

Minutes of Hackney Carriage Meeting – 15th April 2014

Present

Carol Stos	Licensing Manager
Geoff Binnington	Principal Officer, Fleet and Transport Services
Matthew Bibby	Licensing Support Officer (Minute Taker)
Phil Brook	Licensing Inspector
Shabir Munir	Bradford Hackney Carriage Owners Association
Shabbir Master	Bradford Hackney Carriage Owners Association
Mohammad Z Khan	Bradford Hackney Carriage Owners Association
Tahir Riaz	Bradford Hackney Carriage Owners Association
Shabir Ahmed	Keighley and Bradford Taxi Drivers Association
Habib Nawaz	Bradford Hackney Carriage Owners Association

1) Welcome, Introductions & Apologies

Officers opened and welcomed everyone to the meeting. Apologies were received from 2 members of the Bradford Hackney Carriage Owners Association.

Mulazam Hussain	Bradford Hackney Carriage Owners Association
Maj Iqbal	Bradford Hackney Carriage Owners Association

Officers thanked those Reps who attended James Button Training on HCPH Licensing.

There were no comments on the previous minutes. It was agreed that future minutes will be published on the HCPH website.

2) Conduct and Expectations of representatives

Officers outlined the mutual standards expected, these included:

1. Being polite and respectful
2. Accurate representation of fact
3. Proportionate representation
4. Producing and maintaining accurate membership lists
5. 75% minimum level of attendance at meetings (maintain subject knowledge)
6. Effective communication to members / trades

Officers clarified they were pleased to listen to representative views subject to above. They also clarified that Representative had no formal authority other than as a voice for their members.

It was noted that HC Reps provided the majority of their communication through rank conversation and radio.

It was noted that HC trade representatives were maintaining/exceeding the above and they were thanked for doing so.

3) Membership Lists

Thanks were conveyed to representatives for submitting their association membership lists which are now being checked upon as part of ensuring proportionate representation.

4) Statistics

Figures for Jan - March 2014 show a 100% pass rate for random tests for HC and an 88% pass rate for annual tests

This compares favourably to 2013 which showed a pass rate of between 75%-80%

Officers thanked the HC Reps/trade for their work in this area.

5) Hackney Carriage Association

Ranks Update – Enforcement Officers have observed Sackville Street as well as locations in Bingley and Keighley. Nothing untoward was observed. Some PH vehicles were noticed around Sackville Street but appeared to be collecting or dropping off within their rules. Enforcement has been out in both marked and unmarked vehicles.

Representatives asked for further action around Tokyo's, Morley Street.

Inconsistencies were noted regarding staff at Parking Services. The representatives are trying to arrange a meeting with Parking Services.

Action: Officers will email Parking Services with Reps details to assist Reps

Representatives would like to see plans for Westfield development to see where the HC ranks will be.

Action: Officers will email colleagues for plans for Westfield development

Random Vehicle Checks – It was confirmed that random checks are booked at 24 hours notice with 11.30am and 12.45pm being the traditional times used.

These times have been deliberately chosen to avoid school runs. The department does work with Operators where necessary to arrange alternative times, if deemed appropriate.

6) Keighley and Bradford Taxi Driver's Association

Charges for vehicle faults – These were sent in writing after the changes in August 2013 to all licensed individuals in letter form. All details are on the website. Refresher training also covers this subject.

Safety of drivers – This issue has been discussed on previous agendas and there has also been a person from Bradford Hate Crime Alliance (BHCA)) in attendance at previous meetings. BHCA link is on the website. Drivers must report offences to the Police as it is a civil matter.

New application waiting lists – The service opens late on a Tuesday as previously communicated with the trade. The reason for this is primarily to train for the new APP software that will be introduced in September. As there has been a backlog on new applications some new application appointments are also being done on Tuesday mornings.

Association details to display – A request was made to display contact details of the new association at Shearbridge. The request was welcomed and will be done.

7. **HCPH Service Closure** - The service will have to close the counter services in the first 2 weeks of September (dates Monday 1st – Friday 12th September, to be confirmed) for the introduction of the new APP licensing software. The service will manage all the routine day to day appointments in such a way that licensed people will attend before or after the closure period. The closure will be advertised by email to Operators and in future newsletters.
8. **Vehicle Colours** - A request was raised by representatives to allow vehicle sills that are not white in respect to advertising. Applications for advertising will be reviewed on their individual merit. Officers will consider the request whilst bearing in mind that the vehicles must be distinguishable.
9. **Basic English Requirements** - It has been identified that some new applicants struggle with aspects of Basic English. A new role play test has been drafted and will be sent out for comments with the minutes of the meeting.