

**Democratic Services**

**Reply to:** Paul Cracknell  
**Direct Line:** (01993) 861523  
**Fax:** (01993) 894483  
**E-mail:** [paul.cracknell@westoxon.gov.uk](mailto:paul.cracknell@westoxon.gov.uk)

7 December 2016

**SUMMONS TO ATTEND**

**MEETING:** MISCELLANEOUS LICENSING SUB-COMMITTEE  
**PLACE:** COMMITTEE ROOM TWO, COUNCIL OFFICES, WOODGREEN,  
WITNEY  
**DATE:** THURSDAY 15 DECEMBER 2016  
**TIME:** 10.00am

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Members of the Sub-Committee

Councillors: N A MacRae MBE (Chairman); S J Good (Vice-Chairman); M Brennan;  
E H James and G Saul

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**RECORDING OF MEETINGS**

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Officer know before the start of the meeting.

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**A G E N D A**

- 1. Minutes of the meeting held on 6 September 2016 (previously circulated)**
- 2. Apologies for Absence and Temporary Appointments**
- 3. Declarations of Interest**

To receive any declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Council's Local Code of Conduct, and any from Officers.
- 4. Participation of the Public**

Purpose:  
To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure

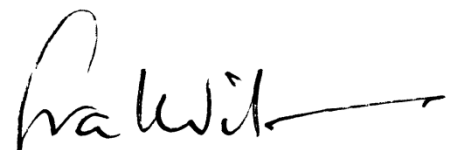
**5. Mandatory Safeguarding Training for all Licensed Drivers and Registration with the Disclosure and Barring Service Update Service (Report of the Group Manager of Environmental and Regulatory Services – copy attached)**

Purpose:

- (a) To raise the Committee's awareness of the Joint Operating Forum (JOF) that West Oxfordshire District Council has committed to along with all Oxfordshire Councils.
- (b) to seek approval of amendments to the criteria applicable to the Hackney Carriage and Private Hire driver application process in order to promote safeguarding and awareness of safeguarding and the requirement of registration to the DBS update service.
- (c) To inform the Committee of the changes to licensing made by the Immigration Act 2016.

Recommendations:

- (a) That the information contained within the report be noted.
- (b) That all existing drivers and new applicants be required to undergo mandatory safeguarding training.
- (c) That all licensed drivers are required to register for the Disclosure and Barring Service (DBS) update service.



Frank Wilson  
Strategic Director and Head of Paid Service