



**NEWARK &  
SHERWOOD**  
DISTRICT COUNCIL

*Castle House  
Great North Road  
Newark  
NG24 1BY*

*Tel: 01636 650000*

[www.newark-sherwooddc.gov.uk](http://www.newark-sherwooddc.gov.uk)

**Wednesday, 5 June 2019**

**Chairman: Councillor Mrs R Crowe**

**Vice-Chairman: Councillor R White**

**Members of the Committee:**

**Councillor Mrs K Arnold**

**Councillor L Brazier**

**Councillor Mrs B Brooks**

**Councillor Mrs I Brown**

**Councillor S Carlton**

**Councillor M Cope**

**Councillor P Harris**

**Councillor R Jackson**

**Councillor Mrs S Michael**

**Councillor Mrs S Saddington**

**Councillor I Walker**

**Councillor K Walker**

**Councillor Mrs Y Woodhead**

**MEETING:           General Purposes Committee**

**DATE:                Thursday, 13 June 2019 at 6.00 pm**

**VENUE:             Castle House, Great North Road, Newark,  
Notts. NG24 1BY**

**You are hereby requested to attend the above Meeting to be held at the time/place  
and on the date mentioned above for the purpose of transacting the  
business on the Agenda as overleaf.**

**If you have any queries please contact Helen Brandham on [helen.brandham@newark-sherwooddc.gov.uk](mailto:helen.brandham@newark-sherwooddc.gov.uk) 01636 655248.**



## AGENDA

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9. Exclusion of the Press and Public	

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs **1, 2, 3 and 7** of part 1 of Schedule 12A of the Act.

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in the Castle House, Great North Road, Newark, Notts. NG24 1BY on Thursday, 14 March 2019 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)  
Councillor I Walker (Vice-Chairman)

Councillor Mrs K Arnold, Councillor Mrs I Brown, Councillor P Duncan,  
Councillor Mrs L Tift, Councillor B Wells and Councillor  
Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor Mrs B Brooks (Committee Member), Councillor M Cope (Committee Member), Councillor Mrs S Michael (Committee Member), Councillor D Payne (Committee Member) and Councillor Mrs S Saddington (Committee Member)

### 29 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

### 30 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED that an audio recording of the meeting was to be made by the Council.

### 31 MINUTES OF THE MEETING HELD ON 15 NOVEMBER 2018

AGREED (unanimously) that the Minutes of the Meeting held on 15 November 2018 be approved as a correct record and signed by the Chairman.

### 32 REVIEW OF POLLING PLACES

The Committee considered the report of the Returning Officer in relation to changes to two polling places within the district. The report set out that the proposed changes were to merge two polling places within the Southwell Ward into one polling place and the relocation of a polling place within the Rainworth North & Rufford Ward. Details of the changes were as follows:

Southwell Ward – Holy Trinity Church and Trebeck Hall – merged into one station at the Holy Trinity Church.

Rainworth North & Rufford Ward – change in the location of the polling station from the Rufford Abbey building to the Rufford Mill building.

Details of the consultations undertaken were contained within paragraph 4.0 of the report.

The Electoral Services Manager was in attendance at the meeting and provided Members with a verbal update of two more changes to polling places which had occurred subsequently to the Agenda being published, details of which are as follows:

Laxton & Moorhouse Village Hall was unavailable for use as a polling station due to refurbishment. Temporary arrangements had been put in place to use the Laxton Visitors' Centre.

Hockerton Grange Wellbeing Centre was no longer available for use as a polling station. Voters would be advised accordingly with the polling station being moved to Winkburn School.

AGREED (unanimously) that:

- (a) the change of polling place from Trebeck Hall, Bishops Drive, Southwell to Holy Trinity Church, Westgate, Southwell be noted;
- (b) the change of polling place at Rufford Country Park from the Room at the Abbey Site to the Markham Suite, Rufford Mill, Rufford Lane, Rufford be noted;
- (c) the temporary change of polling place from Laxton & Moorhouse Village Hall to Laxton Visitors' Centre be noted; and
- (d) the change of polling place from Hockerton Grange Wellbeing Centre to Winkburn School be noted.

