still require licensees to take action to preserve their entitlement.
- 2.4. Under the modified procedures, holders of licences expiring before the changes take effect must make an application to renew the licence, to the Council which originally issued it. Applications can be made 3 months prior to the expiry date, and must be made no later than one month before that date. The applicant must complete a short form (simplified by the regulations), and submit this to the licensing authority, accompanied by their original licence or a copy thereof. No fee is payable, and the requirement to supply a criminal records certificate has also been removed. It is also possible to make the renewal application online, via the Council's website.
- 2.5. On receipt of a renewal application, the licensing authority will issue a letter of acknowledgement, and if the original licence was sent return this to the applicant. Section 119 of the Act provides for the continuation of a licence pending determination of a renewal application, and the Government intend to use this provision to give continuation rights to licensees who had applied early for their licences. Licensing authorities have been advised that it is not necessary to issue new licences following renewal applications, unless the original licence has been lost or damaged and a simultaneous application is made, with the requisite fee, for a replacement.
- 2.6. The acknowledgement letter issued to renewal applicants will serve to confirm the ongoing entitlement to carry out the licensed activities, and licensees are being advised to keep this with their licence, to be produced in the event that they are challenged by police or licensing officers. It is intended that this should be sent by email wherever possible, so as to minimise processing costs.
- 2.7. As and when the measures in the Bill are commenced, all Personal Licences in force on that date will become of unlimited duration. However, any licences which have expired without a renewal application being made will remain expired – the Bill does not include provisions to reactivate lapsed licences.
- 2.8. This report summarises factsheets published by the Government, available at <https://www.gov.uk/government/publications/new-arrangements-for-personal-licences-due-for-renewal-in-2015>

² S.I. 2014 / 3284 - Licensing Act 2003 (Personal licences) (Amendment) Regulations 2014



AGENDA ITEM: 7

SUMMARY

Report for:	Licensing Health & Safety Enforcement Committee
Date of meeting:	03 February 2015
PART:	1
If Part II, reason:	

Title of report:	Petition in Respect of Taxi Testing Station Policy
Contact:	Ross Hill – Licensing Team Leader, Legal Governance
Purpose of report:	To detail a petition received in respect of the Council’s taxi testing station policy.
Recommendations	That the Committee note the report and petition.
Corporate objectives:	Dacorum Delivers <ul style="list-style-type: none"> • Efficiencies
Implications:	No changes are proposed at this time; therefore no implications arise.
Consultees:	None
Background papers:	None
Glossary of acronyms and any other abbreviations used in this report:	

1. BACKGROUND

- 1.1. All vehicles which are presented to the Council for licensing as hackney carriages or private hire vehicles are required to satisfactorily complete a roadworthiness and standards inspection ('MOT and compliance test') before they will be licensed. More recently, the Council has begun requiring vehicles over 10 years of age to complete two such tests in each year. The purpose of these tests is to satisfy the legislative requirement that vehicles are safe and mechanically sound for the proposed use, offer sufficient comfort to passengers, and are of satisfactory appearance.
- 1.2. All tests are undertaken at a testing station authorised by the Council to conduct such tests. The station must also be approved by VOSA to carry out the MOT test. As the checks carried out go beyond the basic requirements of the MOT, an MOT certificate obtained from another test station will not be acceptable proof of compliance with the licensing standards set by the Council.
- 1.3. Since 2005, the Council has operated a policy of contracting a sole testing station within the borough. On each renewal, this contract is subject to a competitive tender exercise, to ensure value for money. The current testing station contract runs until June 2016.
- 1.4. Prior to 2005, the Council appointed two testing stations. This approach was discontinued by the then-Head of Public Protection, following concerns around the consistency in application of standards between the two stations, leading to drivers favouring one station as they felt they would be treated more leniently. Multiple test stations also dramatically increase the amount of officer time required to be spent in ensuring consistent application of standards and facilitating the testing of vehicles.

2. PETITION

- 2.1. A petition has been received from the Dacorum Taxi Drivers Association requesting that the Council revert to the previous policy position and appoint a second test station. Two grounds are cited:
 - a) To offer further choice for drivers and alleviate pressure on the existing test station; and
 - b) A conflict of personalities between test station staff and drivers.
- 2.2. The petition is reproduced at Annex A.

