

HCPH Trade Meeting

Monday 12th November 2018 10:30am – 12noon

Introductions/Welcomes

Geoff Binnington opened the meeting and thanked everyone for attending.

The following people were in attendance:

Geoff Binnington – Principal Officer
Carol Stos – Licensing Service Manager
Steven Knighton – Enforcement Manager
Elisabeth Spencer – Customer Service Manager
Sadiya Patel – Senior Licensing Officer
Stuart Hastings – Keighley Private Hire Association
Pervez Naik – Keighley Private Hire Association
Tahir Riaz – Hackney Carriage Owners and Drivers Association
Shabbir Master - Hackney Carriage Owners and Drivers Association
Nadeem Ahmed - Private Hire Operators Association for Drivers and Operators

Minutes from last meeting

There were no outstanding actions or amendments from the last meeting summary.

West Yorkshire Combined Authority Update

The Principal Officer spoke about the proposed changes to policy and what it means to the trade overall.

It was explained that through this engagement session the service is promoting the survey it has created which it would like the trade and the public to complete by way of comments on the proposal ideas. All comments and surveys that are completed are gathered together and form part of a final report which then is presented to the regulatory committee. The policies were sent out to all PH & HC Reps before the meeting. The floor was opened up for any comments/thoughts/questions.

- ❖ Who has made these proposals? These proposals are national guidance set by The Institute of Licensing (IOL) and Local Government Association (LGA). West Yorkshire authorities (Calderdale, Leeds, Kirklees, Wakefield, York and Bradford) are looking to adopt these policies.
- ❖ The consequences seem harsh – Why are you doing engagement? These are high standards for drivers as the role is that of a professional one. The policy

is not looking to penalise existing drivers. The totality of the licence will be taken into consideration. Bradford is doing engagement to collect thoughts/opinions. We have done an Equality Impact Assessment in preparation to see if the policy will disadvantage any group, and we believe not. If anyone is opposed there need to be an explanation why they oppose.

- ❖ The minor traffic or vehicle related offences – do they include double yellows? This offence includes offences which are recorded on a DVLA licence.
- ❖ How do you know people will not just go to another authority? As all West Yorkshire authorities are looking to adopt this policy the chances of being accepted at another authority will be slim.

A copy of the Policy can be found by clicking on the link below:

<https://www.bradford.gov.uk/media/5060/policy.pdf>

The survey can be accessed by clicking on the link below:

<https://surveys.bradford.gov.uk/snapwebhost/s.asp?k=154169832117>

The survey closes on Saturday 15th December.

We are not tracking who has completed the survey by asking for input of personal details. The overall purpose of this policy is safety. Please ensure your members read the policy fully and understand the policy before answering the survey. We will be holding 3 road shows as part of the engagement, 1 in Keighley and 2 at Richard Dunn, dates will be circulated to the trade via email.

Action: Officers to circulate the 3 dates to the trade via email and via the Service Website. This will be done later in November. Action Completed.

Licensing Update

The Customer Service Manager provided an update on the current service workloads and ways of working. The service is receiving 2000 emails a month; the service support team are filtering and dealing with these to ensure things are dealt with. Licensing have captured details of those who have arrived without an appointment. 91% of people have had appointments so drop-ins are becoming less frequent. Emergencies are unavoidable but we want to move continue to ensure that everyone else coming in with appointments only.

The Licensing Service Manager gave an update relating to iApply (iApply is the system online application process) and spoke about a provisional launch date of 1st December. Initial Online renewal applications will be for driver renewals and replace the current system, after a 'settling in' period, plans are to introduce the iApply process for vehicle and operator renewals. Drivers with email addresses, registered with us, will be sent an email updates regarding progress on this. You will also receive an email Licence Renewal notification 6 weeks prior to your licence expiry

date. As driver are required to have an email address to sign up to the DBS update service, all drivers are encouraged to register an email address with the service as soon as possible.

After note: following detailed testing iApply is still not ready to be introduced. We are working with our partners to resolve the outstanding issues, once resolved we will communicate further information regarding implementation.

Peer Review Update

The updated peer review is published on the website. You can find the updated peer review by following the link:

<https://www.bradford.gov.uk/media/4700/peer-review-update-nov-18.pdf>

Enforcement Update

Vehicle test results at Shearbridge – AUG, SEPT, OC Planned Inspections:

- ❖ 1036 vehicles inspected, 72% passed first time
- ❖ Vehicles failed (28%), of these 12% were major

Random Inspections -

- ❖ 60 vehicles inspected, 65% (39) passed with no defects
- ❖ 21 vehicles failed (35%), of these 15 (25%) were major

Enforcement Activity – July 2018 – OCT 2018

Operation Steerside (Multi-agency working with Police, VOSA and HM Customs):

- ❖ 308 Private Hire Vehicles checked, 72% (222) passed with no issues, 52 (16%) failures with serious defects
- ❖ 28% (86) vehicles were suspended / advised for various defects

Routine spot checks Aug – Nov 2018

- ❖ 223 Private Hire Vehicles 78% passed no issues, of these 22% (51) vehicles were suspended

Summary for enforcement spot checks

531 Private Hire Vehicles stop checked
137 Suspension notices issued to Private Hire Vehicles (25%)
43 advisory notices issued to Private Hire Vehicles (8%)

= 67% Pass rate

Clean Air Zones (CAZ) are being introduced and Bradford is looking to adopt these by 2020. Drivers should start thinking now about cleaner vehicles. You can go to <https://www.leeds.gov.uk/docs/Clean%20Air%20Charging%20Zone%20FAQs.pdf> for more information.

Hackney Carriage Representatives

Only Hackney Representatives were in attendance for this part of the meeting. The unmet demand report is published on the website. You can find the unmet demand report by following the link:

<https://www.bradford.gov.uk/media/5104/bradford-lvsa-2018-final-report.pdf>

The Unmet Demand survey concluded that there is no 'unmet demand' and therefore the licensing service is not looking to increase the number of hackney carriage plates.

The fare table will be sent out by the end of December, the table is not different it is just easier to read 2 per vehicle will be provided and if any more are needed these need to be requested in writing. If Hackney Carriage drivers are wanting fare increases this request need to be made in writing to the service.

Action: Officers to distribute the new fare cards to the HC Trade before Christmas.

Action: Officers to consider meter calendars ahead of the February 2019 HC Trade Rep meeting.