



Licensing Committee Wednesday, 12th October, 2011

Place: Council Chamber
Civic Offices, High Street, Epping

Time: 2.00 pm

Democratic Services Officer Gary Woodhall (The Office of the Chief Executive)
Tel: 01992 564470
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors R Morgan (Chairman), A Lion (Vice-Chairman), K Angold-Stephens, A Boyce, K Chana, D Dodeja, Mrs R Gadsby, L Leonard, Mrs M McEwen, W Pryor, Mrs M Sartin, Mrs P Smith, Mrs J Sutcliffe, D Wixley and G Waller

PLEASE NOTE THE START TIME OF THE MEETING

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive) To declare interests in any item on this agenda.

3. MINUTES OF THE LICENSING COMMITTEE (Pages 3 - 8)

To confirm the minutes of the Licensing Committee meeting held on 13 April 2011 (as attached).

4. MINUTES OF THE LICENSING SUB-COMMITTEES

Copies of the minutes from the Sub-Committee's meetings will be available for the relevant Chairmen to sign off.

5. LICENSING APPLICATIONS - LICENSING ACT 2003 AND GAMBLING ACT 2005 (Pages 9 - 10)

(Director of Corporate Support Services) To consider the attached report (LSC-003-2011/12).

6. HONEY LANE STREET TRADING CONSENT (Pages 11 - 14)

(Director of Corporate Support Services) To consider the attached report (LSC-001-2011/12).

7. REVIEW OF LICENSING CONDITIONS FOR TAXIS (Pages 15 - 58)

(Director of Corporate Support Services) To consider the attached report (LSC-002-2011/12).

8. PROPOSAL FOR TAXI RANKS WITHIN THE EPPING FOREST DISTRICT (Pages 59 - 60)

(Director of Corporate Support Services) To consider the attached report (LSC-004-2011/12).

9. TAXI WARDENS (Pages 61 - 62)

(Director of Corporate Support Services) To consider the attached report (LSC-005-2011/12).

10. REVIEW OF LICENSING SUB-COMMITTEE PROCEDURES

To review the proceedings of the Licensing Sub-Committee held during the preceding period and identify any problems of procedure, policy and organisation that have adversely affected the running of the meetings.

11. REVIEW OF CURRENT AND FUTURE TRAINING NEEDS FOR THE COMMITTEE

To highlight any further training considered necessary for the members tasked with discharging the Council's Licensing function.

12. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order (6) (non-executive bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks notice of non-urgent items is required.

13. DATE OF NEXT MEETING

The next meeting of the Licensing Committee has been scheduled for 11 April 2012 at 2.00pm in the Council Chamber.

EPHING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Licensing Committee **Date:** Wednesday, 13 April 2011

Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 2.00 - 3.16 pm

Members Present: Councillors Mrs P Brooks (Chairman), K Angold-Stephens, D Dodeja, J Knapman, L Leonard, B Rolfe, Mrs M Sartin and Mrs P Smith

Other Councillors:

Apologies: A Lion, K Chana, Mrs R Gadsby, Ms J Hedges, Mrs M McEwen, R Morgan and D Wixley

Officers Present: A Mitchell (Assistant Director (Legal)), K Tuckey (Senior Licensing Officer) and A Hendry (Democratic Services Officer)

16. Declarations of Interest

There were no declarations of interest pursuant to the Council's Code of Member Conduct.

17. Minutes of the Licensing Committee

RESOLVED:

That the minutes of the meeting held on 13 October 2010 be taken as read and signed by the Chairman as a correct record.

18. Minutes of the Licensing Sub-Committees

RESOLVED:

That the minutes of the following meetings of the Licensing Sub-Committee be taken as read and signed by their Chairmen as a correct record:

- (a) 5 October 2010;
- (b) 2 November 2010;
- (c) 7 December 2010;
- (d) 17 January 2011;
- (e) 1 February 2011; and
- (f) 1 March 2011.

19. Applications Received under the Licensing Act 2003

The Assistant Director (Legal Services) reported that in respect of Premises License Applications or Variations, there had been 6 new applications, 286 renewals, 39 Change of Designated Premises Supervisor applications, and variation received. Of these, 6 applications had been granted under delegated authority, whilst 1 had been considered by the Sub-Committee and granted subject to conditions. No application

had been revoked, 115 Temporary Event Notices had also been granted, and 35 Personal Licence applications had been received and granted under delegated authority. There had been no appeals to the Magistrates Court during the period.

In respect of the Gambling Act 2005, 3 club gaming permits had been granted, whilst 1 notifications had been received for two gaming machines.

RESOLVED:

That the report to the Licensing Committee regarding the applications received under both the Licensing Act 2003 and the Gambling Act 2005 be noted.

20. Licensing - Taxi Knowledge Procedure

The Committee agreed with the officer's recommendation, that it made more sense for an applicant for a taxi licence or a renewal to take the taxi knowledge test after a Licensing Sub-committee had considered their case.

RESOLVED:

That the Taxi Knowledge Test be undertaken only after the applicant had been considered by a Licensing Sub-Committee.

21. Licensing Pavement Licences

The Council had asked the Licensing Committee to review the issuing of Pavement Licences. This Committee had reviewed and recommended to the Council that the council issue licenses with standard conditions and that a fee of £250 per annum for premises with five or more tables or £150 per annum for premises with less than five tables be charged. However, on discussing this recommendation, the Council expressed some concerns as to the proposed levels of the fees and the report was referred back to the Licensing Committee.

The Committee noted the fees were set at the full recovery value. They were set this high because of the amount of work involved by officers. The procedures set out in the Act in regards to the granting of a licence and appeal procedures are time consuming and it would not be possible to accommodate this work within the licensing section without further assistance. The original report recommended a fee level that would cover staff and other costs. However, if the council decided not to issue licences for this, then it would have to be in accordance with its policy, with the policy being amended to reflect this.

The Committee were minded to support the recommendations not to issue pavement licences, but would like it kept under review, with the policy being reviewed after one year.

RESOLVED:

- (1) That the Licensing Committee recommends that the Council does not issue pavement licences; and
- (2) That this is kept under review for one year and a further report is brought back to the Licensing Committee in a year's time.

22. Sexual Entertainment venues and Sex Establishment Licensing Policy

The Committee noted that at its meeting on 13 October 2010, they considered the draft policy for the regulation of sex cinemas, sex shops and sexual entertainment venues and agreed that the draft policy should go out to consultation. Three replies were received.

Loughton Town Council along with Moreton, Bobbingworth and the Lavers Parish Council and Epping Town Council had made submissions to the consultation, but only Loughton Town Council suggested any amendments.

The first observation from the Town Council referred to the advertising requirements for the notice and the fact that it appears that a time limit had been omitted. In fact some additional words had been inserted and so paragraph 4.2, second sentence, should read:

“The notice shall be displayed for a period of 21 days beginning with the date the application was made”.

The Town Council had suggested an amendment to paragraph 8.1 of the policy so that the Authority when considering the application would not only look at the locality at the time of the application but should have regard to any outstanding/unexecuted planning application; for instance a for a school.

The Town Council had pointed out that paragraph 8.2 (c) and (f) are a duplication of the same point. And there were no specific conditions relating to Sex Cinemas.

Councillor Sartin pointed out that paragraph 1.3.2 needed the word ‘of’ added to it, so that it read “...will take account ‘of’ the legal...” this was agreed.

Councillor Sartin asked if CRB checks were carried out on all applicants and was assured that they were.

The Committee noted that officers would consult all places of worship within the area.

Councillor Knapman was concerned that under paragraph 8.2 the authority would have a general policy presumption against the granting of licences. The wording should be changed to make it more permissible, as opposed to being a general policy against granting.

Councillor Sartin proposed the following wording “The authority give strong consideration to the appropriateness to granting licences in our area” and this was agreed.

The Committee also agreed to remove the delegated authority from officers and wished each application to go to a sub-committee for a decision.

RESOLVED:

The Committee recommend to Council that:

1. That Council adopts the draft Sexual Entertainment Venues and Sex Establishment Licensing Policy with the appropriate amendments after consideration of representations received; and
2. The standard conditions set out in the Policy being imposed on the relevant licenses, unless the Licensing Sub-committee agree that they may be waived or varied in whole or in part, be agreed.

23. Taxi Quality Partnership Meeting

The Committee noted the report on the latest Taxi Quality Partnership meeting held on 2nd September 2010 and 4th April 2011. They noted that there were still some problems with the taxi rank at Loughton Station and that legal advice was currently being sought.

They also noted that the Licensing Service had been funded again this year and £1,000 was given to EFDC by Essex County Council QTP to supply booklets and maps for licensed drivers.

RESOLVED:

That the report on the Taxi Quality Partnership Meetings be noted.

24. Review of Licensing Conditions for Taxis

The Committee noted that a number of minor changes had been proposed after the officer review of the Licensing Conditions for Taxis. The Government are proposing to introduce a number of conditions for taxis and officers did not want to pre-empt this by suggesting any major changes.

It was noted that:

- Officers could ask for any unsuitable adverts placed on headrests to be removed;
- The Committee wanted the word 'regular' inserted instead of 'periodic' in paragraph two of the report;
- They would like the taxi operators to inform their customers by text of the charge for a journey and who would be picking them up. Officers did not want to put this in the conditions as it would cost the operators money to put in such a system but they were willing to make them aware of such a system and leave it up to them. Members agreed that they did not want to add to the operators costs at this time;
- The Committee debated the merits of using central locking and concluded that it was a balance between safety (if carrying Children for instance) and security (to stop people skipping out without paying); and
- The matter of lost property came up and members wished to add a condition that the operators contact the customer if lost property was found.

RESOLVED:

- (1) That the proposed changes to the Taxi Licensing Conditions be agreed; and
- (2) That a consultation exercise be carried out with members of the trade and interested parties.

25. Review of Licensing Sub-Committee Procedures

The Committee had nothing to raise about its current procedures.

26. Review of Current and Future Training Needs for the Committee

The Committee noted that there would be a two hour Licensing Training session to be held on Thursday, 26 May 2011, starting at 7.30pm. If members needed more information or could not make that date then one-to-one training could be arranged.

27. Matters Arising

There were no further matters arising for the Committee to consider in respect of the Council's Licensing function.

