

Appendix 1

Update on implementation of recommendations approved by the Licensing Committee on 15 November 2016

Nos	Recommendation	Impact of recommendation/ date of implementation	Update on progress as at 19 January 2017
1	That the entry age limit for licensed vehicles be reduced from 7 to 5 years	To be implemented wef Monday 20 February 2017 in respect of new vehicle applications	Licensing and One Stop Shop officers advised of new age limit requirements. Web site info also updated. The requirement has been incorporated into Appendix 5 ie the new draft taxi licensing policy at para 4.5
2	That the hackney fare tariff be reviewed so as to enable additional costs to be recovered by the licensed trade	Formal consultation with the trade	Taxi trade meeting on 18 January but his item was not included as an agenda item
3	That an exceptional condition policy be introduced to be implemented at the same time as any age limit requirement. The wording of any such policy to be approved by committee prior to introduction	Policy document to be submitted for approval at this meeting of the Licensing Committee To be implemented wef	An exceptional condition policy for licensed vehicles is incorporated in Appendix 5 ie the new draft taxi licensing policy referenced at para 4.6 and attached at Appendix k within the Policy

		Monday 20 February 2017		
4	That Euro emission standard are not used as a primary determinant for Rossendales vehicle age policy.	No change	No action required	
5	A licence condition be introduced in respect of vehicle licences to the effect that a licensed vehicle cannot be retrofitted with an engine of a lower euro emission standard than that which was in place at the time of manufacture	To be implemented wef 20 February 2017 on the grant/renewal of vehicle licences	A condition has been incorporated into the existing private hire vehicle licence conditions Appendix J 13 and into the proposed private hire vehicle licence conditions Appendix 3 5.6 and hackney carriage vehicle licence conditions Appendix H 16	
6.	That consideration be given to incorporating emission standard requirements within a review of the overarching licensing policy	No change to current policy proposed at this time	No action required	
7.	That the maximum age limit at which vehicles can be licensed remains as per current policy ie 10 years for saloon cars and 12 years for wheelchair accessible vehicles	No change to current policy	No action required	
8	That the maximum age limit for vehicles is further reviewed 12 months after any	Review February 2018	No action required at the moment	

	change in the general age limit policy			
9	That licensed vehicles over 10 years of age remain subject to 4 monthly testing per annum ie 3 vehicle tests per year	No Change to current policy	No action required	
10	That the Council adopts a standard block colour livery for hackney carriage vehicles. The taxi trade be offered a further opportunity to express a colour preference.	Colour to be determined at this meeting of the Licensing committee. Colour requirements to take effect 20 February 2017	Taxi trade reps meeting held on 18 January vehicle colour policy included on agenda Rossendale Council website updated to advised that colour policy would be coming into effect on 20 February 2017 Colour to be determined by Licensing Committee on 7 February 2017	
11	That any approved livery be introduced to all new vehicles applications. Existing licensed vehicles to remain as per current requirement whilst the vehicle remains licensed.	20 February 2017	No action required	
12	That the size of the door signs be increased by 100% to assist in identification of the vehicle	New design door signs to be issued to all vehicles in parallel with the new/ renewal/ replacement plates wef 20 February 2017	Draft door signs now available for consideration re colour background	

13	That the roof signs to be affixed to hackney carriages be provided by Rossendale BC and be of a standard design and printed with Rossendale Licensed taxi.	April 2017	Information and images of roof sign designs will be available to members at the meeting on 7 February. Please see comments received from taxi trade representatives at Appendix 6.2
14	That private hire vehicles granted a new licence as opposed to a renewal cannot be livered in the same colour as the colour adopted for hackney carriage vehicles,	1 month after any colour policy for hackney vehicles has been determined	Appendix 5 The new draft taxi licensing policy has been amended at para 4.4 to reflect this. The current private hire vehicle licence conditions have been amended at Appendix J 14 to reflect this . This has been incorporated into the proposed private hire vehicle licence conditions at Appendix 3 3.5
15	That a licence condition be introduced That approved company door signs be affixed to the rear passenger doors of licensed vehicles. The company/operator door signs to be of a minimum size XX by XX and a maximum size of XX by XX .	To be implemented wef 20 February 2017 on the grant/renewal of vehicle licences	Appendix 5 The new draft taxi licensing policy stipulates at para 4.9 that advertising signage for rear passenger doors shall not exceed A3 size. This to be taken as applicable to company/operator door signs This requirement has been added to the Hackney Carriage Vehicle licence conditions at Appendix H nos 1.1.5, existing private hire licence conditions Appendix J nos 1.1.4 and proposed private hire vehicle licensing Appendix 3 nos 4.4

