

# Agenda



## Meeting of Licensing Committee

**Date:** Wednesday, 14 February 2018

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**Time:** 10:00

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**Venue:** Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank

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**Contact:** Nuala Borthwick, Committee Officer  
Tel: 01389 737594 [nuala.borthwick@west-dunbarton.gov.uk](mailto:nuala.borthwick@west-dunbarton.gov.uk)

Dear Member

Please attend a meeting of the **Licensing Committee** as detailed above. The business is shown on the attached agenda.

Yours faithfully

**JOYCE WHITE**

Chief Executive

**Distribution:**

Councillor Jim Finn (Chair)  
Councillor Jim Brown  
Councillor Ian Dickson  
Councillor Jonathan McColl (Vice Chair)  
Councillor Marie McNair  
Councillor John Mooney  
Councillor Lawrence O'Neill  
Councillor Brian Walker

All other Councillors for information

Chief Executive  
Strategic Director – Regeneration, Environment and Growth  
Strategic Director – Transformation and Public Service Reform  
Chief Officer of Health & Social Care Partnership

Date issued: 1 February 2018

## LICENSING COMMITTEE

WEDNESDAY, 14 FEBRUARY 2018

### AGENDA

**1 APOLOGIES**

**2 DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the undernoted items of business on this agenda and, if so, state the reasons for such declarations.

**3 MINUTES OF PREVIOUS MEETINGS 5 - 22**

Submit for approval as correct records:-

- (a) Minutes of Ordinary Meeting of the Licensing Committee held on 6 December 2016; and
- (b) Minutes of Special Meeting of the Licensing Committee held on 23 January 2018.

**4 APPLICATIONS FOR GRANT OF A TAXI/PRIVATE HIRE CAR DRIVER'S LICENCE 23 - 26**

**(a) Name and Address of Applicant Date Applied**

Alexander Mullen Flat 1/2, 12 Boon Drive Drumchapel Glasgow G15 6AT	30 October 2017
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Submit report by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi/Private Hire Car Driver's Licence by the above named person.

**(b) Name and Address of Applicant Date Applied**

Christopher Cuthill 14C Dunswin Court Dalmuir Clydebank G81 4AW	24 November 2017
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Submit report by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi/Private Hire Car Driver’s Licence by the above named person.

**5 APPLICATION FOR GRANT OF A TEMPORARY TAXI/PRIVATE HIRE CAR DRIVER’S LICENCE 27 - 28**

**Name and Address of Applicant**

**Date Applied**

John McKenna  
252 Faifley Road  
Clydebank  
G81 5EQ

11 January 2018

Submit report by the Strategic Lead – Regulatory concerning an application for Grant of a Temporary Taxi/Private Hire Car Driver’s Licence by the above named person.

**6 CONSIDERATION OF ISSUING ADDITIONAL TAXI LICENCES FOR WHEELCHAIR ACCESSIBLE VEHICLES IN THE DUMBARTON AND VALE OF LEVEN TAXI ZONE 29 - 42**

Submit report by the Strategic Lead – Regulatory advising of a proposal from a holder of a taxi booking office licence to apply for additional taxi licences that would be conditioned by way of the licence to be wheelchair accessible and available 24/7.

## LICENSING COMMITTEE

At a Meeting of the Licensing Committee held in Committee Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 6 December 2017 at 10.05 a.m.

**Present:** Councillors Ian Dickson, John Mooney, Marie McNair, Lawrence O'Neill and Brian Walker.

**Attending:** Raymond Lynch, Section Head (Licensing); Robert Mackie, Senior Officer (Licensing Services); Lawrence Knighton, Licensing Standards Officer and Nuala Borthwick, Committee Officer.

**Also Attending:** Sergeant Angela Walker, Police Scotland.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Brown, Jim Finn and Jonathan McColl.

### APPOINTMENT OF CHAIR

In the absence of the Chair, Councillor Finn, and the Vice Chair, Councillor McColl, it was unanimously agreed that Councillor O'Neill would chair the meeting. Accordingly, Councillor O'Neill assumed the Chair.

### DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

### VARIATION IN THE ORDER OF BUSINESS

Having heard the Chair, Councillor O'Neill, the Committee agreed that the business be varied as hereinafter minuted.

### MINUTES OF PREVIOUS MEETINGS

The following Minutes of Meetings were submitted and approved as correct records:-

- (1) Minutes of Ordinary Meeting of the Licensing Committee held on 11 October 2017; and

- (2) Minutes of Special Meeting of the Licensing Committee held on 1 November 2017.

In response to a question from Councillor Mooney in relation to the Committee's request for an explanation of the factual inaccuracies contained in a Review Request from Police Scotland, it was noted that a response had been received from the Licensing Sergeant and that the Section Head (Licensing) would discuss the matter further with the Licensing Sergeant.

### **APPLICATION FOR GRANT OF A TEMPORARY TAXI/ PRIVATE HIRE CAR DRIVER'S LICENCE**

**Name and Address of Applicant**

**Date Applied**

Gerard Ross  
2 Cunard Court  
Clydebank  
G81 1QD

28 September 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Temporary Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Constable of Police Scotland on 12 October 2017 advising that a separate letter had been received from Police Scotland detailing the applicant's alternatives to prosecution which were considered "spent" under the Rehabilitation of Offenders Act 1974;
- (b) that copies of the letter of 12 December 2017 from Police Scotland had been issued to Members in advance of the meeting; and
- (c) that the licence holder, Mr Gerard Ross, and a representative of Police Scotland, Sergeant Angela Walker, were in attendance.

Having heard the Section Head (Licensing) with regard to the age, degree of seriousness and relevance of the spent alternatives to prosecution, the Committee agreed that the letter from Police Scotland detailing the spent alternatives to prosecution should be circulated and taken into account. Copies of the letter containing the spent alternatives to prosecution were accordingly circulated to the Members of the Committee.