28. Date of Next Meeting

The Committee noted the date for the next meeting.

As this was the last meeting for the year the Chairman thanked members and officers for their hard work throughout the year. The Chairman, in her turn was thanked on behalf of the Committee for her work during the year.

CHAIRMAN

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Report to Full Licensing Committee

Report reference: LSC-003-2011/12.

Date of meeting: 12 October 2011.



**Epping Forest
District Council**

Subject: Licensing Statistics.

Responsible Officer: Kim Tuckey (01992 564034).

Democratic Services: Gary Woodhall (01992 564470).

Recommendations:

- (1) That members note the report of licensing applications received by the Council.**

Applications Received

1. Under the Licensing Act 2003 and the Gambling Act 2005, officers are required to report on numbers of applications received and the determinations of those applications. The following table outlines the applications received from 1 April 2011 to 27 September 2011.

Applications Received under the Licensing Act 2003

2. Premises licence applications/variations:

• Number of new applications	6
• Number of renewals	299
• Change of designated premises supervisor/variation	33
• Number of applications considered by the sub-committee	6
• Number of applications granted subject to conditions	6
• Number of applications refused	0
• Number of appeals to magistrates	0
• Number of revocations	0

3. Application received online- EU directive:

• Application received for Temporary Events	8
• Application for a riding school	0

4. Temporary event notices 191

5. Reviews:

• Application	0
• Reviews refused	0

6. Personal licence applications:

• Number if applications received	55
• Number of applications granted under delegated authority	55

- Number of applications refused 0
- Number of appeals to Magistrates 0

Gambling Act 2005

7. Betting office applications granted 0
8. Club gaming permit granted 1
9. Notifications for 2 gaming machines 5

Report to the Licensing Committee

Report Reference: LSC-001-2011/12.

Date of meeting: 12 October 2011.



**Epping Forest
District Council**

Subject: Honey Lane Street Trading Consent

Responsible Officer: Alison Mitchell (01992 564017).

Democratic Services: Gary Woodhall (01992 564470).

Decisions Required:

- 1. That the Committee recommends to the Council that the parts of Honey Lane, Waltham Abbey which are not between the motorway accesses should be designated as a consent street for street trading provided that no representations opposing the designation are received as a result of the statutory consultation; and**
- 2. If any representations opposing the designation are received then the proposed designation is referred back to the Licensing Committee for further consideration.**

Reasons for Proposed Decision:

To permit street trading to take place where no obstructions will be caused.

Other Options for Action:

Not to allow street trading on the whole or any other parts of Honey Lane.

Report:

- 1. Epping Forest District Council was approached by Waltham Abbey Town Council, requesting that length of Honey Lane, Waltham Abbey, Essex between the motorway access roads be designated as a prohibited street for the purpose of street trading. The area concerned is shown as an inset on the attached plan.**
- 2. The Licensing Committee on 15 April 2009 considered the request made by Waltham Abbey Town Council and it was decided that the Council would undertake the necessary consultation with a view to making the whole of Honey Lane, Waltham Abbey, Essex into a prohibited street for the purpose of street trading in accordance with the Local Government (Miscellaneous) Provisions Act 1982.**
- 3. On 14 October 2009, a resolution was passed making the whole of Honey Lane a Prohibited Street.**
- 4. The original request was made to the Council by the Waltham Abbey Town Council because of concerns as to the safety of the road between the motorway access roads.**
- 5. The Local Government (Miscellaneous Provisions) Act 1982 defines street trading as not only trading that takes place directly on a highway but also on areas to which the public has access. A public house has allowed a burger van to trade from its car park and enforcement action is being considered. The public house is not situated in the area between the two access roads and the burger van does not cause any obstructions. However, because Honey Lane is not a consent street the Council cannot give consent for it to be placed there. There may be similar businesses which are being prevented from trading in this way.**

6. The Licensing Committee is therefore asked to consider designating the parts of Honey Lane, other than the area between the two motorway accesses, as a consent street. Each application for a street trading consent will then be able to be considered on its individual merits.

Resource Implications:

It will be necessary to pay for the notices to be placed in the local papers. The cost will depend upon the size of the notice.

Legal and Governance Implications:

Street trading would be permitted on the regulated parts of Honey Lane.

Safer and Cleaner and Greener Implications:

None.

Consultation Undertaken:

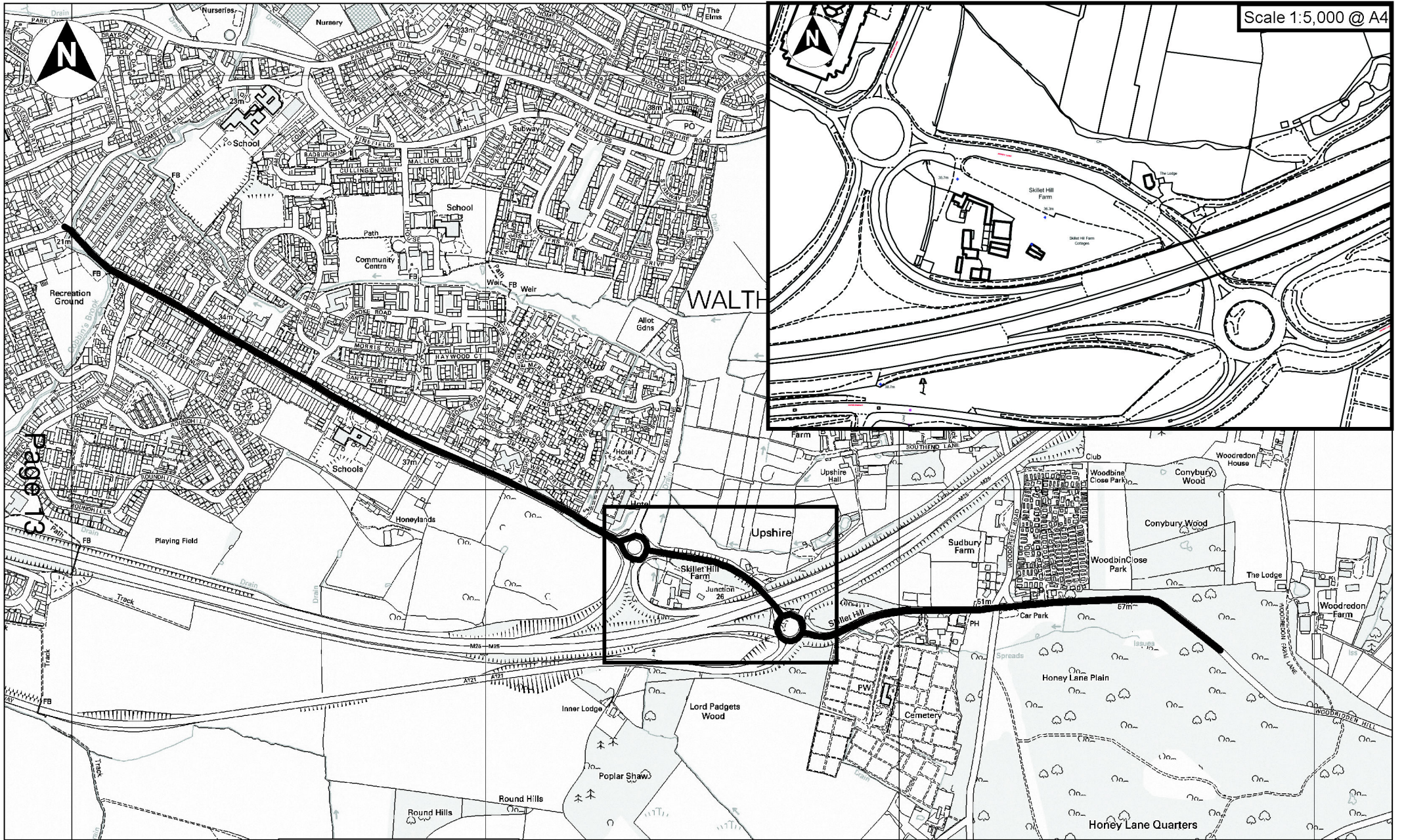
None.

Background Papers:

Agenda and Minutes of the Licensing Committee on 14 October 2010.

Impact Assessments:

Not Applicable.



**Epping Forest
District Council**

Directorate of Environment & Street Scene
Civic Offices
High Street
Epping, Essex,
CM16 4BZ
Tel. 01992 564000

Project

Drawing No.
201109019

Content

Honey Lane
Waltham Abbey

Date 27/09/11

Scale
1:12,000 @ A4

Drawn By
Robert Irwin

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Report to Licensing Committee

Report Reference: LSC-002-2011/12.

Date of meeting: 12 October 2011.



**Epping Forest
District Council**

Subject: Licensing Consultation

Responsible Officer: Kim Tuckey (01992 564034).

Democratic Services: Gary Woodhall (01992 564470).

Recommendations/Decisions Required:

- 1. To review the results of the licensing consultation;**
- 2. To adopt any changes to conditions which the Committee consider desirable;
and**
- 3. To consult on any major changes to the licensing conditions.**

Report:

1. At its last meeting on 13 April 2011 the Licensing Committee considered a report requesting that the licensing conditions be changed. The following suggestions were made:

(a) The following conditions be added for Hackney Carriage Drivers Licence and Private Hire Vehicle Driver's Licence:

- (i) a prohibition against using the central door locking system whilst carrying only Adults;
- (ii) the driver must not drive a vehicle unless the licence plate is displayed and is legible;
- (iii) the driver must not drive a vehicle unless he/she is satisfied that there is a current insurance policy;
- (iv) the driver must take reasonable precautions for the safety of passengers entering and leaving the vehicle and ensure that seat belts and child restraints are used;
- (v) if requested the driver must provide a receipt for a fare; and
- (vi) a driver must notify the Council of any medical condition that arises during the term of the licence which affects his/her ability to drive.

(b) The main changes for Hackney Carriage Vehicle Proprietors Licence and Private Hire Vehicle Licence would be:

- (i) a condition that the driver must submit his/her vehicle for inspection before the grant and renewal of the licence (this would happen in any event but it is included for the information of the applicants);
- (ii) the Advertising condition changed to allow advertising on the headrests as well as the side of the cars and to expand on the categories of advertising that the Council can ask to be removed; and

(iii) a requirement that the licence holder must notify the Council of any change of address.

