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**Wednesday, 4 March 2020**

**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, 12 March 2020 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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<p>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 Part 1 of Schedule 12A of the Act.</p>	
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# Agenda Item 4

## 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, 5 September 2019 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)  
Councillor R White (Vice-Chairman)

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 and Councillor Mrs Y Woodhead

ALSO IN ATTENDANCE: Councillor L Goff

APOLOGIES FOR ABSENCE: Councillor Mrs K Arnold (Committee Member)

### 8 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.

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

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

### 10 MINUTES OF THE MEETING HELD ON 13 JUNE 2019

AGREED (unanimously) that the Minutes of the Meeting held on 13 June 2019 be approved as a correct record and signed by the Chairman.

### 11 FOOD AND BEVERAGE CONCESSIONS: AMENDMENT TO PROHIBITED STREET DESIGNATION AT THE WHARF

The Committee considered the report presented by the Projects Officer – Commercialisation & Major Projects which sought Members' approval to begin a formal process to amend the prohibited street designation of The Wharf to exclude the Wharf Car Park.

The report set out that the Concessions Project identified opportunities to generate a commercial income from food and beverage licenses on Council owned land and noted the success of Phase One of the project at Sconce & Devon Park and Vicar Water Country Park. Phase Two was to conduct a district wide review of potential locations that would be suitable for food and beverage concessions to maximise income generation for the project. The proposals, reported at paragraph 3, noted that the Wharf was currently designated as a prohibited street for the purposes of street trading but that it was proposed to grant permission for a concession to operate from the Car Park on the site. Opportunities for the concession would be

advertised asking for expressions of interest in early 2020. Details of how the successful party would be chosen and the management of the concession were detailed in paragraphed 4 of the report. The timetable for the proposals was listed at paragraph 6.

In considering the report Members queried whether any restrictions as to the type of concession would be applied. The Projects Officer stated that careful consideration would be given to the type of concession to be sited on the car park, having regard to the surrounding businesses etc. A Member queried whether a burger van would be sited there. In response the Projects Officer advised that such a concession would not be sited on the Wharf Car Park but that it may be considered as part of the wider Concessions Project.

AGREED (unanimously) that:

- (a) the commencement of formal process to amend the prohibited street designation of The Wharf to exclude The Wharf Car Park be approved;
- (b) the consultation timetable set out in paragraph 6.2 of the report be endorsed; and
- (c) a further report with consultation comments be brought to the Committee in November to seek a resolution to amend the existing prohibited street designation.

## 12 REVIEW OF POLLING DISTRICTS AND POLLING PLACES

The Committee considered the report of the Director – Governance & Organisational Development which sought to inform Members of the statutory review of polling districts and polling places.

It was reported that a review must be undertaken every four years and that the deadline for the latest review to have been completed was 31 January 2020. Paragraph 1.4 indicated that a further report would be presented to Committee on 14 November 2019 with the consultation responses and a recommendation that Committee recommend a final scheme to full Council for approval.

AGREED (unanimously) that the process to consult on polling districts and polling places be approved in accordance with the timetable.

## 13 HACKNEY CARRIAGE FARE REVIEWS

The Committee considered the report presented by the Business Manager – Public Protection in relation to the consultation responses from the trade to the proposals for a review of hackney carriage fares.

The report set out the proposed fare increase and the methodology used to undertake the consultation. The Business Manager stated that the response rate had been disappointing with only 20 responses being received from the 175 issued. It was

now proposed that the public consultation would be undertaken. The Chairman, Vice-Chairman and Business Manager would be given delegated authority to determine the relevance of any objections raised. If it was considered that no such responses had been made it was proposed that the new fares would be implemented on 21 October 2019.

In considering the matter a Member requested that the proposed fare increase advert also be placed in the Mansfield Chad as the residents of Ollerton and surrounding areas did not read the Newark Advertiser. The Business Manager confirmed that it would be placed in both papers.

A Member raised concerns as to the continuing issues with drivers who were not licensed within the District. The Chairman and Business Manager both advised that legislation to resolve the matter remained outstanding and of the working protocols within the County to try to resolve the ongoing issues.

AGREED (unanimously) that:

- (a) the advertising of the new Hackney Carriage Fares as set out in Appendix Two be approved;
- (b) the proposed implementation date of 21 October 2019 be approved; and
- (c) delegated authority be given to the Chairman, Vice-Chairman and Business Manager – Public Protection to determine the relevance of any objections raised.

