



Enquiries to Democratic Services
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Date: 18th August 2026
Our Ref: MM

Dear Sir/Madam,

A meeting of the **LICENSING COMMITTEE** will be held in the Council Chamber,
Town Hall, Nuneaton on **Wednesday 2nd September 2026 at 6.00 p.m.**

Yours faithfully,

TOM SHARDLOW

Chief Executive

To: All Members of the
Licensing Committee

Councillors: M. Bird (Chair), J. Clarke (Vice-Chair),
N. Bagga, A. Brassington, C. Cape,
S. Coates-Jarman, B. Hughes, N. King,
W. Markham, T. Sheppard and M. Wright.

The Council is committed to providing a safe and respectful environment for both our staff, our customers and elected members. As such, please be advised that any form of abuse, aggression, or disrespectful behaviour towards our team will not be tolerated under any circumstances.

A G E N D A

PART I - PUBLIC BUSINESS

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside Lloyds Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

2. APOLOGIES - To receive apologies for absence from the meeting.

3. MINUTES - To confirm the minutes of the meeting held on the 24th June 2026, attached (**Page 4**).

4. DECLARATIONS OF INTEREST

To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members' Code of Conduct.

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made so that interests that are declared regularly by members can be viewed in a schedule on the Council website ([Councillor Declarations of Interests](#)) Any interest noted in the schedule on the website will be deemed to have been declared and will be minuted as such by the Democratic Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent).

If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

5. **PUBLIC CONSULTATION** - Members of the Public will be given the opportunity to speak on specific agenda items, if notice has been received. Anyone may attend a meeting, but you may register to speak at a meeting if you live or work in the Borough.

Members of the public will be given three minutes to speak on a particular item and this is strictly timed. The Chair will inform all public speakers that: their comments must be limited to addressing issues raised in the agenda item under consideration: and that any departure from the item will not be tolerated.

The chair may interrupt the speaker if they start discussing other matters which are not related to the item, or the speaker uses threatening or inappropriate language towards Councillors or officers and if after a warning issued by the Chair, the speaker persists, they will be asked to stop speaking by the Chair. The Chair will advise the speaker that, having ignored the warning, the speaker's opportunity to speak to the current or other items on the agenda may not be allowed. In this eventuality, the Chair has discretion to exclude the speaker from speaking further on the item under consideration or other items of the agenda.

6. **NEW HACKNEY CARRIAGE AND PRIVATE HIRE POLICY** - a report of the Assistant Director – Environment and Enforcement (**Page 5**).
7. **ANY OTHER ITEMS** - which in the opinion of the Chair should be discussed as a matter of urgency because of special circumstances (which must be specified).

PART II - PRIVATE BUSINESS

8. **EXCLUSION OF PUBLIC AND PRESS**
RECOMMENDED that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraphs 1 and 2 of Part I of Schedule 12A to the Local Government Act 1972.
9. **TO CONSIDER A RENEWAL APPLICATION FOR A HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER LICENCE** – a report of the Assistant Director – Environment and Enforcement.

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NUNEATON AND BEDWORTH BOROUGH COUNCIL**LICENSING COMMITTEE****24th June 2026**

A meeting of the Licensing Committee was held at the Town Hall, Nuneaton on Wednesday, 24 June 2026.

Present

Councillor M. Bird (Chair)

Councillors: J. Clarke (Vice-Chair), N. Bagga, C. Cape, B. Hughes, N. King, W. Markham, T. Sheppard and M. Wright.

Apologies: Councillor A. Brassington

Absent: Councillor S. Coates-Jarman

PART I – PUBLIC BUSINESSLIC1 **Minutes**

RESOLVED that the minutes of the meeting held on the 28th April 2026, be approved and signed by the Chair.

LIC2 **Declarations of Interest**

RESOLVED that the declarations of interests are as set out in the Schedule which can be viewed on the Council website ([Councillor Declarations of Interests](#)) with the addition of the declaration from Councillor Venson.

LIC3 **Exclusion of the Public and Press**

RESOLVED that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraphs 1 and 2 of Part I of Schedule 12A to the Local Government Act 1972.

PART 2 – EXEMPT BUSINESSLIC4 **Appeal Against Penalty Points Issued to Hackney Carriage and Private Hire Licensed Driver**

A report of the Assistant Director – Environment and Enforcement gave the Panel the opportunity to hear all the evidence, and to discuss and consider an appeal by a hackney carriage/private hire driver against penalty points issued.

RESOLVED that having heard all the evidence and discussed the options, the Licensing Committee determined that the penalty points issued to Mr S should remain.