(c) There were no substantive changes made to the Private Hire Vehicles Operators Licence.

2. The Licensing Committee resolved:

(1) That the proposed changes to the Taxi Licensing Conditions be agreed; and

(2) That a consultation exercise be carried out with members of the trade and interested parties.

3. A consultation exercise was carried out and a number of replies were received including suggestions for a more comprehensive change to the licensing conditions. Replies, copies of which are attached, were received from:

- Loughton Town Council;
- Andrew James of the Quality Taxi Partnership;
- Mr Sanu of the Epping Forest Taxi Association dated 6 July 2011 and 9 September 2011;
- Feedback from members - Members have indicated that they would like the condition requiring a driver to notify the Council of any offences especially driving offences made clearer;
- David Betteridge – a licensed taxi driver; and
- Mike Hobbs – Facilities Manager.

4. A copy of the current licence which incorporates the amendments agreed at the April Licensing Committee are attached together with a schedule which outlines the changes to the Licensing conditions suggested as a result of the consultation. Members are asked to consider and agree any changes suggested which they would consider would improve the licensing conditions.

HACKNEY CARRIAGE VEHICLE LICENCE CONDITIONS

Current Condition EFDC	Consultees' Suggestions	How Current Condition Would Change
<p>3 - <i>Window signs, as supplied by the Council, shall be displayed on each passenger window of the vehicle.</i></p>	<p>3 - <i>Facilities Manager</i></p> <p>The window signs, should they be in the rear windows only; the rear and passenger door window and in the case of 7 seaters in the rear 2 windows.</p>	<p>3 - Further window signs would be required at the back windows of 7 seater vehicles.</p>
<p>5 - <i>'A Hackney Carriage shall be required to display a roof sign capable of being illuminated, and showing to the front and rear the word "TAXI", the light for which can be extinguished when the vehicle is under hire. London style taxis with signs forming an integral part of the roof are exempt from the regulation.'</i></p>	<p>5 - <i>Epping Forest Taxi Association (EFTA)</i> Ambiguous wording – does not state anything about advertising on the roof signs; is this allowed?</p> <p>If it is allowed, what size should the advertisement be, and should the name of the office appear at the front or rear of the sign?</p> <p><i>Facilities Manager</i></p> <p>The roof signs "TAXI" it would appear that a majority of the roof signs only have TAXI on the front, as per the London taxis, on the rear they have the cab firm name or a telephone number. Is it fair to require the word "TAXI" on the rear as you would only flag a taxi from the front, also should there be a difference to the London taxis and others that are specifically built for taxis use i.e. Peugeot taxis.</p>	<p>5 -</p> <p>With regards to existing roof signs to allow them to remain unless they do not contain the word "Taxi"</p> <p>With regards to new licences issued to permit the word "Taxi" to be the only word at the front. To decide whether to permit the name and contact details of a company or driver to be on the front/rear of the sign for new vehicles being licensed.</p> <p>If so whether to restrict the size.</p>
<p>7(b) - <i>The centralised locking system should not be applied when carrying adult passengers.</i></p>	<p>7(b) - <i>Facilities Manager</i></p> <p>Centralised locking on most new cars and people carrier comes on automatically when the vehicle reaches a pre-set</p>	<p>7(b) -</p> <p>To remove this requirement</p> <p>If adopted this would also apply to Private Hire Vehicle Conditions.</p>

	<p>speed, which is usually between 5 - 20 MPH. This does not comply with this clause. If there is a requirement for centralised door locking not to be applied then the drivers will have to check whether the system can be isolated.</p> <p><i>Mr Betteridge</i> Makes the same comment about the more modern cars and London type taxis.</p>	
<p>7(e) -</p> <p><i>'Be capable of carrying a wheelchair in a reasonable manner.'</i></p>	<p>7(e) -</p> <p><i>EFTA</i> Ambiguous wording - all new Hackney carriage vehicles need to be capable of carrying a wheelchair? Or must there be a boot in which the wheelchair can be stored once folded up?</p>	<p>7(e) -</p> <p>The word 'reasonable' should be interpreted having consideration to the type of vehicle. If it is a saloon car then the boot would must be big enough</p> <p>To decide that all new vehicles should be capable of having a wheelchair side loaded. If so, this should go out to consultation.</p>
<p>7 (f) -</p> <p><i>The vehicle shall have a minimum headroom of five feet.</i></p>	<p>7 (f) -</p> <p><i>Facilities Manager</i> The minimum headroom of 5 feet, this is the height from the floor of the car to the underside of the roof, this is to allow a wheel chair including its occupant to be wheeled into the taxi. This is probably only possible in a London taxi or a purpose built or converted vehicle to facilitate a wheel chair plus occupant. It may be worth removing this clause.</p>	<p>7 (f) -</p> <p>To remove this condition and receive a report at the next Licensing Committee regarding the introduction of taxis suitable for use by people with disabilities.</p> <p>This would apply to Private Hire Vehicle conditions if adopted.</p>

<p>7 (i) – <i>A serviceable spare tyre or run flat type of tyre, jacking equipment and wheel brace.</i></p>	<p>7 (i) – <i>Facilities Manager</i> Concern has been raised regarding the use of run flat tyres, allowing the use of these tyres allows the driver to continue using the tyre for longer than specified by the manufacturer, even to the point of doing long journeys. I may be preferable to specify space saver tyres, which also require travelling at a slower speed, but are safer than a run flat which only designed to get the vehicle to the nearest garage.</p>	<p>7 (i) – The words “run – flat be deleted from this condition This would apply to Private Hire Vehicle conditions if adopted.</p>
<p>Vehicle Inspections -</p>	<p>Vehicle Inspections - <i>Facilities Manager</i> Vehicle Inspections. It is suggested that when a vehicle is failed and then is returned for a retest the vehicle should only have travelled a minimal distance i.e. 100 miles, to and from a place of repair. There have been a number of vehicle returned for retest with up to 2000 miles. If the allowed distance is exceeded then a full retest is carried out with the appropriate fee. It may be appropriate that the MOT certificate is valid for the period of the Hackney Carriage or Private Hire interim inspection report.</p>	<p>Vehicle Inspections - A new condition is included to reflect the concerns raised. This would apply to Private Hire Vehicle conditions if adopted. This may be difficult for the proprietors to arrange</p>
<p>9 + 10 – 9 – <i>‘If the vehicle is less than five years old the proprietor of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection</i></p>	<p>9 + 10 – <i>Quality Taxi Partnership</i> Para 9 states less than 5 years old, para 10 states more than five years – what if your vehicle is 5 years?</p>	<p>9 + 10 – Change para 9 to <i>‘If the vehicle is less than five years old ...’.</i></p>

<p><i>six months after the date when the licence is issued at premises that are approved by the Council.'</i></p> <p>10 – <i>'If the vehicle is over five years old the driver of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection every four months after the date that the licence was issued at premises that are approved by the Council.'</i></p>	<p>May be helpful to explain 'less than 5 years', or 60 months from date of first registration.</p>	<p>Change Para 10 to <i>'If the vehicle is five years old or over...'</i></p> <p>The same amendments should be made for the private hire vehicle licence.</p>
<p>16 –</p> <p><i>'A Non Halon Fire Extinguisher conforming to BS5423 shall be carried and be readily available for use.'</i></p> <p><i>First Aid Kit</i></p>	<p>16 –</p> <p><i>Essex Quality Partnership</i></p> <p>Essex County Fire & Rescue do not usually support the use of fire extinguishers – this should be checked as they will be able to advise on the most appropriate extinguisher (dry powder probably)</p> <p><i>Facilities Manager</i></p> <p>The requirement for a fire extinguisher or first aid kit has been removed from the London taxi on the ground of health and safety. There is a greater danger if the wrong fire extinguisher is used than evacuating the vehicle and waiting for the fire service.</p> <p><i>First Aid Kit</i></p> <p><i>Facilities Manager</i></p> <p>First aid kit used by unqualified people can lead to litigation.</p> <p><i>Loughton Town Council</i></p> <p>Members have recommended that there be a requirement to carry a first aid kit and for the drivers to complete a training course</p>	<p>16 –</p> <p>This requirement should be deleted.</p> <p>This would apply to Private Hire Vehicle conditions if adopted.</p> <p><i>First Aid Kit</i></p> <p>This could open the drivers up to potential litigation.</p>

<i>Tinted windows</i>	<i>Tinted windows</i> Quality Taxi Partnership Suggests that the Council includes a condition relating to tinted windows as follows: <i>'Tinted windows will not be permitted without the prior approval of the licensing authority.'</i>	<i>Tinted windows</i> Include this in the Hackney Carriage and private Hire Vehicle conditions for new vehicles being licenced.
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HACKNEY CARRIAGE DRIVER'S LICENCE CONDITIONS

<i>Current Condition EFDC</i>	<i>Consultees' Suggestions</i>	<i>How Current Condition Would Change</i>
8 - <i>Drivers Badges</i> A driver shall, at all times, display his badge so that it is clearly visible.	8 - <i>Mr. Betteridge</i> Mr Betteridge has noted that drivers are no longer required to wear their badges but to display them in the vehicle.	8 - This is the Council's standard condition both for Hackney Carriage and Private Hire.
21 - <i>'Any driver of a licensed vehicle which has been hired by or for a disabled person with their guide, hearing or prescribed assistance dog, or a person who wishes such a person to accompany him or her in the vehicle will have a duty to: -</i> <i>a. convey the disabled passenger's dog and allow it to remain with the passenger; and</i> <i>b. not make any additional charge for doing so.</i> <i>An assistance dog is defined by regulations as a dog</i>	21 - <i>Quality Taxi Partnership</i> Suggests removal of the word 'yellow' in relation to the dogs' jackets as some assistance dogs such as hearing assistance dogs have jackets of a different colour i.e. dark.	21 - 21.1 A driver of a licensed vehicle is required to carry the following assistant dogs free of charge, unless the driver has a proven medical conditions that would preclude such actions: 21.1.1 guide dogs for the blind 21.1.2 hearing dogs 21.1.3 dogs for the disabled 21.1.4 support dogs (e.g. epilepsy) 21.2 All assistant dogs can