14 GENERAL PURPOSES COMMITTEE FORWARD PLAN (OCTOBER 2019 TO SEPTEMBER 2020)

AGREED (unanimously) that:

- (a) the General Purposes Forward Plan be noted; and
- (b) the following two items be added:
  - (i) Review of Polling Districts and Polling Places (14.11.19); and
  - (ii) Castlegate Taxi Rank Update (14.11.19)

15 APPLICATIONS & ENFORCEMENT - APRIL TO JUNE 2019

The Committee considered the report presented by the Business Manager – Public Protection in relation to the activity and performance of the Licensing Team which included 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.

In considering the report a Member raised the ongoing issues with licensed drivers at the Northgate Train Station and that some refused to take passengers if they only required a short journey. Members agreed that it may prove beneficial to undertake some additional investigation and if possible some 'mystery shopping' activity to ensure compliance with licence conditions.

Members also queried whether any complaints received in relation to licensed drivers were followed up. The Business Manager advised that all complaints received resulted in follow up action and, if necessary, monitoring of the driver.

AGREED (unanimously) that the report be noted.

16 VERBAL UPDATE ON CASTLEGATE TAXI RANK

In response to the Chairman asking for an update on the latest position with the amendment to the hours of the Castlegate Taxi Rank, the Business Manager – Public Protection advised that he had been in contact with Nottinghamshire County Council's Legal Services who were responsible for issuing the new Order to amend the commencement time to 18:00 hours as previously agreed by this Committee. To-date he had not received a response. He advised that he would present an update report to the next meeting of the Committee on 14 November 2019.

17 EXCLUSION OF THE PRESS AND PUBLIC

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.

18 26.06.19 - MINUTES OF HC/PH DRIVER'S SUB-COMMITTEE

The Committee considered the exempt Minutes of the Hackney Carriage & Private Hire Driver's Sub-Committee held on Wednesday, 26 June 2019.

AGREED (unanimously) that the exempt Minutes be noted.

19 SAFEGUARDING ISSUES REPORT

The Committee considered the report of the Director – Communities & Environment in relation to safeguarding issues as detailed in the report.

AGREED (unanimously) that the report be noted.

Meeting closed at 6.30 pm.

Chairman

## **GENERAL PURPOSES COMMITTEE**

**12 MARCH 2020 (14 NOVEMBER 2019)**

### **DEPARTMENT OF TRANSPORT - TAXI AND PRIVATE HIRE VEHICLE STATISTICS 2019**

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

1.1 To inform Members of the latest vehicle figures relating taxi and private hire vehicles collected and collated by the Department for Transport.

#### **2.0 Introduction**

2.1 The DfT collect figures each year from the licensing authorities in England for the numbers of taxis and private hire vehicles that are licensed to operate. The figures represent information as at 31 March 2019.

2.2 Where possible the national data has been compared to local data.

#### **2.3 Licensed Vehicles - National Picture**

The numbers of licensed vehicles has increased by 2.5% since 2018. There are now 291,800 licensed vehicles in England. Of the vehicles licensed 76% are private hire vehicles and 24% are taxis.

Wolverhampton saw an increase of 62.3 % in the numbers of licensed vehicles between 2018 and 2019

#### **2.4 Licensed Vehicles - Local Picture**

There are 90 licensed hackney carriages in Newark and Sherwood and 30 private hire vehicles. These numbers have remained relatively stable.

#### **2.5 Drivers– National Picture**

There are 362,600 licensed drivers in England. This is an increase of 0.4% since last year. 63% have a drivers badge for private hire vehicles, 23% have a dual badge and 15% have a taxi only badge.

The majority of drivers were male (98%) in 2018/19. These proportions are similar to the previous year. Similar to last year, the average age of a driver was 47 years old, with 29% of drivers being aged under 40. Those aged 60 or over made up 19% of drivers

#### **2.6 Drivers– Local Picture**

All Newark and Sherwood drivers are 'dual badged'. There are currently 175 licensed drivers. In addition to this there are 139 licensed private ambulance drivers.