The Committee then heard from Sergeant Walker in relation to both letters from Police Scotland and in answer to Members' questions.

Thereafter, the applicant was given the opportunity to address the Committee in support of his application and in connection with the circumstances relating to matters detailed in the letters from Police Scotland. The applicant was also heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted for a period of 6 weeks.

Note: Councillor Walker left the meeting at this point.

**APPLICATION FOR RENEWAL OF A TAXI/ PRIVATE HIRE CAR DRIVER'S LICENCE**

**Name and Address of Applicant**

**Date Applied**

Gavin Bonner  
4 Erskine View  
Old Kilpatrick  
Glasgow  
G60 5JF

28 September 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Renewal of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland advising that the Chief Constable had a representation to make in relation to the application;
- (b) that in view of the representation, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing could take place; and
- (c) that the applicant and a representative of Police Scotland, Sergeant Walker, were in attendance.

The Committee heard from Sergeant Walker in relation to the letter of representation from Police Scotland and thereafter Sergeant Walker and the Senior Officer (Licensing Services) were heard in answer to Members' questions relating to Mr Bonner's convictions. Mr Bonner was then given the opportunity to address the Committee in support of his application and was heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

## **HEARING REGARDING REQUEST FOR SUSPENSION OF A TAXI DRIVER'S/PRIVATE HIRE CAR DRIVER'S LICENCE**

A report was submitted by the Strategic Lead – Regulatory concerning a request from the Chief Constable of Police Scotland for the suspension of a Taxi Driver's/Private Hire Car Driver's Licence for Mr Steven Ordish.

Having heard the Section Head (Licensing), it was noted:-

- (a) that on 27 October 2017, a letter was received from the Chief Constable of Police Scotland requesting the suspension of the Taxi Driver's/Private Hire Car Driver's Licence held by Mr Steven Ordish under Paragraph 11(1) of Schedule 1 to the Civic Government (Scotland) Act 1982 on the grounds that the licence holder is no longer a fit and proper person to hold a licence;
- (b) that Mr Ordish's current Taxi Driver's/Private Hire Car Driver's Licence expired on 27 October 2017 and that an application for renewal of the licence was submitted by Mr Ordish on 30 October 2017;
- (c) that the licensing authority may order the suspension of a licence under Paragraph 11 of Schedule 1 to the Act if, in its opinion, the holder of the licence is not, or is no longer, a fit and proper person to hold the licence or if the carrying on of the activity to which the licence relates is likely to cause a threat to public safety;
- (d) that in view of the request for suspension of the licence received from Police Scotland, Mr Ordish and a representative of Police Scotland had been invited to attend the meeting in order that a hearing may take place;
- (e) that copies of the letter from Police Scotland had been issued to Members of the Committee in advance of the meeting; and
- (f) that the matters which the Committee was required to consider in relation to paragraph (c) above were as follows:-
  - (i) whether the alleged misconduct had been established;
  - (ii) if the Committee was satisfied that the alleged misconduct had been established, whether, having regard to the misconduct, the licence holder was no longer a fit and proper person to hold a taxi driver's licence;
  - (iii) if the Committee was of the opinion that the licence holder was no longer a fit and proper person, then the Committee must consider whether his licence should be suspended;
  - (iv) if the Committee was satisfied that the licence should be suspended, the Committee must give the licence holder an opportunity of being heard on the length of the suspension and the date from which the suspension should commence; and



- (v) the Committee must then consider what length of suspension would be appropriate and whether the circumstances of the case would justify immediate suspension.

It was noted that Mr Ordish and Sergeant Angela Walker, Police Scotland, were in attendance.

The Committee then heard from Sergeant Walker in relation to the request for suspension and in answer to Members' questions.

**DECIDED:-**

After consideration, the Committee agreed that the alleged misconduct had not been established and that the licence holder remained a fit and proper person to hold a taxi/private hire car driver's licence.

**APPLICATION FOR GRANT OF A TEMPORARY TAXI/ PRIVATE HIRE  
CAR DRIVER'S LICENCE**

<b><u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
Gary McArthur 66/1 Onslow Road Drumry Clydebank G81 2PN	2 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Temporary Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Constable of Police Scotland on 18 October 2017 submitting a comment in relation to the application and that copies of the letter had been issued to Members in advance of the meeting;
- (b) that a further letter had been received from the Chief Constable of Police Scotland on 13 November 2017 providing additional information in relation to the application and that copies of the letter were circulated to Members at the meeting;
- (c) that a separate letter had been received from Police Scotland dated 18 October 2017 detailing an alternative to prosecution which was considered spent under the Rehabilitation of Offenders Act 1974 and that it was for the Committee to decide whether or not the letter detailing the spent alternative to prosecution should be disclosed and taken into consideration; and

- (d) that the applicant, Mr Gary McArthur, and a representative of Police Scotland, Sergeant Angela Walker, were in attendance.

Having heard the Section Head (Licensing) with regard to the age, degree of seriousness and relevance of the spent alternative to prosecution, the Committee agreed that the letter detailing the spent alternative to prosecution should be circulated and taken into account. Copies of the letter containing the spent alternative to prosecution were accordingly circulated to Members of the Committee.

The Committee then heard from Sergeant Walker in relation to all three letters from Police Scotland and in answer to Members' questions.

Thereafter, the applicant was given an opportunity to address the Committee in support of his application and in connection to circumstances relating to matters detailed in the letters from Police Scotland. In doing so, Mr McArthur referred to paperwork including a number of character references that he had submitted to support his application. Thereafter, he was also heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted for a period of 6 weeks.