<p><i>which is trained by a specified charity i.e. "Dogs for the Disabled", "Support Dogs" or "Canine Partners for Independence", to assist a disabled person with physical impairment and which at the time that its owner hires a taxi is wearing a yellow jacket inscribed with the name of a charity.'</i></p>		<p>be identified usually by their harness or their identification coat.</p> <p>The same amendments should be made for the private hire vehicle driver's licence.</p>
<p>27 –</p> <p><i>'A driver shall not leave his Hackney Carriage unattended in a public place, the Police being authorised to tow it away under such circumstances.'</i></p>	<p>27 –</p> <p><i>Mr Betteridge</i></p> <p>This condition needs further explanation – taken literally it appears to mean that a taxi driver can only park his car on his own private driveway, and for the remaining time has to stay in his vehicle and not park in regulated spots on public roads within the parking regulations.</p> <p>Also, taken literally, this could mean that drivers cannot stop for coffee/toilet/lunch breaks.</p> <p>Police already have the right to tow a car if it is parked illegally.</p> <p>Perhaps provide taxi ranks at the other entrance to the station.</p>	<p>27 –</p> <p>The condition needs to be clarified as to what it actually means for drivers. It could be amended so prevent a driver parking the vehicle in an area where parking is not permitted.</p>
<p>30, 31 + 32 –</p> <p><i>'30. In the event that a Licence holder is charged or summoned for any alleged criminal offence, then he/she shall within seven days of being charged or on receipt of the summons (as the case may be) report the fact, in writing, to the Licensing authority, giving particulars of each alleged offence and in which court</i></p>	<p>30, 31 + 32 –</p> <p><i>MEMBERS</i></p> <p>Members have indicated that they would like the condition requiring a driver to notify the Council of any offences especially driving offences made clearer.</p>	<p>30, 31 + 32 –</p> <p>The new suggested changes to the Hackney Carriage and Private Hire drivers licence should meet these concerns.</p>

<p><i>the proceedings are pending.</i></p> <p>31. In the event that a licence holder is convicted of any criminal offence, or has an official caution administered, he/she shall within seven days of such conviction report such conviction in writing to the Council, and give particulars of each conviction and any penalty points imposed in respect of it. All driving offences shall be reported to the Council (this also includes a totting up of points.)</p> <p>32. Following any conviction or the issue of a fixed penalty notice which results in penalty points being endorsed on the Licence holder's DVLA driving licence, that Licence must be produced to the Council within seven working days of its return from the DVLA or a Court or a Fixed Penalty Office, following the endorsement of the offence thereon.'</p>		
<p>Additional -</p> <p>N/A</p>	<p>Additional -</p> <p><i>Quality Taxi Partnership</i> No mention of carriage of wheelchair at no additional cost.</p>	<p>Additional -</p> <p>Add in a condition to the effect of the driver not charging any extra for the carriage of a wheelchair, and perhaps displaying a sign to this effect.</p>
<p><i>Trailers and Roof Boxes</i></p>	<p><i>Trailers and Roof Boxes</i> <i>Quality Taxi Partnership</i></p> <p><i>Suggest that the following clauses be added to the licence conditions.</i> <i>'A driver of a licensed hackney carriage vehicle will be permitted to tow a</i></p>	<p><i>Trailers and Roof Boxes</i></p> <p><i>If the committee accept this suggested addition to the licence conditions then the same addition would be required for a private hire driver's licence.</i></p>

	<p>trailer provided that: -</p> <p>the trailer complies with all legal requirements</p> <p>He/she holds the appropriate category on his/her DVLA driving licence, which must be produced to the Council.</p> <p>A driver of a licensed hackney carriage vehicle will not be permitted to carry any form of roof box or luggage on the roof of the vehicle.</p>	
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PRIVATE HIRE VEHICLE LICENCE CONDITIONS

Current Condition EFDC	Consultees' Suggestions	How Current Condition Would Change
<p>9 + 10 –</p> <p>9 – <i>'If the vehicle is less than five years old the proprietor of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection six months after the date when the licence is issued at premises that are approved by the Council.'</i></p> <p>10 – <i>'If the vehicle is over five years old the driver of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection every four months after the date that the licence was issued at premises that are approved by the Council.'</i></p>	<p>9 + 10 –</p> <p><i>Quality Taxi Partnership</i> Para 9 states less than 5 years old, para 10 states more than five years – what if your vehicle is 5 years?</p> <p>May be helpful to explain 'less than 5 years', or 60 months from date of first registration.</p>	<p>9 + 10 –</p> <p>Change para 9 to <i>'If the vehicle is less than five years old ...'</i>.</p>

<p>16 –</p> <p><i>‘A Non Halon Fire Extinguisher conforming to BS5423 shall be carried and be readily available for use.’</i></p>	<p>16 –</p> <p><i>Quality Taxi Partnership</i> Essex County Fire & Rescue do not usually support the use of fire extinguishers – this should be checked as they will be able to advise on the most appropriate extinguisher (dry powder probably).</p> <p>If the vehicle is fitted with a mechanical lift an additional fire extinguisher is normally required to be located by the lift and accessible from the road or pavement when the lift is in operation – this should be checked with Essex County Fire & Rescue.</p>	<p>16 –</p> <p>The type of extinguisher(s) should be altered depending on the advice received from Essex County Fire & Rescue.</p>
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PRIVATE HIRE DRIVER'S LICENCE CONDITIONS

<i>Current Condition</i>	<i>Consultees' Suggestions</i>	<i>How Current Condition Would Change</i>
<p>21 –</p> <p><i>‘Any driver of a licensed vehicle which has been hired by or for a disabled person with their guide, hearing or prescribed assistance dog, or a person who wishes such a person to accompany him or her in the vehicle will have a duty to: -</i></p> <p style="padding-left: 40px;"><i>c. convey the disabled passenger's dog and allow it to remain with the passenger; and</i></p> <p style="padding-left: 40px;"><i>d. not make any additional charge for doing so.</i></p> <p><i>An assistance dog is defined</i></p>	<p>21 –</p> <p><i>Quality Taxi Partnership</i> Suggests removal of the word ‘yellow’ in relation to the dogs’ jackets as some assistance dogs such as hearing assistance dogs have jackets of a different colour i.e. dark.</p>	<p>21 –</p> <p>The same suggested amendment should be made as for the Hackney Carriage Driver’s licence.</p>

<p><i>by regulations as a dog which is trained by a specified charity i.e. "Dogs for the Disabled", "Support Dogs" or "Canine Partners for Independence", to assist a disabled person with physical impairment and which at the time that its owner hires a taxi is wearing a yellow jacket inscribed with the name of a charity.'</i></p>		
<p>27 – <i>A driver shall not leave his Private Hire Vehicle unattended in a public place, the Police being authorised to tow it away under such circumstances.</i></p>	<p>27 <i>Mr Betteridge-</i> This should be clarified</p>	<p>27 – Agreed. This should be amended so that drivers should not leave the vehicle in an area where parking is prohibited.</p>
<p>Additional – N/A</p>	<p>Additional – Quality Taxi Partnership No mention of carriage of wheelchair at no additional cost.</p>	<p>Additional – Add in a condition to the effect of the driver not charging any extra for the carriage of a wheelchair, and perhaps displaying a sign to this effect.</p>

PRIVATE HIRE OPERATOR LICENCE CONDITIONS

No alterations suggested.

OTHER ISSUES RAISED

<p><i>Fare Tariffs and meters</i></p> <p><i>Facilities Manager</i> Should a scale of tariffs be display and readable by passenger at all times</p> <p><i>EFTA</i> The EFTA have asked for meters to be installed.</p>	<p><i>Fare Tariffs</i></p> <p>If members wish to introduce a fare tariff or meters this should be the subject of consultation and a report with costings prepared for the next Licensing Committee.</p>
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<p><i>CRB Checks for Drivers</i></p> <p><i>Loughton Town Council</i></p> <p>The Town Council have asked for Criminal Records Bureau checks to be made</p>	<p>These are carried out</p>
<p><i>Taxi Ranks</i></p> <p><i>EFTA</i></p> <p>Taxi ranks are a key issue</p> <p><i>Mr Betteridge</i></p> <p>Suggests a rank in Victoria Road</p>	<p>A separate report has been prepared,</p>
<p><i>Knowledge Test</i></p> <p><i>EFTA</i></p> <p>The knowledge test should be made more difficult.</p>	<p>The knowledge test is not routinely passed by applicants on the first occasion. The purpose is to improve the standard of drivers not to prevent applicants passing. However, all processes can be improved and Mr. Sanu has been invited to take the test and suggest relevant questions.</p>

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>>> "Andrew James Transport Development Officer" <Andrew.James@essex.gov.uk>
05/18 9:25 am >>>

Herewith my observations -

HACKNEY CARRIAGE VEHICLE LICENCE CONDITIONS:

Para 9

States less than five years

Para 10

Over five years

What if your vehicle is five years - therefore it might be helpful if you explain less than five years or 60months from date of first registration.

Para 16

You may wish to check with Essex County Fire & Rescue they normally do not support the use of fire extinguishers. Darren Martin tel: 07908 462514 or darren.martin@essex-fire.gov.uk and if would be able to suggest the most appropriate extinguisher (which I think is dry powder).

PHV VEHICLE LICENCE CONDITIONS:

Para 9 and 10 as above

Para 16

As above

If the vehicle is fitted with a mechanical lift an additional fire extinguisher is normally required to be located by the lift and accessible from the road or pavement when the lift is in operation. Darren can probably confirm this.

PRIVATE HIRE OPERATOR LICENCE CONDITIONS

No additional comment

HACKNEY CARRIAGE DRIVERS LICENCE CONDITIONS

Para 21

Suggest remove 'yellow' Some assistance dogs such as hearing have dark red jackets - <http://www.hearingdogs.org.uk/>

No mention of carriage of wheelchair at no additional cost

PRIVATE HIRE DRIVERS LICENCE CONDITIONS

Para 21 as above

No mention of carriage of wheelchair at no additional cost

I have attached a copy of -

Thurrock Hackney conditions that I think you will find helpful and

Basildon conditions which is one document and also includes - Tinted windows and trailers and more..

regards

Andrew James

Passenger Transport Strategy Officer

Passenger Transport

Essex County Council | telephone: 01245 436171

| extension: 30171 | email: andrew.james@essex.gov.uk

EssexWorks

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-----Original Message-----

HACKNEY CARRIAGE DRIVER'S LICENCE CONDITIONS (These will form part of the Knowledge Test)

Epping Forest District Council is the licensing authority in respect of Hackney Carriages. On granting a licence it will impose the following conditions which it considers are reasonably necessary for the regulation of hackney carriages and drivers in its district. All applications that fall outside these conditions will be referred to the licensing sub-committee for determination and may incur additional costs to be paid by the applicant.