Chair

AGENDA ITEM NO. 6

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to:	Licensing Committee
Date of Meeting:	2 nd September 2026
Subject:	New Hackney Carriage and Private Hire Policy
Portfolio:	Planning, Enforcement and Public Services
Responsible Officer:	Alastair Blunkett, Assistant Director, Environment and Enforcement
Corporate Plan – Theme: Your Council	
Corporate Plan – Aim:	Deliver a modern organisation with agile and effective structure that meet the needs of residents.
Ward Relevance:	All
Public or Private:	Public
Forward Plan:	N/A
Subject to Call-in:	No

1. Purpose of report

- 1.1. To seek approval from the Licensing Committee to commence a comprehensive review of the Council's Hackney Carriage and Private Hire Licensing Policies and produce one Hackney Carriage and Private Hire Policy, to undertake an eight-week consultation exercise with Members, the licensed

trade, relevant stakeholders, partner organisations and the public.

2. Recommendations

- 2.1. The Licensing Committee is recommended to approve the commencement of a review of the Council's Hackney Carriage and Private Hire Licensing Policies to bring them together into one policy document.
- 2.2. Approve an eight-week consultation exercise on the proposed revised policy and associated licensing requirements.
- 2.3. Agree that the consultation should include Members, the licensed hackney carriage and private hire trade, trade representatives, members of the public, neighbouring and relevant local authorities, responsible authorities and other appropriate stakeholders.
- 2.4. Authorise officers to consider consultation responses and prepare a further report to Licensing Committee setting out the proposed final policy for consideration and adoption.

3. Background

- 3.1. The Council currently has six separate types of Hackney Carriage and Private Hire Licensing Policy including a criminal convictions, vehicle licensing, driver training, driver operator and vehicle proprietor, children in pushchairs and guide for wheelchair users. The proposal combines all of these policies into a single Hackney Carriage and Private Hire Policy.
- 3.2. Hackney Carriage and Private Hire Licensing Policy provides the framework through which the Council exercises its licensing functions in respect of hackney carriage and private hire vehicles, drivers and operators.
- 3.3. The policy is an important mechanism for ensuring that licensing decisions are made consistently, transparently and in accordance with the Council's statutory responsibilities and its overriding objective of protecting public safety.

- 3.4. It is appropriate for the policy to be reviewed periodically to ensure that it remains current, proportionate and capable of responding to changes in legislation, statutory guidance, case law, technology, industry practice and local circumstances.
- 3.5. A formal review of the policies and proposed single document will also provide an opportunity for the Council to engage with the licensed trade and other stakeholders and to consider whether existing requirements remain appropriate.

4. Body of report and reason for recommendations

- 4.1. The proposed review will consider the existing policies in their entirety and identify areas where amendments, clarification or updating may be required.
- 4.2. Matters considered as part of this review may include vehicle licensing requirements, driver licensing and suitability, operator requirements, safeguarding, enforcement, accessibility, environmental considerations, licensing procedures, vehicle standards, compliance requirements and other matters relevant to the effective regulation of the hackney carriage and private hire trade.
- 4.3. The review will take account of relevant legislation and statutory guidance, together with relevant case law and emerging good practice. Where appropriate, benchmarking against other local authorities may also inform the review.
- 4.4. Following preparation of proposed amendments, an eight-week consultation will provide stakeholders with an opportunity to comment on the proposed policy and identify any practical or unintended consequences.
- 4.5. Officers will consider all consultation responses and, where appropriate, amend the proposed policy before presenting a further report to Licensing Committee.
- 4.6. The recommendation to commence the review and consultation at this stage will provide a structured and transparent process for updating the policy while ensuring that the views of affected stakeholders are properly considered before the final policy is brought forward for adoption.

5. Consultation with the public, members, officers and associated stakeholders

- 5.1. The proposed consultation period will be eight weeks.
- 5.2. Consultation will include Members, licensed hackney carriage and private hire drivers, vehicle proprietors, private hire operators and relevant trade representatives.
- 5.3. The consultation will also be made available to members of the public and other interested parties. Relevant officers, neighbouring and other local authorities, responsible authorities and partner organisations will be invited to provide comments where appropriate.
- 5.4. Consultation responses will be recorded and considered by officers. A summary of the responses and the Council's proposed response to significant issues raised will be included in the subsequent report to Licensing Committee.
- 5.5. Subject to approval, the consultation is expected to commence on 3rd September 2026 and to close on 29th October 2026. A further report setting out the consultation responses and the proposed final policy is anticipated to be presented to Licensing Committee on 10th November 2026.

6. Financial Implications

- 6.1. The review and consultation can be undertaken using existing officer resources. Any significant financial implications arising from specific proposed policy changes will be identified and reported to Committee as part of the subsequent report seeking approval of the final policy.