33 STREET COLLECTIONS 2019

The Committee considered the report of the Director – Communities & Environment in relation to applications received for street collection permits throughout the district for 2019. To date, 9 applications had been received and in accordance with the Council's policy, these had been reported to the relevant Town Council for comment and/or approval.

AGREED (unanimously) that:

- (a) the applications for Street Collections as listed in Appendix A be granted for the forthcoming year, 2019; and
- (b) the Director – Communities & Environment, following consultation with the Chairman of the General Purposes Committee, be authorised to approve and issue licences for all additional applications received for street collections within the District of Newark & Sherwood during the financial year 2019/2020.

34 DEPARTMENT OF TRANSPORT TASK & FINISH GROUP ON TAXI AND PRIVATE HIRE VEHICLE LICENSING

The Committee considered the report of the Director – Communities & Environment in relation to the response of the Government to the recommendations of the Department of Transport Task & Finish Group on taxi and private hire vehicle licensing. The report also sought the Committee's agreement for the responses to the draft Statutory Guidance on Hackney Carriages and Private Hire Vehicles.

Paragraph 4 of the report detailed extracts of the summary position of the Government and their response to some of the key recommendations. The Council's proposed draft response was attached as Appendix 1 to the report.

AGREED (unanimously) that:

- (a) the response of the Department of Transport be noted; and
- (b) the responses to the consultation on the draft statutory guidance be considered and that any additional responses be forwarded to the Business Manager – Environmental & Licensing no later than 31 March 2019.

35 CASTLEGATE TAXI RANK UPDATE

The Committee considered the verbal report of the Business Manager – Environmental Health & Licensing in relation to the latest position on the proposed changes to the Castlegate Taxi Rank.

The Business Manager advised that he had spoken with Nottinghamshire County Council who have confirmed that they are currently undertaking a formal consultation on the proposed changes. The change being sought was for the taxi rank to become effective 2 hours earlier to the current arrangements. A discussion had also been held in relation to possible improvement to the physical markings of the rank e.g. road lines, signage.

Members queried as to when the consultation period was due to end. The Business Manager confirmed that he would confirm with the County Council and inform the Chairman of the Committee.

AGREED (unanimously) that the verbal update report be noted.

36 GENERAL PURPOSES COMMITTEE - FORWARD PLAN

AGREED (unanimously) that the General Purposes Forward Plan for 1 March 2019 to 29 February 2020 be noted.

37 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report of the Director – Communities & Environment in relation to the activity and performance of the Licensing Team which provided members with details of current ongoing enforcement issues.

Information contained in the report related to the number of applications for grants and renewals of licences for Hackney Carriage; Private Hire; and Ambulance Drivers together with those for Hackney Carriage and Private Hire Vehicles. A note of ongoing enforcement activity was also listed with information as to what action had been taken to-date. Also provided within the report was information relating to both street and house to house collections.

AGREED (unanimously) that the report be noted.

38 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 3 of part 1 of Schedule 12A of the Act.

39 MINUTE OF DELEGATED DECISION

AGREED (unanimously) that the Exempt Minute of Decision be noted.

Meeting closed at 6.20 pm.

Chairman

## GENERAL PURPOSES COMMITTEE

13 JUNE 2019

### HACKNEY CARRIAGE FARE REVIEWS

#### **1.0 Purpose of Report**

1.1 For Members to consider the consultation proposals for a review of Hackney Carriage fares.

#### **2.0 Introduction**

2.1 The Local Government (Miscellaneous Provisions) Act 1976 permits a District Council to fix the fares applicable to Hackney Carriages. The last review of fares was undertaken in 2012 where it was decided that no change to the fares was required.