Conduct of Driver

1. The licence holder shall not permit any person to drive a vehicle licensed as a Hackney Carriage without a Hackney Carriage Driver's Licence. The license holder shall require the driver to produce that Licence for examination by the proprietor of the vehicle, both at the commencement of his/her employment and immediately after its renewal.
2. The driver must:
 - (a) be clean, respectable and act with civility towards every person travelling in the vehicle and shall comply with their reasonable requirements;

NB. Minimum standards of dress prohibit the wearing of vests or singlets. Shorts may be worn only if properly tailored and of sufficient length when the driver is seated as not to offend against decency;
 - (b) not smoke in the vehicle at any time even when the vehicle has no passengers;
 - (c) take all reasonable precautions to ensure the safety of persons travelling in or alighting from such vehicles;
 - (d) not apply the centralised locking system when carrying adult passengers.
3. If a driver carries a hirer to a certain place and the hirer asks the driver to wait, the driver may ask for his/her fare for driving there and ask also for a deposit against the waiting time. After accepting such a deposit, the driver shall not drive away without the consent of the hirer.
4. The driver of a Hackney Carriage who shall have agreed or shall have been hired to be in attendance with the vehicle at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such vehicle at the appointed time and place.
5. When picking up the hirer, the driver shall make his/her presence known in person and shall not attract the hirer's attention by sounding the car horn, shouting or making any other disturbing noise.
6. The driver of a Hackney Carriage, when hired to drive to any particular destination shall, subject to any directions given by the hirer, proceed to that destination by the shortest available route.
7. The driver shall not drive a vehicle that is a Hackney Carriage unless it is properly displaying the licence plate and it is clear and legible and all times.

Badges

8. A driver shall, at all times, display his/her badge so that it is clearly visible.

9. The driver will return their badges to the Licensing Section upon the expiry, revocation or suspension of their licence.
10. After the expiry date shown on any drivers licence that is no longer valid any badge must be returned to the Licensing Section immediately.
11. A Licence holder, on changing his/her address shall notify the Council of such a change within seven days.

Insurance /MOT/ Licence.

12. The driver is responsible for ensuring that any vehicle in his/her charge is insured for use as a Hackney Carriage.
13. The appropriate MOT Certificate and insurance documents covering the use of that vehicle and driver shall be produced within seven days when required by the Council. A copy of these documents shall also be carried on the vehicle and must be produced on request by an authorised officer of the Council or a police officer.
14. The driver of a Hackney Carriage shall produce his/her Licence on request for inspection by an authorised officer of the Council, or any police officer

Passengers and Luggage

15. A driver shall not carry or permit to be carried in his vehicle any greater number of persons than the number specified in the licence issued to that particular vehicle and must not refuse to carry fewer persons than the number marked on the plate.
16. Once a Hackney Carriage has been hired, a driver shall not carry anyone else during that hire, without the CONSENT of the first hirer.
17. Adequate luggage facilities must be provided, ensuring its safety and the driver shall, when requested by the hirer:
 - (a) afford reasonable assistance in loading and unloading such luggage;
 - (b) afford reasonable assistance in removing such luggage to or from the entrance of any building, station or place at which he/she may take up or set down such person;
18. A driver must take reasonable precautions to ensure the safety of persons entering or alighting from the vehicle and also to ensure that the relevant legislation regarding seat belts and child restraints are complied with.

Lost Property

19. The driver of a Hackney Carriage shall immediately after the termination of the hiring search the vehicle for any property, which may have been accidentally left therein. The driver shall on finding such property, carry it as soon as possible and in any case within 24 hours, to his/her operator. If the driver has no operator then the matter must be reported to the nearest Police Station as soon as possible and in any case within 24 hours of the finding.

Animals

20. Any animal belonging to or in the custody of any passenger can be conveyed in a licensed vehicle at the driver's discretion.

21. Any driver of a licensed vehicle which has been hired by or for a disabled person with their guide, hearing or prescribed assistance dog, or a person who wishes such a person to accompany him or her in the vehicle will have a duty to:-
 - (a) convey the disabled passenger's dog and allow it to remain with the passenger; and
 - (b) not make any additional charge for doing so.

An assistance dog is defined by regulations as a dog which is trained by a specified charity i.e. "Dogs for the disabled", "Support Dogs" or "Canine Partners for Independence", to assist a disabled person with physical impairment and which at the time that its owner hires a taxi is wearing a yellow jacket inscribed with the name of a charity.

22. A driver shall only be exempt from condition 21 on medical grounds and on having obtained an exemption notice from the Council. The notice of exemption shall be displayed in a prominent position.

Fares

23. The driver shall not demand from the hirer a fare in excess of any previously agreed fare for that hiring.
24. Where a tariff is enforced, a tariff card shall be displayed on the inside of the vehicle in such a position as to be plainly visible to persons travelling in the vehicle.
25. If requested, the driver shall provide the hirer with a written receipt for the fare paid.

Use of Hackney Carriage

26. No driver, licensed or otherwise, shall act as a Hackney Carriage driver without the consent of the owner of the Hackney Carriage.
27. A driver shall not leave his Hackney Carriage unattended in a public place, the Police being authorised to tow it away under such circumstances.
28. A driver shall not obstruct or hinder another Hackney Carriage driver in any way.

Medical Conditions

29. The driver shall notify the Council in writing of any medical condition that arises after the issue of the licence that may affect their ability to drive safely.

Criminal Convictions

30. In the event that a Licence holder is charged or summoned for any alleged criminal offence, then he/she shall within seven days of being charged or on receipt of the summons (as the case may be) report the fact, in writing, to the Licensing authority, giving particulars of each alleged offence and in which court the proceedings are pending.
31. In the event that a licence holder is convicted of any criminal offence, or has an official caution administered, he/she shall within seven days of such conviction report such conviction in writing to the Council, and give particulars of each conviction and any penalty points imposed in respect of it. **All driving offences shall be reported to the Council (this also includes a totting up of points.)**

32. Following any conviction or the issue of a fixed penalty notice which results in penalty points being endorsed on the Licence holder's DVLA driving licence, that Licence must be produced to the Council within seven working days of its return from the DVLA or a Court or a Fixed Penalty Office, following the endorsement of the offence thereon.

Failure to comply with any of the conditions will result in a referral to the appropriate officer of the Council or to the Licensing Sub Committee for consideration of suspension or revocation of licence.

LICENSING/WEBSITE/NEW TAXI LICENCE FORMS 2011/HACKNEY CARRIAGE DRIVERS LICENCE CONDITIONS

HACKNEY CARRIAGE VEHICLE LICENCE CONDITIONS **(Will form part of the Knowledge Test)**

Epping Forest District Council is the licensing authority in respect of Hackney Carriages. On granting a licence it will impose the following conditions which it considers are reasonably necessary for the regulation of hackney carriages in its district. All applications that fall outside these conditions will be referred to the Licensing Sub-Committee for determination and may incur additional costs to be paid by the applicant.

VEHICLE LICENCE

Term of Licence

1. A Hackney Carriage Vehicle Licence shall be renewed annually unless the Council has agreed a shorter term.

Signs

2. A plate, bearing the number of the licence and the number of passengers for which the vehicle is licensed, shall be displayed in a vertical position, and fixed firmly to the outside of the vehicle close to the rear number plate. The vehicle shall not be used to convey a greater number of passengers than shown on the plate and licence. The plate must be returned to the Council on termination of the licence.
3. Window signs, as supplied by the Council, shall be displayed on each passenger window of the vehicle.
4. A licence holder shall not, and must ensure that the driver does not conceal from public view or deface the Hackney Carriage plate. The plate must be kept clean.
5. A Hackney Carriage shall display a roof sign capable of being illuminated, and showing to the front and rear the word "TAXI", the light for which can be extinguished when the vehicle is under hire. London style taxis with signs forming an integral part of the roof are exempt from the regulation.
6. The trade name, address and telephone number of the operator may be displayed on the doors of the vehicle and/or on a maximum three inches depth advertisement panel in the rear window in a position not restricting rearward vision.

Vehicle Specification

7. All vehicles shall be in satisfactory mechanical order and body condition and in operational order in every respect. Vehicles shall have:
 - (a) A minimum of four doors, each adjacent to a seat and capable of being opened from the inside of the vehicle. All vehicle doors must be either front hinged or sliding.
 - (b) The centralised locking system should not be applied when carrying adult passengers.
 - (c) Seats with a minimum width of not less than 43cm per person.
 - (d) Accommodation for not less than four passengers.
 - (e) Be capable of carrying a wheelchair in a reasonable manner.

- (f) The vehicle shall have a minimum headroom of five feet.
- (g) An adequate heating system for the passengers.
- (h) Internal panelling or trimmed with such materials as would be suitable for passenger comfort and sound insulation.
- (i) A serviceable spare tyre or run flat type of tyre, jacking equipment and wheel brace.
- (j) Adequate luggage facilities and either have a separate luggage compartment or a fixed screen (of sufficient construction to protect passengers from injury from items in the luggage compartment) between the rear seat and the luggage compartment which shall be kept in position at all times. This condition shall not apply to people carriers or multi purposes vehicles.
- (k) Be equipped with fully functional nearside and offside exterior rear view mirrors.
- (l) The vehicle should not be driven unless the driver's badge is clearly displayed.

Vehicle Inspections

- 8. The proprietor shall submit the vehicle for inspection on first application for a licence and for every renewal.
- 9. If the vehicle is less than five years old the proprietor of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection six months after the date when the licence is issued at premises that are approved by the Council.
- 10. If the vehicle is over five years old the driver of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection every four months after the date that the licence was issued at premises that are approved by the Council.
- 11. The Council may require a vehicle to be inspected at any other time.
- 12. The interim inspection reports must be submitted when renewing the vehicle licence.

