

Licensing Committee

MINUTES OF THE LICENSING COMMITTEE MEETING HELD ON 13 SEPTEMBER 2021 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Peter Hutton (Chairman), Cllr Allison Bucknell (Vice-Chair), Cllr Steve Bucknell, Cllr Trevor Carbin, Cllr Daniel Cave, Cllr Kevin Daley, Cllr Andrew Davis, Cllr Ruth Hopkinson, Cllr George Jeans, Cllr Pip Ridout, Cllr Tim Trimble and Cllr Robert Yuill

Also Present:

Linda Holland (Licensing Manager), Tom Ince (Principal Compliance Officer), Sarah Marshall (Senior Solicitor), Lisa Pullin (Democratic Services Officer) Jemma Price (Public Protection Officer – Licensing)

1 Apologies/Substitutions/Membership Changes

Apologies were received from Adrian Hampton (Head of Highway Operations) and Peter White (Enforcement Manager).

Membership changes

At the Council meeting on 20 July 2021, Councillor Jerry Kunkler replaced Councillor Mary Webb as a substitute member of the Committee.

2 Minutes

The minutes of the meeting held on 1 March 2021 were presented to the Committee.

Resolved:

That the minutes of the meeting held on 1 March 2021 be approved and signed as a correct record.

3 Chairman's Announcements

The Chairman gave details of the fire exits to be used in the event of the alarm sounding and made the following announcements:

Queen's Platinum Jubilee celebration arrangements

The Licensing Committee will receive a briefing note at the next meeting of the Licensing Committee on 6 December 2021 in relation to the arrangements for the Queen's Platinum Jubilee celebration arrangements for June 2022.

Role of Officers in Licensing Teams

A list of Officers in the Council's Licensing Teams, their roles and contact details would be shared with the Committee members following the meeting for information.

Licensing Sub Committee Hearings

The Chairman was aware that some Members had queried when they would be asked to sit on a Sub Committee hearing. The Chair reported that it was the intention to allocate hearings as and when they came in to at least one experienced Member and then add in newer Members subject to availability.

Update on the level of personal information to be supplied on those who make a relevant representation at Sub Committee hearings

Sarah Marshall (Senior Solicitor) wished to update the Committee on the proposed trial to reduce the level of personal information of those who have made a relevant representation that is shared in the Agenda/Decision Notice and Minutes.

Between now and December the Licensing Officers and Democratic Services Officers would look at ways to strike a balance of information that should be available to the Applicant and the Sub Committee Members in order for there to be a fair hearing and protecting some of the personal information of those who are making a relevant representation where it is not essential to share.

The Licensing Officers would ensure that all paperwork sent to the parties who make an application, or a relevant representation would clearly state that their representation would in essence become a public document and would be published on the Council's website within the Agenda papers. Additionally, at the beginning of each hearing, whether this is virtual or face to face the Chair will clearly highlight to all participants that the meeting can be recorded by any party (and would be recorded and live streamed by the Council if it was a virtual meeting) and that would then give the participants the opportunity to withdraw, or not switch on their cameras during if they did not to be part of the recording.

The findings from these changes would be reported back to the Licensing Committee at their meeting on 6 December 2021. Sarah agreed to send a Briefing Note to the Licensing Committee to detail the changes.

Resolved:

That a Briefing note be prepared for Licensing Committee on the proposed changes to the sharing of information of those who have made a relevant representation.

Scrap metal update

The current numbers relating to scrap metal dealers in Wiltshire (as of 31 August) is as follows:

Licensed Scrap Metal Dealer - Collectors: 29

Licensed Scrap Metal Dealer - Sites: 24

4 **Declarations of Interest**

There were no declarations of interest.

5 **Public Participation**

No questions or statements had been submitted to the Committee from the public prior to the meeting.

6 **Minutes of the Licensing Sub Committees**

Eastern Area Licensing Sub Committee

21.06.21 Application for a Variation of a Premises Licence – The Marlborough, 90 High Street, Marlborough

Northern Area Licensing Sub Committee

27.04.21 Application for a Club Premises Certificate – Calne Bowls Club, The Pavilion, Hill Croft, Calne

Southern Area Licensing Sub Committee

13.04.21 Application for a Variation of a Premises Licence – Green Hill Farm Caravan and Campsite, New Road Landford, Salisbury

Western Area Licensing Sub Committee

08.06.21 Application for a Variation of a Premises Licence – Woolley Grange, Bradford on Avon

06.07.21 Application for a Variation of a Premises Licence – The Prestbury Sports Bar, The Close Warminster

Resolved:

That the minutes of the Sub Committee meetings detailed above be approved and signed as correct records by the Chairman.

