

# Annual Report – Special Responsibilities

(Under the South Gloucestershire Scheme of Members' Allowances, certain councillors who perform significant responsibilities over and above those of other councillors, are entitled to receive additional allowances to recognise those extra responsibilities. The Scheme requires councillors in receipt of such allowances to report on their actions. This report is published on the Council's website).

**Report for period:**                    **May 2019 – May 2020**

**Name:**                                    **Kim Scudamore**

**Position held:**                        **Labour Group Lead on Regulatory Committee**

## **A general outline of the special responsibilities you perform**

As Group Lead on this committee I am responsible for briefing my fellow Group members on the key issues that the committee has to deal with, and for meeting with other Lead Members at Draft Agenda meetings to agree the business for future meetings. I take part in the regular Taxi Liaison Group meetings and have attended external conferences on licensing matters. To better understand issues raised concerning the Licensing Service, I have visited the Licensing Office and attended a demonstration of Wheelchair Access vehicles

## **Key Milestones/Achievements during the reporting Period**

Approval of the policy on wheelchair access vehicles and a review of our licensing policy as it impacts community groups. Served on a number of licensing sub-committees and attempted to streamline the procedures for assessing whether an applicant can be deemed to be a 'fit and proper person' to hold a Hackney Carriage/PHV licence.

**What “added value” to the local community have you been able to achieve through your special responsibilities?**

The extra participation in licensing matters and additional contact with users of the service have enabled me to develop a deeper understanding of the issues that impact on the safety of our residents and that fall within the remit of the Council’s licensing team. This has meant I understand some of areas of licensing where there is a gap between residents’ expectations and what is possible in relation to national legislation or local practice.

**How have your special responsibilities enabled the Council to be more effective?**

As explained above, I have had the opportunity to improve my knowledge and understanding of licensing which will help the Council formulate, agree and implement effective policies.

**In what ways has the exercise of your special responsibilities supported the core objectives of the Council?**

By contributing to the effective work of the Regulatory Committee, I am supporting Priority 3 (promoting sustainable, inclusive communities, infrastructure and growth) of the Council’s latest draft plan.