**APPLICATIONS FOR GRANT OF A TAXI/ PRIVATE HIRE CAR DRIVER'S LICENCE**

<b>(a)</b>	<b><u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
	Arron Mansfield 21 Sunderland Avenue Castlehill Dumbarton G82 5AB	4 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland advising that the Chief Constable had a representation to make in relation to the application;
- (b) that copies of the letter from Police Scotland had been issued to Members in advance of the meeting;

- (c) that in view of the representation, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing could take place; and
- (d) that the applicant, Mr Mansfield, and a representative of Police Scotland, Sergeant Angela Walker, were in attendance.

The Committee then heard from Sergeant Walker in relation to the letter from Police Scotland and in answer to Members' questions.

The Committee then heard from Mr Mansfield who was given the opportunity to address the Committee in support of his application and in connection with the circumstances relating to the matters detailed in the Police letter. Thereafter, Mr Mansfield was heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

Note: Councillor Mooney, having failed to obtain a seconder for a proposed amendment, requested that his dissent be recorded.

**ADJOURNMENT**

Having heard the Chair, Councillor O'Neill, the Committee agreed to adjourn at 11.00 a.m. for a short period.

The Committee resumed at 11.07 a.m. with all Members shown in the sederunt in attendance with the exception of Councillor Walker.

<b>(b) <u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
James McGowan 21/7 MacBride Way Renton Dumbarton G82 4QW	6 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from Police Scotland advising that the Chief Constable had an objection to make in relation to the application;
- (b) that copies of the letter from Police Scotland had been issued to Members in advance of the meeting;

- (c) that copies of an email from Cairns Brown Solicitors making representations on behalf of Mr McGowan had been circulated to Members in advance of the meeting;
- (d) that a separate letter had been received from Police Scotland detailing the applicant's spent convictions regarded as 'protected' in terms of the Rehabilitation of Offenders Act 1974 and that it was for the Committee to decide whether or not the letter detailing the spent convictions should be disclosed and taken into consideration; and
- (e) that the applicant, Mr McGowan, and a representative of Police Scotland, Sergeant Angela Walker, were in attendance.

Having heard the Section Head (Licensing) with regard to the age, degree of seriousness and relevance of the spent convictions, the Committee agreed that the letter from Police Scotland detailing the spent convictions should be circulated and taken into account. Copies of the letter containing the spent convictions were accordingly circulated to the Members of the Committee.

The Committee then heard from Sergeant Walker in relation to both letters from Police Scotland and in answer to Members' questions.

Thereafter, the applicant was given the opportunity to address the Committee in support of his application and was heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed:-

- (1) that the application be granted; and
- (2) that the applicant's next application for renewal of his Licence should be referred to a meeting of the Committee for consideration and the applicant be invited to attend the meeting.

<b>(c) <u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
Donna Sweeney 14B Stevenson Street Holytown Motherwell ML1 4RQ	12 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received by the Chief Superintendent of Police Scotland advising that the Chief Constable had a representation to make in relation to the application;
- (b) that in view of the representation, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing may take place;
- (c) that the applicant, Miss Sweeney, and a representative of the Police Scotland, Sergeant Angela Walker, were in attendance; and
- (d) that copies of the letter of representation from Police Scotland dated 8 November 2017 had been issued to Members of the Committee in advance of the meeting.

The Committee then heard from Sergeant Walker in relation to the letter of representation from Police Scotland. Thereafter, Miss Sweeney was given an opportunity to address the Committee in support of the application.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

<b>(d) <u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
John Rice Flat 0/1 8 The Crescent Clydebank G81 4RH	19 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland on 13 November 2017 advising that the Chief Constable had an objection to make in relation to the application;
- (b) that in view of the objection, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing could take place; and
- (c) that the applicant, Mr John Rice, his legal representative, Mr Stuart Buckley, and a representative of Police Scotland, Sergeant Angela Walker, were in attendance.

The Committee then heard from Sergeant Walker in relation to the letter from Police Scotland and in answer to Members' questions.

Thereafter, the applicant was given the opportunity to address the Committee in support of his application and in connection with the circumstances relating to matters detailed in the letters from Police Scotland. The applicant was also heard in answer to a question from a Member.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

**APPLICATION FOR GRANT OF A PRIVATE HIRE CAR PARTNERSHIP LICENCE**

**Name and Address of Applicant**

**Date Applied**

Mr & Mrs John & Patricia Rice  
Flat 0/1  
8 The Crescent  
Clydebank  
G81 4RH

19 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Taxi Partnership Licence by the above named persons.

Having heard the Section Head (Licensing) and the Senior Officer (Licensing Services), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland on 13 November 2017 advising that the Chief Constable had an objection to make in relation to the application;
- (b) that in view of the objection, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing could take place;
- (c) that the applicant, Mr & Mrs John & Patricia Rice, and their solicitor, Mr Stuart Buckley, were in attendance; and
- (d) that Sergeant Angela Walker was in attendance on behalf of Police Scotland.

The Committee then heard from Sergeant Walker in relation to the letter from Police Scotland.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

**APPLICATIONS FOR RENEWAL OF A TAXI/PRIVATE HIRE CAR DRIVER'S LICENCE**

<b>(a) <u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
Neil Brown 57 Lansbury Street Levensale Alexandria G83 0SA	9 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Renewal of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland advising that the Chief Constable had a representation to make in relation to the application;
- (b) that in view of the representation, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing could take place; and
- (c) that the applicant and a representative of the Police authority, Sergeant Angela Walker, were in attendance.

The Committee heard from Sergeant Walker in relation to the letter of representation from Police Scotland. Thereafter, Mr Brown was given the opportunity to address the Committee in support of his application and was heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

<b>(b) <u>Name and Address of Applicant</u></b>	<b><u>Date Applied</u></b>
Peter McCrossan 34 Dumbuie Avenue Silverton Dumbarton G82 2JQ	15 September 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Renewal of a Taxi/Private Hire Car Driver's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland advising that the Chief Constable had a representation to make in relation to the application;
- (b) that in view of the representation, the applicant and a representative of Police Scotland had been invited to attend the meeting of the Committee in order that a hearing could take place; and
- (c) that the applicant and a representative of the Police authority, Sergeant Angela Walker, were in attendance.