Accidents

- 13. Without prejudice to any statutory duty imposed under the Road Traffic Acts, the proprietor of a Hackney Carriage shall report to the Council as soon as reasonably practicable, and in any case within seventy two hours of the occurrence of any accident causing damage which materially affects the safety, performance or appearance of the vehicle, or the comfort or convenience of persons carried in the vehicle. The licence holder must present the vehicle for inspection immediately if required by the Council. In the event that the vehicle fails an examination for serious body damage or mechanical defects it shall be subject to prohibition by written notice for use as a Hackney Carriage, until such time as the defect has been corrected to the satisfaction of the Council.

Advertising

14. Third party advertising is permitted on the doors and internally on the back of the seat headrests subject to the Council retaining the right to request removal of any particular advertisement that is considered offensive, harmful to health or considered unsuitable.

Condition of the Vehicle

15. The inside and outside of a Hackney Carriage vehicle shall be kept clean and free from damage, well maintained and in every way fit for public service.

Safety Equipment.

16. A Non Halon Fire Extinguisher conforming to BS5423 shall be carried and be readily available for use.

Change of Address

17. The proprietor shall notify the Senior Licensing Officer in writing of any change of address during the licensing period within seven days of such change taking place.

Failure to comply with any of the conditions will result in a referral to Licensing Sub Committee for consideration of suspension or revocation of licence.

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PRIVATE HIRE DRIVER'S LICENCE CONDITIONS (Will form part of the Knowledge Test)

Epping Forest District Council is the licensing authority in respect of Private Hire Driver's licences. On granting a licence it will impose the following conditions which it considers are reasonably necessary for the regulation of Private Hire Vehicles in its district. All applications that fall outside these conditions will be referred to the Licensing Sub-Committee for determination and may incur additional costs to be paid by the applicant.

Conduct of Driver

1. No person shall drive a vehicle licensed as a Private Hire Vehicle without a Private Hire Vehicle Driver's Licence which must be renewed annually. The holder shall also produce that licence for examination by the proprietor of the vehicle, both at the commencement of his/her employment and immediately after its renewal.
2. The driver must:
 - (a) be clean, respectable and act with civility towards every person travelling in the vehicle and shall comply with their reasonable requirements;

NB. Minimum standards of dress prohibit the wearing of vests or singlets. Shorts may be worn only if properly tailored and of sufficient length when the driver is seated as not to offend against decency.

 - (b) not smoke in the vehicle at any time even when the vehicle has no passengers;
 - (c) take all reasonable precautions to ensure the safety of persons travelling in or alighting from such vehicles.;
 - (d) not to apply the centralised locking system when carrying adult passengers.
3. If a driver carries a hirer to a certain place and the hirer asks the driver to wait, the driver may ask for his/her fare for driving there and ask also for a deposit against the waiting time. After accepting such a deposit, the driver shall not drive away without the consent of the hirer.
4. The driver of a Private Hire Vehicle who shall have agreed or shall have been hired to be in attendance with the vehicle at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such vehicle at the appointed time and place.
5. When picking up the hirer, the driver shall make his/her presence known in person and shall not attract the hirer's attention by sounding the car horn, shouting or making any other disturbing noise.
6. The driver of a Private Hire Vehicle, when hired to drive to any particular destination shall, subject to any directions given by the hirer, proceed to that destination by the shortest available route.
7. The driver shall not drive a vehicle that is a Private Hire Vehicle unless it is displaying a licence plate and it is clear and legible at all times.

Badges

8. A driver shall, at all times, display his badge so that it is clearly visible.
9. The driver will return their badges to the Licensing Section upon the expiry, revocation or suspension of their licence.
10. After the expiry date shown on any drivers licence that is no longer valid any badge must be returned to the Licensing Section immediately.

11. A licence holder, on changing his/her address shall notify the Council of such a change within seven days.

Insurance /MOT/ Licence.

12. The driver is responsible for ensuring that any vehicle in his/her charge is insured for use as a Private Hire Vehicle.
13. The appropriate MOT Certificate and insurance documents covering the use of that vehicle and driver shall be produced within seven days when required by the Council. A copy of these documents shall also be carried on the vehicle and must be produced on request by an authorised officer of the Council or a police officer.
14. The driver of a Private Hire Vehicle shall produce his/her licence on request for inspection by an authorised officer of the Council, or any police officer.

Passengers and Luggage

15. A driver shall not carry or permit to be carried in his/her vehicle any greater number of persons than the number specified in the licence issued to that particular vehicle and must not refuse to carry fewer persons than the number marked on the plate
16. Once a Private Hire Vehicle has been hired, a driver shall not carry anyone else during that hire, without the CONSENT of the first hirer.
17. Adequate luggage facilities must be provided, ensuring its safety and the driver shall, when requested by the hirer:
 - (a) afford reasonable assistance in loading and unloading such luggage;
 - (b) afford reasonable assistance in removing such luggage to or from the entrance of any building, station or place at which he/she may take up or set down such person.
18. A driver must take reasonable precautions to ensure the safety of persons entering or alighting from the vehicle and also ensure that the relevant legislation regarding seat belts and child restraints are complied with.

Lost Property

19. The driver of a Private Hire Vehicle shall immediately after the termination of the hiring search the vehicle for any property, which may have been accidentally left therein. The driver shall on finding such property, carry it as soon as possible and in any case within 48 hours, to his/her operator.

Animals

20. Any animal belonging to or in the custody of any passenger can be conveyed in a licensed vehicle at the driver's discretion.
21. Any driver of a licensed vehicle which has been hired by or for a disabled person with their guide, hearing or prescribed assistance dog, or a person who wishes such a person to accompany him or her in the vehicle will have a duty to:-
 - (a) convey the disabled passenger's dog and allow it to remain with the passenger; and
 - (b) not make any additional charge for doing so.

An assistance dog is defined by regulations as a dog which is trained by a specified charity i.e. "Dogs for the disabled", "Support Dogs" or "Canine Partners for Independence", to assist a disabled person with physical impairment and which at the time that its owner hires a taxi is wearing a yellow jacket inscribed with the name of a charity or has some other form.

22. A driver shall only be exempt from condition 20 on medical grounds and on having obtained an exemption notice from the Council. The notice of exemption shall be displayed in a prominent position

Fares

23. The driver shall not demand from the hirer a fare in excess of any previously agreed fare for that hiring.
24. Where a tariff is enforced, a tariff card shall be displayed on the inside of the vehicle in such a position as is plainly visible to persons travelling in the vehicle.
25. If requested, the driver shall provide the hirer with a written receipt for the fare paid.

Use of Private Hire Vehicle

26. No driver, licensed or otherwise, shall act as a Private Hire Vehicle driver without the consent of the owner of the Private Hire Vehicle.
27. A driver shall not leave his Private Hire Vehicle unattended in a public place, the Police being authorised to tow it away under such circumstances.
28. A driver shall not obstruct or hinder another Private Hire Vehicle driver in any way.
29. Private Hire Vehicles may not wait on any stand designated for the use of Hackney Carriages.

Medical Conditions

30. The driver shall notify the Council in writing of any medical condition that arises after the issue of the licence that may affect their ability to drive safely.

Criminal Convictions

31. In the event that a licence holder is charged or summoned for any alleged criminal offence, then he shall within seven days of being charged or on receipt of the summons (as the case may be) report the fact, in writing, to the Licensing authority, giving particulars of each alleged offence and in which court the proceedings are pending.
32. In the event that a licence holder is convicted of any criminal offence or has an official caution administered to them, he/she shall within seven days of such conviction report such conviction in writing to the Council, and give particulars of each conviction and any penalty points imposed in respect of it. **All driving offences shall be reported to the Council (this also includes a totting up of points.)**
33. Following any conviction or the issue of a fixed penalty notice which results in penalty points being endorsed on the licence holder's DVLA driving licence, that licence must be produced to the Council within seven working days of its return from the DVLA or a Court or a Fixed Penalty Office, following the endorsement of the offence thereon.

Failure to comply with any of the conditions will result in a referral to the appropriate officer of the Council or to the Licensing Sub Committee for consideration of suspension or revocation of licence.

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PRIVATE HIRE VEHICLE LICENCE CONDITIONS

Epping Forest District Council is the licensing authority in respect of Private Hire Vehicles. On granting a licence it will impose the following conditions which it considers are reasonably necessary for the regulation of Private Hire Vehicles in its district. All applications that fall outside these conditions will be referred to the Licensing Sub-Committee for determination and may incur additional costs to be paid by the applicant.

VEHICLE LICENCE

Term of Licence

1. A Private Hire Vehicle licence shall be renewed annually unless the Council has agreed a shorter term.

Signs

2. A plate, bearing the number of the licence and the number of passengers for which the vehicle is licensed, shall be displayed in a vertical position, and fixed firmly to the outside of the vehicle close to the rear number plate. The vehicle shall not be used to convey a greater number of passengers than shown on the plate and licence. The plate must be returned on the termination of the licence.
3. Window signs, as supplied by the Council, shall be displayed on each passenger window of the vehicle.
4. A licence holder shall not, and must ensure that the driver does not conceal from public view or deface the Private Hire Vehicle plate. The plate must be kept clean.
5. The trade name, address and telephone number of the operator may be displayed on the doors of the vehicle and/or on a maximum three inches depth advertisement panel in the rear window in a position not restricting rearward vision.
6. There shall be **no** display of roof signs of any description or the display of the word "TAXI" or "CAB" whether in the singular or plural and whether alone or part of another word nor the word "FOR HIRE" in any form of wording which in any way suggests that the vehicle on which it is displayed is presently available to take up passengers wishing to hire it or would be available if not already hired.

Vehicle Specification

7. All vehicles shall be in satisfactory mechanical order and body condition and in operational order in every respect. Vehicles shall have:
 - (a) A minimum of four doors, each adjacent to a seat and capable of being opened from the inside of the vehicle. All vehicle doors must be either front hinged or sliding.
 - (b) Centralised locking of the doors should not be applied when carrying adult passengers.
 - (c) Seats with a minimum width of not less than 43cm per person.
 - (d) Accommodation for not less than four passengers.

