

Taxi Licensing Trade Meetings

The next trade meeting will be held on **15 August 2018**, 10.00am at the Council House.

The Chair of Licensing (Cllr M Barker) has stated the terms of reference for the meetings are as below:

1. Meetings will be held every 8 weeks (subject to room/officer availability).
2. Meetings will be a maximum 90 minutes long.
3. Agenda items with a supporting statement and any associated evidence and documentation must be emailed to taxi.licensing@derby.gov.uk a minimum of **5 working days prior to the meeting date**.
4. Notes of the meeting will be taken by the Licensing Team/Corporate minute taker and distributed within 14 days of the meeting by email.
5. Up to two representatives of each recognised trade organisation will be allocated a place at the meeting.
6. Licensed drivers are able to attend as individuals (subject to seating availability of room) but must comply with the terms of reference for the meeting.
7. Names of all attendees must be emailed to taxi.licensing@derby.gov.uk a minimum of **5 working days prior to the meeting date** to ensure they can be booked onto the visitor system.