3. OFFICERS COMMENTS

- 3.1. Officers do not agree with the petitioners' claims that a change in approach to the appointment of test stations is required or beneficial. The change to a single test station was made as a result of demonstrable problems arising from the inconsistent application of the Council's standards between the two test stations. While there were some initial teething problems and a number of complaints when the switch to a single station was made, in the main these arose from an instruction given to the test station by the licensing authority to rigorously assess the

standards, particularly in respect of paintwork damage (e.g. scratches and chips). This instruction was subsequently relaxed, and the rate of complaints dropped considerably, with just two complaints received in the last 30 months.

- 3.2. Under the current testing contract, a minimum of 3 appointments per day are made available exclusively for the testing of Dacorum's licensed vehicles (i.e. around 780 appointments per year, for a fleet of around 410 vehicles), and further appointments will typically be made available upon request, subject to availability. It is very rare that an appointment cannot be offered to an applicant within 2 working days. It should be noted that although many vehicle proprietors follow the advice given to them and submit their applications early, thus securing their preferred appointment date and time, a minority persist in not making applications until very close to their licence expiry date, thus increasing the likelihood of their preferred appointment having already been booked.
- 3.3. The second ground, in respect of a conflict of interest, is vague and not borne out by complaints made to the licensing authority, of which there are very few. Although there will inevitably be dissatisfaction from time to time around the failure of a vehicle on a particular fault, we are not aware of any no complaints from drivers alleging that they have been treated unfairly or improperly by test station staff have been substantiated in recent years.
- 3.4. A bigger problem has been identified with the unclear nature of the current compliance standards, which are largely left open to interpretation. Officers have already held preliminary discussions with both the test station staff and the driver's association to propose updating this document so as to increase the clarity and consistent application of the applicable standards, and this work will continue in the coming months, with a view to reporting to a future meeting of this Committee.

Annex A
Petition in respect of taxi testing station policy

DACORUM TAXI DRIVERS ASSOCIATION

This is the petition presented to Dacorum Borough Council by the taxi Association on behalf of the taxi and private hire trade within Decorum

Its the opinion of the trade that there should be **2 MOT/compliance testing station** giving drivers more choice when having vehicles tested with the introduction of two MOTs a year for older taxes we feel this would help in alleviate pressure on the existing one Testing station and give drivers a Choice and Reduced waiting time when booking a test

we have found that sometimes there is A conflict of personalities between the testing station Staff and the taxi drivers This has been an ongoing situation since the council changed the policy and reduced to 1 testing station

With 2 testing stations this would remove this problem

all drivers that have signed this petition are in support of the reintroducing 2 MOT/compliance testing stations for taxi and private hire cars And urge the council taxi committee to amend the policy.

Date 25/11/14

DATE	Drivers Name	Badge no	Signature	
26/11/14	Theresa King	264	T King	304
26/11/14	GARY MITCHELL	94/170	G. MITCHELL	
26/11/14	Gerald Kingsell	HO 038	G Kingsell	111
26/11/14	ROBIN TAYLOR	28209	R Taylor	282
26/11/14	TOM CHILDS	29	T Childs	004
26-11-14	MOHAMMAD WAZIR	342	M. Wazir	306
26-11-14	TARIQ MAHMOOD	136	Tariq M.	102
26-11-14	KEVIN ROBERTS	176	K Roberts	116
26.11.14	ANDREW JELLS	060	A J Jells	067
26/11/14	RUSSEL ANWERS	072	R Anwers	233
26-11-14	Shakool Ahmed	077	S Ahmed	308
26-11-14	M-ADREES	350	M Adrees	100
26-11-14	ZABIEH AHMED	263	Z Ahmed	085
26/11/14	MARK BOWELL	156	M Bowell	147
26/11/14	ALAMMAR AWAN	HD376	A Awan	HV303
26/11/14	PAUL WAGLAR	037	P Waglar	HV117
24/11/14	Haniffa Cameron-Joe	XD263	Haniffa	193
26/11/14	Abrar Khan	HD 144	A Khan	069
20/11/14	TONY GROVE	U.D 132	T Grove	210
26/11/14	S.A RAZA	HD 109	S Raza	HV206
26/11/14	M. HANLON	HD 030	M Hanlon	HV 253
26/11/14	N KHAN	HD 174	N Khan	250
26/11/14	H. FANCIAN	HD 298	H Fancian	122
26-11/14	MR. G. RASOOL	HD 330	G Rasool	039. 5455814
26/11/14	TONY CLARKE	HD 180	T Clarke	112