#### **2.7 Operators – National Picture**

There has been an increase in licensed operators of 2.8 % in the past year. From 2009 to 2016 there was a decline in the numbers of operators. The past 3 years have seen a year on year increase. There are now 15,500 in England. There were 2,100 new operator applications in the year ending 31 March 2019. Outside of London Operator applications increased by 4.6%

## 2.8 Operators – Local Picture

Within Newark and Sherwood there are 22 Private Hire Operators. This has shown a slight increase on last year.

## 2.9 Fit and Proper Policies – National Picture

Over three quarters of authorities required taxi drivers (77% or 225 out of 291) and PHV drivers (77% or 227 out of 293) to complete child sexual abuse (CSA) or child sexual exploitation (CSE) training. These proportions have grown since the previous year.

The majority of authorities required enhanced DBS (Disclosure and Barring Service) and barred list checks for taxi drivers (90%, 261 out of 291) and PHV drivers (89%, 262 out of 293). The remaining authorities required an enhanced DBS check. The proportions of authorities requiring enhanced DBS and barred list checks has grown from 79% (for both taxi and PHV drivers) in 2017

All licensing authorities assess medical fitness for taxi and PHV driver applications. 96% of authorities base the medical fitness assessment on the DVLA Group 2 assessment. 72% of licensing authorities determine medical fitness of an applicant/licensee from the applicant/licensee's own GP, while 10% use a licensing authority appointed GP/medical professional.

## 2.10 Fit and Proper Policies – Local Picture

All drivers applying for a licence on Newark & Sherwood are required to undertake and enhanced DBS check and barred list check. With regard to medicals, all drivers are required to undertake medical at the Council's chosen provider which is to a Group 2 standard.

## 2.11 The National Travel Survey (NTS) gathers data on personal travel behaviour across England. Data from the NTS can be used to analyse the users of taxis and PHVs.

## 2.12 Taxi Passengers

In 2018, the average person in England made 10 taxi or PHV trips and travelled 62 miles by taxi or PHV, an increase from 9 trips and 55 miles in 2017. The distance travelled by taxi or PHV has increased by 18.9% over the last 10 years (from 53 miles in 2008), but the number of trips has remained broadly stable. The average taxi trip in 2018 lasted 20 minutes, which has increased by 11% since 2008.

## 2.13 Almost half (47%) of trips on taxis or PHV's were taken for leisure purposes, the same as in 2017 and similar to the level in 2016 (49%). The second most common trip purpose when using a taxi was personal business (14% of trips).

## 2.14 Similar to last year, most people (60%) rarely use a taxi or PHV (at most twice a year). Whereas around a quarter (26%) travel by taxi or PHV at least once a month and 8% of people travel by taxi or PHV on a weekly basis. This has been broadly stable since 2010.

## 2.15 In 2018, on average, women made more taxi or PHV trips than men (11 trips per person per year compared with 10 trips per person per year respectively). Women aged 70+ made double the number of trips than men of this age (14 trips per person per year compared with 7 trips per person per year respectively). Although women make more taxi or PHV trips, men generally travel further. In 2018 women travelled 56 miles per person by taxi or PHV, while men travelled 69 miles.

- 2.16 In 2018, the majority (40%) of taxi or PHV trips were between 2 and 5 miles. This was almost double the proportion of trips of the same distance travelled by all modes (25%). In contrast, the majority (43%) of all trips were under 2 miles: just over a quarter (27%) of taxi or PHV trips were under 2 miles.
- 2.17 **Passenger Satisfaction**  
The National Highways and Transport Public Satisfaction Survey collect public perspectives on, and satisfaction with, highway and transportation services on behalf of several local authorities to inform performance management and local transport plans.
- 2.18 On average, in the areas surveyed in England in 2018, the overall public satisfaction with taxis and PHVs was 66%, slightly lower than in previous years. Rural areas tended to have the lowest overall satisfaction and in 2018 the average satisfaction was 4 percentage points below the England average.
- 2.19 In England, reliability satisfaction (70%) and availability satisfaction (72%) had slightly decreased in 2018 compared to the previous year, but were still much higher than the average for satisfaction with cost (52%).

### **3.0 Proposals**

- 3.1 The Council will continue to develop its policies and procedures to ensure compliance with national regulation and to meet the expectations of Members and the public. When looking at the national picture this authority compares well. However, there is very little local information available on the satisfaction of our users.
- 3.2 It is proposed to undertake survey of taxi and private hire users across Newark & Sherwood to gather data on the satisfaction with, reliability, the availability of vehicles, availability of wheel chair accessible vehicles and passenger satisfaction with cost.