16	That the Council does not pursue a policy in respect of a mandatory requirement for hackney carriages to be WAV	No change to current policy	No action required	
17	That the Council incorporates disability awareness training and assessment into the driver policy knowledge test	Date to be determined by the procurement process but to be no earlier than 1 March 2017	Tender prepared for preferred contractor for taxi driver training packages. Trade reps received demonstration of an online training package available from personnel checks on 18 January 2017	
18	That the Council works with trade representatives to explore further initiatives for improving availability of WAV within the licensed fleet (HC and PH)	Ongoing	Meeting held with taxi trade reps on 18 January 2017 item included on the agenda but no initiatives brought forward at this time	1
19	That the Council introduces a requirement for mandatory CCTV in licensed vehicles	Approval in principle by Committee 15 November 2016		
20	Any specification for CCTV in licensed vehicles is subject to approval by the Committee	Approval of CCTV specification to be considered by Licensing Committee 7 February	Appendix 5 The new draft taxi licensing policy has been amended at para 4.4. to reflect the requirement and Appendix R within the new draft policy provides the suggested CCTV specification	

21 , 22	That the implementation date for CCTV in licensed vehicles allows sufficient time for an approved specification, approved installers and ICO considerations to be facilitated.	Implementation date for new vehicles 15 May 2017. For existing licensed vehicles at first renewal following this date	Appendix 5 The new draft taxi licensing policy has been amended at para 4.4 to reflect this. As have vehicle licence conditions Appendix 5 H, J and proposed PHV licence conditions Appendix 3
23	That if requirements for CCTV in licensed vehicles are approved consideration be given to an exemption in respect of vehicles that will not be eligible for relicensing due to age limit requirements	In parallel to 21 and 22 above	Appendix 5 The new draft taxi licensing policy has been amended at para 4.4 to reflect this. As have vehicle licence conditions Appendix 5 H, J and proposed PHV licence conditions Appendix 3
24	The Council introduces a mandatory requirement for an enhanced DBS together with online DBS subscription for all new and renewal driver applicants	To be implemented wef Monday 20 February 2017 in respect of all enhanced DBS disclosures received by the Council from that date	Appendix 5 The new draft taxi licensing policy has been amended at para 3.2 to reflect this Internal admin procedures to be amended accordingly. (Web site to be amended to reflect the change
25	The Council will require DBS online subscription is maintained for licensed drivers failure to maintain subscription may result in action being taken against the licence holder	To be implemented wef Monday 20 February 2017 in respect of all enhanced DBS disclosures received by the Council from that date	Appendix 5 The new draft taxi licensing policy has been amended at para 3.2 to reflect this Communications have been undertaken with personnel checks, advice amended on 18 January 2017 to ensure all applicants are aware of need to sign up to online

			updates in accordance with DBS procedures
26	That existing licensed drivers be required to satisfactorily complete the basic skills assessment prior to the renewal of their hackney carriage/private hire drivers licence.	To be implemented in respect of all renewal applications due from 1 June 2017. Please note this will apply to all drivers licences due to expire after 31 May 2017 regardless of how far in advance the renewal application is submitted	Appendix 5 The new draft taxi licensing policy has been amended at para 3.19 to reflect this.
27	A licence condition be imposed on hackney carriage proprietors licences to the effect that a record of all journeys be recorded	To be implemented wef 20 February 2017 on the grant/renewal of hackney carriage vehicle licences	Appendix 5 The new draft taxi licensing policy has been amended to reflect this. Appendix H nos 14
28	That initially compliance with intended use policy on licensed vehicles be intelligence led and partnership working with other Local Authorities including inspection of operator records	No change	Work ongoing within licensing enforcement and relevant matters referred to sub committee
29	That vehicle proprietors who are not currently licensed drivers are subject to a basic disclosure and a statutory declaration,	Vehicles applications received by the Council on or after 20 February 2017 where the proprietor is not a licensed driver will be subject	Appendix 5 The new draft taxi licensing policy has been amended to reflect this within para 4.14 and Appendix L . A one month validity has been written into the policy, as this is the statutory standard

