

**Oversight and Governance**

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## TAXI LICENSING COMMITTEE

Thursday 15 January 2026  
10.00 am  
Council House

**Members:**

Councillor Moore, Chair  
Councillor Freeman, Vice Chair  
Councillors Gilmour, Lugg, Morton, S. Nicholson and Raynsford.

Members are invited to attend the above meeting to consider the items of business overleaf.

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**Tracey Lee**

Chief Executive

# **Taxi Licensing Committee**

## **AGENDA**

### **1. Apologies**

To receive apologies for non-attendance submitted by Committee Members.

### **2. Declarations of Interest**

Members will be asked to make any declarations of interest in respect of items on this agenda.

### **3. Minutes (Pages 1 - 8)**

To confirm the minutes of the meetings held on 20 November 2025 and 04 December 2025.

### **4. Chair's Urgent Business**

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

### **5. Appeal Cases**

The Committee will be provided with the results of the judgement on appeal cases that went to Court.

### **6. Number of Certificates of Good Conduct Exemptions Granted**

The Committee will be provided with the Number of Certificates of Good Conduct Exemptions Granted.

### **7. Exempt Information**

To consider passing a resolution under Section 100A(4) of the Local Government Act, 1972 to exclude the press and the public from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information, as defined in paragraph 1 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

## **Part II (Private Meeting)**

### **Agenda**

#### **Members of the Public to Note:**

That under the law, the Committee is entitled to consider certain items in private. Member of the public will be asked to leave the meeting when such items are discussed.

- |                                                                                                                       |                        |
|-----------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>8. Confidential Minutes</b>                                                                                        | <b>(Pages 9 - 32)</b>  |
| To confirm the confidential minutes of the meetings held on 20 November 2025 and 04 December 2025.                    |                        |
| <b>9. Review status of a Private Hire Vehicle Driver Licence, Private Hire Vehicle Licence and Operators Licence:</b> | <b>(Pages 33 - 46)</b> |
| <b>10. Application for the grant of a Private Hire Vehicle Driver Licence:</b>                                        | <b>(Pages 47 - 56)</b> |
| <b>11. Review Status of a Private Hire Vehicle Driver Licence and Private Hire Vehicle Licence:</b>                   | <b>(Pages 57 - 70)</b> |
| <b>12. Review status of a Private Hire Vehicle Driver Licence:</b>                                                    | <b>(Pages 71 - 84)</b> |

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## Taxi Licensing Committee

Thursday 20 November 2025

### PRESENT:

Councillor Moore, in the Chair.  
Councillor Freeman, Vice Chair.  
Councillors Gilmour, Lugger, Morton, S.Nicholson and Raynsford.

Also in attendance: John Brownlow (Enforcement Officer), Hannah Chandler-Whiting (Democratic Advisor), Mark Wheeler (Senior Licencing Officer) and Ian Wills (Senior Lawyer).

The meeting started at 10.00 am and finished at 2.16 pm.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

77. **Declarations of Interest**

No declarations of interest were made.

78. **Minutes**

The minutes of the meeting held on 06 November 2025 were agreed as an accurate record.

79. **Chair's Urgent Business**

There were no items of Chair's urgent business.

80. **Appeal Cases**

No appeal cases had concluded since the date of the last meeting.

81. **Number of Certificates of Good Conduct Exemptions Granted**

There were no certificates of good conduct exemptions.

82. **Exempt Information**

The Committee agreed to pass a resolution under Section 100A (4) of the Local Government Act 1972, to exclude the press and the public from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information, as defined in paragraph one of Part one of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

83. **Confidential Minutes**

The Committee agreed the confidential minutes of the meeting held on 06 November 2025 as an accurate record.

84. **Review status of a Private Hire Vehicle Driver Licence**

The Committee took the following into account:

- a) All that was said by the driver;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 1. To suspend the Private Hire Driver Licence for a period of six weeks;
- 2. To require the driver to repeat the Driving Standards Course within six months, and if the course was not completed by that date, the Private Hire Driver Licence would be further reviewed by the Committee.

85. **Application for the Grant of a Private Hire Vehicle Driver Licence**

The Committee took the following into account:

- a) All that was said by the applicant;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 1. To grant the application for a Private Hire Vehicle Driver Licence.

86. **Application for the Grant of a Private Hire Vehicle Driver Licence**

The Committee took the following into account:

- a) All that was said by the applicant;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 2. To grant the application for a Private Hire Vehicle Driver Licence.

87. **Application for the Grant of a Private Hire Vehicle Driver Licence**

The Committee took the following into account:

- a) All that was said by the applicant;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 3. To grant the application for a Private Hire Vehicle Driver Licence.

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## Taxi Licensing Committee

Thursday 04 December 2025

### PRESENT:

Councillor Moore, in the Chair.  
Councillor Freeman, Vice Chair.  
Councillors Lugg, Morton, S. Nicholson and Raynsford.

Apologies for absence: Councillor Gilmour.

Also in attendance: John Brownlow (Enforcement Officer), Andrea Gilbert (Lawyer), Jake Metcalfe (Democratic Advisor) and Mark Wheeler (Senior Licensing Officer).

The meeting started at 10.00 am and finished at 4.15 pm.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

#### 88. **Declarations of Interest**

No declarations of interest were made.

#### 89. **Chair's Urgent Business**

There were no items of Chair's urgent business.

#### 90. **Appeal Cases**

There were no updates on the outcomes of any appeal cases.

#### 91. **Number of Certificates of Good Conduct Exemptions Granted**

There were no certificates of good conduct exemptions.

#### 92. **Exempt Information**

The Committee agreed to pass a resolution under Section 100A (4) of the Local Government Act 1972, to exclude the press and the public from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information, as defined in paragraph 1 of Part one of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

#### 93. **Review Status of a Private Hire Vehicle Drivers Licence and Private Hire Vehicle Licence**

The Committee took the following into account:

- a) All that was said by the driver;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 1. To revoke the Private Hire Drivers Licence;
- 2. To take no action against the Private Hire Vehicle Licence.

94. **Review Status a of Private Hire Vehicle Driver Licence and Private Hire Vehicle Licence**

The Committee took the following into account:

- a) All that was said by the driver;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 1. To suspend the Private Hire Drivers Licence for a period of two months;
- 2. Require the driver to retake ambassador training within six months, failure to do so could result in the case coming back to the Committee;
- 3. To take no action against the Private Hire Vehicle Licence.

95. **Review Status of a Private Hire Vehicle Driver Licence and Private Hire Vehicle Licence**

The Committee took the following into account:

- a) All that was said by the driver;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- 1. To suspend the Private Hire Drivers Licence for a period of two months;
- 2. Require the driver to retake the ambassador training and driving standards course within six months, failure to do so could result in the case being brought back to the

Committee;

3. To take no action against the Private Hire Vehicle Licence.

96. **Review Status of a Private Hire Vehicle Driver Licence**

The Committee took the following into account:

- a) All that was said by the driver;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- I. To revoke the Private Hire Drivers Licence.

97. **Application for the Grant of a Private Hire Vehicle Driver Licence**

The Committee took the following into account:

- a) All that was said by the applicant;
- b) The information contained within the report;
- c) All relevant policies referred to in the report.

The Committee agreed:

- I. To grant the application for a Private Hire Vehicle Driver Licence.

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The following relates to exempt or confidential matters (Para(s) 1 of Part 1, Schedule 12A of the Local Govt Act 1972). Any breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

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