

Appendix A

Taxi Task and Finish Group 2024 - Terms of Reference

To be agreed and adopted at the first meeting.

Purpose and introduction

The Taxi Task and Finish Group will act as a cross party and non-decision making advisory body to the Community Service and Licensing Committee.

The purpose of the Task and Finish Group is to engage and consult with the taxi and private hire trade on the functions below. The group will then put forward recommendations to Community Services and Licensing Committee at its meeting in June 2024.

Functions

The Taxi Task and Finish Group will carry out the following functions:

1. Review Stroud District Council's Table of Taxi Fares
 - Meet with representatives of the taxi trade and invite them to put forward a proposed taxi fare increase for 2024
 - Agree a draft proposed increase
 - Consult with all taxi licence holders.
 - Report to Committee in June 2024 with a recommendation

2. Review Stroud District Council's Vehicle age policy on first licensing vehicles
 - Meet with representatives of the taxi trade to understand their concerns about Stroud licensed operators subcontracting work to Tewkesbury Borough Council operators which have a less restrictive age policy on first licensing.
 - Agree whether Stroud District Councils current policy needs any amendments
 - Report to Committee in June 2024 with a recommendation

Membership

The Taxi Task and Finish Group will comprise the following members:

- To be agreed at Community Services and Licensing Committee in March 2024

Officers on the Taxi Task and Finish Group will comprise:

- Rachel Andrew – Licensing Manager
- Sophia Rice – Senior Licensing Officer

Governance and Links

Parent Committee: Community Services and Licensing Committee

Lead authority: Stroud District Council

Input from Stroud District Council taxi and private hire licence holders

Confidentiality

The Taxi Task and Finish Group's meetings will be confidential, and all papers and minutes will be treated as exempt from publication unless there is agreement from a majority of the Taxi Task and Finish Group members to do so.

Meeting Frequency and Papers

- The Group will meet as required to enable the group to discuss and agree its recommendations to Community Services and Licensing Committee. It is anticipated that there will be at least three meetings before June 2024
- An agenda and supporting papers will be issued in a timely manner by the Licensing Officers, ideally one week in advance of the meeting.
- The meetings will be held online using Teams unless it is felt a face to face meeting is beneficial

Administration

The Task and Finish Group will be supported by the Licensing Officers who will circulate the agenda and supporting papers and take the notes and actions points of each meeting.

Review Date

These Terms of Reference were approved and adopted on XXXX

Review Date: XXXX