

MINUTES OF: LICENSING SUB-COMMITTEE (DRIVERS)

Date of Meeting: 25th March 2026

Present: Councillors Gill (Chair), Driver and Neal

**In Attendance: Yasmin Ahmed, Principal Legal Officer
Susan Chadwick, Public Protection Manager
Nigel Yates, Public Protection Officer
1 Applicant
1 Licence Holder
1 Licence Holder's Representative**

BUSINESS MATTERS

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. URGENT ITEMS

There were no urgent items of business.

4. EXCLUSION OF PUBLIC AND PRESS

Resolved:

That the public and press be excluded from the following items of business under Section 100(A)(4) of the Local Government Act 1972 since they involved the disclosure of exempt information under Paragraph 1 of Schedule 12A of the Act.

5. REPORT TO CONSIDER THE REVIEW OF A HACKNEY CARRIAGE DRIVER'S LICENCE FOR PA (ITEM C3)

The Chair welcomed the Licence Holder and their representative to the Sub-Committee.

The Public Protection Manager outlined to all persons present the relevant information, which applied to all confidential applications.

The Public Protection Manager presented the report and detailed the circumstances that had brought the Licence Holder before the Sub-Committee.

The Licence Holder presented their case to the Sub-Committee.

The Sub-Committee members asked questions for clarification purposes only.

The Licence Holder, their representative and Public Protection Manager left the room to enable the Sub-Committee to come to a decision.

The Licence Holder, their representative and Public Protection Manager re-entered the room to enable the Sub-Committee to advise of their decision.

Resolved:

The Licence Holder's Hackney Carriage driver's licence be suspended for a period of 90 days, starting the day after the appeal period or after the outcome of any appeal, should this apply. During the 90-day suspension they would be required to take the Council approved driving test and provide evidence of this to the Licensing Unit.

The Licence Holder was informed of their right of appeal to the Magistrates' Court which must be exercised within 21 days of service of the decision letter upon them.

The Licence Holder would be informed of the reason for the Council's decision in writing.

Reason for Decision

The matters had been considered in accordance with the Council's approved procedure, the Council's Guidelines on Convictions, the conditions attached to the Policy for the Licensing of: Hackney Carriage Drivers and Vehicles, Private Hire Operators, Drivers and Vehicles, the conditions attached to the Enforcement Policy - Hackney Carriage Drivers and Vehicles, Private Hire Drivers, Operators and Vehicles and the Sub-Committee took into account all the relevant information put before them.

6. REPORT TO CONSIDER AN APPLICATION FOR THE GRANT OF A HACKNEY CARRIAGE DRIVER'S LICENCE FOR MY (ITEM C2)

The Chair welcomed the Applicant and their representative to the Sub-Committee.

The Public Protection Manager outlined to all persons present the relevant information, which applied to all confidential applications.

The Public Protection Manager presented the report and detailed the circumstances that had brought the Applicant before the Sub-Committee.

The Applicant presented their case to the Sub-Committee.

The Sub-Committee members asked questions for clarification purposes only.

The Applicant, their representative and Public Protection Manager left the room to enable the Sub-Committee to come to a decision.

The Applicant, their representative and Public Protection Manager re-entered the room to enable the Sub-Committee to advise of their decision.

Resolved:

That the application be renewed and immediately suspended until they had taken and passed the Council approved driving test and provided evidence of this to the Licensing Unit within a period of 3 months (unless they provided evidence within 3 months that an appointment could not be obtained). If they failed to provide such evidence within 3 months they would be called back to the Licensing Committee.

The Applicant was informed of their right of appeal to the Magistrates' Court which must be exercised within 21 days of service of the decision letter upon them.

The Applicant would be informed of the reason for the Council's decision in writing.

Reason for Decision

The matter had been considered in accordance with the Council’s approved procedure, the Council’s Guidelines on Convictions, the conditions attached to the Policy for the Licensing of: Hackney Carriage Drivers and Vehicles, Private Hire Operators, Drivers and Vehicles, the conditions attached to the Enforcement Policy - Hackney Carriage Drivers and Vehicles, Private Hire Drivers, Operators and Vehicles, and the Sub-Committee took into account all the relevant information put before them.

7. REPORT TO CONSIDER THE REVIEW OF A HACKNEY CARRIAGE DRIVER’S LICENCE AND PRIVATE HIRE DRIVER’S LICENCE FOR KM (ITEM C1)

The Licence Holder was not in attendance and provided medical evidence.

The Public Protection Manager outlined to all persons present the relevant information, which applied to all confidential applications.

The Public Protection Manager presented the report and detailed the circumstances that had brought the Licence Holder before the Sub-Committee.

The Sub-Committee members asked questions for clarification purposes only.

The Public Protection Manager left the room to enable the Sub-Committee to come to a decision.

Resolved:

The Licence Holder’s Hackney Carriage driver’s licence and Private Hire driver’s licence be suspended on medical grounds.

The Licence Holder would be informed of their right of appeal to the Magistrates’ Court which must be exercised within 21 days of service of the decision letter upon them.

The Licence Holder would be informed of the reason for the Council’s decision in writing.

Reason for Decision

The matters had been considered in accordance with the Council’s approved procedure, the Council’s Guidelines on Convictions, the conditions attached to the Policy for the Licensing of: Hackney Carriage Drivers and Vehicles, Private Hire Operators, Drivers and Vehicles, the conditions attached to the Enforcement Policy - Hackney Carriage Drivers and Vehicles, Private Hire Drivers, Operators and Vehicles and the Sub-Committee took into account all the relevant information put before them.

The meeting concluded at 14:00pm

Chair: _____

Date: _____