The Committee heard from Sergeant Walker in relation to the letter of representation from Police Scotland. Thereafter, Mr McCrossan was given the opportunity to address the Committee in support of his application and was heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

**APPLICATION FOR GRANT OF A PRINCIPAL STREET TRADER'S LICENCE**

**Name and Address of Applicant**

**Date Applied**

Alexander Elder  
2 Harboury Place  
Yoker  
Glasgow  
G14 0LH

17 October 2017

A report was submitted by the Strategic Lead – Regulatory concerning an application for Grant of a Principal Street Trader's Licence by the above named person.

Having heard the Section Head (Licensing), it was noted:-

- (a) that a letter had been received from the Chief Superintendent of Police Scotland advising that the Chief Constable had a representation to make in relation to the application;
- (b) that in view of the representation, the applicant and a representative of the Police authority had been invited to attend the meeting of the Committee in order that a hearing could take place; and
- (c) that the applicant, Mr Alexander Elder, and a representative of Police Scotland, Sergeant Angela Walker, were in attendance.



The Committee heard from Sergeant Walker in relation to the letter of representation from Police Scotland. Thereafter, Mr Elder was given the opportunity to address the Committee in support of his application and was heard in answer to questions from Members.

**DECIDED:-**

After consideration, the Committee agreed that the application be granted.

The meeting closed at 11.40 a.m.

DRAFT



## LICENSING COMMITTEE

At a Special Meeting of the Licensing Committee held in Committee Room 2, Council Offices, Garshake Road, Dumbarton on Tuesday, 23 January 2018 at 12.00 p.m.

**Present:** Councillors Jim Brown, Ian Dickson, John Mooney, Jonathan McColl, Marie McNair and Brian Walker.

**Attending:** Peter Hessett, Strategic Lead - Regulatory; Raymond Lynch, Section Head (Licensing); Robert Mackie, Senior Officer (Licensing Services); Lawrence Knighton, Licensing Standards Officer and Nuala Borthwick, Committee Officer.

**Also Attending:** Temporary Inspector Mairi Capaldi and Constable Alison Simpson, Police Scotland.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Finn and Lawrence O'Neill.

**Councillor Jonathan McColl in the Chair**

### DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

### EXCLUSION OF PRESS AND PUBLIC

The Committee passed the following resolution:-

“That under Section 50A(4) of the Local Government (Scotland) Act, 1973 the press and public be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Paragraph 14 of Part 1 of Schedule 7A of the Act.”

## **HEARING REGARDING REQUEST FOR SUSPENSION OF A TAXI DRIVER'S/PRIVATE HIRE CAR DRIVER'S LICENCE**

A report was submitted by the Strategic Lead – Regulatory concerning a request from the Chief Constable of Police Scotland for the suspension of a Taxi Driver's/Private Hire Car Driver's Licence.

Having heard the Strategic Lead (Regulatory), it was noted:-

- (a) that a letter had been received from the Chief Constable of Police Scotland on 13 December 2017 requesting the immediate suspension of a Taxi Driver's/Private Hire Car Driver's Licence under Paragraph 12(1) of Schedule 1 to the Civic Government (Scotland) Act 1982 on the grounds that the carrying on of the activity to which the licence relates was likely to cause serious threat to public order or public safety;
- (b) that on receipt of the letter from the Chief Constable of Police Scotland, and having consulted with the Chair of the Licensing Committee, it was decided that, due to the content of the letter received from Police Scotland, the Taxi Driver's/Private Hire Car Driver's Licence be suspended with immediate effect under Paragraph 12 of Schedule 1 to the Act;
- (c) that an immediate suspension under Paragraph 12 of Schedule 1 of the Act had effect for six weeks or until the Licensing Committee made a decision on whether to suspend the licence under Paragraph 11 of Schedule 1 to the Act if held earlier;
- (d) that the licensing authority may order a suspension of a licence under Paragraph 11 of Schedule 1 to the Act if, in its opinion, the holder of the licence is not, or is no longer, a fit and proper person to hold the licence or if the carrying on of the activity to which the licence relates is likely to cause a threat to public order or public safety;
- (e) that the licensing authority must, before deciding to suspend a licence under Paragraph 11 of Schedule 1 to the Act, give the holder of the licence and the Chief Constable of Police Scotland an opportunity of being heard;
- (f) that in view of the request for suspension of the licence received from Police Scotland, the licence holder and a representative of Police Scotland had been invited to attend the meeting in order that a hearing take place;
- (g) that copies of the letter from Police Scotland had been issued to Members of the Committee in advance of the meeting;
- (h) that the licence holder was in attendance at the meeting;
- (i) that representatives of the Police Scotland, Inspector Mairi Capaldi and Constable Simpson, were in attendance at the meeting;

- (j) that the matters which the Committee were required to consider in relation to paragraph (d) above were as follows:-
- (i) whether the alleged misconduct had been established;
  - (ii) if the Committee was satisfied that the alleged misconduct had been established, whether, having regard to the misconduct, the licence holder was no longer a fit and proper person to hold a Taxi Driver's/Private Hire Car Driver's Licence or whether the carrying on of the activity to which the licence relates is likely to cause a threat to public order and public safety;
  - (iii) if the Committee was of the opinion that the licence holder was no longer a fit and proper person or that the carrying on of the activity to which the licence relates is likely to cause a threat to public order and public safety, then the Committee must consider whether his licence should be suspended or revoked;
  - (iv) if the Committee is satisfied that the licence should be suspended, the Committee must give the licence holder an opportunity of being heard on the length of the suspension and if the Committee decided that the licence should be suspended or revoked then the date from which the suspension or revocation should commence; and
  - (v) the Committee must then consider what length of suspension would be appropriate and whether the circumstances of the case would justify immediate suspension.

