

Licensing Committee

Monday, 3rd April, 2017

PRESENT: Councillor B Selby in the Chair

Councillors N Buckley, M Coulson,
R Downes, M Harland, G Hussain, G Hyde,
A Khan, G Wilkinson, J Pryor and S
McKenna

122 Chair's Opening Remarks

The Chair announced the Des Broster, Section Head, Taxi and Private Hire Licensing retired from the Council on 31st March 2017.

The Chair said Des had been involved with Taxi and Private Hire licensing for 15 years and had established a close working relationship with Members of the Licensing Committee.

Unfortunately Des was unable to attend Licensing Committee today due to a conflicting engagement but it was the wish of the Committee that an invitation be extended to Des to attend the next meeting of the Committee scheduled for 26th May 2017.

123 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

124 Exempt Information - Possible Exclusion of the Press and Public

That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during Consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

Appendix A and B to Agenda Item No.11, Leeds Festival 2017 – Draft Event Management Plan was designated as exempt under Access to Information Procedure Rules 10.4 (3) because it contained information relating to the financial or business affairs of any particular person.

125 Late Items

There were no late items of business

Draft minutes to be approved at the meeting
to be held on Friday, 26th May, 2017

126 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests were made at the meeting.

127 Apologies for Absence

Apologies for absence were received from Councillors: J Dunn, B Flynn, B Gettings and C Townsley

128 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held 7th March 2017 were accepted as a true and correct record.

129 Matters Arising from the Minutes

There were no issues raised under matters arising.

130 Taxi & Private Hire Licensing Service Update on Progress

The Head of Elections, Licensing and Registration submitted a report which provided an update of the developments and improvements to the Taxi and Private Hire service over the past 6 months.

The Executive Officer, Taxi and Private Hire Licensing presented the report and spoke in detail about the following initiatives:

- Digitising the service
- Email management
- Telephone enquiries
- Face to face visits
- Web pages and digital
- Resources
- Wi-fi
- ICT systems
- Workplace

Referring to the digitising of the service, the Executive Officer said good progress was been made, temporary resources were being utilised to assist with the scanning of files. It was report that once the file had been digitised, the paper copy was archived or disposed of creating additional space within the Taxi & Private Hire Licensing facility.

The Executive Officer said temporary resources would be in place for the next 6 months at which point a review of the permanent staff would be undertaken.

Addressing the issue of telephone enquiries and face to face visits, Officers reported that the intention was to promote the online booking system to reduce telephone calls and walk in enquiries.

Members requested if consideration could be given to the provision of a Multi-faith room/ prayer room at the Torre Road Offices, drivers had made this request to Members on a number of occasions.

In responding the Executive Officer said that following the completion of workplace changes an impact assessment would be carried out and due consideration would be given to the provision multi-faith room/ prayer room.

On the issue of workplace changes Members referred to the outside space and in particular the untidy state of the landscaped area and requested if something could be done to improve the area.

In responding the Executive Officer accepted the area was in an untidy state suggesting that previous demolition works may have contaminated the land with asbestos. The issue would be looked into further with a view to improving the appearance of the area.

The Chair referred to the consequence of de-regulation and the issue of drivers operating in the Leeds area but who were licensed by other authorities.

In responding the Head of Elections, Licensing and Registration said de-regulation had seen an increase in drivers licensed by other authorities operating in the Leeds area under sub-contracting arrangements, it was a concern but the West Yorkshire and York authorities were now beginning to collaborate and share driver information.

It was also reported that a number of joint operations involving enforcement officers from other authorities had recently taken place in Leeds focusing on drivers licensed outside Leeds. Further joint operations were planned.

Clarification was sought as to whether a driver having their licence suspended was insured.

Officers confirmed that if the licence was suspended this would invalidate the driver's motor insurance.

Members expressed concern at the consequences of de-regulation and the issues it raised

It was suggested that a letter expressing this Committee's concerns at the consequences of de-regulation be sent to the appropriate Minister responsible together with all Leeds Members of Parliament and the Local Government Association (LGA)

In summing up the Chair said that Members appeared to be supportive of a letter being sent to the appropriate Minister responsible, expressing this Committee concern at the consequences of de-regulation.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Friday, 26th May, 2017

- (i) That the contents of the report be noted
- (ii) That a letter expressing this Committee's concerns at the consequences of de-regulation be sent to the appropriate Minister responsible together with all Leeds Members of Parliament and the Local Government Association (LGA)

131 Licensing Committee Work Programme

Members considered the contents of the Licensing Committee Work Programme for 2017.

The Chair reported that the "Statement of Licensing Policy - Consultation" would be considered by the Committee in May 2017

RESOLVED – That with the inclusion of the above, the contents of the Licensing Committee Work Programme for 2017 be approved

132 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Friday, 26th May 2017 at 10.00am in the Civic Hall, Leeds.

133 Leeds Festival 2017 - Draft Event Management Plan

The Head of Elections, Licensing and Registration submitted a report which set out the arrangements for the 2017 Leeds Festival to be held at Bramham Park between the 26th and 28th August 2017

Appended to the report was a copy of the following documents:

- Summary of Changes for the Event Management Plan 2017 (Appendix A refers (Confidential))
- Summary of proposed Changes to the Leeds Festival Traffic Management Plan for 2017 and beyond (Appendix B refers (Confidential))

The Principal Licensing Officer presented the report and referring to the summary of changes said minor amendments had been made to the on - site infrastructure and personnel arrangements. Primary changes had been made in a revision of the traffic management plan to reflect the changing traffic patterns and on-site parking for pick up and drop off and improvements to taxi/private hire arrangements.

It was reported that the traffic management proposals had received favourable comments from West Yorkshire Police and Traffic/Transport Agencies.

Proposals to deal with potential mud in the City Centre and discarded footwear were subject to discussion between Festival Republic and Leeds CC Cleansing Services, with a view to an acceptable Memorandum of Understanding between both parties.

Representatives from Festival Republic, the event organisers were in attendance and spoke of the proposed changes to the Event Management Plan and Traffic Management Plan

(This part of the meeting was heard in closed session)

The Chair thanked the event organisers for their attendance and contributions

RESOLVED –

- (i) That the summary of changes to the 2017 Leeds Festival be noted
- (ii) That a further report be submitted to Licensing Committee in August 2017 which would inform Members of the final arrangements agency comments
- (iii) That any unresolved issues around the Memorandum of Understanding between Festival Republic and Leeds CC Cleansing Services be referred back to the Licensing Committee as appropriate.