7 **Wiltshire Council's Statement of Gambling Principles**

Linda Holland (Licensing Manager – Public Protection) referred to her report which asked the Committee to note the consultation undertaken and amendments made to the Council's revised Gambling Statement of Principles and to commend it for approval by Full Council at the meeting on 19 October 2021. Linda highlighted the following:

- The Council do not have the responsibility to manage remote/online gambling and only deal with fixed premises, e.g. betting shops, bingo halls, gaming machines in different types of venues and online or physical lottery tickets typically sold by school PTA groups etc;
- The Council needs to have a Gambling Statement of Principles which covers a three-year period which sets out how the Council determines applications under the Gambling Act 2005. The proposed Statement would come into force from 1 January 2022 and would be due for the next review in the summer of 2024;
- There were only three minimal changes made to the Statement following the review by Officers with no changes required as a result of either new or amended legislation, regulations or guidance issued by the Secretary of State;
- Consultation was carried out between 12 July – 22 August 2021 and all statutory consultees were sent a link to the full copy of the draft Gambling Statement of Principles;
- There were currently 38 Licensed Gambling Premises in Wiltshire comprising of: 5 Adult Gaming Centres, 29 Betting Shops, a Bingo Hall, and Salisbury Racecourse. There are also two Unlicensed Family Entertainment Centres and a number of premises who hold Permits for Gaming Machines; and
- There had been no significant issues with any gambling premises in Wiltshire to date and it was not envisaged that there would be any. However, inspection visits would continue to be carried out on a regular basis and this regime would pick up again now following the Covid pressures.

The Chairman thanked Linda and her team for their work on the Gambling Statement of Principles.

The following questions were asked by the Committee:

Q Looking at the responses submitted from Melksham Town Council – is there currently a limit to the number of permits which could be issued in a particular conurbation?

A The Gambling Authority does not permit us as Licensing Authority to limit the number of permits.

Q I note that the consultation period was reduced from 12 weeks to 6 weeks – do you feel that this consultation period is defensible?

A All statutory consultees were duly consulted. Previously the Statement had gone to the Licensing Committee prior to being released for consultation, but as there were no significant changes proposed, agreement was sought from the Chair and Vice Chair to proceed to the consultation stage. Had there been significant changes proposed then an extraordinary meeting of the Licensing Committee would have been arranged to accommodate that process.

Q In paragraphs 6.2.1 and 6.2.2 of the proposed Gambling Statement of Principles, what does “by agreement” mean in relation to B3A gaming machines?

A B3A gaming machines are those that have higher pay-outs, premises are only able to have one B3A gaming machine and the siting of this machine is “by agreement” of the Licensing Authority.

Q The reference to “by agreement” in the proposed Statement does not make this clear and is more misleading to the reader, can this be rectified?

A The wording “by agreement” can be removed from the Statement to make it clearer and the siting of the machine is something that would be discussed directly with a premise with such a machine.

Sarah Marshall (Senior Solicitor) suggested that the Gambling Statement of Principles be amended to clarify the query above and a revised copy be circulated to the Licensing Committee prior to its submission to Full Council for approval.

Q What does “high number of people who have self-excluded themselves from other gambling premises” mean?

A This is a person who has previously asked a premise to exclude them from entering because of their concerns with gambling.

Q Paragraph 9.3.1 refers to prize gaming and travelling fairs – do we still allow travelling fairs to give away goldfish as a prize?

A Local Authorities can only direct that events run by the Council or events on Council owned land do not give away goldfish/animals away as prizes. Travelling fairs sited on private land would be bound by the Gambling Statement of Principles.

Resolved:

1. That the Licensing Committee note the consultation undertaken and amendments made to the Council's revised Gambling Statement of Principles.
2. That the Licensing Committee commends the Gambling Statement of Principles in relation to the Gambling Act 2005 to the Full Council for approval at its meeting on 19 October 2021 subject to the minor amendments requested to clarify paragraphs 6.2.1 and 6.2.2.