The Committee heard from Constable Simpson in relation to the request for suspension and in answer to Members' questions.

Thereafter, the licence holder was given the opportunity to address the Committee on the circumstances detailed in the letter from Police Scotland. The Chair, Councillor McColl, reminded the licence holder that as there was an outstanding criminal matter that was yet to be determined, that he should be cautious of saying anything that may incriminate himself with regard to the criminal proceedings.

Thereafter, the licence holder, Constable Simpson and the Senior Officer (Licensing Services) were heard in answer to questions from Members. The licence holder advised the Committee that it was his intention to plead 'guilty' to the pending criminal case.

**DECIDED:-**

Following consideration and having heard the Strategic Lead – Regulatory in answer to Members' questions, the Committee agreed:-

- (1) that the alleged misconduct had been established and that the carrying on of the activity to which the licence relates was likely to cause a serious threat to public order and public safety;
- (2) that the Committee was of the opinion that the licence holder was no longer a fit and proper person to hold a taxi driver's licence; and
- (3) that, due to the threat to public order and public safety and the Committee determining that the licence holder was no longer a fit and proper person to hold a taxi driver's licence, that the licence be revoked under Paragraph 11(1) of Schedule 1, and that the revocation be immediate.

The meeting closed at 12.12 p.m.

DRAFT

**WEST DUNBARTONSHIRE COUNCIL**  
**Report by Strategic Lead – Regulatory**  
**Licensing Committee – 14 February 2018**

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**Subject: Application for grant of a Taxi/Private Hire Car Driver's Licence**

**1. Purpose**

- 1.1 To consider an application for grant of a Taxi/Private Hire Car Driver's Licence submitted by Mr. Alexander Mullen, Flat 1/2, 12 Boon Drive, Drumchapel, Glasgow G15 6AT.

**2. Recommendations**

- 2.1 It is recommended that the application be considered and determined by the Committee.

**3. Background**

- 3.1 Mr. Mullen submitted an application for grant of a Taxi/Private Hire Car Driver's Licence to the Council on 30 October 2017.
- 3.2 A letter was received from the Chief Constable of the Police authority on 24 November 2017 submitting a representation in relation to the application.

**4. Main Issues**

- 4.1 In view of the submission received from the Police, the applicant and a representative of the Police authority have been invited to attend the meeting of the Committee to be held on 14 February 2018.
- 4.2 The terms of the letter from the Police will be made known to the Committee at the meeting as appropriate.

**5. People Implications**

- 5.1 There are no personnel issues.

**6. Financial Implications**

- 6.1 There are no financial implications

**7. Risk Analysis**

- 7.1 There is no increased risk to the Council associated with the contents of this report.

**8. Equalities Impact Assessment (EIA)**

8.1 No impact assessment is required because this report does not involve any change to policies or services or financial decisions.

**9. Consultation**

9.1 Police Scotland were consulted in relation to the application.

**10. Strategic Assessment**

10.1 In terms of the Council's Strategic Priorities, the purpose of licensing is to protect the welfare of the community, including vulnerable people.

Strategic Lead - Regulatory

Date 21 December 2017

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**Person to Contact:** Robert Mackie,  
Senior Officer (Licensing Services),  
Licensing Team,  
Municipal Buildings,  
College Street,  
Dumbarton,  
G82 1NR.

Tel. No. (Direct line) 01389 738742.  
[robert.mackie@wdc.gcsx.gov.uk](mailto:robert.mackie@wdc.gcsx.gov.uk)

**Appendices:** N/A.

**Background Papers:**

1. Application for grant of Taxi/Private Hire Car Driver's Licence from Mr. Alexander Mullen, Flat 1/2, 12 Boon Drive, Drumchapel, Glasgow G15 6AT.
2. Letter dated 24 November 2017 from the Chief Constable, Police Scotland, 'L' Divisional Headquarters, Stirling Road, Dumbarton.
3. Letter to Mr. Mullen dated 21 December 2017.
4. Letter to Mr. Mullen dated 26 January 2018.

**Wards Affected:** N/A.



**WEST DUNBARTONSHIRE COUNCIL**  
**Report by Strategic Lead – Regulatory**  
**Licensing Committee – 14 February 2018**

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**Subject: Application for grant of a Taxi/Private Hire Car Driver's Licence**

**1. Purpose**

- 1.1 To consider an application for grant of a Taxi/Private Hire Car Driver's Licence submitted by Mr. Christopher Cuthill, 14C Dunswin Court, Dalmuir, Clydebank G81 4AW.

**2. Recommendations**

- 2.1 It is recommended that the application be considered and determined by the Committee.

**3. Background**

- 3.1 Mr. Cuthill submitted an application for grant of a Taxi/Private Hire Car Driver's Licence to the Council on 24 November 2017.
- 3.2 A letter was received from the Chief Constable of the Police authority on 19 December 2017 submitting a representation in relation to the application.

**4. Main Issues**

- 4.1 In view of the submission received from the Police, the applicant and a representative of the Police authority have been invited to attend the meeting of the Committee to be held on 14 February 2018.
- 4.2 The terms of the letter from the Police will be made known to the Committee at the meeting as appropriate.

**5. People Implications**

- 5.1 There are no personnel issues.

**6. Financial Implications**

- 6.1 There are no financial implications

**7. Risk Analysis**

- 7.1 There is no increased risk to the Council associated with the contents of this report.

## **8. Equalities Impact Assessment (EIA)**

**8.1** No impact assessment is required because this report does not involve any change to policies or services or financial decisions.

