

28 November 2016

COMMUNITY SERVICES AND LICENSING COMMITTEE

A meeting of the Community Services and Licensing Committee will be held on **THURSDAY 8 DECEMBER 2016** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg
Chief Executive

Please Note: This meeting will be filmed for live or subsequent broadcast via the Council's internet site (www.stroud.gov.uk). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

AGENDA

1. **APOLOGIES**
To receive apologies for absence.
2. **DECLARATIONS OF INTEREST**
To receive declarations of interest.
3. **MINUTES**
To approve the Minutes of the meeting held on 8 September 2016.
4. **PUBLIC QUESTION TIME**
The Chair of the Committee will answer any questions from members of the public, submitted in accordance with the Council's procedures.
**DEADLINE FOR RECEIPT OF QUESTIONS
NOON ON MONDAY 5 DECEMBER 2016.**
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud, and sent by post or by Email: democratic.services@stroud.gov.uk.
5. **WORK PROGRAMME**
To consider and update the work programme.

6. **REVENUE ESTIMATES - REVISED 2016/17 AND ORIGINAL 2017/18**
To receive the revised estimates for 2016/17 and original estimates for 2017/18.
7. **REPORT OF THE TASK AND FINISH GROUP - STROUD DISTRICT COUNCIL TAXI FARES**
To consider recommendations from the Task and Finish Group on a proposal by Stroud Taxi Association to increase Taxi Fares.
8. **TAXI AND PRIVATE HIRE POLICY REVIEW**
To consider adopting proposed amendments to the Policy.
9. **UPDATE ON COUNTYWIDE COMMUNITY SAFETY PARTNERSHIP REVIEW**
To receive a verbal update.
10. **PERFORMANCE MONITORING**
To receive an update on performance monitoring.
11. **MEMBER QUESTIONS**
See Agenda Item 4 for deadline for submission.

Members of Community Services and Licensing Committee

Councillor Steve Robinson (Chair)
Councillor Jonathan Edmunds (Vice-Chair)
Councillor George Butcher
Councillor Gordon Craig
Councillor Alison Hayward
Councillor John Jones

Councillor John Marjoram
Councillor Karen McKeown
Councillor Gill Oxley
Councillor Liz Peters
Councillor Nigel Prenter
Councillor Penny Wride

COMMUNITY SERVICES AND LICENSING COMMITTEE

8 September 2016

7.00 pm – 9.50 pm

Council Chamber, Ebley Mill, Stroud

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Minutes

Membership

Councillor Steve Robinson (Chair)	P	Councillor John Marjoram	A
Councillor Jonathan Edmunds (Vice-Chair)	P	Councillor Karen McKeown	P
Councillor George Butcher	P	Councillor Gill Oxley	P
Councillor Gordon Craig	P	Councillor Liz Peters	A
Councillor Alison Hayward	A	Councillor Nigel Prenter	P
Councillor John Jones	P	Councillor Penny Wride	P

P = Present A = Absent

Other Councillors Present

Councillor Mattie Ross, Simon Pickering, Steve Lydon, Nigel Cooper

Officers Present

Strategic Head of Customer Services	Principal Licensing Officer
Community & Facilities Manager	Senior Youth Officer
Accountancy Manager	Democratic Services Officer

Others Present

Members of the Youth Council

CSLC.009

APOLOGIES

Apologies for absence were received from Councillors John Marjoram, Alison Hayward and Liz Peters.

CSLC.010

DECLARATIONS OF INTEREST

None received.

CSLC.011

MINUTES

RESOLVED

That the Minutes of the Meeting held on 29 June 2016 are confirmed and signed as a correct record.

CSLC.012 **PUBLIC QUESTION TIME**

None received.

CSLC.013 **WORK PROGRAMME 2016/17**

The work programme was updated accordingly, with the following topics being included in future meetings:

- Options for the Joint Use Sports Centres - 8 December 2016
- Update on the Joint Use Centres – 30 March 2017
- Tourism update – member information sheet
- Update on Homelessness - member information sheet
- Sports development and health and wellbeing – member information evening

The Chair explained that all matters relating to Housing, which this Committee deals with, may be transferring to Housing Committee, this is still to be discussed and a decision made by Strategy and Resources Committee. It is thought that this would take place from December 2016.

