

## **ROAD TRANSPORT LICENSING COMMITTEE**

### **Committee Meeting**

Minutes of a public meeting of the Road Transport Licensing Committee ("the Committee" or "the RTALC") held at 13:00 on Friday 28<sup>th</sup> October 2022 in the Silverdale Boardroom at Thie Slieau Whallian, Foxdale Road, St John's.

Present:                    Mr G Curphey (Chair)  
                                 Miss M Norman (Vice Chair)  
                                 Mr C Kniveton  
                                 Mr J McBride

Absent:                    Mr M Devereau

In attendance:        Mr NC Capewell (Secretary)  
                                 Mr SM Callister (Project Co-ordinator)

The meeting commenced at 13:55.

#### **Checkout 14 Limited t/a Little Diamonds Children's Nursery ("Little Diamonds") – New Operator Application**

The Secretary advised that the applicant wished to register as a new operator under Part "B" of the Register of Public Passenger Vehicles ("PPVs") through the addition of the right to operate one Private Hire minibus. He added that the registered address was identified in the application as Glen Villas, Ballamanaugh Road, Sulby while the operating centre was listed as Diamond House, Westmoreland Road, Douglas.

Mr PR Halpin (Director) entered the meeting at 13:57 and elected to give evidence under oath. He circulated a business plan containing a blank daily check sheet, a weekly inspection plan and a maintenance schedule.

Mr Halpin stated that Little Diamonds had been trading for seven years and had a large indoor space at Diamond House, but no outdoor space. He added that the use of a minibus would allow children to travel to outdoor spaces elsewhere.

Mr Halpin said that there would be a total of five PPV drivers who would drive the minibus.

The Committee advised Mr Halpin to include mileage totals on his daily and weekly checklists and strongly recommended him to enter into written contracts with all drivers which obliged them to tell him if they were convicted of any offences or if their medical circumstances changed to the extent that it affected their ability to safely drive a PPV.

Mr Halpin stated that the minibus would be regularly inspected by a Douglas garage which was based in close proximity to Little Diamonds. He added that planning approval had already been granted so that the minibus could be kept at Diamond House when not in use and that there was plenty of capacity should Little Diamonds need to apply to operate more PPVs.

The Secretary reminded Mr Halpin that PPV driver licence applications were required from each driver that was going to drive the minibus as part of their employment, and each applicant must complete a child workforce enhanced DBS application as a minimum.

The Committee considered the application and unanimously decided to approve it.

Mr Halpin left the meeting at 14:10.

**Minutes of a Public Meeting – 9<sup>th</sup> August 2022**

The Minutes were read, reviewed and approved with minor amendments being made.

**Minutes of a Public Meeting – 31<sup>st</sup> August 2022**

The Minutes were read, reviewed and approved with minor amendments being made.

**Minutes of a Public Meeting – 7<sup>th</sup> September**

The Minutes were read, reviewed and approved with no amendments being necessary.

**Urgent Matters as Approved by the Chair**

There were no other urgent matters that had not previously been discussed. As a result, the public meeting closed at 14:30.

**The minutes were signed by the Chair  
Mr G Curphey on 24th October 2023**

Noel Capewell

Secretary

Road Transport Licensing Committee