## **9. Consultation**

**9.1** Police Scotland were consulted in relation to the application.

## **10. Strategic Assessment**

**10.1** In terms of the Council's Strategic Priorities, the purpose of licensing is to protect the welfare of the community, including vulnerable people.

Strategic Lead - Regulatory

Date 21 December 2017

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**Person to Contact:** Robert Mackie,  
Senior Officer (Licensing Services),  
Licensing Team,  
Municipal Buildings,  
College Street,  
Dumbarton,  
G82 1NR.

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[robert.mackie@wdc.gcsx.gov.uk](mailto:robert.mackie@wdc.gcsx.gov.uk)

**Appendices:** N/A.

### **Background Papers:**

- 1.** Application for grant of Taxi/Private Hire Car Driver's Licence from Mr. Christopher Cuthill, 14C Dunswin Court, Dalmuir, Clydebank G81 4AW.
- 2.** Letter dated 19 December 2017 from the Chief Constable, Police Scotland, 'L' Divisional Headquarters, Stirling Road, Dumbarton.
- 3.** Letter to Mr. Cuthill dated 21 December 2017.
- 4.** Letter to Mr. Cuthill dated 26 January 2018.

**Wards Affected:** N/A.

**WEST DUNBARTONSHIRE COUNCIL**  
**Report by Strategic Lead – Regulatory**  
**Licensing Committee – 14 February 2018**

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**Subject: Application for grant of a temporary Taxi/Private Hire Car Driver's Licence**

**1. Purpose**

- 1.1 To consider an application for grant of a temporary Taxi/Private Hire Car Driver's Licence submitted by Mr. John McKenna, 252 Faifley Road, Clydebank G81 5EQ.

**2. Recommendations**

- 2.1 It is recommended that the application be considered and determined by the Committee.

**3. Background**

- 3.1 Mr. McKenna submitted an application for grant of a temporary Taxi/Private Hire Car Driver's Licence to the Council on 11 January 2018.
- 3.2 A letter was received from the Chief Constable of the Police authority on 18 January 2018 submitting a comment in relation to the application.

**4. Main Issues**

- 4.1 In view of the submission received from the Police, the applicant and a representative of the Police authority have been invited to attend the meeting of the Committee to be held on 14 February 2017.
- 4.2 The terms of the letter from the Police will be made known to the Committee at the meeting as appropriate.

**5. People Implications**

- 5.1 There are no personnel issues.

**6. Financial Implications**

- 6.1 There are no financial implications

**7. Risk Analysis**

- 7.1 There is no increased risk to the Council associated with the contents of this report.

## **8. Equalities Impact Assessment (EIA)**

**8.1** No impact assessment is required because this report does not involve any change to policies or services or financial decisions.

## **9. Consultation**

**9.1** Police Scotland were consulted in relation to the application.

## **10. Strategic Assessment**

**10.1** In terms of the Council's Strategic Priorities, the purpose of licensing is to protect the welfare of the community, including vulnerable people.

Strategic Lead - Regulatory

Date 18 January 2018

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**Person to Contact:** Robert Mackie,  
Senior Officer (Licensing Services),  
Licensing Team,  
Municipal Buildings,  
College Street,  
Dumbarton,  
G82 1NR.

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**Appendices:** N/A.

### **Background Papers:**

1. Application for grant of Taxi/Private Hire Car Driver's Licence from Mr. John McKenna, 252 Faifley Road, Clydebank G81 5EQ.
2. Letter dated 17 January 2018 from the Chief Constable, Police Scotland, 'L' Divisional Headquarters, Stirling Road, Dumbarton.
3. Letter to Mr. Angus dated 26 January 2018.

**Wards Affected:** N/A.

**WEST DUNBARTONSHIRE COUNCIL**

**Report by Strategic Lead - Regulatory**

**Licensing Committee: 14 February 2018**

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**Subject: Consideration of issuing additional Taxi Licences for Wheelchair Accessible Vehicles (WAVs) in the Dumbarton and Vale of Leven taxi zone.**

**1. Purpose**

**1.1** To inform the Committee of a proposal from a holder of a taxi booking office licence to apply for additional taxi licences that would be conditioned by way of the licence to be wheelchair accessible and available 24/7.

**2. Recommendations**

**2.1** The Committee is recommended to continue consideration of the issues in this proposal until the findings of an updated demand survey on taxi provision is published and a report will be brought back to the committee at that stage. This recommendation would not prevent individual applications being made in the interim that would need to be considered by the committee.

**3. Background**

**3.1** The committee will be aware that the Dumbarton and Vale of Leven zone has a mixed fleet comprising of both saloon vehicles and voluntary WAVs.

**3.2** On 15 February 2017, following a report to the committee, the committee decided on the subject of WAV availability;

(1) that in future all vehicles proposed for use as a taxi or private hire car, within the Dumbarton and Vale of Leven zone of West Dunbartonshire, with a carrying capacity of 5 or more passengers would require to be wheelchair accessible; and

(2) that officers would continue to monitor the provision of WAVs both locally and nationally.

**3.3** The number of WAVs operating in the Dumbarton and Vale of Leven zone taxi fleet has remained relatively static in recent years; however the number of WAVs operated as private hire vehicles has slowly increased.

**4. Main Issues**

**4.1** In 2013 the Halcrow report suggested that a WAV fleet of 20% could be aspired to. However the report to Committee in February 2017 stated that with the exception of large city authorities, this level of WAV provision does not appear to be the norm. An exception was Stirling Council which in September

2016 had 9.6% of their fleet as compulsory WAV licences and this percentage increased to 15.2% with voluntary WAV licences included.

Officers believe that the WAV numbers in the Dumbarton and Vale zone are slightly above the average of comparable local authorities and only less than Stirling. No comparable area has 20%.

