

Taxi Liaison Group (TLG) meeting minutes
Wednesday 7th December 2016, 10:30hrs

FC&DCA, Crossbow House, School Road, Frampton Cotterell,
BS36 2DB

Chair: Councillor Keith Cranney (KC)

Councillors: Councillor Tony Davis (TD), Councillor Shirley Potts (SP)

SGC Licensing: Kevin Barley (KB)

Hackney Carriage & Private Hire Service: Mike Worley (MW), Paul Venn (PV), Janet Platten (JP), Mike Platten (MP), Sharon Shaw (SS), Jonny Halliday (JH), Bex Xiao (BX), Tony Lidbury (TL), Patryk Owczarzy (PO), Dave Blake (DB)

Apologies: None given

Item			Action
1	Welcome	<p>(KC) welcomed everyone to the meeting at 10:35hrs</p> <p>(KB) apologised for not informing the group of the change of date for the meeting, this was changed just after the draft minutes were sent out and should have been re-sent.</p>	
2	Previous minutes and matters arising	<p>Matters arising from previous minutes and subsequent actions were discussed.</p> <p><u>Broad Lane Garage</u></p> <p>(KB) stated that no meeting had been set up but would be done at the earliest opportunity with (SS) and (MW).</p> <p>The group raised again whether a second garage conduct fitness tests, and again if expected standards are not met then the Council can consider an alternative garage but would have to invite proposals from interested parties. Consistency of tests, length of appointments and cost of MOT & fitness to be discussed with garage management team.</p> <p>(MW) suggested to meet with (SS) 10/15 minutes before meeting to clarify items of discussion.</p> <p><u>Knowledge test</u></p> <p>Members of the group again raised concerns that the current</p>	KB

		<p>waiting time for a knowledge/basic skills test and that some candidates cannot get through to the Licensing Service to book a test. (KB) stated that the Licensing Officers had organised further Saturday tests and reiterated that the target for all candidates is to be able to book a test within one month. Again bookings are being taken by the Technical Support Officers so concerns to be raised with that respective management team.</p> <p><u>Driving Assessments</u></p> <p>(KB) confirmed that he had identified 3 service providers who can carry out driver assessments to the standard of the current DVSA test, this requires an amendment to the Taxi Policy and the report is before Regulatory Committee on the 8th December for consideration and approval. If approved then (KB) will re-contact the three service providers to finalise arrangements for potential driver applicants to be able to book a driver assessment. Once in place a statement/guidance note will be sent to the TLG and also placed on the Taxi Licensing website page.</p> <p><u>Plates and Paper Licence replacement fee</u> - (TL) stated he had not received a response asking why it cost £68 to replace 2 HCV plates and the paper licence as this is what he was charged at the Licensing office. (KB) assured (TL) that this had been raised with Anita Wright, Technical Support Team Leader, and would raise again to ensure a response to clarify this with (TL).</p> <p><u>Review of Licensing fees and charges</u></p> <p>(PV) again raised the point that his previous FOI request had not been fully responded to. (KB) clarified that it is his responsibility to respond to this, and as the initial response making reference to the 2008 review of Taxi Licensing fees and subsequent following years reports before Committee's to how fees were set. (KB) is in agreement with the group that a comprehensive review of all fees and charges is overdue, and why the current projected fees and charges for 2017/18 will be finalised by Finance and looked at by an auditor. These will go before Committee on 2nd February with a proposal for a public consultation enabling all service users to make a response.</p> <p><u>Taxi Policy review</u></p> <p>(SP) raised again when WAV's would be discussed with the Community Transport Operators as this issue has been going on for quite a while. (KB) agreed that this matter needs</p>	<p>KB</p> <p>AW</p>
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		to be discussed and resolved with all parties within the Council who deal with passenger services. This will be picked up again in the New Year and meetings arranged.	
3	Annual review of Hackney Carriage Table of Tariff and Fares commencing 1 st April 2017 – item listed for Regulatory Committee meeting on 8 th December	(KB) advised the group that the matter would be considered by the Committee the following day. Having used the current methodology this suggested a 2.47% rise in fares, but was below the 2.5% trigger. (KB) suggested that the inflation report from the Bank of England pointed towards higher costs in 2017, and the Committee may take that into consideration when finalising the Table of Tariffs and Fares on 2 nd February. (KB) will send out the link to the public consultation in the Bristol Post and encourages responses from the group.	KB
4	Amendment of current driver assessment requirement in Taxi Policy, replacing DVSA test with 3 alternative service providers – item listed for Regulatory Committee meeting on 8 th December	(KB) stated that the matter would be considered by the Committee the following day, this was in response to the DVSA advising that they would no longer conduct taxi driver assessments after 31 st December 2016. (KB) will just have to clarify final arrangements with the three proposed service providers if the Committee agrees the proposed amendment of the Taxi Policy, to the same standard as the DVSA test. Again (KB) will send out details to the group of the final arrangements in place.	KB
5	Review of Licensing fees and charges – draft being sent to third party auditor in readiness for producing report for Committee meeting on 2 nd February 2017	(KB) stated that a report is being prepared for the Regulatory Committee to review all fees and charges across the licensing functions on 2 nd February 2017. This would include a comprehensive review of Hackney Carriage and Private Hire fees and charges, and that Private Hire Operator Licences are likely to for 5 years, Driver Licences for 3 years and Vehicles to remain 1 year, to reflect legislative requirements and bring down the cost of some, not all, licence fees.	
6	Taxi Policy review (2017) – following public consultation, parts of draft policy will be proposed for implementation at Committee meeting on 2 nd February 2017, whilst other parts will require further consultation	(KB) stated that a report is being prepared for the Regulatory Committee to implement a number of the amendments proposed that went out to public consultation. (KB) is mindful of some consultation responses not being received through the Council, so the content of this report will be made fully aware to the group in case there any contentious issues before 2 nd February 2017.	
7	Safeguarding (Child Sexual Exploitation)	(KB) stated the Licensing Officers and Sue Wheeler of Barnardo's had agreed further free training sessions at	

