

## **LICENSING & REGULATORY COMMITTEE**

Minutes of a meeting held at the Council Offices, Narborough

**WEDNESDAY, 15 FEBRUARY 2023**

### **Present:-**

Cllr. Chris Frost  
Cllr. Roy Denney  
Cllr. Janet Forey  
Cllr. Deanne Freer

Cllr. Trevor Matthews  
Cllr. Christine Merrill  
Cllr. Phil Moitt  
Cllr. Michael O'Hare

Cllr. Bev Welsh  
Cllr. Cheryl Cashmore

### **Officers present:-**

Phil Fasham	- Environmental Health Manager
Matt Pickering	- Licensing Team Leader
Sandeep Tiensa	- Senior Democratic Services & Scrutiny Officer
Isaac Thomas	- Democracy Support Officer
Nicole Cramp	- Democratic & Scrutiny Services Officer

### **Apologies:-**

Cllr. Stuart Coar, Cllr. Shabbir Aslam and Cllr. Lee Breckon JP

### **192. DISCLOSURES OF INTERESTS FROM MEMBERS**

No disclosures were received.

### **193. MINUTES**

The minutes of the meeting held on 28 February 2022, as circulated, were approved and signed as a correct record.

**194. THIRD-PARTY DBS PROVIDER REQUIRED**

Considered – Report of the Licensing Team Leader.

**DECISIONS**

1. That the Licensing department identify and procure a third-party DBS provider to conduct DBS checks on behalf of new and existing applicants.
2. That the third-party DBS provider shall begin to undertake checks as soon as reasonably practicable.
3. That authority be delegated to the Group Manager of Environmental Health, Housing & Community Services, in conjunction with the Portfolio Holder and the Chairman of Licensing and Regulatory Committee or its equivalent Policy Committee, to update the existing Hackney Carriage and Private Hire Licensing Policy 2022 – 2027, and other subsequent Policies or Conditions of Licence to reflect this change.

Reason:

It is appropriate that members of the Licensing and Regulatory Committee understand that it is necessary to procure a third-party DBS provider as soon as practicable, whilst recognising that there are many additional benefits that can be had by doing so for both the Licensing department, Council in general, and the applicant.

**195. PRIVATE HIRE LICENSING - INTRODUCTION OF A RESTRICTED PRIVATE HIRE DRIVER LICENCE**

Considered – Report of the Licensing Team Leader.

**DECISIONS**

1. That restricted Private Hire Driver licences be introduced as an option – available for the purposes of LEA approved home-to-school transportation only.
2. That this Licence type shall be available from 1st April 2023.
3. That authority be delegated to the Group Manager of Environmental Health, Housing & Community Services, in conjunction with the Portfolio Holder and the Chairman of Licensing and Regulatory Committee or its equivalent Policy Committee, to make minor amendments to the existing Hackney Carriage and Private Hire Licensing Policy 2022 – 2027, and Conditions of Licence if amendments are deemed necessary.

Reason:

It is appropriate that members of the Licensing and Regulatory Committee understand why the option of a restricted PHD licence has many benefits, including to support the LEA with their school transportation obligations.

**THE MEETING CONCLUDED AT 5.57 P.M.**