### **4.0 RECOMMENDATIONS that:**

- (a) Members consider the details of the Department of Transport survey on Taxis and private hire vehicles; and**
- (b) a customer satisfaction survey of users be undertaken in 2020 be approved.**

#### Background Papers

Department of Transport – Taxi and PHV Survey 2019

For further information please contact Alan Batty on 01636 655467

**Matthew Finch**  
**Director – Communities & Environment**

## GENERAL PURPOSES COMMITTEE

12 MARCH 2020

### STREET COLLECTIONS 2020

#### **1.0 Background**

1.1 A street collection permit is required to collect money or sell articles for the benefit of any charitable, benevolent or philanthropic purpose in any street or public place. Collectors should have sealed collecting tins stating which organisation they are collecting on behalf of and should not act in any such manner as to cause, or likely to cause danger, obstruction, inconvenience or annoyance to any person. Street collections are governed by Section 5 of the Police, Factories, etc. (Miscellaneous Provisions) Act 1916 as amended by Section 251 and Schedule 29 to the Local Government Act 1972.

#### **2.0 Information**

2.1 The Council allows a total of 19 street collections to take place in Newark throughout the year. In addition, it also allows 12 in Ollerton and 13 in Southwell.

2.2 A list of applications received so far has been forwarded to Ollerton & Boughton Town Council, Southwell Town Council and Newark Town Council. These are listed in **Appendix A** detailing those charitable organisations wishing to make a street collection within these areas 2020. Members will note that the number received is below that maximum allowed and therefore it is anticipated that further applications will be made.

2.3 Ollerton & Boughton Town Council is considering the application in respect of Ollerton Town Centre.

2.4 Southwell Town Council Members noted the applications in **Appendix A** that are proposed for Southwell and have raised no comments in respect of Southwell Town Centre applications.

2.5 Members will be aware that only one collection is allowed in the whole of the district in November and this is usually granted to Royal British Legion. Application number 7 by Southwell Brownies to raise funds for Diabetes Research is for 26.11.20. They have provided us with further information as to why they should be granted the licence. They have said:

[1] The RBL Poppy Appeal extends only until 10 November.

[2] The street collection will take part on the evening of Christmas late night shopping event in Southwell.

[3] Southwell Brownies have carried out street collections for various charities over the last 3 years. This year they have chosen Diabetes Research because one of the leaders has diabetes and has had her leg amputated as a result of the disease.

2.6 Newark Town Council considered applications in respect of the Newark Town Centre. Application number 3 has been agreed and Application number 4 has been refused.

2.7 Newark Town Council's Policy attached at **Appendix B** states that the Council would generally not support requests for a Street Collection from those outside the area or where the proceeds are not likely to benefit the community.

### **3.0 Proposals**

3.1 It is proposed that the Director – Communities & Environment be authorised to issue the licences for the applications supported by the Town Councils together with any further licences subsequently received under delegated powers after, and in the cases of Newark, Ollerton and Southwell Town Centres, having considered the recommendation of the relevant Town Councils.

3.2 It is further proposed that the applications not supported by the Town Councils be offered an alternative location within the Newark & Sherwood District.

### **4.0 RECOMMENDATIONS that:**

**(a) the Committee consider the applications for Street Collections along with the comments of the relevant Town Councils and identify the street collections that shall be granted within the District of Newark & Sherwood during the financial year 2020/21 and**

**(b) after consultation with the Chairman of the General Purposes Committee the Director – Communities & Environment 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 2020/21**

### **Background Papers**

Nil

For further information please contact Nicola Kellas on 01636 655894.

Matthew Finch  
Director – Communities & Environment

**Street Collections  
April-December 2020**

<b>Application Reference</b>	<b>Charity</b>	<b>Date of Collection</b>	<b>Sent to Relevant Town Council</b>	<b>Response</b>
<b>Whole District</b>				
1	Royal British Legion	24.10.20 to 07.11.20	Yes - sent to Newark, Southwell and Ollerton	
2	RAFA	19.09.20	Yes	
<b>Newark</b>				
3	Guide Dogs	27.04.20	Yes	Agreed
4	Newark Christian Aid	13.05.20	Yes	Refused
<b>Southwell</b>				
5	Reach	06.06.20	Yes	
6	Macmillan	19.09.20	Yes	
7	Diabetes Research	26.11.20	Yes	
8	Southwell & District Lions Club	19.12.20	Yes	