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we have found that sometimes there is A conflict of personalities between the testing station Staff and the taxi drivers This has been an ongoing situation since the council changed the policy and reduced to 1 testing station With 2 testing stations this would remove this problem all drivers that have signed this petition are in support of the reintroducing 2 MOT/compliance testing stations for taxi and private hire cars And urge the council taxi committee to amend the policy.
Date 25/11/14

DATE	Drivers Name	Badge no	Signature
4/12/14	BARBAR ALI	PD 222	B. Ali
4/12/14	WAHID RAJA	PD 160	W. Raja
4-12	SHAIKATI ALI	PD 216	Shaiqa
04/12/14	M. WAHEED A BHATTI	H.D.341	M. Waheed
04/12/14	NADREM KIAN	PD003	N. Kian
04/12/14	Safaqat Khan	XD279	Safaqat
04/12/14	A. T KARAN	PD105	A. T. Karan
4/12	ABDUL	PD 286	Abdul
4/12	SHARJEEL	HD355	Sharjeel
4/12/14	Janie	PD 160	Janie
4/12/14	E. LANSOME	H0031	E. Lansome
4/12/14	I. HAIDER	PD252	I. Haider
4/12/14	M. Haseeb	H0090	M. Haseeb
4/12/14	Luke McIlwain	XD164	Luke
4-12-14	M. NAEEM	DE376KPK	M. Naem
5-12-14	M. USMAN	X0340	M. Usman
5.12.14	L. Hurdle		L. Hurdle
5.12.14	G. MUSTAFA	PD201	G. Mustafa
5.12.14	S. S. Ali	PP224	S. S. Ali
5/12/14	G. ALI	HD300	G. Ali
5/12	Amir Khan	PD 210	Amir Khan
16/12	T. Paw	PD 313	T. Paw
19/12	N AZHAR	HD158	N. Azhar

(25)

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Date 25/11/14

DATE	Drivers Name	Badge no	Signature	
26.11.14	AZIZ BAKKALI	HD048	<i>Bakkali</i>	182
26.11.14	Nabil Shehadeh	HD103	<i>N. Shehadeh</i>	247
26.11.14	AMIN ALI	HD326	<i>A. Ali</i>	266
26.11.14	AUMAL KHAN	HD206	<i>Aumal Khan</i>	272
26/11/14	DAVID COOPER	HD107	<i>David Cooper</i>	170
26/11/14	Muhammad Adrees	HD127	<i>Muhammad Adrees</i>	080
26/11/14	MAHMOOD HUSSAIN	HD356	<i>Mahmood Hussain</i>	050
26.11.14	ASIA KHAN	HD796	<i>Asia Khan</i>	064
26/11/14	STEVE HOLLIS	PH120	<i>S. Hollis</i>	PH
26/11/14	CHRIS SAMBOCCA	HD183	<i>Chris Sambocca</i>	271
26-11-14	BENJAMIN	HD104	<i>Benjamin</i>	30
26-11-14	CARIS VENDOR	HD2304	<i>Caris Vendor</i>	223
27-11-14	JOHN CATES	86	<i>John Cates</i>	208
27-11-14	N PRINSONS	56	<i>N. Prinsons</i>	24
27-11-14	RASHID KHAN	305 305	<i>Rashid Khan</i>	078
27-11-14	SULEMAN KHAN	HD284	<i>S. Khan</i>	042
27-11-14	RAJA SHAREEL AHMED	HD246	<i>Raja Shareel Ahmed</i>	023
27.11.14	R. PUNJ	HD227	<i>R. Punj</i>	226
27.11.14	A PEWAIZ	HD101	<i>A. Pevaiiz</i>	009
27-11-14	K HOUSE	HD126	<i>K House</i>	061
27.11.14	R. KINSE	HD063	<i>R. Kinse</i>	079
03/12/14	ZAFAR HUSSAIN	HD332	<i>Zafar Hussain</i>	029
3/12/14	K. KICMI	HD055	<i>K. Kicmi</i>	272
3/12/14	S. SARGENT	HD085	<i>S. Sargent</i>	090
4/12/14	K HUSSAIN	HD313	<i>K Hussain</i>	092

