

INFORMAL MEETING PRIVATE HIRE AND HACKNEY CARRIAGE

MINUTES

Wednesday 2nd October 2019

Meeting Room 9, Town Hall, Bolton

Present:

Patricia Clyne (PC)	Principal Licensing Officer (Chair)
Kellie Hopkins (KH)	Assistant Director, Neighbourhood and Regulatory Services
Elizabeth Pritchard (EP)	Principal Licencing Officer
Yasif Khan (YK)	Bolton Private Hire Association
Mahmood Akhtar (MA)	Bolton Private Hire Association

Apologies:

Charlie Oaks (CO)	Bolton Hackney Carriage Association
Andrew Vernon (AV)	Greater Manchester Police

1.	Welcome and Apologies
	PC welcomed everyone to the meeting and apologies were noted as above.
2.	CSE /Disability Awareness Training – Personnel Checks.
	ACTION: Letter to be sent out to all drivers to provide more information. Will organise a meeting in the next week then send out letters. YK, MA and CO to select 12 suitable candidates as champions to cascade the message. Meeting booked for 10 th October at 1pm.
3.	DEFRA.
	Defra are building a national database of licensed taxis for clean air zones. The planned implementation date is scheduled for the end of October. ACTION: Will share links for guidance and information to drivers.
4.	NR3.
	This is a national register for refused and revoked applications. Any licences which are revoked or refused will appear on the register. It is not currently mandatory but it is hoped it will become so at some point in the future. The aim of the register is to ensure anyone deemed not fit and proper in one authority will be refused or revoked across the country – to prevent drivers going elsewhere for a licence.

5.	Common Minimum Standards.
	<p>This will be put on hold because the Clean Air work is taking priority for now. When the clean air work is completed CMS will then be picked up.</p> <p>In the meantime we will look at picking up certain aspects of the CMS proposals but not age policy.</p>
6.	Privacy Notices.
	<p>The privacy notices regarding information sharing have been updated.</p> <p>ACTION: A letter will be sent out to notify drivers with links.</p>
7.	First Grants
	<p>Issues raised regarding the times of pickups.</p> <p>ACTION: We will clarify the current procedure and pick-up times. Drivers who have made complaints should be advised to email the “Licensing Inbox”. We will take on board evidence once it has been collated so we can collate and review the process.</p>
8.	AOB
	<p>ACTION: Officer meetings will occur on the first Wednesday of every other month. The next Officer meeting will be cancelled as there is a meeting with the executive member on 12th of December 2019.</p> <p>In between meetings if there are any issues these can be raised via the licensing.unit@bolton.gov.uk inbox heading the email ‘trade rep enquiry’</p> <p>Training dates to be discussed so that they do not conflict with Ramadan.</p>
	Next Meeting: Thursday 12th December