The Strategic Head of Customer Services explained that a review of the Subscription Rooms was being undertaken by officers. This would be reported back to Members when the review is completed.

RESOLVED **To update the work programme as set out above.**

CSLC.014 **STROUD DISTRICT COUNCIL TAXI FARES**

The Principal Licensing Officer presented the report. Members were asked to consider a proposal to increase Stroud District taxi fares, as they had not been reviewed since 2011. It was explained to Members how the rates and metres worked in relation to the starting rate, fare card, yardage and waiting time.

Mr. Day spoke on behalf of the Taxi Trade. There had been no increase in fares since 2011, this was requested now because of the increase in costs and insurance. The increases in the rates requested, reflect the type of trade at different times of day, such as Pensioners, train travellers, people having a night out. They were asking for Rate 3 to be brought forward to midnight from 1.00 am to reflect the evening trade.

Following questions from Members, it was proposed and seconded that a cross party task and finish group be set up to meet twice, to discuss issues and report back with recommendations to Committee in December.

RESOLVED **To set up a Task and Finish Group to meet twice and put forward recommendations to Committee on 8 December 2016.**

CSLC.015**POLICE AND CRIME COMMISSIONER**

The Police and Crime Commissioner, Martin Surl, gave a verbal report, updating Committee on policing within Stroud and across Gloucestershire. He attended with his colleagues Richard Bradley, Deputy Chief Executive and Andy Poole, Inspector for Stroud.

They updated Committee on the following issues:

- Policing Budget
- Accessibility and accountability in neighbourhood policing
- Young people
- Safer days and nights
- Police and Crime Plan
- Environmental footprint of vehicles and buildings.
- Animal welfare
- CCTV and neighbourhood watch
- Speed limits/road safety
- Sexual and Domestic abuse and support service.
- Open Day at Waterwells

Following their presentation Mr. Surl and his colleagues thanked the Committee for inviting him and his colleagues.

CSLC.016**BUDGET MONITORING REPORT 2016/17 Q1**

The Accountancy Manager presented his report. This was the first monitoring report of the 2016/17 financial year, which set out a forecast of the outturn position against the revenue budget and capital programme for 2016/17.

RESOLVED

To note the outturn forecast for the General Fund Revenue budget and the Capital programme for this Committee.

CSLC.017**YOUTH WORK STRATEGY 2017 TO 2020**

The Senior Youth Officer presented the report to Committee. A task and finish group was formed 18 months ago by this Committee to look at the current and future youth work strategies. The draft Youth Work Strategy for 2017-2020 set out the continuing work for youth participation services in the district, using the established system and structure as a basis.

The Chair of the Youth Council spoke and reiterated that the Youth Council was more than just a youth shadow of the District Council, they campaign locally and work independently on issues concerning young people. They are members of the British Youth Council, enabling the local youth voice to be heard nationally.

RESOLVED

to approve the Youth Work Strategy 2017-2020;

RECOMMENDED to Strategy and Resources Committee that service delivery continues beyond March 2017 with an annual budget of £60,000 per year be considered as a budget proposal of the Community Services and Licensing Committee.

CSLC.018 **PERFORMANCE MONITORING**

Councillors Karen McKeown and John Jones presented a report to Committee highlighting the following areas:

- Collection of Council Tax
- The Risk Register
- Homelessness
- Joint Use Centres, Subscription Rooms and Kingshill House

CSLC.019 **APPOINTMENTS TO OUTSIDE BODIES – UPDATE**

An update on representatives on outside bodies was given. A small task and finish group would be set up with representation from Councillors of this Committee and Environment Committee to look at the Council's representation on outside bodies and report back to a future meeting.

Councillor Gordon Craig explained that he had contacted Cotswold Tourism and was willing to sit on this outside body.

CSLC.020 **MEMBERS' QUESTIONS**

A question relating to neighbourhood wardens was received from Councillor Penny Wride, a reply was given by Councillor Steve Robinson. Councillor Wride also asked a supplementary question which was answered by the Community and Facilities Manager.