8 Update on the Licensing (Public Protection) Service

Linda Holland (Licensing Manager – Public Protection) referred to the Licensing Service update that was circulated with the Agenda and highlighted the following:

- Following the relaxation of Covid restrictions, they were now seeing growth in the hospitality industry;
- The team were already receiving enquiries for events next year which was positive news;
- There were no significant issues with the Euro 2020 football championships;
- In a normal year there would be between 2000 and 3000 applications for Temporary Events Notice (TEN). Although numbers of TENS received for August were still down on 2019 by 30% there did now seem more confidence from organisers that planned events would still attract sufficient attendance to make them viable;
- During 2021 to date, six virtual hearings had taken place, in comparison in 2020 when four hearings took place, two of which were virtual hearings. In 2019, seven hearings were required;
- Businesses were showing more diversity and were requiring licences for internet sales/delivery of alcohol and some supermarkets were looking to extend their opening hours in the run up to Christmas – it was a mixed bag of applications being received by the team;
- There had been some noise complaints from premises reopening which had triggered some community concerns. Some premises had sought to utilise their outside areas and these issues would be addressed by colleagues in the Public Protection Noise Team. Complaints about premises could have an impact on their licence if this was not managed correctly and a licence could be reviewed if required;
- In 2017 changes to the Licensing Act 2003 gave a discretionary power to Licensing Authorities to revoke or suspend a Personal License. A report would be presented to the December of the Committee giving a summary

of the proposed procedure with relevant supporting legislation for consideration. It was proposed as far as possible to follow existing Committee precedent to ensure a straightforward procedure that followed the principles of natural justice;

- The team were seeking to relaunch awareness of the “Ask for Angela” initiative which aims to reduce sexual violence and vulnerability by providing customers with a non-descript phrase they can use to gain assistance from staff members in order to be separated from the company of someone with whom they feel unsafe due to that person’s actions, words, or behaviour. There was positive engagement when launched initially and Officers would be providing information and communications to premises about this;
- In relation to animal licensing, initially during Covid in early 2020, premises were offered a 3-month extension to their licence and most were now in the position of renewing their 3-year licences now. The need for the animal licensing industry was now picking up again with the increase in dog ownership and the use of boarding facilities for those now going on holiday; and
- Licensing Officers working with Wiltshire Police would continue to operate the 4 E’s – Engage, Explain, Encourage, Enforce and only looking to enforce when there were serious breaches or where previous engagement had taken place with no obvious effect

The Chairman asked Linda to also circulate the contact details of the Police Licensing Officers and the areas they covered.

The Committee asked the following questions:

Q When will we hear about the possible making of outdoor measures for high streets permanent including marquees in pub grounds etc?

A The Government had launched a public consultation running from 5 September to 14 November 2021 “Supporting defence infrastructure and the future of time limited permitted development rights”. A link to this consultation could be shared to the Committee following the meeting and Councillors would be able to respond to the consultation about any of their community areas that may be affected.

Q The pavement licences were due to expire in September 2021 and it is noted than can be extended to September 2022. Will they automatically extend?

A Premises will not need to reapply to extend their pavement licence – they would automatically extend to September 2022. Officers were waiting to hear what was planned beyond that and something would be put in place after that time in any event.

Q The written update circulated with the Agenda states that the Licensing Teams workloads had been unsustainably high during many months – how are you coping now?

A The Covid period was overwhelming and the team were inundated at times. Much time was spent dealing with deciphering what parts of Government guidance was relevant to the licensing industry. A number of the Licensing team were also seconded to the Wellbeing Hub. Whilst the Team were obviously overwhelmed, they still did a great job managing and did have to drop some things off the list – relating to animal licensing.

Q How are things now – do you have enough resource?

A Two additional staff were appointed at step 3 of opening up, which although has been helpful, earlier help would have been better. The position would be revisited in 6 months' time as it was not known what would happen with the hospitality industry. Generally the quietest time for the team was January/February/March and it would then be known what the impact of Covid has been where those in the industry are not earning as much and the furlough scheme will have ended. An update would be provided for the March meeting of the Licensing Committee.

Q Looking at the numbers of premises who had closed/surrendered their licences – does this relate to pubs closing down?

A Don't have figures on the closures at present but could dig deeper to look into those which were pubs closing if required.

Q It would have been useful to receive details about the Queen's Platinum Jubilee at this meeting rather than December – a number of constituents were already asking about it.

A There were a lot of complex issues relating to jubilee plans and not all would sit under the remit of the Licensing Committee. Officers would be asked to provide a comprehensive list of all things relating to the jubilee. Applications for large scale events and TENS could be submitted from now although it was expected that the Government would make announcements around the plans and the details had not yet been received. At least two months' notice of any planned events would be good.

