

REPORT TO LICENSING COMMITTEE

Date of Meeting: 14 September 2021

Report of: Service Lead – Environmental Health and Community Safety

Title: Revision of the Taxi Forum Terms of Reference

Is this a Key Decision?

No

Is this an Executive or Council Function?

The Licensing Committee has delegated powers to determine this matter function.

1. What is the report about?

The purpose of this report is to review the Terms of Reference for the Taxi Forum to ensure that the forum has the appropriate representation to the Licensing Committee, trade and Licensing Authority.

2. Recommendations:

2.1 To approve the terms of reference as detailed in Appendix A of this report.

3. Reasons for the recommendation:

3.1 The current terms of reference for the taxi forum were last revised by the Licensing Committee on 29 October 2019. It has become apparent that changes are needed to ensure that appropriate representation is maintained and that there is a clear purpose for the forum.

3.2 The changes were discussed with the trade representatives that attended the last meeting held on 28 July 2021.

4. What are the resource implications including non financial resources?

4.1 There are no resource implications as a result of this report

5. Section 151 Officer comments:

5.1 There are no financial implications contained within this report.

6. What are the legal aspects?

6.1 There is no legal duty for the Licensing Committee to have a Taxi Forum, however best practice nationally is that Licensing Committees have an effective forum to establish a clear communication channel with the Private Hire and Hackney Carriage Trade.

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring Officer

8. Report details:

8.1 The revised terms of reference make one change to the membership of the Taxi Forum which is the addition of the role of the Environmental Health and Community Safety Manager who is the service manager responsible for overseeing Licensing.

8.2 It is proposed that the frequency of the meetings will now be 6 monthly.

8.3 It is proposed that in order to utilise the meetings effectively, the respective Hackney Carriage and Private Hire trades will meet separately, unless the Chair deems it necessary to hold a joint session. This is to allow the bespoke issues and policy development ideas of the Licensing Committee to be explored more effectively, which is more difficult when there is different legislation covering Private Hire and Hackney Carriage licensing. Meetings will be held on the same day and concurrently. Each trade element of the meeting will last no longer than 60 minutes.

8.4 In line with the success of meetings held during the last 18 months, it is proposed that taxi forum meetings will take place virtually via zoom or other suitable communications platform decided upon by Exeter City Council, to give opportunity for maximum participation in the forum.

9. How does the decision contribute to the Council's Corporate Plan?

9.1 This decision contributes to a well-run council.

10. What risks are there and how can they be reduced?

There are no risks associated with this report.

11. Equality Act 2010 (The Act)

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

11.2 In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

11.3 In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act.

12. Carbon Footprint (Environmental) Implications:

12.1 There are no direct carbon/environmental impacts arising from the recommendations.

13. Are there any other options?

13.1 The Licensing Committee may amend the Terms of Reference as they see fit.

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Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

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