The meeting closed at 9.50 pm.

Chair

COMMUNITY SERVICES AND LICENSING COMMITTEE

8 DECEMBER 2016

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Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member & officer)
2/2/17	i. Work Programme 2016/17	Lead: Chair/Strategic Head Customer Services
	ii. Update on Subscription Rooms	Lead: Chair of Task and Finish group/Strategic Head
	iii. Public Health Annual Report	Director of Public Health
	iv. Older People Health and Housing Plan	Lead: Health & Wellbeing Development Co-ordinator
	v. Update on County Health and Overview Scrutiny Committee	Councillor Doina Cornell
	vi. Performance Monitoring	Lead: Cllrs John Jones, Karen McKeown
30/3/17	i. Performance Monitoring	Lead: Cllrs John Jones, Karen McKeown
	ii. Budget Monitoring	Lead: Accountancy Manager
	iii. Health and Wellbeing Plan update	Lead: Head of Environmental Health, Health & Wellbeing Development Co-ordinator
	iv. Update on the Joint Use Sport Centres	Lead: Community and Facilities Manager

Information sheets sent to committee members

Date sent (& reference no)	Topic	Notes (eg responsible officer)
20 May 2016 C-2016/17-001	Community Services and Customer Services Information Sheet	Strategic Head Customer Services
7 June 2016 C-2016/17-002	Community Services and Licensing Committee	Strategic Head Customer Services
29 June 2016 C-2016/17-003	Discretionary Housing Payments (DHP)	Revenue and Benefits Manager
20 July 2016 C-2016/17-004	Gloshomeseker to Homeseekerplus	Housing Advice Manager
15 November 2016 C-2016/17-005	Benefit Cap	Revenue and Benefits Manager
Not yet issued	Update on Homelessness – December 2016 Domestic Abuse – January 2017 Tourism Update – March 2017	Housing Advice Manager Community and Facilities Manager Policy Implementation Manager

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES AND LICENSING
COMMITTEE

AGENDA
ITEM NO

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8 DECEMBER 2016

Report Title	REVENUE ESTIMATES – REVISED 2016/17 AND ORIGINAL 2017/18
Purpose of Report	To present to the committee the revised estimates for 2016/17 and original estimates for 2017/18.
Decision(s)	<p>The Committee RECOMMENDS to Strategy and Resources Committee</p> <p>a) The revised CS&L revenue budget for 2016/17 and original 2017/18 revenue budget are approved.</p> <p>b) That the budget proposal of £60k for Youth Strategy work be considered as part of the budget so the service delivery continues beyond March 2017 (paragraph 11).</p>
Consultation and Feedback	Consultation has been undertaken with residents and businesses. Feedback on the outcome of the consultation will be provided to Strategy and Resources committee at the meeting on 26 January 2017.
Financial Implications & Risk Assessment	<p>The estimates have been incorporated into the Council's Medium Term Financial Plan (MTFP) which is being presented to Strategy and Resources committee in January 2017.</p> <p>David Stanley, Accountancy Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk</p>
Legal Implications	<p>This report sets out the revised 2016/17 budget and the estimates for the budget required in 2017/18 necessary to meet the council's statutory duty to establish the council tax requirement for 2017/18. There no other direct legal implications to report.</p> <p>Karen Trickey, Legal Services Manager & Monitoring Officer Tel: 01453 754369 Email: karen.trickey@stroud.gov.uk</p>
Report Author	<p>Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk</p>

Options	The Administration will be considering its budget options at the Strategy & Resources Committee meeting on 26 January 2017. Council will consider the overall budget position for 2017/18 on 09 February 2017.
Performance Management Follow Up	Budget monitoring reports are presented to Committee in September, January and March each year. Members will be informed of the outturn position for 2016/17 at the Strategy and Resources Committee meeting in June 2017.
Background Papers and Appendices	None

