

## LICENSING AND TRADE REP MEETING MINUTES

Thursday 24<sup>th</sup> February 2022  
Virtual Platform

### Present:

Patricia Clyne (PC)	Licensing Business Manager
Lisa Burke (LB)	Licensing Officer
Mohammed Akhtar (MA)	BPHA
Yasif Khan (YK)	BPHA
Eddie Shah (ES)	

<b>1.</b>	<b>Apologies</b>
	Lisa Timmins Steve Morris
<b>2.</b>	<b>Actions from meeting 8<sup>th</sup> July 2021</b>
	PC updated:  ARG Grant – 1119 granted Train Station – transition completed Dual Badges – starting to progress hoping to offer to HCD from 1 <sup>st</sup> April 2022, but ES to flag any that are due so we can deal with on a case by case.
<b>3.</b>	<b>MLS Stage 1 update</b>
	PC confirmed actions for S1:  Move to DBS Update Service is being rolled out. Global communication to trade in relation to this due to go out around 28.02.2022. Medical forms will be updated to use DVLA D4 form. Driver Training – all drivers now notified of requirement and must be completed by end of 2022. Driver conditions – global communication to trade due to go out. Will circulate to trade reps. Operator conditions – site visits completed with large operators. Operator staff will need DBS completed requirement of DfT Guidance.
<b>4.</b>	<b>Digital Update</b>
	PC updated:  PC and LT have a meeting on 25.02.22 to look at corporate digital provision. PC advised possible demo. could be provided to trade reps. on the new system. Aiming for late spring/early summer completion and go live but will keep them in the loop as this develops. MA advised drivers prefer to email the documents to Licensing rather than uploading them.  <b>Action - PC will provide an update once online system is complete.</b>
<b>5.</b>	<b>MOT garage update</b>
	PC confirmed tender has been awarded to 3 garages. Brownlow Way, Campbell Street and The Arches. The Arches is undergoing training and will be live hopefully

	in the next weeks. This will be communicated to the whole trade via global communication.
<b>6.</b>	<b>Office Move Update</b>
	<p>PC office move now completed and licensing are now located in the Town Hall again.  MA requested Face to Face contact with drivers to resume for the collection of livery/first grants.</p> <p><b>Action - PC will look at this once the OSS reopens fully and discuss at the next trade officer meeting.</b></p>
<b>7.</b>	<b>LERC Update</b>
	<p>PC advised to support the trade considering if low level traffic matters could be dealt with via an additional warning letter.</p> <p><b>Action – PC possible revision of rules around second fixed penalties will feedback to the group at a later date.</b></p>
<b>8.</b>	<b>Ranks on Bradshawgate</b>
	<p>Positive improvements seen.  ES says he spoke to LT about the loading bay and cutting the rank short which is difficult with larger vehicles at train station.  MA has concerns around access issues around Newport Street.</p> <p><b>Action – ES advised to email PC with the information to share with Highways.</b></p>
<b>9.</b>	<b>ASB/ Stone Throwing</b>
	<p>PC advised GMP are working with the drivers and public for a resolution. All incidents need to be reported to GMP. MA said a WhatsApp group was set up by GMP for drivers to update incidents and receive support from police in the area.  MA advised he was told by Community Safety officer that she would call him and discuss further, not call has been received. Trade due to meet with The Chief Inspector on 28.02.2022 to discuss further solutions. PC advised trade to take all suggestions to the meeting on Monday and seek a long-term plan.</p> <p><b>Action - PC will chase Community Safety Officer for a response. All to feedback to the meeting with GMP suggestions regarding education in schools, possible online form for reporting and long-term plans around ASB &amp; Hate Crime.</b></p>
<b>10</b>	<b>Enforcement team actions and private hire operator visits</b>
	Operator Audits are underway and PH spot checks due to be completed in March 2022.
<b>11</b>	<b>PH Trade Items:</b>
	<p>1. Rental grant (ARG) – MA renters have not received the grant. List of drivers was sent to LT.</p> <p><b>Action - PC to chase and provide an update.</b></p> <p>2. Badge and vehicle fees – MA requested that fees are reduced as requested in 2020.</p>

	<p>PC advised consideration regarding fees usually happen around Autumn/end of year. Piece of work current being completed.</p> <p>ES dual badge fees – PC advised fees not been confirmed yet, as the process not developed yet (see comment at No. 2).</p> <p>3. Medical examinations – MA has concerns about the availability of doctors to complete the medicals and the prices they are charging. Suggested private doctors are used to complete medicals.</p> <p>PC advised only a doctor with full access to the driver’s medical records can complete the medical, but may look at specialist providers going forward, with the caveat of medical records. But will have to wait until full MLS S1 rolled out.</p>
12.	<b>AOB</b>
	<p>YK requested a meeting was arranged to discuss MLS S2. PC advised not necessary as not currently timetable for consideration.</p> <p><b>Action – PC agreed to check that was correct and confirm.</b></p>
	Date and time of next meeting

**Next meeting: TBC (ECM meeting towards the end of March any agenda items for this meeting to be shared immediately please).**