7. Legal Implications

- 7.1. The Council must exercise its hackney carriage and private hire licensing functions in accordance with the Town Police Clauses Act 1847 and Part II of the Local Government (Miscellaneous Provisions) Act 1976. The review will ensure that the Council's policy remains consistent with applicable legislation, statutory guidance and relevant case law.

- 7.2. The Council must also have regard to the Statutory Taxi and Private Hire Vehicle Standards issued by the Secretary of State under section 177 of the Policing and Crime Act 2017. Departure from those Standards requires clear and compelling reasons, and a single consolidated policy provides a transparent means of demonstrating how the Council has had regard to them.
- 7.3. The review will further take account of the duties introduced by the Taxis and Private Hire Vehicles (Safeguarding and Road Safety) Act 2022 and the Taxis and Private Hire Vehicles (Disabled Persons) Act 2022, together with the Department for Transport Best Practice Guidance published in November 2023, each of which post-dates several of the existing policy documents.
- 7.4. The consultation process will provide an opportunity for affected stakeholders to comment on proposed changes before the final policy is considered for adoption. Any specific legal implications arising from proposed amendments will be identified in the subsequent Committee report.

8. Equalities implications

- 8.1. Equality considerations will be incorporated into the review and consultation process in accordance with the public sector equality duty at section 149 of the Equality Act 2010. An Equality Impact Assessment will be completed and reported to Committee alongside the final policy in order to identify any potential impacts on persons with protected characteristics, including issues relating to accessibility and the provision of appropriate transport services.
- 8.2. Any significant equality issues identified through the assessment or consultation will be reported to Committee and, where appropriate, addressed through amendments or mitigation measures.
- 8.3. Particular regard will be had to sections 165 to 168 of the Equality Act 2010, concerning duties owed to disabled passengers, wheelchair users and assistance dog owners, given that two of the existing policy documents deal specifically with these matters.

9. Health implications

- 9.1. The review has the potential to support public health through effective regulation of the taxi and private hire sector, particularly in relation to vehicle standards, driver suitability, passenger safety and accessibility.
- 9.2. No specific adverse health implications have been identified at this stage. Any relevant issues arising during the review will be considered as part of the policy development process.

10. Climate and environmental implications

- 10.1. The review will consider whether the existing policy adequately reflects relevant environmental and climate considerations, including the potential role of vehicle licensing standards and the transition towards lower-emission vehicles.
- 10.2. Any proposed changes with material environmental or financial implications will be considered through the consultation and reported to Committee.

11. Section 17 Crime and Disorder Implications

- 11.1. The review has direct relevance to the Council's responsibility to consider crime and disorder. Effective driver, vehicle and operator licensing arrangements contribute to public safety, safeguarding and the prevention of criminal activity.
- 11.2. The review will consider whether existing suitability, safeguarding, enforcement and compliance provisions remain appropriate and proportionate.

12. Risk management implications

- 12.1. A failure to keep the licensing policy under review could result in requirements becoming outdated or inconsistent with legislation, guidance, case law or current good practice.
- 12.2. The proposed new policy, review and consultation process will reduce this risk by providing a structured opportunity to identify and address outdated or inappropriate provisions before a revised policy is adopted.

13. Human resources implications

13.1. No direct human resource implications have been identified.

14. Options considered and reason for their rejection

14.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Do nothing	This option is not recommended because it would leave the existing policies separate and without a comprehensive review. This may result in the policies failing to reflect legislative, guidance, case law or operational developments.
B	Review or consider the policy for adoption without consultation	This option is not recommended because an eight-week consultation provides a transparent opportunity for Members, the trade, the public and other stakeholders to comment on proposed changes before the final policy is considered. Adopting a revised policy without consultation would also be procedurally vulnerable to challenge, given the Council's established practice of consulting the licensed trade.
C	Commence the review and undertake an eight-week consultation	This is the recommended option because it provides a structured, transparent and proportionate approach to reviewing the policy and enables relevant stakeholders to contribute before the final policy is presented to Committee.

15. Conclusion

15.1. The Council's Hackney Carriage and Private Hire Licensing Policy provides an important framework for the regulation of the local taxi and private hire trade and the protection of public safety.

15.2. A comprehensive review, followed by an eight-week consultation, will allow the Council to ensure that the policy remains current, proportionate and fit for purpose. It will also provide an appropriate opportunity for stakeholders to influence the proposed revised policy before it is brought back to Licensing Committee for consideration and adoption.

15.3. Licensing Committee is therefore recommended to approve the recommendations set out in section 2 of this report.

16. Appendices

16.1. Please note there are no appendices attached to this report.

17. Background papers

17.1. The Council's six existing Hackney Carriage and Private Hire policy documents, as referred to at paragraph 3.1, are background papers to this report.

18. Report Writer Details:

Officer Job Title: Licensing Team Leader

Officer Name: Ricky Casserly