Background

1. The Medium Term Financial Plan (MTFP) sets out a projection of General Fund Expenditure over the 5 year period 2016/17 to 2020/21. This report sets out a more detailed analysis of the changes to the Community Services and Licensing Committee budget for 2016/17 (Revised Estimates) and 2017/18 (Original Estimates).
2. **This report presents the members with a summarised view of the committee's budgets and the changes made to both the 2016/17 and 2017/18 budget. Further information on the changes outlined in the report, is available. It would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**
3. **Please note that the tables for Community Services and Licensing budgets are shown inclusive of General Fund Housing services for information only. Council's decision of 27th October 2016 transfers responsibility from Community Services and Licensing to Housing Committee for Homelessness and Housing Advice. These budgets are still included in this report to enable reconciliation between the budget approved in February 2016 to the current position. The detailed budgets presented to Strategy and Resources committee in January 2017 will be stated after the transfer of responsibility.**

Revenue Budget position

4. The net General Fund Revenue budget for 2016/17 approved by Council in February 2016, was £16.133m. This has now been revised to £16.714m after allowing for the increase to the Waste and Recycling budgets as approved by Strategy & Resources in April 2016 and carry forwards approved in June 2016. The original budget for the Community Services and Licensing committee was £6.564m.
5. This has subsequently been used as the base estimate for both 2016/17 revised and 2017/18 original estimates. The revised estimates incorporate changes arising from budget pressures and efficiency savings. The original budget approved in February 2016 has only changed as a result of items reported to the committee in budget monitoring reports.

6. The original estimate for Community Services & Licensing budget for 2017/18 is **£6.326m, a decrease of (£238k)** on the base budget. This is largely due to the following significant budget changes: technical adjustments of **£7k**, the removal the one-off 2016/17 budget proposals of **(£50k)**, pay inflation **£38k**, previous policy decisions of **(£49k)**, budget pressures of **£6k**, and budget and efficiency savings of **(£193k)**. Table 1 provides a summary of the changes to the 2016/17 and 2017/18 estimates, but does not include the effect of the budget proposal for Youth Strategy.
7. An updated estimate of the committee's budget will be presented to Strategy and Resources committee in January 2017. It has not been possible to reflect all the budget changes to the committee in this report due to the availability and timing of the information required. These will include:
- **Employer Pension contributions** – We are in the process of agreeing final assumptions and contribution rates with the actuary following the draft results of the 2016 Pension Fund Valuation. It is expected that the Primary rate will increase (being the amount the council contributes per employee as a percentage of Gross pay).
 - **Payroll Inflation** – Calculation of the impact of the Living Wage Foundation's recommended increase from £8.25 per hour to £8.45 on the committee's budgets.
 - **Multi-Service Contract** – The MTFP from February 2016 was prepared on the basis of an estimate of full year costs from 2017/18 onwards. These estimates had been prepared in October 2015, largely based on information and assumptions available at that time; these will require significant testing for robustness and need to be updated accordingly.

Table 1 – Summary of changes from the 2016/17 Original Budget

	2016/17 Original Estimate (£)000's	2016/17 Revised Estimate (£)000's	2017/18 Original Estimate (£)000's
Community Services & Licensing Committee			
[a] Original Budget	6,564	6,564	6,564
[a2] Restated Original Budget	6,564	6,564	6,564
[b1] 2014/15 Carry forwards		49	
[b2] Technical Adjustments			7
[c] Reversal of Prior-year Budget Proposals			(50)
[d] Pay Inflation 2017/18			39
[e] Price Inflation & Income Inflation			3
Base Budget	6,564	6,613	6,563
[f] Previous Policy Decisions			(49)
[g] Budget Pressures			6
[h] Efficiency Savings		(67)	(194)
[i] Pension Accounting Adjustment			
Net Service Revenue Expenditure Budget	6,564	6,546	6,326

(Table subject to rounding's)