2.2 The setting of taxi fares is a complex process as the fare itself is normally a combination of four elements. These elements are flag fall, tariff, distance travelled and waiting time.

2.3 In order to assist Members the table below shows a comparison with other local authorities. The trade magazine Private Hire and Taxi Monthly produces comparisons of charges for the country. The table below shows a comparison of fares for a 2 mile distances at tariff 1. A selection of fares have been gathered to enable a comparison to be made. This is made up of all the Nottinghamshire authorities and some of the surrounding Lincolnshire authorities.

<b>Flag Fall and Distance</b>	<b>Area</b>	<b>Cost</b>
Two Mile Fare T1	Lowest in country - Newcastle-Under-Lyme	£4.20
	Ashfield	£4.80
	Mansfield	£4.80
	South Kesteven	£5.30
	<b>Newark and Sherwood</b>	<b>£5.40</b>
	Gedling	£5.50
	North Kesteven	£5.60
	Rushcliffe	£5.60
	Bassetlaw	£5.90
	Broxtowe	£6.00
	Nottingham City	£6.75
	Highest in country - Watford	£8.40

#### **2.0 Points for Consideration**

2.2 Informal discussions have taken place with the trade and they have made some suggestions to how they would like to see the fares increased. Officers from the Licensing team have also made some calculations on how various percentage increases would impact on the fares. These options are set out in **Appendix 1**.

### **3.0 Proposals**

3.1 It is proposed to undertake formal consultation with a range of taxi companies and individual drivers to ascertain their opinions on a small number of options to increase the fares. It is proposed that this consultation will last 4 weeks and that following that exercise, undertake a ballot of all drivers as to which method they would like to see introduced.

### **4.0 Equalities Impacts**

4.1 There are no equalities impacts from this report.

### **5.0 RECOMMENDATIONS that Members are asked to:**

**(a) indicate which of the proposed fare review calculations they would wish to consult on; and**

**(b) support the proposed method for carrying out the fare review.**

For further information please contact Alan Batty on 01636 655467

Matthew Finch  
Director – Communities & Environment

**TARIFF 1**

Rate	Number of miles							
	Continuous							
	Flag	Mile	1	2	3	4	5	10
Current	£2.40	£1.74	£3.60	£5.34	£7.08	£8.82	£10.56	£19.26
10% Increase	£2.64	£1.91	£3.96	£5.87	£7.78	£9.69	£11.60	£21.15
20% Increase	£2.88	£2.08	£4.32	£6.04	£8.48	£10.56	£12.64	£23.04
30% Increase	£3.12	£2.26	£4.68	£6.94	£9.20	£11.46	£13.72	£25.02
Trade Proposals	£3.60	£1.69	£5.29	£6.98	£8.67	£10.36	£12.05	£20.50

**TARIFF 2**

Rate	Number of miles							
	Continuous							
	Flag	Mile	1	2	3	4	5	10
Current	£3.60	£2.62	£5.40	£8.02	£10.64	£13.26	£15.88	£28.98
10% Increase	£3.96	£2.88	£5.94	£8.82	£11.70	£14.58	£17.46	£31.86
20% Increase	£4.32	£3.14	£6.48	£9.62	£12.76	£15.90	£19.40	£34.74
30% Increase	£4.68	£3.40	£7.02	£10.42	£13.82	£17.22	£20.62	£37.62
Trade Proposals	£5.40	£2.54	£7.94	£10.48	£13.02	£15.55	£18.10	£30.80

**Forward Plan of the General Purposes Committee Decisions from 1 June 2019 to 31 May 2020**

This document records some of the items that will be submitted to the General Purposes Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for General Purposes Committee meetings are published on the Council's website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

<b>Meeting Date</b>	<b>Subject for Decision and Brief Description</b>	<b>Contact Officer Details</b>
5 September 2019	Polling Place Review	<a href="mailto:mark.jurejko@newark-sherwooddc.gov.uk">mark.jurejko@newark-sherwooddc.gov.uk</a>
12 March 2020	Annual Canvass Update 2019	<a href="mailto:mark.jurejko@newark-sherwooddc.gov.uk">mark.jurejko@newark-sherwooddc.gov.uk</a>

## GENERAL PURPOSES COMMITTEE

13 JUNE 2019

### UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

#### **1.0 Purpose of Report**

1.1 To inform the Committee of the activity and performance of the Licensing Team and to provide Members with details of current ongoing enforcement issues.