Q In relation to the Ask for Angela campaign, how much liaison is there with other premises such as banks or shops – does "Ask for Angela" apply to other premises?

A "Ask for Angela" is an initiative specific to licenced premises, however there are other avenues and other campaigns that look at public safety and some communications could be prepared so that they could be shared as a Chairman's announcement at Area Boards.

The Vice Chair remarked on the amount of work carried out by the Licensing Team was astounding and wished to thank Officers and congratulate them. It was noted that they covered so many areas with very few complaints being received. In relation to the Platinum Jubilee it was suggested that a community toolkit (as prepared for the VE celebrations) would be a very useful tool for all. The Chairman confirmed that he would ask Adrian Hampton to provide an FAQ list too.

Linda Holland was thanked by the Committee and asked for these thanks to also be shared with her team who were all highly thought of.

Resolved:

That the Licensing Committee note the update on behalf of the Licensing Service.

9 Update on Taxi Licensing Service

Tom Ince (Principal Compliance Officer) referred to the Taxi Licensing update that was circulated with the Agenda and highlighted the following:

- New driver and vehicle applications have fallen since the start of the pandemic. The team were now seeing a recovery in numbers of new applicants but so far this was not sufficient to cover those leaving the industry;
- The fall in drivers and vehicles is seen at a national level as drivers move into the more stable delivery industry;
- Officers were working with colleagues in the Passenger Transport Unit to look at a number of initiatives to attract drivers back into the industry as this may impact the Council's ability to fulfil all of its contracts. Whilst Officers believe that we have now turned a corner they will continue to do what they can to support the industry;
- Private hire drivers can only take pre-bookings and only hackney carriages can pick up passengers from taxi ranks;
- At the start of the pandemic licences were extended free of charge for 3 months to ease the financial burden and it gave those in the industry an opportunity to see how Covid would impact them;
- The numbers of drivers/vehicles were stable before Covid, but there had been a significant change over last 2 years, with 18 months of this through Covid;
- Officers were continuing with enforcement work to ensure that Wiltshire's taxi provision was safe, secure and suitable for purpose and ensured they had a visible presence on the ranks. Vehicle inspections were

carried out twice a year. During July 2021 penalty points were issued to 5 drivers and 2 vehicles (for having no road tax). Some vehicles have not had current MOTs, they may have been because they were not using the vehicles. Officers insist that there is a valid MOT for a vehicle unless it has been SORN, if neither of these are in place then the plates need to be returned as Officers would not know if the vehicle was being used or not. Six drivers were suspended during August – it has been a difficult time for the industry;

- The team has amended their new applicant and licence renewal processes through Covid and this had allowed them to review the way they do things. As a result, the process for renewing a licence can now be done remotely and is a lot more efficient, cutting down the time Officers and drivers spent in the office which is a good thing;
- The Council operates an internal penalty points system under which a driver's licence will be reviewed if they reach 12 points in a rolling 12-month period. When considering whether to suspend or revoke a licence this is carried out by a Panel of 3 Officers, however, Officers were considering involving the Licensing Committee to take a more active role in decisions to revoke or suspend driver or vehicles licences. A report was planned over the next six months; and
- The team were considering the impact of the 2020 Environment Bill which will place requirements on Local Authorities to manage air quality and this would be factored into a future vehicle policy and guidelines around vehicle age and emissions. The team were also working with Fleet Services to review the options to reduce emissions within the County's taxi fleet and promote the move to electric vehicles, this work will be undertaken in line with the Council's agreed fleet strategy.

The Chairman confirmed that the Committee would be happy to support Officers with hearings to review licences if required.

The Committee asked the following questions:

Q If a driver had reached 12 penalty points and a review of the licence is carried out – is there a point when the licence would be suspended or revoked?

A All cases are assessed on their own merit. Taxi Licensing don't have the burden of proof that criminal cases have. For example, if there a number of allegations of improper behaviour we don't have to prove it and it is likely we would revoke the licence as our overriding objection would be the safety to the public. However the team also exercise common sense and would only take action to suspend or revoke in the cases of serious no-compliance or where a driver has demonstrated no regard for the Council's guidelines or public safety,

Q You have talked previously about a grading system for taxis (like scores on the doors for food venues) – is this still an aspiration for the service?