		to this requirement	applied to basic disclosures for personal licence applications and is the policy standard required by Rossendale Council for enhanced DBS disclosures. The convictions policy has also been amended to detail how convictions will be dealt with in respect of applications from vehicle proprietors (see statement of policy para 3 and 19)
30	That the taxi licensing policy is amended to be clear on the action that will normally be taken where defects are found on a licensed vehicle or where application forms have provided inaccurate information for example on intended use	Policy document to be submitted for approval at the next meeting of the Licensing Committee	Appendix 5 The new draft taxi licensing policy has been amended to reflect this, para 4.7 deals with vehicle standards and para 4.17 deals with intended use
31	There is no proposal to change current policy on tinted windows	No change	See separate agenda item regarding letter before action received from a2z licensing
32 and 33	That a local geographical knowledge test be introduced in respect of new applicant drivers and at renewal for existing licence holders (requirement to pass the knowledge test at next renewal no requirement to resit the	Date to be determined by the procurement process but to be no earlier than 1 March 2017 for applications received by the Council for new drivers and to apply to all driver renewal applications	Appendix 5 The new draft taxi licensing policy has been amended to reflect this at para 3.19 NOTE As per recommendation of this report

	knowledge test at subsequent renewal)	where the current drivers licence expires on or after 15 May 2017 . This is regardless of how far in advance the renewal application is submitted	It is recommended that the date of implementation for existing licensed drivers be changed from 15 May 2017 to 1 June 2017 this will then mean that implementation date for driver knowledge and basic skills is the same in respect of existing licence drivers . IE existing drivers whose licence expire after 31 May 2017 will be required to complete training and assessment prior to renewal of their licence
34	The Licensing policy be amended to reflect any changes introduced as a result of this review	A revised Licensing Policy has been brought to this meeting of the Licensing Committee reflecting the changes agreed at the meeting on 15 November	Appendix 5 The new draft taxi licensing policy has been referred to throughout this document, changes are as outlined in the report and detailed in this Appendix. The complete new draft Policy can be found at Appendix 5
35	As a matter of urgency to be considered alongside these proposals, the Council will incorporate within the policy, the process to be adopted for dealing with new applications from existing licensed drivers who wish to apply for another type of drivers licence e.g HCD to PHD licence	A revised Licensing Policy has been brought to this meeting of the Licensing Committee reflecting the changes agreed at the meeting on 15 November	Appendix 5 The new draft taxi licensing policy has been amended at para 3.12 to reflect this
36	Any future review of private hire licencing will consider the issue of		It is suggested that any formal review of the intended use policy is considered after

	intended use		March 2018 once the intended use policy and other changes indicated in this report have been fully implemented
37	That the 2015 review of the convictions policy be completed. That the Greater Manchester Councils conviction policy be utilised as a template. The policy to detail how conduct issues from other countries are to be considered	A revised convictions Policy has been brought to this meeting of the Licensing Committee reflecting the changes agreed at the meeting on 15 November	Revisions have been made to the convictions policy and are included within this report, the convictions policy is referenced at para 3.14 of Appendix 5 ie the new draft taxi policy. The convictions policy can be found at Appendix C of the new draft taxi licensing policy
38	That the convictions policy be reviewed annually by officers and any suggested amendments brought back to the committee for consideration	Annual review	As above
39	That a code of conduct be included within the taxi policy identifying the standards expected of a licensed driver whilst undertaking work as a taxi driver	A revised Licensing Policy has been brought to this meeting of the Licensing Committee reflecting the changes agreed at the meeting on 15 November	Appendix 5 The new draft taxi licensing policy has been amended to reflect this at para 3.16 and Appendix F
40	That the Council produces a specification for a practical driving assessment and produces a list of approved suppliers, it will be for applicants to choose which supplier to	Specification produced and approved in December 2016	Completed specification and approved suppliers considered by officers in consultation with the Cllr Hughes. Approved suppliers now detailed on the Councils web site.

	use. The specification and implementation to be introduced without delay ideally before 1 Jan 2017		The specification reflects the standard previously adopted by the DVSA taxi driver assessment	
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