**NEWARK TOWN COUNCIL  
STREET COLLECTION POLICY**

1. The Town Council's policy will be to support locally based charities whose fund raising activities are for the benefit of those living within the local community.
2. This support will be extended to include local branches of national charities where funds are sought for use within the community.
3. The Town Council will also consistently support national appeals such as the Wings Appeal and the Poppy Appeal, where monies are collected on a branch basis.
4. The Town Council would generally not support requests for street collections from those outside the area or where the proceeds are not likely to benefit the community.

In exceptional circumstances, however, the Town Council may support such requests; and in such cases would provide Newark & Sherwood District Council with additional information to explain such decision.

Finance & Policy Committee  
22.09.04

## **SAFEGUARDING ISSUES AND TAXI DRIVERS**

### **1.0 Purpose of Report**

- 1.1 For members to consider a revised approach to ensuring the safeguarding training provided to taxi drivers with particular reference to refresher training.

### **2.0 Introduction**

- 2.1 In June 2015 a report was presented to the General Purposes Committee setting out the implication for taxi licensing arising from the Jay report into Child Exploitation in Rotherham. The report proposed a number of changes to enhance the current application procedure to ensure that robust safeguarding measures were in place.
- 2.2 In March 2016 a report was presented to the General Purposes Committee providing an update on the steps that had been taken.

### **3.0 Actions to Date**

- 3.1 All drivers have attended a safeguarding training session within one year of the condition being introduced or within one year of their licence being issued. Failure to do so has resulted in licences being suspended.
- 3.2 Details of where and how the drivers can report concerns has been given out to all drivers who have attended the training course.
- 3.3 There is a countywide approach to the training (with the exception of Gedling) to deliver the same training package to all taxi drivers. The training consists of a 1.5 hours presentation followed by a multiple choice exam at the end so that the drivers can show that they have understood the principle of safeguarding.
- 3.5 This approach gives new drivers the flexibility to attend other Nottinghamshire authorities and their drivers to attend at Newark.
- 3.6 Drivers are given the opportunity to attend the training and sit the exam on three occasions. If they cannot pass the exam at this point they will not be considered a 'fit and proper' person to hold a licence.
- 3.7 The training document has been updated with information, videos and local examples. This has been beneficial and it shows drivers that this is happening in our area. An example of a video featuring Newark is available for Members to view.

### **4.0 Proposals**

- 4.1 The majority of the licensed drivers attended their safeguarding training course in 2016/2017.

4.2 In order to keep our drivers informed of changes in safeguarding, the latest best practice and where to report concerns it is proposed that we put together a refresher safeguarding training course for drivers to attend every three years.

4.3 Where the period since the driver last attended the safeguarding training is greater than the recommended 3 years. These drivers will be treated as a priority and will be invited to attend on the first wave of refresher safeguarding courses.

## **5.0 RECOMMENDATION**

(a) The Hackney Carriage/Private Hire and Ambulance Driver Licence conditions, be amended to include the requirement for all drivers to attend a renewal safeguarding training course every three years.

(b) that a driver's licence will not be renewed if they fail to attend the relevant course within three year period since their last attendance.

### Background Papers

Nil

For further information please contact Nicola Kellas on Ext 5894

Matthew Finch  
Director – Communities & Environment

**Forward Plan of the General Purposes Committee Decisions from 1 March 2020 to 28 February 2021**

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>
June 2020	Annual Canvass Update 2019	<a href="mailto:mark.jurejko@newark-sherwooddc.gov.uk">mark.jurejko@newark-sherwooddc.gov.uk</a>
June 2020	Local Taxi forum	<a href="mailto:alan.batty@newark-sherwooddc.gov.uk">alan.batty@newark-sherwooddc.gov.uk</a>
June 2020	Underage Drinking	<a href="mailto:alan.batty@newark-sherwooddc.gov.uk">alan.batty@newark-sherwooddc.gov.uk</a>
June 2020	Training for Members	<a href="mailto:alan.batty@newark-sherwooddc.gov.uk">alan.batty@newark-sherwooddc.gov.uk</a>
September 2020	First aid training for taxi drivers	<a href="mailto:alan.batty@newark-sherwooddc.gov.uk">alan.batty@newark-sherwooddc.gov.uk</a>

## URGENCY ITEMS - MINUTE OF DECISION

### Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice-Chairman) and the Opposition Spokesperson of the appropriate committee.

