

**Committee:** Licensing and Environmental Health Committee

**Date:**  
5/1/22

**Title:** Decision by Committee for all New Courses to be held around England rather than solely in Uttlesford

**Report Author:** Russell Way, Licensing and Compliance Manager

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## Summary

The purpose of this report is to seek the views of Members of the Licensing and Environmental Health Committee upon whether UDC approved “New Driver Courses” may be offered at hubs around the UK rather than only within the District.

## Financial Implications

There are no cost implications to the Council in agreeing to this.

## Background Papers

1. The following papers were referred to by the author in the preparation of this report and are available for inspection.

## Appendix A – Current Taxi and Private Hire Policy

## Impact

Communication/Consultation	This report is intended to assist members and the public understand the Councils policy and approach to licensed drivers.
Community Safety	This policy change is necessary in order to document a gap in Uttlesford’s policy for

	drivers who live and work away from the district.
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	Once voted this document will become live and implemented across the council.
Sustainability	N/A
Ward-specific impacts	N/A
Workforce/Workplace	N/A

## Situation

- 1 On the 20<sup>th</sup> March 2019 the Licensing and Environmental Committee mandated a training day for all our drivers. The content of the training day is included within our current policy – Appendix A
- 2 A procurement process followed in collaboration with several other Essex Councils. After a challenging tender process Green Penny were awarded the contract for 6 years. The tender was for an in-person training day with the emphasis on peer to peer training.
- 3 That tender was to deliver the following
  1. A day's driver training course for all new drivers to be held within Uttlesford.
  2. A day's driver training course for all existing licensed drivers, capable of being delivered in person anywhere in England but in a manner that is cost effective to Green Penny.
  3. A half day 'Continuous Professional Development' Course for all licenced drivers every 3 years. As drivers are already licenced this course may be virtual. It will be implemented by spring 2024
- 4 New driver training courses started in June 2021 and existing drivers' courses started in July 2021. By 2024 all 2000 + licenced drivers will be trained. From that point only new drivers will need to complete the drivers training course and existing drivers will complete the half days CPD course. The current existing drivers' one day training course will become obsolete.
- 5 It is not cost effective for Green Penny to deliver the new driver training via two half day courses, and it is not within the original proposal accepted by members. However, we have a number of operators who work outside of

Uttlesford. This is not the case for our consortium partners. The majority of the non-Uttlesford based licenced drivers are engaged upon home to school contract work and do not transport the public at large.

- 6 The Committee are asked to reconsider their decision that new drivers be required to attend a training course at a venue within the district of Uttlesford. Members are asked to consider if new drivers may attend training days in other locations arranged by Green Penny and approved by the Licensing Manager in England.

## Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
2 = Some risk or impact – action may be necessary.	2 = Some risk or impact – action may be necessary.	2 = Some risk or impact – action may be necessary.	2 = Some risk or impact – action may be necessary.
There is a need for the council to ensure its policy is upto date and clear.	The council may be subject of legal activity such as a Judicial review if their policies are not clear and proportionate	There is no risk other than through a legal challenge if we have clear policies in place	Clarity by members is required at this point.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.