Committee Service Area	2016/17 Original Estimate (£)000's	2016/17 Revised Estimate (£)000's	2017/18 Original Estimate (£)000's
Community Safety	265	276	263
Abandoned Vehicles	32	32	32
Careline Services	(9)	(9)	(9)
Neighbourhood Wardens	220	221	228
Car Parks Enforcement	111	111	121
Stroud and Dursley CCTV	43	43	43
Subtotal Community Safety	662	673	678
Hear by Right / Youth Services	89	102	39
Strategic Head (Customer Services)	195	195	148
Grants to Voluntary Organisations	370	370	370
Customer Service Centre	504	504	508
Homelessness	186	186	187
Homelessness Prevention	136	136	137
Housing Strategy	116	116	117
Private Housing	306	306	285
Subtotal Housing (General Fund)	744	744	725
Public Space Service	537	537	540
Cemeteries	133	133	133
Amenity Areas	170	170	170
Commons and Woodlands	14	14	14
Stratford Park Grounds Maintenance	223	223	223
Grassed Areas Contribution to HRA	171	171	171
Public Conveniences	273	273	273
Subtotal Public Spaces	1,520	1,520	1,523
Business Rate Collection	(78)	(82)	(81)
Council Tax Collection	518	479	482
Council Tax Support Admin	74	62	61
Rent Allowances and Rebates	(73)	(73)	(73)
Housing Benefit Administration	380	368	369
Subtotal Revenues and Benefits	821	755	758
Licensing	(30)	(30)	(29)
Museum in the Park	484	484	486
Subscription Rooms	296	296	298
Tourism	186	186	187
Subtotal Cultural Svcs - Arts and Culture	966	966	971
Health and Wellbeing	33	38	34
Sport and Health Development	149	166	148
Subtotal Cultural Svcs - Sport & Health Dev.	182	204	182
Dursley Pool and Sports Centre	257	257	168
Joint Use Sports Centres	124	125	125
Stratford Park Leisure Centre	162	162	162
Subtotal Cultural Svcs - Sports Centres	542	543	454
COMMUNITY SERVICES Total	6,564	6,546	6,326

8. Technical and Prior-year adjustments

b) The 2016/17 revised estimate includes budgets carried forward from 2015/16, as approved by Strategy and Resources on 15 June 2016 of **£49k**.

c) The following budgets have been amended reflecting the time-limited budget proposals from previous years:

- **Youth Strategy Work - £50k – removal**

d) For 2017/18, there is a technical adjustment of **£7k** to reflect the re-structure of the Community Safety and Facilities Service. This is a % re-apportionment of the salary budget that will now sit within Community Services; an overall saving has been identified to the Council.

9. Inflation

e) Pay Inflation

For 2017/18 salary budgets have been increased by an initial 1% in line with budget strategy.

f) Price inflation/Income inflation

A 2% increase on contract budgets has been added to allow for inflation and 3% on software licenses in line with the budget strategy.

Income from Fees and Charges has continued to be under pressure during 2016/17. The Budget Strategy report recommended that fees and charges for 2017/18 should be increased by 2% unless to do so would have a detrimental impact on the service. With these two issues in mind, a number of income targets have been revised slightly and the remaining income budgets have only been increased where it is considered achievable.

10. Previous Policy Decisions (2016/17 only)

Removal of budget for Interim Multi Service Contract Review Manager - (Post no longer in payroll establishment **£49k**).

11. Budget Pressures & efficiencies

Table 3 provides a detailed overview of the budget pressures and efficiencies for 2016/17 and 2017/18, which have been incorporated into the General Fund budget.

The council has been working on identifying savings for the Medium Term Financial Plan (MTFP) since July 2016 and these have been reviewed by Strategic Heads and Committee chairs and vice-chairs. Further consultation on the budget and efficiency savings took place with all committee members.

Table 3 – Budget Pressures and Efficiencies

Type	Budget	Reason for Budget Pressure or Efficiency Saving	2016/17 (£) 000's	2017/18 (£) 000's
ES	Business Rate Collection	Workforce Planning (Payroll review) - budget set in accordance with agreed establishment	(4)	(4)
ES	Council Tax	Workforce Planning (Payroll review) - budget set in accordance with agreed establishment	(48)	(54)
ES	Housing Benefit Admin	Workforce Planning (Payroll review) - budget set in accordance with agreed establishment	(15)	(15)
ES	Private Housing	Workforce Planning (Payroll review) - budget set in accordance with agreed establishment		(22)
ES	Sports & Health Development	Historic surplus salary budget removed		(1)
ES	The Pulse- Dursley	Increased budgeted income due to 'The Pulse' Dursley now fully operational		(91)
BP	Neighbourhood Wardens	Pension adjustment in line with Workforce Planning Review		6
ES	Rednock JUSC	Re-negotiated Premises Contact		(6)
PPD	Community Services	Previous Policy Decisions - Youth Strategy (£50K), Head of Cultural services (£48k)		(98)
Subtotal Community Services and Licensing Committee			(67)	(285)