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 Date 25/11/14

	DATE	Drivers Name	Badge no	Signature
1	2/12/14	MUHAMMAD ASHFAQ	338	<i>[Signature]</i>
2		MUHAMMAD ASHFAQ	331	<i>[Signature]</i>
3	07-12-14	TAZ MAHMOOD	278	<i>[Signature]</i>
4	7/12/14	M. NAZIM KHAN	HD 47	<i>[Signature]</i>
5	7.12.14	SAHEED	202	<i>[Signature]</i>
6	11.11	PERVAIZ AKHTAR	290	<i>[Signature]</i>
7	9-12-14	Mehammed LATIF	309	<i>[Signature]</i>
8	9-12-14	MUHAMMAD HANIF	100	<i>[Signature]</i>
9	9-12-14	ASAD MUNIR	XD006	<i>[Signature]</i>
10	9-12-14	m. Saleem	HD049	<i>[Signature]</i>
11	10-12-14	AFZAL Ahmed	HD143	<i>[Signature]</i>
12	10-12-14	YS. RUBAN	HD270	<i>[Signature]</i>
13	10-12-2014	M. HUSSAIN	HD368	<i>[Signature]</i>
14	10-12-14	RAFIQ KHAN	HD167	<i>[Signature]</i>
15	10-12-2014	M. Ahmed	HD 152	<i>[Signature]</i>
16	10/12/2014	A. Ahmed	HD 014	<i>[Signature]</i>

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	DATE	Drivers Name	Badge no	Signature
1	26/11	T. VIVANTI	079	
2	26/11	TERANCE CARRING-YAW	211	
3	26/11	M. D. KHAN	292	
4	26/11/14	MR FAZAL SUHA	HD 178	
5	26/11/14	MR AHSAN MOHAMMED	HD230	
6	26/11/14	MR. A. FAYIAZ	232	
7	26/11/14	MR MUHAMMAD ASHRAF	HD186	
8	26/11/14	MR. MANISHA KHAN	HD 286	
9	26/11/14	MR ASIM HUSSAIN	HD 312	
10	26/11/14	MR. LINGESWARAN, KANAGARAMAN	HD275	
11	26/11/14	MASOOD KHAN	HD121	
12	26/11/14	Encher Khan	XD 230	
13	26/11/14	KHIZAR HAYAT	HD097	
14	26/11/14	Andrew Twigg	HD 179	
15	26/11/14	Michael Donn	HD 028	
16	26/11/14	SABIR HUSSAIN	HD 229	
17	26/11/14	BABAR KHAN	HD058	
18	26/11/14	SAFEEH AHMED	HD 113	
19	26/11/14	MOHAMMED AHMED	HD208	
20	26/11/14	W GARRATT	HD 245	
21	26/11/14	M. RAMZAN	HD 116	
22	26/11/14	MC IJAZ	HD087	
23	26/11/14	JAMES.	HD129	
24	27/11/14	M. TAYEB SANJA	HD 242	
25	27/11/14	G. KHAN	HD 181	

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With 2 testing stations this would remove this problem

all drivers that have signed this petition are in support of the reintroducing 2 MOT/compliance testing stations for taxi and private hire cars And urge the council taxi committee to amend the policy.

Date 25/11/14

	DATE	Drivers Name	Badge no	Signature
1	27-11-14	HASEEB ISAZ	HD 322	[Signature]
2	27-11-14	[Signature]	HD 128	[Signature]
3	27/11/14	M-F. AHMED	HD 281	[Signature]
4	27. 11 14	M. Gudsar	HD 217	[Signature]
5	27-11-14	WASID SALEEM	HD 254	[Signature]
6	27-11-14	ANPALAGAN VISWANINGAM	XD 054	[Signature]
7	27.11.14	[Signature]	HD 248	[Signature]
8	27-11-14	Mr Yousif Khan	HD 166	[Signature]
9	27.11.14	JEFF BEAY	HD 021	[Signature]
10	27.11.14	MUHAMMAD AJAIB KHAN	HD 168	[Signature]
11	27.11.14	J. USMAN	HD 290	[Signature]
12	27-11-14	M.A.KHAN	HD 183	[Signature]
13	28/11/14	M. NAZIM KHAN	HD 47	[Signature]
14	28/11/14	MOHAMMED MAHROOB	HD 091	[Signature]
15	28-11-14	Michael James	HD 010	[Signature]
16	1-12-14	SAGIB MALIK	HD 325	[Signature]
17	2-12-14	AZHAR MAHMAD	HD 119	[Signature]
18	5/12/14	Mohamed Imam	HD 108	[Signature]
19	2/12-14	QULFRAZ KHAN	HD 164	[Signature]
20				
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DACORUM TAXI DRIVERS ASSOCIATION