	training sessions for all SGC and BCC licensed drivers, next training session on Tuesday 13 th December at Verona House, 27 Filwood Road, Fishponds, Bristol, BS16 3RY	Barnardo's offices in Fishponds for in December, the next session being on the 13th. (KB) advised it is likely that this will become mandatory training as part of the new and renewal driver licence application criteria, so drivers are encouraged to complete this at the earliest opportunity. This will be part of the Taxi Policy review report to the Committee for the 2 nd February.	ALL
8	Taxi licensing enforcement update – compliance checks with the Police and Bristol City Council, and ITU at schools and colleges	(KB) stated that Licensing Officers continue to work in partnership with colleagues from the Integrated Transport Unit, basing themselves at a number of schools and colleges to also ensure compliance with all aspects of school transport contract work. Further partnership operations with the Police will take place in the coming months in addition to continued day to day intelligence-led enforcement.	
9	Licensed SGC drivers and vehicles working out of the South Gloucestershire district	(KB) reminded the group that Hackney Carriage vehicles must work predominantly in the district they are licensed in, although permitted to carry out pre-booked work in another local authority district at other times. The Licensing Service still receives complaints of SGC licensed HCV's plying for hire in other districts, this is not permitted and could result in collation of evidence and a prosecution by that local authority. (KB) stated that some SGC licensed PHV's had recently been photographed stationary on taxi ranks in places such as Bath City Centre, and if current licensed drivers/vehicle owners are prosecuted for offences under taxi legislation then they could also find themselves in front of a Sub-Committee to review their fit and proper status to hold a licence.	
10	Driving licensed Hackney Carriage and Private Hire vehicles to and from Licensing office/Broad Lane garage for appointments	(KB) had been asked to look into this as other local authorities do not take action against drivers, who are not licensed, bringing vehicles to be licensed at respective Council offices. (KB) has spoken to SGC Legal Services and clarified taxi/transport legislation. As before licensed HCV's can be driven to and from a garage for a fitness test, MOT or maintenance work by an unlicensed driver, but licensed PHV's cannot be driven by an unlicensed driver to a garage. Certainly once a HCV or PHV has been licensed at the SGC Licensing Service office it can only be driven away by a licensed driver, as the insurance would be invalid.	
11	Any other business	<u>Private Hire Operators</u> - (PO) stated there was confusion in	

		the Licensing office about working for more than one PHO, some staff have given the view this is not permitted or able to record this on the Licensing database. (KB) clarified that a PHD/PHV can operate under more than one PHO as long as records kept by each respective PHO adhering to legal requirements. (KB) will remind Licensing Service staff this practice is permitted.	KB
12	Date and venue of next meeting	Proposed for Wednesday 22 nd March 2017 @ 10.30hrs, at Frampton Cotterell & District Community Association. Meeting concluded at 12:20hrs.	

Next Meeting: 10:30hrs, Wednesday 22nd March 2017 @ FC&DCA,
Crossbow House, School Road, Frampton Cotterell, BS36 2DB