- (e) Be capable of carrying a wheelchair in a reasonable manner.
- (f) The vehicle shall have a minimum headroom of five feet.
- (g) An adequate heating system for the passengers.
- (h) Internal panelling or trimmed with such materials as would be suitable for passenger comfort and sound insulation.
- (i) A serviceable spare tyre or run flat type of tyre, jacking equipment and wheel brace.
- (j) Adequate luggage facilities and either have a separate luggage compartment or a fixed screen (of sufficient construction to protect passengers from injury from items in the luggage compartment) between the rear seat and the luggage compartment shall be kept in position at all times. This condition shall not apply to people carriers or multi-purpose vehicles.
- (k) Be equipped with fully functional nearside and offside exterior rear view mirrors.
- (l) Vehicles should not be driven unless the Driver's Badge is clearly displayed.

Vehicle Inspections

- 8. The licence holder shall submit their vehicle for inspection on first application and on every renewal.
- 9. If the vehicle is less than five years old the driver of a Private Hire Vehicle shall submit the vehicle for mechanical and/or such other inspection six months after the date that the licence is issued at premises that are approved by the Council.
- 10. If the vehicle is over five years the driver of a Private Hire Vehicle shall submit the vehicle for mechanical and/or such other inspection every four months from the date when the licence is issued at premises that are approved by the Council.
- 11. The Council may require a vehicle to be inspected at any other time.
- 12. The interim inspection reports must be submitted when renewing the vehicle licence.

Accidents

- 13. Without prejudice to any statutory duty imposed under the Road Traffic Acts, the proprietor of a Private Hire Vehicle shall report to the Council as soon as reasonably practicable, and in any case within seventy two hours of the occurrence of any accident causing damage which materially affects the safety, performance or appearance of the vehicle, or the comfort or convenience of persons carried in the vehicle. The licence holder must present the vehicle for inspection immediately if required by the Council. In the event that the vehicle fails an examination for serious body damage or mechanical defects it shall be subject to prohibition by written notice for use as a Private Hire Vehicle, until such time as the defect has been corrected to the satisfaction of the Council.

Advertising

14. Third party advertising is permitted on the doors and internally on the back of the seat headrests subject to the Council retaining the right to request removal of any particular advertisement that is considered to be offensive, harmful to health or considered unsuitable.

Condition of the Vehicle

15. The inside and outside of a Private Hire Vehicle shall be kept clean and free from damage, well maintained and in every way fit for public service.

Safety Equipment.

16. A Non Halon Fire Extinguisher conforming to BS5423 shall be carried and be readily available for use.

Change of Address

17. The proprietor shall notify the Senior Licensing Officer in writing of any change of address during the licensing period within seven days of such change taking place.

Failure to comply with any of the conditions will result in a referral to the appropriate officer of the Council or to the Licensing Sub Committee for consideration of suspension or revocation of licence.

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Epping Forest District Council

PRIVATE HIRE OPERATOR LICENCE CONDITIONS

Epping Forest District Council ('the Council') is the licensing authority in respect of Private Hire Operator Licences. On granting a licence it will impose the following conditions which it considers are reasonably necessary for the regulation of Private Hire Operators in its district. All applications that fall outside these conditions will be referred to the licensing sub-committee for determination and may incur additional costs to be paid by the applicant.

Records

1. The operator must keep records of private hire bookings and of drivers and vehicles available to the operator and these shall be kept as follows:-
 - (a) Records must be kept in a form which gives easy access for inspection, e.g., in a bound book or if a booking is made by computer, a print out of each day's bookings, or bookings kept in computerised form so that the records can easily be made available for inspection by an authorised officer of the Council or Police Officer. Records must be kept for at least one year;
 - (b) The operator shall keep at each Operating Centre, records of the Private Hire Vehicle drivers and vehicles (including a copy of their licence) available to the operator for carrying out bookings accepted at that centre.
 - (c) All records must be made and retained in written or electronic form and securely stored.
 - (d) Records of each hiring must contain the following details:
 - Date and time booking made
 - Name of hirer
 - Name of principal passenger (if different from above)
 - Agreed time of pick-up
 - Agreed place of pick up
 - Destination(s) specified at time of hiring by the hirer(s)
 - Identity of vehicle undertaking the hiring (vehicle registration or Private Hire Vehicle licence number)
 - Name and licence number of the driver undertaking the hiring
 - Fare quoted to hirer (if requested when hired)
 - Time and date of journey (if different from date of booking)
 - Whether the booking was sub-contracted; if so, the name of the sub-contractor, the Licensing Authority and the operator licence number.
 - (e) Records of the Private Hire Vehicle driver(s) used by the operator must contain the following details:
 - Full name of driver
 - Date of birth
 - Address (normal place of residence)
 - Date driver became available to operator
 - Category of vehicle for which eligible to drive

- Private Hire Drivers licence number
- Date driver ceased to be available to the operator

(f) Records of the Private Hire Vehicle used by the operator must contain the following details:

- Manufacturer, model and colour
- Registration number
- Private Hire licence/plate number
- Registered owner name and address (on registration document)
- Date when vehicle became available to operator
- Copy of current valid certificate of insurance
- Date vehicle ceased to be available to the operator.
- Service history of each vehicle including details of any modifications thereto and details of all accident repairs.

Operation Centre

2. The operator shall notify the Council of any changes to the information supplied on the application form, eg change of address or telephone number, must be notified to the Council within two weeks of the change.
3. Operators will be required to notify the Council of the name of the person responsible for the day-to-day running of each Operating Centre named on the licence, and of any changes.
4. Operators shall display a copy of their licence at the Operating Centre in a position that is accessible to members of the public
5. Operators must display on public view, at Operating Centres with public access, evidence of their public liability insurance and must provide the Council with copies on request.
6. Operators must indicate clearly at the Operating Centre or within any letter head, advertising or promotion of their service, that the service provided is in respect of pre-booked journeys only.

Fares

7. Details of fare tariffs should be available to members of the public and displayed on public view at the Operating Centre or made available upon request.
8. Fares will be in accordance with the operator's advertised table of fares, unless otherwise agreed with the hirer at the time of booking.
9. The operator should give details of the fare for a particular hiring to the hirer when the booking is being made, If requested by the hirer.

General

10. Operators shall not employ or otherwise engage, whether directly or indirectly, any vehicle that has not been licensed by the Council or a driver who does not have a valid licence, for any bookings.
11. Operators shall only accept booking at an authorised Operating Centre.
12. Operators shall only sub-contract bookings to a licensed operator.

13. Operators must establish a complaints procedure, ensuring that all complaint records include the driver's name, nature of complaint, details of complainant and action taken.
14. Operators must establish a procedure for dealing with client's property lost or found in a Private Hire Vehicle operated by them or under contract to them. This should include evidence that an attempt has been made to return the property to the owner, and a system for recording and storing lost property.
15. Operators must provide details to the Council of any licensed driver whose services are dispensed with by the operator, where the circumstances of the driver's dismissal relate to a breach of the licence conditions.
16. Details of any conviction incurred by the licensee during the currency of the licence must be reported in writing to the Council within two weeks of the date of the conviction.

Failure to comply with the conditions will result in a referral to the appropriate officer of the Council or the Licensing Sub Committee for consideration of suspension or revocation of licence.

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Mr Azid Sanu
Epping Forest Taxi Association

[REDACTED]
Buckhurst Hill

Essex

Tel: [REDACTED]

Email: efta2011@hotmail.co.uk

Date: 11/09/2011

Epping Forest District Council
Civic Offices
Epping
Essex
CM16 4BZ

Dear Ms Mitchell

I am writing to you in relation to my telephone conversations with Mr Richard Gardiner also of E.F.D.C on 08/09/2011 and 09/09/2011.

Mr Gardiner has informed me that you are aware of these calls and the purpose of them. I will however summarise the key points of the calls.

Mr Gardiner first called to ask about information he had received via Essex Police Service that a protest had been arranged by E.F.T.A members to be held inside the reception area of the Taxi licensing department of E.F.D.C this would have been in the form of a "public sit-in".

Mr Gardiner asked me whether this was true and if so when it was likely to be held. I confirmed that such plans had been made but was unable to give a definite date or time. He went on to ask the reason for the protest and I informed that the issues had not in any way changed since the formation of E.F.T.A or the numerous meetings, conversations and correspondence previously held with the council. These concerns where and remain unresolved as follows;

1. As we all know the road outside Loughton Station is a public highway and the banjo itself is a taxi pick up and drop off point for ALL TAXIS LICENSED BY EFDC. However Sadlers car service continues to use this space exclusively. They actively intimidate and prevent other E.F.D.C Taxis from using the banjo. There is a well-documented history of this practice with the

police and E.F.D.C. We believe the council's taxi licensing department is allowing this practice to go on by doing nothing about the situation. Furthermore we feel that the head of Taxi licensing Mrs Kim Tuckey has leanings in favour of Sadlers car service otherwise this matter would long since have been resolved by her. We have suggested the solution to this situation in the past and I respectfully repeat the suggestion here. There NEEDS to be a Taxi warden in place outside Loughton Station at peak times, this warden would be responsible for holding a rank of drivers in order of arrival (first come first served), keeping an up to date register of incidents. The warden must be SIA licensed with a badge for security operative and door supervision. As for the times when no warden is present there should also be provisions made for effective 24 hour CCTV cameras to be installed and a monitoring of events by the appropriate authority and covert surveillance spot checks by both the taxi licensing department and enforcement department from time to time.

2. The knowledge test should be made more thorough in order to establish potential driver's knowledge of the district (the format of the test is made deliberately easy). All new taxi drivers should be made to have taxi drivers test held by the driving standards agency.
3. Any new vehicle plates should be given under the provision that the vehicle must be a London style taxi or euro cab with wheelchair access, and in the interest of the environment and public safety new vehicles should not be older than three years.
4. As we are all aware the total number of drivers licensed by EFDC is in excess of **448** these are being served by a total number of taxi pick up points of **1**. This is in the form of the three bays painted outside Elite cars office in Epping high street and even here the same situation exists where a car service is monopolising these bays (Elite cars). We have requested time and again for taxi bays to be assigned in various parts of the district a list of potential sites has previously been presented to the licensing department and nothing further has ever been heard on the subject.
5. We are all acutely aware of the hugely varying prices being charged within the district. While some organisations and individuals choose to undercut the competition, others decide that the lack of a fare structure published and enforced by the council is an opportunity to rip off passengers. This situation is as unacceptable now as it has been on all the numerous occasions when we have asked the council taxi licensing department to resolve the situation. The solution is repeated here again in that there should be a fare structure in line with surrounding districts i.e. East Herts council, Brentwood council, Broxbourne council etc. This tariff should be enforced by means of meters installed in all E.F.D.C licensed Taxis. In a recent survey by EFTA we found that **100%** of our members support the council enforcing a fare tariff and would be willing to contribute in the cost of a meter we believe that in addition to our number at least **80%** of all drivers in the district also support this, the vast

majority of EFTA members have already bought meters and adhere to a tariff which they have agreed amongst themselves this tariff aligns itself with the neighbouring districts.