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Date 25/11/14

DATE	Drivers Name	Badge no	Signature
04.12.14	M. JAM	PD 226	
04.12.14	Alexis leAnn	277	
4-12-14	RICHAN DENNI		
04/12/14	Gulam Alam	HD 374	
4.12.14	Bliss G. HOBBS	PD 093	
4/12/14	WILLSON	PD 063	
4/12/14	H. FANON		
4.12.14	M. AZAD		
4.12.14	S. HUSSAIN	PD 090	
4.12.14	SIBTAIN	HD 147	
4/12/14	S. SINGH	PD 117	
4/12/14	ABOVILLA	HD 061	
6/12/14	M. SUTHERLAND	HD 195	
4/12/14	ZIA KHAN	HD 135	
4/12/14	SHAHID KHAN	PH 038 <small>Plate No</small>	
05/12/14	ALI SETTOUL	VA 02 HRW	
05/12/14	WADOOD YOUSAF	PD	
10/12/14	S. PHILLIPS	P.D. 097	
10/12/14	S. AHMED	PD 060	
22/12/14	A. MALIS	HD 122	

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DATE	Drivers Name	Badge no	Signature
27/11/14	DEREK THEOPHILE	175	<i>[Signature]</i>
27.11.14	COLIN KANCRSHIRE	001	<i>[Signature]</i>
27/11/14	WILLIAM BRILL	142	<i>[Signature]</i>
27/11/14	JOHN MAGONAS	084	<i>[Signature]</i>
27.11.14	ADRIAN BURTWALL	165	<i>[Signature]</i>
8.12.14	DARRID GARRETT	216	<i>[Signature]</i>
10/12/14	A.M. Choudhury	302	<i>[Signature]</i>
10/12/14	WHELEW ABID	314	<i>[Signature]</i>
10.12.14	ISMAIL ALI	HD 259	<i>[Signature]</i>
11.12.14	A. ROBINSON	PH 110	<i>[Signature]</i>
22.12.14	T. PORTER		<i>[Signature]</i>

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Date 25/11/14

DATE	Drivers Name	Badge no	Signature
4-12-14	A PENNISON	HD218	[Signature]
4-12-14	N KHAN	HD373	[Signature]
4/12/14	SAJID IQBAL KHAN	HN185	[Signature]
4/12/14	WAQAS MIRZA	XD175	[Signature]
4/12/14	M Shshel	XD851	[Signature]
4/12/14	C. NETSCHER	PD122	[Signature]

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AGENDA ITEM: 8

SUMMARY

Report for:	Licensing Health & Safety Enforcement Committee
Date of meeting:	03 February 2015
PART:	1
If Part II, reason:	

Title of report:	Letter from Baroness Kramer, Department for Transport
Contact:	Ross Hill – Licensing Team Leader, Legal Governance
Purpose of report:	To present a letter recently received from the Department for Transport in respect of the taxi licensing functions.
Recommendations	That the Committee note the letter from Baroness Kramer.
Corporate objectives:	Safe and Clean Environment <ul style="list-style-type: none"> • Maintain a clean and safe environment
Implications:	None
Consultees:	None
Background papers:	Letter from Baroness Kramer (attached)
Glossary of acronyms and any other abbreviations used in this report:	

1. The letter attached at Annex A has recently been sent from the Department for Transport to all taxi licensing authorities, reminding authorities that they should not be afraid to use their powers to refuse, suspend or revoke licences where the situation warrants doing so, and to ensure a robust and comprehensive system of pre-licensing checks is in place. This has been prompted in part following revelations around the use of taxis and private hire vehicles by the perpetrators of child sexual exploitation offences in a number of areas.

Annex A
Letter from Baroness Kramer, Department for Transport



Chief Executive
Local licensing authorities

From the Minister of State
Baroness Kramer

Great Minster House
33 Horseferry Road
London
SW1P 4DR

Tel: 020 7944 3082
Fax: 020 7944 4492
E-Mail: baroness.kramer@dft.gsi.gov.uk

Web site: www.gov.uk/dft

Our Ref:

Dear Colleagues

18 NOV 2014

Taxi and private hire vehicle drivers

I am writing to you about the important issue of ensuring that licensed taxi and private hire vehicle drivers are safe to drive the travelling public.

