

**LICENSING AND SAFETY COMMITTEE  
1 JULY 2010**

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**BRACKNELL LICENSED TAXI FORUM  
Chief Officer: Environment and Public Protection**

**1 INTRODUCTION**

- 1.1 Since the last meeting of the Licensing and Safety Committee on 29 April 2010, there has been one meeting with representatives of the Bracknell Licensed Taxi Forum (BLTF), on 21 May 2010. The next meeting is due to be held on 8 July 2010.

**2 SUPPORTING INFORMATION**

- 2.1 The minutes of the meeting held are attached as Appendix A.

**3 IMPACT ASSESSMENT**

- 3.1 There are no implications arising from this report.

**4 STRATEGIC RISK MANAGEMENT ISSUES**

- 4.1 There are no strategic risk management implications arising from this report.

Background Papers

Minutes of meeting held 21 May

Contact for further information

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## MINUTES

**MEETING NAME:** Bracknell Licensed Taxi Forum

**MEETING DATE AND TIME:** 11.00 hours Friday 21 May 2010

**PRESENT:** Laura Driscoll (LD)                      Andy Watson (AW)  
 Niamh Kelly (NK)                                  John Yexley (JY)  
 Cllr Tony Virgo

1.	<p><b>Apologies</b>          Cllr Jacqui Ryder          Robert Sexton (RS)          Mick Hildreth (MH)</p>	
2.	<p><b>Actions from minutes of last meeting</b>          LD advised that we would continue to monitor the area adjacent to the bus station rank and there will be another operation at a different time. AW suggested that the exercise should take place when there are no hackney carriages on the rank and it was agreed this would be done if possible. With regard to any suspected plying for hire incidents it was advised that drivers do not challenge the persons involved at the time but take details and submit these to the Licensing team, otherwise it is likely to hamper the investigation.</p> <p>NK raised the issue of when to start a meter when transporting disabled persons with other Berkshire authorities at the officer's forum and they confirmed that the fare starts when vehicle moves. LD to forward details of EHRC response to Alan Woodward at Westminster Insurance in Oxford.</p> <p>BLTF believe there are other local authorities with the same extra charge when more than four passengers are carried. LD has chased Brighton and Hove but no response received. MH has sent through some information from Brighton but does not confirm how this is managed by the meters. To be carried forward to next meeting as MH not present.</p> <p>MH to pursue access to station toilets through his contact at South West Trains in Elmbridge. To be discussed at next meeting when MH present.</p> <p>CCTV in vehicles to be discussed at next meeting when MH present.</p> <p>BLTF to suggest some members to attend Time Square to see how a renewal is done from start to finish in order for the trade to understand the procedures and processes that must be followed. No takers yet in respect of this process.</p> <p>NK to check with A1 that signage on vehicles compliant in respect of 'Advance Bookings Only'.</p>	<p>NK</p> <p>LD</p> <p>MH</p> <p>MH</p> <p>MH</p> <p>NK</p>
	<p><b>Recommendations from survey report: Progress</b>  <u>Disability Awareness Training</u>          NK awaiting response from Corporate Training team.</p>	<p>NK</p>

	<p><u>Publicity re Safe Taxi Use</u> RS to consult private hire trade on having signage on the sides of private hire vehicles stating 'Advance Bookings Only' or 'No Booking - No Ride'.</p> <p>LD showed first draft of mini-leaflet, will forward by email to JY and AW for comment. LD is hoping TVP will contribute towards printing costs.</p> <p>NK contacted Clare Sharp &amp; Gemma Tizzard re using Community TV to promote the hackney carriage trade. The current contract is up for review in September so it may be possible to include an article then.</p> <p><u>Guide to Accessible Taxis</u> JY confirmed all responses now in. LD will go ahead and create guide and hopes to have draft available at next meeting.</p> <p>LD advised that she and NK did some vehicle checks at the Legion Rank following concerns that drivers were unable to use ramps and found that 2 of the 10 vehicles checked were not capable of carrying wheelchair users. LD advised that this was not acceptable. BLTF agreed and would advise members on use and carriage of correct equipment.</p>	<p><b>RS</b></p> <p><b>LD</b></p> <p><b>NK</b></p> <p><b>LD</b></p> <p><b>BLTF</b></p>
<b>3.</b>	<p><b>Fare Structure</b> JY suggested that following discussions with the trade it had been requested that the tariffs change in respect of public holidays. NK to bring copies of other Berkshire tariffs to next meeting for a fuller discussion.</p>	<b>NK</b>
<b>4.</b>	<p><b>How the Licensing team works</b> LD explained the Licensing Duty Officer system which is in place as some drivers were confused as to why they were contacted by LD and SW and not NK. LD explained that the duty officer on a particular day will deal with any complaints or issues arising on that day, including taxi-related queries. It is not practical for one single officer to deal with every taxi-related issue as all officers need to maintain knowledge of all areas of licensing.</p>	
<b>5.</b>	<p><b>Non-wheelchair accessible vehicle</b> In respect of the one remaining non-wheelchair accessible vehicle, NK did an inspection on 17 May and a letter has been sent in respect of the officer decision. The vehicle owner can lodge appeal to the Panel within 21 days from receipt of the letter.</p>	
<b>6.</b>	<p><b>Signage at railway station</b> JY and AW requested that the rank be marked out with yellow lines so that the public are aware it is a rank. Signage is also required. NK to follow this up with Ken Wherrell.</p>	<b>NK</b>
<b>7.</b>	<p><b>Parking enforcement</b> JY and AW raised concerns that drivers should not receive a monetary fine from the Civil Enforcement Officers as well as receiving points on their Council licence for illegal parking on the ranks. LD to raise this with RJS.</p>	<b>LD</b>
<b>8.</b>	<p><b>Forthcoming driver panel meeting</b> LD asked whether the BLTF were aware of a forthcoming panel meeting in respect of a driver, JY confirmed that he was a member of the union and would have a representative attending with him.</p>	

<p><b>9.</b></p>	<p><b>Any other business</b></p> <p>JY &amp; AW requested that the last couple of bays on the bus station rank be used as a rest area for drivers. LD said that the preferable alternative would be to use the parking bays alongside the bus station rank.</p> <p>NK advised that All Serv were no longer an authorised garage.</p> <p>NK to contact a BLTF member to see if he would like to become the BLTF representative at the Bracknell Forest Equality &amp; Cohesion Forum.</p> <p>JY voiced concerns over plates and badges not being returned to the Council when expired. JY alleged that some private hire vehicles are not securing plates on the rear and some are not displaying them at all. JY suggested that officers should be responsible for fixing all plates so they are secure on the vehicle. LD explained that this would not be practical as it would delay the issue of licences as officers are not available to fix plates every day of the week, so it would not be an improvement to the service. LD will consider some alternative options, such as handing in the old plate when collecting the new plate.</p> <p>JY also mentioned that when badges are renewed the photograph should be updated. LD confirmed that this was agreed some time ago with the Customer Service Centre but that it will not be implemented until after the forthcoming refurbishment of the reception area. Every time a driver makes a new or renewal application their photograph will be taken by a Customer Service Advisor.</p>	<p><b>NK</b></p> <p><b>LD</b></p>
<p><b>10.</b></p>	<p><b>Date of Next Meeting</b> 11.00am Thursday 8 July</p>	