

Drivers and Operators Forum

Chair: Marianne Rolfe

Correspondence: Regulatory Section (Licensing), Riverside House, Milverton Hill, Royal Leamington Spa, CV32 5HZ
Minutes: Meeting – 8th March 2016 at Riverside House

		Action
1.	<p>ATTENDANCE/APOLOGIES.</p> <p>Present: Marianne Rolfe, Rachael Russell, Phil Court, Alan Lewis, Paul Tunney, A Rafiq, Afsin Bakar Ozeker.</p> <p>Apologies:, Sgt. Pittam, PC Ward, Issac Leigh, Safety Net, Chand Mubarak, Amit Sidhu, Simon Brook, Pritpal Bains, Amrit Sidhu, Maid Ali.</p>	
2.	<p>PREVIOUS MEETING MINUTES</p> <p>Agreed</p>	
3.	<p>KNOWLEDGE TEST</p> <ul style="list-style-type: none">• Now at a point where a draft copy of the new knowledge test is ready to be discussed with the subcommittee. RR to contact the subcommittee and arrange a meeting.	
4.	<p>UNMET DEMAND</p> <ul style="list-style-type: none">• The results of the survey are imminent. A draft version will be with us very soon. Comments will then be made before a final version is drafted and available.	
5.	<p>RANKS ASSESSMENT UPDATE</p> <ul style="list-style-type: none">• Several meetings have now taken place with other responsible authorities regarding taxi ranks.• Suggestions have included removing some ranks and enlarging others.• A suggestion has also been made that Tavistock Street becomes a true one way, this will be looked at as a separate issue.• Possibility of street furniture being added on the corner of Russell Street and Warwick Street to stop vehicles parking on the corner.• This is a big piece of work and many other responsible authorities are involved, please be patient.	

6.	<p>CHILD SEXUAL EXPLOITATION AWARENESS TRAINING UPDATE</p> <ul style="list-style-type: none"> • MR wanted the forum to know how proud she is of the 65% of drivers who have voluntarily attended the course. This is one of the best attendances in the local area. Three further paid courses have now been ran. Licensing is now asking the relevant Committee that this course is made mandatory for all new and existing drivers. • PC asked if a certificate would be issued for those that have attended the course. MR stated that a certificate would be produced for those that wished to have one. Anyone wanting a certificate would need to email the Licensing department. 	
7.	<p>DRIVERS BADGES/REAR VIEW MIRROR HANGING BADGE</p> <ul style="list-style-type: none"> • Examples have been given by our plate provider and these were distributed at the forum for comments. • MR reiterated that badges would still need to be worn, so if additional signage/badges were bought in then these would also need to become a condition on the driver's licence. • Suggestion of perhaps something for a PHV and something different for a HCV. • MR also showed the forum examples of additional signage for the vehicles. The motion for a fleet colour still stands but MR has used the opportunity to look at other ways of ensuring public safety. Some members felt that additional signage was unnecessary, however others felt that additional markings on vehicles would be a positive step. 	
8.	<p>FLEET INSPECTION & EVENING ENFORCEMENT</p> <ul style="list-style-type: none"> • Most recent fleet inspection was carried out on 11th February 2016. This fleet inspection mostly focused on PHV. • There were 49 inspections, 33 passed, 10 had minor issues and 5 had major issues. These figures represent an increase again in vehicles being compliant. • An evening Enforcement operation took place in December in Leamington Spa alongside Warwickshire Police. • Enforcement activities included test purchasing and spot checking vehicles and drivers. More than 50% of drivers who were checked were not wearing their driver's badge. Please can all driver's ensure that they are worn at all times. • Some vehicles were displaying expired plates or in the case of some PHV no plates at all. This is a serious offence and will not be tolerated. • Some drivers also caught speeding by Warwickshire Police, one HCV was caught doing 56mph in a 30mph zone. 	

9.	<p>POLICY UPDATE</p> <ul style="list-style-type: none"> • All the policies have been consolidated into one large document. • Version 16 of the new policy handbook was handed out to the forum. MR took forum through new document. • Please can any comments be sent to MR. • Once the document has been approved by Legal it will be available for consultation for everyone. 	
10	<p>AOB</p> <ul style="list-style-type: none"> • It was discussed that a representative from the Street Marshalls had only attended one forum meeting. The Street Marshall who had previously attended has left the position and therefore there is now a space on the forum. • Discussions took place on the forum about who should be invited to take the spare seat. A suggestion was made that maybe a Cllr should attend, however it was decided that MR should re-approach the Street Marshalls and see if another representative could attend. • Also suggestion that Town Centre Managers could potentially attend. • MR informed the forum that Warwick University are proposing to add a 'Warwick District drop off point' for taxi's at the University on our side of the boundary. Students are to be educated about this and this means that all journeys can be on the meter. • Forum asked if there could be a WD rank at the University. MR stated that although this idea has been looked at it has been ruled out as it would be too confusing if both Warwick and Coventry taxis were operating with two different tariffs. • Also looked at proposal of both Warwick District and Coventry extending their boundaries in order to require fares to remain on the meter. However our legal department do not believe it is suitable option. 	
11	<p>AOB for next meeting</p> <ul style="list-style-type: none"> • Vehicle signage • Unmet demand survey • Knowledge test • Policy review • Space on forum 	
13	<p>NEXT MEETING</p>	