### Subject: Food And Beverage Concessions: Amendment To Prohibited Street Designation At The Wharf Consultation Responses

The General Purposes Committee on 5 September 2019 passed a resolution to begin the formal process to amend the prohibited street designation of The Wharf Car Park. This would exclude the Wharf car park as a prohibited street and enable the Council to licence food and beverage providers to operate for a financial return to the Council in line with the Council's commercial ambitions.

The Wharf is currently designated as a prohibited street for the purposes of street trading and the parameter of the Town Wharf car park. Street Trading is defined as the selling or exposing or offering for sale of any article (including a living thing) in any street under schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.

The formal process for amending a street designation requires the Council to undertake a 28 day public consultation (including mandatory consultation with the Police and local Highways and a public notice in the newspaper).

Public consultation was open for comments from 12 September to 10 October 2019 with a public notice in the Newark Advertiser and notification issued to Nottinghamshire Police, Via East Midlands (Highways) and Newark Town Council.

Newark Town Council responded to the consultation with No Objections to the proposals. No other representations or comments have been received on the proposal.

This proposal is to only exclude the Wharf Car Park from the prohibited street designation at The Wharf. The remainder of the Wharf would remain within the existing prohibited street designation. This would seek to maintain a form of regulation from unauthorised traders.

This proposal supports the Council objective 'Generate more income, improve value for money and increase residents' satisfaction with the Council'. This proposal will also provide a new source of income for the Council will contribute to funding the Council's aspirations as detailed within the Community Plan 2019-2023.

In order to meet the project timescales and have concessions operating from April 2020, the proposed timetable is below.

Activity	Timescales
Feedback on comments and responses on the Consultation to the General Purposes Committee with a recommendation to pass the resolution to exclude the Town Wharf Car Park from the prohibited street designation at The Wharf.	14 Nov 2019 (GP Committee cancelled due to flooding)
A Public Notice stating the resolution has been passed and that the Town Wharf Car Park has been excluded from the prohibited designation (advertised to be placed across two consecutive weeks)	Week 1: 5 Dec 2019 Week 2: 12 Dec 2019
The Town Wharf Car Park is now excluded from the prohibited street designation (28 days after the final public notice has been placed)	9 Jan 2020
Advertise the concession opportunity including press release, application form to be uploaded to Council Website	9 Jan 2020 – Feb 2020
Concession to start on site	Apr 2020

The reason for the urgency is that two public notices are required across two consecutive weeks and the street designation takes effect 28 days after the last public notice has been placed as described in the table above.

**Budgetary Implications (Finance Officer's Comments) - FIN19-20/6300**

There is a one off cost associated with placing a public notice in the newspaper at approximately £215 for two public notices.

The costs for the public notices will be funded from the Commercialisation and Major Projects Team, and will be refunded from the concession income. Utilising the knowledge and experience from phase 1, it is expected the income generation from the Wharf Car Park to be approx. £4k-£6k per annum.

**Appropriate Committee:**

General Purposes Committee

**Details of Decision Taken:**

Agreed:

- a) To pass a resolution to amend the prohibited street designation of The Wharf to exclude The Wharf Car Park and to agree the approach and timeline for operating a food and beverage concession on the Wharf Car Park.

- b) That the Town Wharf Car Park will be excluded from the prohibited street designation on 9 January 2020.
- c) that we will advertise in January for available concession sites to ensure that concessions are on site for April 2020.

**Members Consulted:**

Cllr Rita Crowe (Chairman of General Purposes Committee) - consulted on 26.11.19

Cllr David Lloyd (Leader of the Council) - consulted on 27.11.19

Cllr Paul Peacock (Opposition Leader of the Council) – consulted on 26.11.19

Signed:



Date: 27/11/19.

