

From: Rackley, Shaun <Shaun.Rackley@torbay.gcsx.gov.uk>

Sent: 08 May 2018 10:01:11

To: 'James Uglow'

Cc: O'Shea, Gary

Subject: Licensed Driver Renewal application

Hi James,

Thank you for the copy of your DBS that you recently sent me via email on Friday the 4th May at 11:55 hrs.

As per our telephone conversation this morning at 09:40 hrs, I am unable to process your renewal application as upon looking at your DBS you have received a conviction on the 8th October 2015. This conviction has not been notified to the Licensing Authority in line with our Taxi & Private Hire Policy. The Licensed Driver renewal application will now have to be heard by Torbay Council's Licensing Committee to be determined if it can be granted.

As advised during our telephone conversation, if you wish to add a submission or any supporting evidence as to why you failed to notify us of this conviction, or if you feel that you have and can support this with evidence, please include this information. Please give as much detail about the conviction and the circumstances as possible as this will aid the Councillors that will hear your application. Any submission should be made either to myself or to Gary O'shea (Principle Officer – Licensing & Public Protection) by **no later than 13:00 hrs on the 22nd May 2018.**

Upon receiving your submission a committee date will be set to hear your renewal application and a report written, you will be sent a copy of this for your reference and formally invited to be present.

Until this Committee hearing has taken place you are NOT permitted to drive any Torbay Council Licensed vehicle or carry out any work as a Licensed Driver, to do so will mean you are committing an offence.

I hope this clarifies the matter and I look forward to receiving your submission.

Regards

Shaun

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