

Appendix 1

General Licensing Committee – Forward Plan 2017/18

Standing agenda items:

- Presentation of monthly performance data
- Any matters to be considered under the statutory “fit and proper” test

Schedule of specific matters:

| Date: | Items for consideration: | Progress / monitoring (RAG) |
|------------------|---|--|
| 21 March 2017 | Member training – report on proposed activities for year ahead | |
| | Proposed Implementation Plan | |
| | Draft Annual Review of 2016/17 activities | |
| | Review of governance arrangements – referrals to GLC under “fit and proper” test (mechanics / process, clarification of trigger criteria etc) | |
| | IVA Policy | |
| | Fees and Charges | |
| | Equalities Act (wheelchairs) | |
| | Implementation Plan | |
| 13 June 2017 | Taxi Trade Forum | Report attached but Forum itself deferred to late June pending this report |
| | Annual Report 2016/17 | Was scheduled for June but deferred to July due to heavy June agenda |
| | Fees and Charges | |
| | Equalities Act 2010 / wheelchair users | |
| | Carriage of Assistance Dogs | |
| | Forward Plan | |
| | Final Annual Report for 2016/17 activities | Was scheduled for June but deferred to July due to heavy June agenda |
| | Draft proposals – operator accreditation scheme | Deferred to March 18 |
| | Taxi and Private Hire Licensing Enforcement Policy - review | Brought forward from July |
| | Uber / out of town drivers | Was scheduled for June but deferred to July due to heavy June agenda |
| Performance data | | |

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| | Modified Vehicles | |
| | Licensing Act updates | Was scheduled for June but deferred to July due to heavy June agenda |
| | Member Training | Was scheduled for June but deferred to July due to heavy June agenda |
| | Review of Constitution | Deferred for further consideration |
| 11 July 2017 | Annual Report | |
| | Annual Review of Hackney Carriage and Private Hire Licensing Policy | Completed in June |
| | Quarterly review of Implementation Plan | |
| | Member Training Plan | |
| | Uber / out of town drivers | |
| | Performance data | |
| | Safeguarding training | |
| 19 September 2017 | Quarterly review of Implementation Plan | |
| | Report on consultation / next steps - operator accreditation scheme | Deferred to March 18 |
| | Forward Plan – mid-year review | |
| | Review of Constitution | |
| | Performance data | |
| | Review of recent activities | |
| | National campaign – out of town drivers | |
| 17 October 2017 | Quarterly review of Implementation Plan | Presented in Sept |
| | Consultation outcome - wheelchairs | |
| | Consultation outcome – assistance dogs | |
| | Consultation outcome – modified vehicles | |
| | Consultation outcome – changes to Licensing Policy | |
| | Consultation outcome – Intended Use Policy | |
| | Consultation outcome – Safeguarding training | |
| 28 November 2017 | Taxi Trade Forum (held on 26 October) | |
| | Forward Plan | |
| | Mobile Homes Policy | |
| | Member training plan | |
| 23 January 2018 | Fees and Charges for 2018/19* | |
| | Quarterly review of Implementation Plan | |
| 20 February 2018 | Taxi Trade Forum | |
| | Annual Review of Convictions Policy | |
| | Year-end review of Implementation Plan | |
| | Year-end review of Forward Plan 2017/18 and setting new Plan for 2018/19 | |
| | In-cab cameras – implications for introducing | |

*subject to clarification of staffing situation to allow accurate calculation of proposed fee levels

Other topics to be scheduled as more information becomes available:

- Reminder from Gambling Commission:

each licensing authority's revised Statement of Gambling Policy (the Statement) is due to be reviewed soon and then republished in January 2019. In short, it is a legal requirement under s349 of the Gambling Act (2005) (the Act) for each licensing authority to prepare the Statement that they propose to apply in exercising their functions under the Act. The Statement must be reviewed every 3 years. This applies even if amendments have been made in the intervening period (during the 3 years).

In terms of timelines for the preparation of the Statement, each council will have its own protocols and processes for such consultations. However it is worth noting that the Statement must be published 4 weeks before it comes in to effect. **The current 3 year period therefore requires Councils to prepare and publish their policy statement by 3 January 2019 at the latest, with it coming into force on 31 January 2019.** The last time Statements were reviewed the majority of Councils started the process in **March – June of the year prior to completion.**