Sanjiv Kohli  
Deputy Chief Executive/Director - Resources & S151 Officer



## GENERAL PURPOSES COMMITTEE

12 MARCH 2020 (14 NOVEMBER 2019)

### UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS (JULY TO SEPTEMBER 2019)

#### **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 July to 30 September 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 Rec'd</b>	<b>Renewal of Applications Rec'd</b>	<b>Number Issued</b>	<b>Comments</b>
Hackney Carriage/ Private Hire Driver	4	16	18	2 pending
Ambulance Drivers	4	11	13	1 pending 1 withdrawn
Hackney Carriage Vehicles	8	14	22	
Private Hire Vehicles	2	5	7	
Private Ambulance Vehicle Licence	2	52	54	

#### **2.3 Street Collections**

The table below sets out the numbers of collections undertaken within the reporting period of 1 July to 30 September 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>
Beaumont House Community Hospice	Newark	08.06.19	£361.93	100%
RNLI	Newark	24.08.19	£594.75	100%
RNLI	Farnsfield	14.09.19	£130.81	100%
Macmillan Cancer Support	Southwell	21.09.19	£503.53	100%

## 2.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 July to 30 September 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.

Charity	Date	Total Amount Collected	% Returned to Charity
Child and Teenage Cancer and Leukaemia Foundation	July 2019	£93.00	100%
Beads of Courage UK	July 2019	£120.00	80%
Cancer Support UK	15.12.19 to 30.09.19	£25.45	100%
Just Helping Children Charity	26.07.19	£166.40	100%
Coping with Cancer North East	July 2019	£71.40	80%
North of England Children's Cancer Research	August 2019	£91.90	80%
North of England Children's Cancer Research	September 2019	£99.50	80%
Coping with Cancer North East	August 2019	£151.83	80%
Coping with Cancer North East	September 2019	£98.35	80%
Cancer Support UK	July to September 2019	£115.70	100%
Sense Trading DeafBlind People	December 2018 to September 2019	£5,220.00	90%
Boot Out Breast Cancer	September 2018 to August 2019	£313.05	82%
Breast Cancer Research	September 2019	£75.40	80%
Just Helping Children Charity	27.09.19	£308.00	100%
Child and Teenage Cancer and Leukaemia Foundation	September 2019	£66.00	100%

## 2.5 Enforcement Issues

### Hackney Carriage/Private Hire Ongoing Enforcement Activity between 1 July to 30 September 2019

Location	Activity	Date Case Opened	Action Taken So Far
Middle Gate Rank	Taxi complaint that a driver parked on the rank and left the vehicle	04.07.19	Verbal advice given
Lincoln Street Rank	Taxi complaint that a driver cancelled a booking to take a fare from the rank	16.07.19	LEO informed vehicle operator of the complaint. Vehicle is not licensed by NSDC and insufficient information given, so no further action taken

Lincoln Street rank	Taxi complaint that a Wolverhampton licensed (Uber) vehicle was available for hire on the rank	17.07.19	The driver of the Uber vehicle contacted NSDC alleging 2 drivers were intimidating him and denied being available for hire on the rank. LEO spoke to the drivers in question who agreed to stop approaching other drivers on the rank. Complainant informed of the outcome.
Lincoln Street rank	Taxi inspection x1 HC	05.09.19	All in order
Lincoln Street rank	Taxi inspection x1 HC	05.09.19	All in order
Lincoln Street rank	Taxi inspection x1 HC	05.09.19	All in order
Lincoln Street rank	Taxi inspection x1 HC	05.09.19	All in order
Hawton Lane, Newark	Taxi complaint of driver urinating on wheel of car	06.09.19	LEO spoke to the driver of the vehicle who denies urinating and says his car was left unattended on Hawton Lane. No further action taken.
Belvoir Road, Balderton	Complaint of overcharging	10.09.19	LEO spoke to the driver who said the complainant had been abusive towards him in relation to the cost of the journey and denies overcharging him. LEO spoke to the complainant who was rude and would not listen to the explanation.
Lincoln Street Rank	Complaint about the ongoing behaviour of a driver	24.09.19	LEO spoke to the complainant who did not want to pursue it at this time for personal reasons.
Castle Gate rank, Newark	Complaint of an out of town private hire vehicle parked on the rank.	30.09.19	LEO contacted the vehicle's operator, who has informed all his drivers that they are not to park on NSDC ranks.