National and local government have a joint interest in ensuring personal safety of passengers. We recognise the good work that many local authorities have already done through stringent licensing procedures to protect passengers and maintain confidence in taxi and private hire vehicle services.

Licensing authorities have power to undertake enhanced Disclosure and Barring Service checks on all applicants for taxi and private hire vehicle driver licences. These checks will highlight convictions for sex offences and other relevant information that can be taken into consideration when deciding who to license. Furthermore, once a licence has been issued, licensing authorities should have systems in place, including maintaining links with the police, to ensure that drivers continue to be 'fit and proper'. While the decision to revoke or suspend a licence should never be considered lightly, the licensing system is designed to protect the public and it would be wrong to avoid this course of action where it is clearly appropriate.

In the interests of public safety and the reputation of the licensed trade, I encourage you to use all the tools available to ensure that all licensed drivers have undergone a thorough vetting process, their conduct is monitored once licensed, and all available information is fully considered when making licensing decisions.

Baroness Kramer

BARONESS KRAMER

9. EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded during the item in Part II of the Agenda for the meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during this item there would be disclosure to them of exempt information relating to:

DACORUM BOROUGH COUNCIL

LICENSING AND HEALTH AND SAFETY ENFORCEMENT COMMITTEE

25 NOVEMBER 2014

Present –

MEMBERS:

Councillors Mrs Green (Chairman), Bhinder, Conway, Fantham, Hearn (Vice-Chairman), Link, Peter, Ryan, G Sutton, R Sutton and Whitman

OFFICERS:

B Lisgarten	Legal Governance Team Leader
R Hill	Licensing Team Leader
S Taylor	Lead Licensing Officer
T Coston	Member Support Officer

OTHERS:

Mrs Sandiford – Item 5

The meeting began at 7.30 pm

1. MINUTES

The minutes of the meeting held on 29 April 2014 were confirmed by the Members present and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillor Taylor.

3. DECLARATIONS OF INTERESTS

There were no declarations of interest.

4. PUBLIC PARTICIPATION

The Chairman asked Mrs Sandiford if she would like to comment on the outcome of consultation on proposed update of standard conditions for animal related licences. Mrs Sandiford said she didn't wish to speak at this meeting but would like to return to a future licensing meeting that related to dog boarding licences.

5. OUTCOME OF CONSULTATION ON PROPOSED UPDATE OF STANDARD CONDITIONS FOR ANIMAL RELATED LICENCES

S Taylor introduced the report and welcomed any questions from the committee.

Councillor Fantham asked what control the council had over breeding a dog under one year old. S Taylor said the conditions were a tool to guide establishments towards good operating practices and record keeping so that when premises were inspected there would be evidence of compliance.

Resolved:

The Licensing and Health & Safety Enforcement Committee approved the adoption of the Council's standard conditions for licensing of cat boarding establishments, dog breeding establishments and pet shops derived from the updated 2013 and 2014 model conditions published by the CIEH, as set out at Annexes 4 to 6 of the report.

6. TAXI AND PRIVATE HIRE VEHICLE STANDARDS – MPV'S

R Hill highlighted that this matter had been discussed by this committee on two prior occasions, however there were a number of issues and inconsistencies with the Policy. He said they had discussed the matter with the proprietors and they all had agreed the safety concerns needed to be addressed and therefore the committee were asked to consider amending the Policy as detailed in the recommendation.

Resolved:

The Licensing and Health and Safety Enforcement Committee modified the Council's vehicle standards for hackney carriages and private hire vehicles with effect from 1 December 2014, by omitting paragraph 5 from the current hackney carriage standards, and paragraph 6 from the current private hire standards (in both cases, paragraphs titled 'Egress from rear seating').

7. LICENSING FEES AND CHARGES 2015-16

R Hill advised that the licensing fees and charges were reviewed annually and these changes would take effect from 1st April 2015. He said that there were a small number of changes in animal licences to gradually recover some of the largest undercharges prior to 2012. He explained that they were also proposing an increase of 6% for vehicle and driver licensing fees as the average time taken to process the applications had increased; this was due to a majority of applicants failing to fully complete the application forms or provide the necessary supporting documentation. He advised it would be the first increase in fees for two years.

Resolved:

The Licensing and Health and Safety Enforcement Committee instructed officers to commence consultation on the proposed fees for 2015/16, and report the results back to the committee at its meeting in February 2015

The meeting ended at 7.38 pm