12. Budget Proposal – Youth Work Strategy

A budget proposal of £60k was proposed by Community Services and Licensing committee at their meeting on 8th September 2016 when approving the Youth Work Strategy. The budget proposal would extend funding for a further 3 years (2017/18 to 2019/20) at an increased level of £60k per annum.

Given the level of budget and efficiency savings identified in the table above, one potential funding source would be to fund the budget proposal from these savings. (Permanent staff savings of £69k identified within the Revenue and Benefits Team could be reallocated to the Youth Work Strategy).

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES AND LICENSING
COMMITTEE

AGENDA
ITEM NO

7

8 DECEMBER 2016

Report Title	Report of the Task and Finish Group: Stroud District Council Taxi Fares
Purpose of Report	To consider recommendations by the Task and Finish Group regarding a proposal by Stroud Taxi Association to increase Stroud District taxi fares.
Decision(s)	The Committee RESOLVES: 1. That Stroud District taxi fares are not increased at the current time; 2. That the trade representatives be advised that the Committee will be content to consider another request for a review of the taxi fares in 12 months.
Consultation and Feedback	The Stroud Taxi Association proposal has been circulated to all Stroud licensed taxi and private hire drivers for comment prior to when the report went to Committee in September 2016.
Financial Implications and Risk Assessment	There are no Financial implications directly arising from this report. Adele Rudkin – Accountant Tel: 01453 754109 adele.rudkin@stroud.gov.uk
Legal Implications	The Committee was requested to consider the changes proposed by the Stroud Taxi Association to taxi charges at its last meeting. There is no requirement on the Committee to agree to the changes. If however, contrary to the recommendations of the Task and Finish Group which considered the proposals at the request of the Committee, the Committee resolves to make changes to the existing charges, the Council is required to advertise the changes and consider objections received. Karen Trickey, Legal Services Manager Tel: 01453 754369
Report Author	Rachel Andrew Principal Licensing Officer Tel: 01453 754401 licensing @stroud.gov.uk On behalf of Councillor Gordon Craig Chair of Task and Finish Group

1 Background

- 1.1 In June 2016 a request was made by Stroud Taxi Association to increase Stroud District taxi fares. The Association submitted a proposed revised version of the current fare card.
- 1.2 A report was put to Community Services and Licensing Committee on 7 September 2016. The report can be seen on Stroud District Council's web site through the following link.
https://www2.stroud.gov.uk/cmislive_public/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/252/Committee/3/Default.aspx
- 1.3 The report outlined the request and provided comparison tables with other Gloucestershire authorities. Representatives of Stroud Taxi Association attended the meeting and presented their case. At that meeting Committee resolved to set up a Task and Finish Group to put forward recommendations to Committee on 8 December 2016.

2 Task and Finish Group

- 2.1 The Task and Finish Group was made up of 4 Members of the Community Services and Licensing Committee and was chaired by Councillor Gordon Craig. Licensing Officers also attended the meetings. The Group met twice and considered the increased fares as proposed by Stroud Taxi Association. The group made the following observations.
 - a. At the last Committee meeting, Mr Day, representing the taxi trade, had said that costs such as insurance and maintaining vehicles had increased over the last 5 years. However fares had not.
 - b. When the Group compared the current fares in Stroud to the rest of Gloucestershire it showed that Stroud District's fares are already comparable or higher. In particular the Stroud fares are in line with South Gloucestershire who have reviewed their fares this year.
 - c. Mr Day told Committee that, as Stroud is a rural area, they have longer 'empty legs' between journeys compared to urban areas and this is the reason Stroud fares should be higher to cover the higher running costs.
 - d. Fares in other rural authorities such as the Cotswolds and the Forest of Dean are not as high as the Stroud Taxi Association proposal.
 - e. The proposal put forward by Stroud Taxi Association would make Stroud fares generally the highest in Gloucestershire.