### 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 & Environment

## GENERAL PURPOSES COMMITTEE

12 MARCH 2020

### 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.

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2.2 This report covers the period from 1 October to 30 December 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	6	11	17	
Ambulance Drivers	4	7	13	
Hackney Carriage Vehicles	6	11	18	
Private Hire Vehicles	1	5	7	
Private Ambulance Vehicle Licence	5	24	13	

#### **2.3 Street Collections**

The table below sets out the numbers of collections undertaken within the reporting period of 1 October to 31 December 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>
Poppy Appeal	Whole District	31/10/19 to 10/11/19	To follow	
Rotary Club of Southwell	Southwell	28/11/19	£399.00	100%
Southwell Lions	Southwell	21/12/19	£661.62	100%
Salvation Army	Newark	14/12/19	£619.75	100%
Nottinghamshire Wildlife Trust	Newark	15/12/19	£166.68	100%
Newark Round Table	Newark	21/12/19	To follow	

## 2.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 October to 31 December 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.

Charity	Date	Total Amount Collected	% Returned to Charity
Coping with Cancer North East	October 2019	100.36	80%
North Of England Children's Cancer Research	October 2019	49.46	80%
Child and Teenage Cancer and Leukaemia Foundation	November 2019	84.00	100%
Breast Cancer Research	November 2019	50.69	80%
North Of England Children's Cancer Research	November 2019	£41.33	80%
Coping with Cancer North East	November 2019	£130.77	80%
Beads of Courage UK	November 2019	£69.00	80%
Edwinstowe & the Dukeries Lions Club	December 2019	£4,941.94	89%
Southwell and District Lions Club	December 2019	£6,256.53	95%
Bathley Parish Council	16.12.2019	£415.72	100%
Rotary Club of Carlton	13.12.2019	£282.86	80%
Rotary Charities	02.12.2019	£656.32	91%
Coping with Cancer North East	December 2019	£60.68	80%
Just Helping Children Charity	December 2019	£221.60	100%

## 2.5 Enforcement Issues

### **Hackney Carriage/Private Hire Ongoing Enforcement Activity between 1 October to 31 December 2019**

Location	Activity	Date Case Opened	Action Taken So Far
South Muskham, Newark	Booked PH vehicle did not attend.	1.10.2019	LEO spoke to complainant and explained that the company used dispatches out of town vehicles who are licensed by other authorities.
Asda, Newark	PH vehicle arrived 30 minutes late and driver was rude to passenger.	17.10.2019	LEO spoke to complainant and explained that the company used dispatches out of town vehicles who are licensed by other authorities. Complainant will use NSDC licensed vehicles going forward.

Bingham, Nottinghamshire	HC driver using horn when picking up a child at 8.00 am and causing disturbance	14.10.2019	LEO spoke to driver.
Middle Gate Taxi Rank, Newark	1 X HC vehicle inspection	14.10.2019	5 action points requiring attention and verbal warning given. Vehicle re-inspected and all in order.
Middle Gate Taxi Rank, Newark	1 X HC vehicle inspection	14.10.2019	2 action points requiring attention. Vehicle re-inspected and all in order.
Lincoln Street Taxi Rank, Newark	Station car blocked Lincoln Street vehicle whilst passengers were getting in vehicle.	7.11.2019	LEO spoke to both parties and gave advice.
Newark Hospital, Newark	Complaint of overcharging. Customer got charged £23.60 from Newark Hospital	7.11.2019	LEO left a message for the complainant and explained that the company used dispatches out of town vehicles who are licensed by other authorities.
39 Stafford Ave, Balderton	Complaint of overcharging due to rain.	14.11.2019	LEO spoke to the complainant and explained that the company can charge more due to the weather when it is a PH booking.
Lincoln Street Rank, Newark	1 X HC Inspection	22.11.2019	All in order
Lincoln Street Rank, Newark	1 X HC Inspection	25.11.2019	All in order
Newark	Complaint that driver of HC seen smoking in vehicle	25.11.2019	LEO spoke to the driver.
Farndon Unit, Newark	Complaint that a attendee of Farndon Unit was offered free taxi rides in return for sexual favours	25.11.2019	LEO spoke to manager at Farndon Unit and it is being referred to Police for investigation.
Churchill Drive, Newark	Complaint of illegal PH advertising.	9.12.2019	LEO spoke to company and explained licensing procedures for PH vehicles/operators/drivers.

Castle Gate Rank, Newark	Complaint of out of town HC/PH using the rank	20.12.2019	LEO spoke to the complainant and advised accordingly.
Middle Gate, Newark	1 X HC Inspection	20.12.2019	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 & Environment

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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