A Yes, although this has not been taken forward because of Covid it will be looked at in the future. There is a qualification that drivers can undertake – the implementation of this could be looked at.

Q There was a big spike in the numbers of licences that were suspended in April 2021 – what was that in relation to?

A It was mostly vehicles not having road tax or a valid MOT. Due to the pandemic drivers advised the vehicles were not being used, however the Council cannot verify this and the vehicles could be continuing to work. This is why the Council requires a vehicle to have a valid MOT at all times or be SORNd. If a vehicle did not have a valid MOT the plates would have to be returned to the Council.

Q Your report provides data plenty of data on supply, but the demand data is mostly hearsay. We don't know if there is a problem between supply and demand, all we can base it on is hearsay – have you thought of ways you can improve demand data, are there other indications that you follow?

A We have considered demand, but it is a difficult question to gauge. We have heard from the public that they think taxis are too expensive and we can look at ways of how we can survey the users. Face to face consultation on the rank doesn't work – we will have to be creative about how we obtain the information. We are concerned about the falling numbers of drivers, but any market is governed by supply and demand. If the work was there, we believe we would see more applications. There are barriers and the industry have been up against it, but as we move out of this period, we will look at ways of driving new initiatives forward.

Q Could you confirm that you won't ease off on the reviewing of licences possibly leading to suspension or revocation because of the driver's shortages?

A We carefully measure any complaints against drivers and look at where there are potential issues with safeguarding or general non compliance. Drivers are in a position of trust and can be responsible for getting people to and from work and home late at night etc All drivers have to carry out safeguarding training and this is refreshed every three years.

Q Has the Council ever considered setting up their own taxi business with a fleet of green cars – this could take the burden away from taxi providers – could that be practicable?

A We would need to look at legislation to see if we were able to do that with capital funding. We could look into what we can do and will continue to work within the Fleet Strategy to make sure that all public transport is as green as possible to protect the environment.

Q I am concerned that you do not have to have evidence of wrong-doing to enable you to revoke a licence and note that this can be appealed at the Magistrates Court – do you have any statistics on appeals?

A Officers would not take the decision to revoke lightly, this would be in cases of repeated non-compliance. We would build a case, keeping details of any complaint and the compliance history and if a driver was continually not complying, we would first invite them to interview to try to work with them as obviously sometimes there are mitigating circumstances. The Officer had only been to a Magistrates appeal twice in 2.5 years and in both cases the Court had backed the Council's decision. Officers realise that it does impact on a person's livelihood so they would do all they could to ensure compliance.

Q I am still concerned that it does sound a bit extreme to suspend or revoke a licence with no evidence and just an accusation.

A There have been two incidences of suspension/revocation without clear evidence and for one of them the driver accepted the action taken and the other we are currently waiting a court appeal date. The team's overriding objective is to keep public safe and very few complaints of a serious nature are received. If for example, complaints are received from 4/5 different people against a certain driver and of a serious nature, we have to err on side of caution and protect both the public and the Council's reputation. Government advice is clear - if we are in doubt, we don't issue the licence.

Q Is the Council liable for costs of the appeal is allowed?

A Officers would only ever make decisions in the best interests of the public and in view of this I have not witnessed a case where costs have been claimed against us. The Court could ask us to review our policies if they felt it would improve our decisions. In the future there may be more involvement by the Licensing Committee with these types of decisions.

Q In relation to the night-time economy, the trend seems to be less renewals of licences because of Covid, although the Clubs are now getting busier – If there is a gap between demand/supply is there a risk that these journeys could be carried out by non-licenced drivers and putting the public at risk and what could be done about that?

A Whilst there is a risk of unlicenced drivers – Officers do carry out night-time enforcement, especially in Salisbury but obviously there are limited Officer resources and they would not be about to capture all incidents. We will consider looking at ways to encourage more drivers into the industry. There is an element of self-policing as we are sure that existing drivers would be quick to tell us if there was a problem with unlicenced drivers and we are confident that we would be able to follow up any complaints and concerns of that nature.

Q If someone is interested in becoming a driver – what is the process and how long would it take?

A The process can typically take around six weeks – the real hold up can be the DBS check which is beyond our control and there can be a wait for this to be determined. We also carry out checks to identify applicants, a right to

work check on all applicants as well as medical checks if appropriate. Applicants have to complete a knowledge and guidance test, a geographical area test, they are given guidelines around assistance they may be asked to provide to passengers including assistance dogs. All drivers have to undertake Safeguarding training. For licence renewals there is an online application form, a meeting is set up for them to attend an office and bring in their relevant documents and time attending in the office is minimised – such an appointment can usually be booked for the following week.