#### **2.0 Background**

2.1 A new applicant for a Hackney Carriage/Private Hire Drivers or Private Ambulance Drivers Licence have to undergo various checks. These include a: Disclosure and Barring check; DVLA check; two references are required; Group II medical; and knowledge & ability tests.

2.2 This report covers the period from 1 January to 31 March 2019 inclusive and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

<b>Application Type</b>	<b>New Applications Received</b>	<b>Renewal of Applications Received</b>	<b>Number Issued</b>	<b>Comments</b>
Hackney Carriage/ Private Hire Driver	2	22	21	1 pending
Ambulance Drivers	2	15	16	1 pending
Hackney Carriage Vehicles	5	22	27	
Private Hire Vehicles	3	3	6	
Private Ambulance Vehicle Licence	2	34	36	

#### **2.3 Street Collections**

The table below sets out the numbers of collections undertaken within the reporting period of 1 January to 31 March 2019 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80% of the collection that is returned to the charity.

<b>Charity</b>	<b>Location</b>	<b>Date</b>	<b>Total amount collected</b>	<b>% returned to charity</b>
Reach Learning Disability	Southwell	13.01.2019	£140.50	100%
Trussel Trust	Newark	16.02.2019	£201.00	100%

## 2.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 January to 31 March 2019 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

<b>Charity</b>	<b>Date</b>	<b>Total Amount Collected</b>	<b>% Returned to Charity</b>
Leukaemia & Myeloma Research UK	14.01.2019	£221	50%
Beads of Courage UK	January 2019	£75	80%
Coping with Cancer North East	January 2019	£112.82	80%
North Of England Childrens Cancer Research	January 2019	£82.66	80%
Tree of Hope Charity	11.2.2019	£82.89	84%
Just Helping Children Charity	15.2.2019	£242.40	100%
Beads of Courage UK	February 2019	£0	
Child and Teenage Cancer and Leukaemia Foundation	February 2019	£0	
Coping with Cancer North East	February 2019	£137.18	80%
North Of England Childrens Cancer Research	February 2019	£70.99	80%
Child and Teenage Cancer and Leukaemia Foundation	March 2018	£78.99	100%
Beads of Courage UK	March 2019	£90.00	70%
Just Helping Children Charity	21.3.2019	£210.40	100%

## 2.5 Enforcement Issues

### **Hackney Carriage/Private Hire Ongoing Enforcement Activity between 1 January to 31 March 2019 (to follow)**

<b>Location</b>	<b>Activity</b>	<b>Date Case Opened</b>	<b>Action Taken So Far</b>
Middle Gate Rank, Newark	Taxi Inspection X 1HC	21.1.2019	All in order
Middle Gate Rank, Newark	Taxi Inspection X 1 HC	31.1.2019	All in order
North Gate Station Rank, Newark	Taxi Inspection X 1 HC	25.2.2019	All in order
Middle Gate Rank, Newark	Taxi Inspection X 1 HC	5.3.2019	All in order
Middle Gate Rank, Newark	Taxi Inspection X 1HC	19.3.2019	All in order
North Gate Station Rank, Newark	Taxi Inspection X 2 HC	21.3.2019	All in order

## 3.0 **RECOMMENDATION**

**That the Committee consider the contents of the report and identifies any issues it wishes to examine further.**

For further information please contact Nicola Kellas on extension 5894

Matt Finch  
Director – Communities and Environment