- f. The Group did not feel there was justification at the current time for Stroud District fares being as high as those proposed by Stroud Taxi Association.
- h. The Group were mindful to recommend the following minor changes but, given that their implementation at this time would result in a cost for all vehicle owners associated with having the meters recalibrated, the Group suggests these are deferred for the time being but incorporated into any future proposal from the trade.
 - Rate 3 to run from 12 midnight till 6am instead of from 1am till 7am. This will better compensate drivers for late night work.
 - In recognition that pushchairs enable young people who have difficulty walking to get about in the same way as wheelchairs enable older people who have difficulty walking to get about the group believes the same rule should apply to both and there should be no extra charge for pushchairs.
- g. Some of the other Gloucestershire Councils have indicated that they may be increasing their fares over the next 12 months.
- h. It would be reasonable to consider another request for an increase in taxi fares in one year time.

2.2 The Task and Finish Group make the following recommendations:

- a. That the Stroud District taxi fares are not increased at the current time.
- b. Committee will consider a further request from the trade to increase fares after one year.

3 Conclusion

- 3.1 If Committee agree with the recommendation of the Task and Finish Group detailed in this report they should resolve that no changes are made to Stroud District taxi fares at the current time.

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES AND LICENSING
COMMITTEE

AGENDA
ITEM NO

8

8 DECEMBER 2016

Report Title	Taxi and Private Hire Policy Review 2016
Purpose of Report	To enable Committee to consider adopting proposed amendments to Stroud District Council's Taxi and Private Hire Policy and Conditions.
Decision(s)	The Committee RESOLVES: 1. To approve the recommendations in paragraph 4.3 of this report 2. From 1 April 2017, to adopt the Taxi and Private Hire Information, Policy and Conditions booklet (Appendix C of this report) as amended in accordance with this report.
Consultation and Feedback	All licensed taxi and private hire licence holders were sent a newsletter with details of the proposed amendments. Further, there was a formal consultation period between 22 August 2016 and 31 October 2016.
Financial Implications and Risk Assessment	There are no Financial implications directly arising from this report. Adele Rudkin – Accountant Tel: 01453 754109 adele.rudkin@stroud.gov.uk
Legal Implications	No significant legal implications to report. Karen Trickey, Legal Services Manager
Report Author	Rachel Andrew Principal Licensing Officer Tel: 01453 754401 licensing @stroud.gov.uk
Background Papers/ Appendices	Appendix A – Proposed Amendments Appendix B – Schedule of Consultation Responses and Recommendations Appendix C –Draft Revised Information Policy and Conditions Booklet

1 Background

1.1 Stroud District Council's 'Taxi and Private Hire Information, Policy and Conditions' is a booklet that contains Stroud District Council's policies on matters such as application requirements, vehicle conditions, relevance of convictions and dealing with enforcement and complaints. The current booklet was adopted in 2011.

2 Review of Policies and Conditions

2.1 The Licensing Section has reviewed the booklet and put forward a number of amendments to ensure that it is up to date with current national guidance and best practice. The aim is to protect the public by

ensuring that Stroud District taxi and private hire drivers, vehicles and operators are suitable and safe.

- 2.2 The proposed amendments put forward by the Licensing Section with the details and reasons are listed in Appendix A.

3 Consultation

- 3.1 The proposed amendments were put out for formal consultation between 22 August 2016 and 31 October 2016.

- 3.2 The details of the consultation have been available on Stroud District Council's website as well as a notice in Reception at Ebley Mill.

- 3.3 Links to the consultation webpage were circulated widely including to all Members, Town and Parish Councils, Police, Highways, Health and Wellbeing Partnership and Chambers of Trade.

- 3.4 A newsletter was sent to all taxi and private hire licence holders in August 2016 which explained about the review and included the proposed list of amendments and a comments form for making a response.