The Vice Chair highlighted that as a Council we know that we are struggling with demand for drivers and we cannot see that getting easier with more houses being built further out and with no safe route to school. She suggested that as a Council we should take a serious look into how we promote the private driver side of things as being a career of choice, that it can be a good way of earning income and encourage our residents to sign up to that area of employment. With the opening up of the late-night economy who are spilling out different times they could put together a demand requirement – and point them to where the work is. She suggested that a working group of the Committee be set up to look to address the issues around taxis.

A Committee member felt there was more work that could be done on data collection, particularly in relation to supply and demand and he felt that it would be good to give further consideration on the Council setting up their own taxi fleet and make it easier for electric vehicles to be used – he suggested that a working group could also consider those issues.

Resolved:

- 1. That the Licensing Committee note the update on Taxi Licensing.**
- 2. That the Clerk constitute up a Taxi Provision Working Group and invite up to 5 Members to join the working group and arrange to meet to agree the working group's terms of reference.**

There were two abstentions to this vote.

Admin note – Councillors Allison and Steve Bucknell and Daniel Cave expressed a wish to join the Working Group – the Clerk agreed to open out the membership from the substitute members of the Licensing Committee also following the meeting.

10 **Update on Proposed Changes to the Taxi Tariff Schedule for Hackney Carriages**

Tom Ince (Principal Compliance Officer) referred to the update which sought to brief the Licensing Committee on the latest position in relation to implementing a new schedule of tariffs and fees for Hackney Carriages in Wiltshire and highlighted the following:

- The review of Wiltshire's taxi tariffs was following a challenge from those involved in the late-night economy in the South of the County who felt that the fares were too expensive in the evening;
- It was agreed at an extraordinary meeting of the Licensing Committee on 27 January 2020 to undertake a public consultation into proposals on a new fees and tariffs schedule for Hackney Carriages in Wiltshire. This consultation was carried out in February 2020;
- Following the consultation and considering the feedback received, part of the proposal was changed. The impact of the changes were that it would make for cheaper late-night fares after 02.30am, addressing the issues raised in relation to the late-night economy. The change to charge tariff 2 and 4 from 22:00 would mean that travel between 22:00 and 22:29 was now slightly more expensive;
- This proposal was accepted in 2020 but then not implemented due to advertising budget issues and Covid. It was now felt that the time was right to proceed, however changes to the tariff would incur a small cost of approximately £20 to adjust each vehicle meter;
- It was proposed that the new tariff would be implemented on 1 January 2022. There would obviously have to be a period of grace to allow the update of meters, but the drivers would not be able to change the tariffs before 1 January 2022; and
- These changes would be duly advertised and communicated with the trade as this was a legal requirement and Councillors would be advised when this was to happen as they may receive feedback from the public and drivers.

The Chair reminded the Committee that the decision to delay this implementation had been made because of Covid and that the tariffs would continue to be subject to a regular review if requested by the trade. The Chair asked Officers to ensure that there was clear communication to the trade and Officers assured him communications would be sent out as soon as possible to give the trade as much notice as possible so that they were able to plan for the changes.

The Vice Chair commented that the only way a hackney carriage driver is able to get more income is to work more hours or by the Council putting up the tariff rates – if drivers want a pay rise this can only be achieved by the Council increasing the tariffs.

A Committee member suggested that sharing the current and proposed tariff cards would have been helpful and it was agreed that when the briefing note was circulated to all Councillors following the meeting that both tariff cards be included.

Resolved:

That the Licensing Committee note the update on proposed changes to the schedule of fees and tariffs for Hackney Carriages that is due to take place on 1 January 2022, subject to the proposals being advertised and standard consultation processes.

Admin note – Following the meeting on advice it was agreed that the tariffs would be implemented from 4 January 2022 to allow time for the required changes to be made.

11 **Dates of Future Committee Meetings**

The Licensing Committee noted the dates of the future Committee meetings as detailed below:

Monday 6 December 2021
Monday 7 March 2022.

12 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 12.15 pm)

The Officer who has produced these minutes is Lisa Pullin, Tel 01225 713015 or email committee@wiltshire.gov.uk of Democratic Services.

Press enquiries to Communications, direct line ((01225) 713114 or email communications@wiltshire.gov.uk

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