

Taxi Liaison Group (TLG) meeting minutes
Wednesday 22nd March 2017, 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), Beverley Manning (BM)

Hackney Carriage & Private Hire Service: Mike Worley (MW), Paul Venn (PV), Janet Platten (JP), Mike Platten (MP), Sharon Shaw (SS), Jonny Halliday (JH), Tony Lidbury (TL), Juan Sanzo (JS),

Apologies: None given

Item			Action
1	Welcome	(KC) welcomed everyone to the meeting at 10:35hrs	
2	Previous minutes and matters arising	<p>Matters arising from previous minutes and subsequent actions were discussed.</p> <p><u>Replacement plates costs breakdown</u></p> <p>(TL) stated that he had still not received a breakdown of the plate costs as requested from (AW), (KB) stated that this had been documented but advised (TL) to go direct to Technical Support management team for a response.</p> <p><u>Auditor</u></p> <p>(MW) raised about auditor for the service.</p> <p><u>Driving Assessments</u></p> <p>(JH) raised about driving assessor companies and if any others had been considered? 3 currently approved by Regulatory Committee and no proposal for anymore.</p> <p><u>Introduction</u></p> <p>(BM) introduced herself and gave a brief on Technical Support and the pending transition when she commences the role of Technical Support Team Leader for Licensing Service on 1st April.</p>	TL

3	Current service demand and appointment waiting times at the Licensing office	<p>(SS) raised concerns about staffing levels, (BM) clarified the recent service review. (KC) stated it was clear that the Hackney Carriage & Private Hire Service need service they are paying for.</p> <p>(KC) stated that he and (TD) had recently visited the Licensing office and saw the current service demand first hand.</p> <p>(KB) stated that he intended to put forward a case for one more Licensing Officer and a Licensing Assistant.</p> <p>(KC) asked (BM) about attending future TLG meetings with emphasis on communication.</p> <p>(TD) also reiterated about communicating with Community Transport Operators.</p> <p>(SP) raised about getting representation from Kingswood, UWE and Thornbury. (SP) going to speak with Kingswood Councillors.</p> <p>(KB) stated that use of SMS software would be beneficial for communicating with service users but no capability at present, and group suggested leaflet drops using private hire and taxi marshals.</p>	
4	Vehicle inspections at Broad Lane Garage – letter update	<p>(KB) stated that for a late cancellation or missed appointment requires fee payment up front if seeking another appointment.</p> <p>Also raised by the group that some duplicate bookings are taking place, service users have proof of being given the same time. (KB) to speak with Ron Dovey and Paul Tudor at the Garage.</p>	KB
5	Annual review of Hackney Carriage Table of Tariff and Fares commencing 1 st April 2017 – item listed for Regulatory Committee meeting on 30 th March 2017	<p>(KB) stated that a report due to go before the Regulatory Committee on a proposed 2.73% increase, using current methodology. One response to consultation.</p>	
6	Annual review of Licensing fees and charges commencing 1 st April 2017 – item listed for Regulatory	<p>(KB) stated that a report due to go before the Regulatory Committee to implement the fees and charges that went out to public consultation. (SS) and (JS) to e-mail comments on rounding up figures, (KB) reiterated that proposed fees were accurate to reflect actual costs.</p>	

	Committee meeting on 30 th March 2017	Group looking at legal advice for previous fees overcharging.	
7	<p>Equality Act enactments commencing 6th April 2017 for licensed drivers and Licensing Authority:</p> <p>https://www.gov.uk/government/publications/access-for-wheelchair-users-to-taxis-and-private-hire-vehicles</p> <p>https://www.gov.uk/government/news/law-change-demands-equal-treatment-for-disabled-taxi-users</p>	<p>(KB) stated that drivers and Licensing Service to be aware of sections 165, 166 and 167 from 1st April.</p> <p>(KC) advised to contact Daniel Wood, Council Equalities Officer, about equalities issues or comments.</p>	
8	In-vehicle advertising bibs	(KB) asked the group if anyone had considered using taxi bibs for advertising in vehicles, electronic screen/s fitted over seats. Some queries had come in and will be considered as part of revised Taxi Policy.	KB
9	Taxi Marshals – tendering process	(KB) stated that the Council were going through a set process and outcome to be communicated. (KB) to feedback to ASB Team about clarifying Street/Taxi Marshal role in Chipping Sodbury.	
10	Future CSE safeguarding awareness sessions – mandatory attendance, briefing note for Regulatory Committee	(KB) briefed the group that the voluntary awareness sessions through Barnardo's were now coming to an end. However, a proposal would be made to the Regulatory Committee to make it mandatory for all new and renewal applicants to attend a CSE awareness training session as part of the application criteria, this would go before Committee for consideration in the coming months.	
11	Hackney Carriage and Private Hire licensing enforcement update – compliance checks with ITU at schools and colleges	(KB) stated (LT) continues going out with ITU Officers inspecting drivers and vehicles as part of school transport spot checks. (SS) raised about incorrect use of tyre gauges when inspecting vehicles as from a recent case a tyre company said tyre was ok, (KB) to speak with (LT) .	
12	Any other business	(SS) raised about calling the Licensing office, can't get	

		<p>through on phones, highlighted 3 meetings ago.</p> <p>(SS) raised about some bookings being made but Uber drivers allegedly picking up those PJ Cabs jobs. (KB) to speak with (LT) about outcome of SRU job.</p> <p>(TL) raised about parking issues in High Street, Chipping Sodbury, had contacted Park Legally and Luke Hall MP. (KC) contacted MP and clarified about parking signage which has been erected. Also public safety concerns drunk persons walking in front of moving cars. (MW) suggested for group members to attend Safe, Strong Communities to raise with Council and local Police Officer. (TD) and (KC) also speaking with Fire Safety Officer.</p> <p>(PV) raised about appointment cards being sent out after vehicle licence had been surrendered in August 2016. (SS) also raised about letters going out with staff who don't work for the Council anymore. (BM) to look at templates.</p> <p>Sign outside Beaufort public house for the taxi rank states 'taxi rank from 9pm to 2am', (TL) suggested to be amended to 6pm to 2am.</p> <p>(KC) stated about policy on diesel vehicles for the future?</p>	KB
13	Date and venue of next meeting	<p>Proposed for Wednesday 7th June 2017 @ 10.30hrs, at Elliot F training room, Broad Lane, Yate.</p> <p>Meeting concluded at 12:20hrs.</p>	

Next Meeting: 10:30hrs, Wednesday 6th December 2017 @ Yate Outdoor Sports Complex, Broad Lane (Behind Brimsham Green School), Yate, BS37 7LB