- 3.5 The Licensing Section received 44 responses to the consultation. Of those 33 were from the taxi and private hire trade (the consultation was sent to 215 taxi and private hire licence holders). Generally those that were not from the trade were in support of all the proposals. The taxi and private hire trade had mixed responses but a large proportion was mainly in support of most of the proposals.

- 3.6 The proposal that had the most comment was the introduction of an age policy for vehicles. The comments from the trade that responded on this topic were mixed with about 24% totally in favour and 21% totally against. 54% partially supported the proposal but added comments mainly about what age limits should be used for renewals and either for or against the proposed exemptions for elite and wheelchair accessible vehicles.

- 3.7 The other proposal that received varied comment was about CCTV cameras in vehicles. The proposal was that, in accordance with the information Commissioners Office, audio recordings should not be permitted. However a number of taxi drivers said they had experienced verbal and racial abuse from customers and so felt audio recordings should be permitted.

- 3.8 Appendix B shows a schedule of all consultation responses.

4 Recommendations Following Consultation

- 4.1 A Working Group made up of the Chair, Vice Chair and one other Member of Community Services and Licensing Committee met with Licensing Officers to consider the consultation responses and to make recommendations for Committee to consider.

- 4.2 Appendix B shows the recommendations of the Working Group and reasons.

4.3 The recommendations are as shown below:

	Summary of Proposal	Recommendation
1	Medicals To be completed by own GP or medical practice that has access to medical records. Current policy is any medical practitioner.	Adopt.
2	Driver Assessment Test New applicants to take the DVSA driving test. Current policy is County Council test NB – DVSA have since announced they will cease doing taxi tests. However other similar providers have come forward.	Amend proposal so that test is taken by a provider approved by Licensing Officers.
3	Knowledge Test Remove driven part of test. Currently test is two parts, multiple choice and a driven test with Officers	Adopt and add that the multiple choice part of the test is expanded.
4	Vehicle Age Policy New applications - vehicles must be no more than 5 years old Renewal applications - vehicles must be no more than 10 years old. Exemption for wheelchair accessible vehicles and elite vehicles in excellent condition. Currently there is no age limit.	Adopt.
5	CCTV Vehicles with CCTV must display a sign and not record audio conversations.	Amend proposal in line with London Taxi conditions that allow CCTV to make audio recording through a panic button if there is threat to an individual's safety.
6	Safeguarding Training. Must be taken by all new applicants within 12 months and within 2 years for existing drivers. NB Gloucestershire Safeguarding are going to be running a programme of training during 2017. There will be no cost to drivers. It is not known yet if the training will be provided after 2017.	Amend proposal so that training must be taken provided it is available and for existing drivers it must be taken within 1 year.
7	Tinted Windows Tinted film added onto windows after manufacture will not be permitted.	Adopt.
8	Criminal Convictions Policy Various amendments to current policy to make it more robust.	Adopt.

9	Enforcement and Complaints Policy New policy outlining process for dealing with complaints and breaches and provision for review of an existing licence by a panel made up of 3 members of the relevant committee.	Adopt.
10	Intended Use Policy Taxi licence holders to give commitment they will mainly operate from Stroud District rather than operating entirely outside of the district.	Adopt.
11	Other Comments Ban E cigarettes. Standard roof signs for taxis. Have a front plate on vehicles in addition to current back plate. Standard colour for taxis. Restrict number of taxi licences issued. Lack of wheelchair accessible taxis.	These are all matters that would need detailed consideration. If appropriate they could be put forward for a future review.

4.4 It is recommended that the adopted amendments come into force on 1 April 2017.

4.5 Appendix C is the draft revised 'Stroud District Council Information Policy and Conditions' Booklet which reflects the recommended amendments in this report and also has been updated to take account of any changes in legislation and other minor amendments since it was last adopted.

5 Conclusion

5.1 A number of proposed amendments to Stroud District's taxi and private hire policies and conditions have been consulted on and a range of comments received.

5.2 If Committee are satisfied with the recommendations put forward in this report they should adopt the draft revised 'Taxi and Private Hire Information, Policy and Conditions' booklet to come into effect from 1 April 2017