An update to the Halcrow report on taxi demand will be instructed and the results of this will be communicated to the committee.

#### **4.2 Consultation with taxi operators and Equality Groups within the Dumbarton and Vale of Leven zone.**

Following the issue of the consultation letter, (Appendix 1) the following proposal was laid out for comment;

“A request has been made asking the Licensing Committee to consider a proposal for any holder of a Booking Office Licence to be able to apply for additional Taxi Licences with the following conditions applied;

- A Wheelchair Accessible Vehicle must be used in the operation of the additional taxi licence without exception.
- The taxi licence holder must hold a booking office licence.

There is a further proposal to make these plates available 24/7 and states that the intention is to help guarantee a minimum number of WAVs available to the public which cannot currently be guaranteed under a voluntary system.“

#### **4.3 Summary of Consultation Responses.**

10 were received and are included at background papers. 1 was generally in favour of the proposal and 9 generally against the proposals. No responses were forthcoming from equality groups.

One of those against the proposal was signed by 63 operators, 3 of whom also submitted individual responses.

Those not in favour stated that the current level of WAV's in the Dumbarton and Vale zone is acceptable as WAV numbers are more than sufficient to meet the actual demand of users. One booking office stated that their booking system was able to demonstrate this. The responses not in favour generally replicated the majority views expressed when additional plates was an option consulted on when the Committee last considered WAV provision in this zone in February 2017. A concern was expressed that the proposal could “create a bigger problem in the quest to solve a non-existing one.” The general consensus was that any additional plates would cause economic damage to operators in an already saturated market. One response stated that if WAV numbers need to be increased moving to a 100% compulsory fleet would be preferable to additional plates.

The submission in support of the proposal was on behalf of 14 different taxi plate operators. This submission stated that demand from wheelchair users is often not met despite both major operators in the zone increasing their numbers of WAVs through additional private hire licences. The submission also adds the names of 15 individuals or organisations that require the use of WAVs and would support the proposal. The proposer has been invited to speak to the broad terms of their response.

- 4.5** As set out above the consultation responses show divergent views as to the current availability of WAV's operating within the Dumbarton and Vale of Leven zone. Officers will continue to monitor the position of WAV numbers in this area and at a national level and any changes to legislation that may overtake any locally adopted position with regard to WAV numbers. Particularly any changes that occur through the Equality Act 2010 will be reported to the Committee. As previously stated the committee will require to consider the taxi demand survey when it is produced and crucially can only consider additional licences when there is an application before it.

## **5. People Implications**

- 5.1** There are no personnel issues associated with this report.

## **6. Financial Implications**

- 6.1** There are no financial implications to the Council associated with this report.

## **7. Risk Analysis**

- 7.1** No risks to the Council were identified.

## **8. Equalities Impact Assessment (EIA)**

- 8.1** An equalities impact assessment was carried out (Appendix 2). This shows that an increase in WAV numbers would have potential benefits to wheelchair users but equally a potentially detrimental economic impact on members of the taxi licensed trade.

## **9. Consultation**

- 9.1** Consultation on the content of this report was carried out with local Equality groups including the West Dunbartonshire Access Panel and taxi operators in the Dumbarton and Vale of Leven zone.
- 9.2** Consultations was open for a five week period however late responses were included in the interest of receiving the maximum amount of views.

## **10. Strategic Assessment**

- 10.1** This report assists in maintenance of the following strategic priority:

- Improve the well-being of communities and protect the welfare of vulnerable people.

Strategic Lead – Regulatory

Date: 26 January 2018

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**Person to Contact:** Lawrence Knighton, Licensing Standards Officer, Council Offices, Garshake, Dumbarton G82 3PU.  
[Lawrence.Knighton@wdc.gcsx.gov.uk](mailto:Lawrence.Knighton@wdc.gcsx.gov.uk)  
tel: 0141 951 7986

**Appendices:** 1) Trade Consultation Letter  
2) EIA

**Background Papers:** Consultation Responses

**Wards Affected:** All





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**Consultation on additional wheelchair-accessible taxi licences  
within  
the Dumbarton & Vale of Leven taxi licensing zone**

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**1 Proposal from a current holder of a Booking Office Licence**

1.1 A request has been made asking the Licensing Committee to consider a proposal for any holder of a Booking Office Licence to be able to apply for additional Taxi Licences with the following conditions applied;

- A Wheelchair Accessible Vehicle must be used in the operation of the additional taxi licence without exception.
- The taxi licence holder must hold a booking office licence.

1.2 There is a further proposal to make these plates available 24/7 and states that their intention is to help guarantee a minimum number of WAVs available to the public which cannot currently be guaranteed under a voluntary system.

**2 Consultation**

2.1 Please comment on the above proposal giving balance to both positive and negative impacts where possible. These comments can be made via email to [Licensing@west-dunbarton.gov.uk](mailto:Licensing@west-dunbarton.gov.uk) or by post to Licensing Team, Municipal Buildings, College Street, Dumbarton, G82 1NR.

2.1 This consultation is being distributed to all taxi operators, West Dumbarton Area Taxi Trade Association and both taxi booking offices. Groups representing Equality matters in Dumbarton and Vale of Leven will also be consulted.

2.2 It is requested that responses are returned **no later than Friday 26 January 2018**.

Your assistance in this consultation is appreciated.