A fare tariff would be fair for all concerned especially those members of the public who most need our services and this would weed out the bandits who hide behind the negligence of EFDC in this matter, while under cutting is a personal choice any business would be free to continue making at least we could stop some of the ridiculous prices being legitimised by the complete lack of a fare tariff.

After hearing all these concerns, Mr Gardiner asked E.F.T.A to postpone any protest action and instead write in to your respected self, he assured me that this would instigate a process ensuring our inclusion in the meeting of councillors due to be held in October. I wish to request that this letter be presented to the councillors in the meeting and EFTA be made aware of the exact date and time of the meeting.

I wish the record at this stage to recognise my appreciation of Mr Gardiner's proactive and swift manner in contacting me, while the licensing office does not appear to be making any significant progress in this regard and it seems to us that all burning issues appear to be swept under the carpet. I am glad that at least now some people in the council recognise that E.F.T.A is a serious organisation and our concerns are valid and important, it saddens me however that it has to come as far as a potential protest in order for us to be heard.

Yours Sincerely

Mr Azid Sanu
Chairman
Epping Forest Taxi Association

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Our Ref: L.1.1/VRM




LOUGHTON
TOWN COUNCIL

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Town Clerk: Enid K Walsh

Ms Kim Tuckey
Licensing Office (Corporate Support Services)
Epping Forest District Council
Civic Offices
High Street
Epping CM16 4BZ

8th June 2011

e-mail: vivienne.messenger@loughton-tc.gov.uk

 extn 207

Dear Ms Tuckey

Re: Epping Forest District Council – Consultation on Taxi Licence Conditions

In response to your email of 11th May 2011 regarding the above consultation, the Planning and Licensing Committee considered this at its meeting on Monday 6th June 2011 and AGREED with all the proposed changes.

In addition, members recommend the inclusion of a requirement to carry first aid equipment and complete a first aid training course. Regarding the transportation of vulnerable children and/or adults particularly when travelling as sole occupants of a licensed vehicle, the Committee enquires whether it would be feasible to require CRB (Criminal Records Bureau) checks for drivers.

Yours sincerely

Vivienne Messenger
Planning Clerk

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Further to our recent discussions regarding the consultations period for the above. I have discussed the conditions with Paul Spencer and we have the following comments:

Clause 3. The window signs, should they be in the rear windows only; the rear and passenger door window and in the case of 7 seaters in the rear 2 windows.

Clause 5. The roof signs "TAXI" it would appear that a majority of the roof signs only have TAXI on the front, as per the London taxis, on the rear they have the cab firm name or a telephone number. Is it fair to require the word "TAXI" on the rear as you would only flag a taxi from the front, also should there be a difference to the London taxis and others that are specifically built for taxis use i.e. Peugeot taxis.

Clause 7b. Centralised locking on most new cars and people carrier comes on automatically when the vehicle reaches a pre-set speed, which is usually between 5 - 20 MPH. This does not comply with this clause. If there is a requirement for centralised door locking not to be applied then the drivers will have to check whether the system can be isolated.

Clause 7f. The minimum headroom of 5 feet, this is the height from the floor of the car to the underside of the roof, this is to allow a wheel chair including its occupant to be wheel into the taxi. This is probably only possible in a London taxi or a purpose built or converted vehicle to facilitate a wheel chair plus occupant. It may be worth removing this clause.

Clause 7i. Concern has been raised regarding the use of run flat tyres, allowing the use of these tyres allows the driver to continue using the tyre for longer than specified by the manufacturer, even to the point of doing long journeys. I may be preferable to specify space saver tyres, which also require travelling at a slower speed, but are safer than a run flat which only designed to get the vehicle to the nearest garage.

Vehicle Inspections. It is suggested that when a vehicle is failed and then is returned for a retest the vehicle should only have travelled a minimal distance i.e. 100 miles, to and from a place of repair. There have been a number of vehicle returned for retest with up to 2000 miles. If the allowed distance is exceeded then a full retest is carried out with the appropriate fee.

It may be appropriate that the MOT certificate is valid for the period of the Hackney Carriage or Private Hire in trim inspection report.

Clause 15. The requirement for a fire extinguisher or first aid kit has been removed from the London taxi on the ground of health and safety. There is a greater danger if the wrong fire extinguisher is used than evacuating the vehicle and waiting for the fire service. First aid kit used by unqualified people can lead to litigation.

Other. Should a scale of tariffs be display and readable by passenger at all times.

Should you wish to discuss any of the above please do not hesitate to contact me.

Mike Hobbs
Facilities Manager

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Report to Licensing Committee

Report reference: LSC-004-2011/12.

Date of meeting: 12 October 2011.



**Epping Forest
District Council**

Subject: Proposal of Taxi Ranks within the Epping Forest District.

Responsible Officer: Kim Tuckey (01992 564034).

Democratic Services: Gary Woodhall (01992 564470).

Recommendation:

(1) That the Committee consider the need for Taxi ranks in the area and decide whether to instruct officers to carry out a consultation.

Reasons for Proposed Decision:

To provide a better service for members of the public and assist drivers by the introduction of taxi ranks

Other Options for Action:

Not to consider implementing taxi ranks

Report:

1. There has been a growing demand for taxi ranks within the authority. The licensing section has been receiving complaints from taxi firms and the Epping Forest Taxi Association which represents independent taxi drivers (EFTA). The requirement for ranks was also identified as part of the consultation conducted into the licensing conditions.

2. Hackney carriage vehicles are unable to pull up and ply for hire within the District due to the lack of ranks. There are no ranks at any of the underground stations. At busy times this can cause difficulties. However, only the forecourt of Loughton Station is adopted as public highway and so Transport for London would have to agree to a taxi rank being installed at any of its other stations. The provision of taxi ranks has been discussed previously with Essex County Council, however due to lack of funding at that time it was not been possible to pursue the issue.

3. A new partnership called the North Essex Parking Partnership now has authority over parking related issues and taxi ranks. The Senior Licensing Officer has made contact with the partnership to enquire about the possibility of more ranks within the District.

4. The partnership has indicated that it will support the District Council if it decides to propose sites that may be suitable for use as taxi ranks. The partnership also stated that they would provide the funds for the ranks if they were agreed and that they would carry out the necessary adoption and advertisement required. However, further information is still required.

5. The Senior Licensing Officer also discussed the provision of ranks with the Council's parking enforcement department in Loughton who have indicated that they will assist the authority but have suggested a number of other areas in addition to those listed below.

6. If members are in agreement to the proposals the following sites have been identified as possible ranks:

- (a) Back of the Co-Op service road Waltham Abbey (5 bays);
- (b) Bottom of Victoria road and Queens Road Buckhurst Hill (5 bays);
- (c) Loughton slip road opposite Morrisons (5 bays);
- (d) High Road Epping (outside Barclays 3 bays);
- (e) Buckhurst Hill station (with consent of London Underground);
- (f) Theydon Bois Station (with consent of London underground); and
- (g) Epping Station (with consent of London underground).

7. If members were minded to agree the proposals a full consultation would have to be carried out to discover whether these areas would be suitable for the taxi trade and to members of the public. The results would be reported back to the next Licensing Committee with further information regarding the requirements of the North Essex Partnership.

Resource Implications:

It will be necessary to carryout a full consultation on this matter. The actual cost of implementing the ranks would be facilitated by the North Essex Parking Partnership and would be the subject of a further report.

Legal & Governance Implications:

None.

Safer and Cleaner and Greener Implications:

None.

Consultation Undertaken:

None.

Background Papers:

None.

Impact Assessments:

Not Applicable.

Report to Licensing Committee

Report reference: LSC-005-2011/12.

Date of meeting: 12 October 2011.



**Epping Forest
District Council**

Subject: Taxi Wardens.

Responsible Officer: Kim Tuckey (01992 564034).

Democratic Services: Gary Woodhall (01992 564470).

Recommendation:

(1) That members consider the introduction of Wardens at Taxi ranks or elsewhere in the District and agree to delay a decision until there are taxi ranks in place.

Reasons for Proposed Decision:

To consider the proposal of taxi wardens at a later stage as it is uncertain as to what decision will be made by the Licensing Committee until the result of the consultation for Taxi Ranks.

Other Options for Action:

Not to consider implementing taxi wardens.

To consult regarding where taxi wardens would be most useful without waiting for the result of the consultation on taxi ranks.

Report:

1. There has been a growing demand for taxi ranks within the authority.
2. The Epping Forest Taxi Association has asked that the Council provide a taxi rank at Loughton Station and Security Industry Association (SIA) accredited wardens to regulate the use of any taxi rank there. There have been other requests for wardens to be available outside some of the night clubs and public houses in the past.
3. The Senior Licensing Officer made contact with other authorities who she knew employed wardens in their areas. Chelmsford Borough Council explained that they work in partnership with the Town Centre partnership, who facilitate and pay for taxi wardens and that independent SIA security staff are used.
4. Members are requested to consider whether this proposal is one that the authority would consider if a taxi rank was installed at Loughton station or at other venues. If so, consultation should be carried out and funding requirements explored.
5. However, until such time formal taxi ranks are in place, it is felt that to undertake this work would be premature.

Resource Implications:

None if the decision is delayed. If a consultation is to be carried out there will be a cost to the council and the long term funding of the wardens

Legal & Governance Implications:

None.

Safer and Cleaner and Greener Implications:

None.

Consultation Undertaken:

None.

Background Papers:

None.

Impact Assessments:

Not Applicable.