Lawrence Knighton  
Licensing Officer  
Licensing Team, Municipal Buildings, College Street, Dumbarton, G82 1NR  
[lawrence.knighton@west-dunbarton.gov.uk](mailto:lawrence.knighton@west-dunbarton.gov.uk)



## Appendix 2

### EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact [community.planning@west-dunbarton.gov.uk](mailto:community.planning@west-dunbarton.gov.uk)

Section 1: Policy/Function/Decision (PFD) Details	
A <b>PFD</b> is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.	
Name of PFD:	Availability of Wheelchair Accessible Vehicles (WAVs) in the Dumbarton and Vale of Leven taxi zone.
Lead Department & other departments/ partners involved:	Regulatory Services, Licensing Team
Responsible Officer	Lawrence Knighton
Impact Assessment Team	Robert Mackie, Senior Officer (Licensing Services); Lawrence Knighton (Licensing Standards Officer)
Is this a new or existing PFD?	Existing. This is a decision to be taken by the Licensing Committee which could have an impact on the protective characteristics.
Start date: November 2015	End date: January 2017
Who are the main target groups/ who will be affected by the <b>PFD</b> ?	Potential wheelchair users in the Dumbarton/Vale of Leven taxi zone and the Taxi trade who provide these vehicles.
Is the PFD Relevant to the General duty to eliminate discrimination, promote equal opportunities or foster good relations? Please enter brief detail	Yes. It is important to maintain a good level of service to wheelchair users in West Dunbartonshire.
<b>Yes:</b>	If yes, complete all sections, 2-9
<b>No:</b>	If no, complete only sections 8-9
	If don't know, complete sections 2 & 3 to help assess relevance

<b>Section 2: Evidence</b>	
Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.	
<b>Available evidence:</b>	
Consultation/ Involvement with community, including individuals or groups or staff as relevant	Dumbarton and Vale of Leven taxi operators and Equality groups including the Access Panel were consulted.
Research and relevant information	Reports on similar issues were researched, particularly the Brighton and Hove District Council report on increasing WAV numbers.
Officer knowledge	It is common knowledge that there is a potentially strong financial penalty in operating a Wheelchair Accessible Vehicle over that of a typical salon car.  Very few complaints are made to the Licensing Team about the lack of availability of WAVs.
Equality Monitoring information – including service and employee monitoring	
Feedback from service users, partner or other organisation as relevant	Again, very few complaints are made to the Licensing Team about the lack of availability of WAVs. Of these the complaint is not that the WAV is not available it is that it is not able to attend quickly enough or is not able to accommodate a larger wheelchair.
Other	
<b>Are there any gaps in evidence?</b> Please indicate how these will be addressed	
Gaps identified	Reduction in higher rate Disability Living Allowance may result in wheelchair users needing to use Taxi WAVs rather than their own vehicles. An ageing population may also require an increase in WAV use.

Measure to address these	Await and review national data as it becomes available and report to committee should there be changes to legislation or an increase in complaints.
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*Note: Link to Section 6 below Action Plan to address any gaps in evidence*

### **Section 3: Involvement and Consultation**

Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

<b>Details of consultations</b>	<b>Dates</b>	<b>Findings</b>	<b>Characteristics</b>
			Race
			Sex
			Gender Reassignment
Consultation with the trade and Access Panel.	2016	Trade largely believe that the demand is met. Access Panel did not respond on this occasion.	Disability
			Age
			Religion/ Belief

			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity
			Cross cutting

*Note: Link to Section 6 below Action Plan*

#### **Section 4: Analysis of positive and Negative Impacts**

<b>Protected Characteristic</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>No impact</b>
Race			Tick
Sex			Tick
Gender Re-assignment			Tick
Disability	Increase or status quo will improve or maintain current availability.	An increase in WAV numbers through enforced measures could have detrimental impacts on certain operators more than others. It is currently a voluntary measure.	
Age			Tick

Religion/ Belief			Tick
Sexual Orientation			Tick
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			Tick

*Note: Link to Section 6 below Action Plan in terms of addressing impacts*

**Section 5: Addressing impacts**

Select which of the following apply (You can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	
2. Continue the PFD	Continuing the status quo.
3. Adjust the PFD	Benefit wheelchair users but possibly at the expense of taxi operators.

4. Stop and remove the PFD	
Give reasons:	
<i>Note: Link to Section 6 below Action Plan</i>	

<b>Section 6: Action Plan</b> describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation				
<b>Action</b>	<b>Responsible person</b>	<b>Intended outcome</b>	<b>Date</b>	<b>Protected Characteristic</b>
Recommend the Licensing Committee consider the impact maintaining the status quo or using compulsive measures will have on wheelchair users and taxi operators.	LK	To maintain or increase WAV numbers in Dumbarton/Vale of Leven taxi zone.	24/01/18	Disability
NA				Gender
NA				Gender Reassignment
NA				Race



NA				Age
NA				Religion/ Belief
NA				Sexual Orientation
NA				Civil Partnership/ Marriage
NA				Pregnancy/ Maternity
NA				Cross cutting

**Are there any negative impacts which cannot be reduced or removed?** please outline the reasons for continuing the PFD

**No**

**Section 7: Monitoring and review**  
Please detail the arrangements for review and monitoring of the policy

How will the PFD be monitored? What equalities monitoring will be put in place?	Consultation with the trade and Access Panel to monitor wheelchair demand.
When will the PFD be reviewed?	Ongoing according to new data being available or complaints increasing.
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	<b>No</b>

**Section 8: Signatures**  
The following signatures are required:

Lead/ Responsible Officer:	Signature :Lawrence Knighton	Date:24/01/18
EIA Trained Officer:	Signature: Robert Mackie	Date: 24/01/18
<b>Section 9: Follow up action</b>		
<b>Publishing:</b> Forward to community Planning and Policy for inclusion on intranet/internet pages	Signature:	Date:
<b>Service planning:</b> Link to service planning/ covalent – update your service plan/ covalent actions accordingly	Signature:	Date:
Give details, insert name and number of covalent action and or related PI:		
<b>Committee Reporting:</b> complete relevant paragraph on committee report and provide further information as necessary	Signature:	Date:
<b>Completed form:</b> completed forms retained within department and copy passed to Policy Development Officer (Equality) within the CPP team	Signature:	Date: