

To: Councillor Woodward (Chair)
Councillors Edwards, Carnell, Challenger,
Cresswell, G Dennis, Ennis, Keane,
Kitchingham, Mitchell, Page and Rowland

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NOTICE OF MEETING - LICENSING APPLICATIONS COMMITTEE 21 FEBRUARY 2023

A meeting of the Licensing Applications Committee will be held on Tuesday, 21 February 2023 at 6.30 pm in the Council Chamber, Civic Offices, Reading. The Agenda for the meeting is set out below.

<u>ACTION</u>	<u>WARDS AFFECTED</u>	<u>Page No</u>
1. DECLARATIONS OF INTEREST		
Councillors to declare any disclosable pecuniary interests they may have in relation to the items for consideration.		
2. MINUTES		3 - 6
To confirm the Minutes of the Licensing Applications Committee meeting held on 4 October 2022.		
3. PETITIONS		
Petitions submitted pursuant to Standing Order 36 in relation to matters falling within the Committee's Powers and Duties which have been received by the Assistant Director of Legal and Democratic Services no later than four clear days before the meeting.		
4. QUESTIONS		
To receive any question from Councillors and members of the public.		
5. REVISION OF HACKNEY CARRIAGE DRIVER AND VEHICLE CONDITIONS		7 - 22

CIVIC OFFICES EMERGENCY EVACUATION: If an alarm sounds, leave by the nearest fire exit quickly and calmly and assemble on the corner of Bridge Street and Fobney Street. You will be advised when it is safe to re-enter the building.

A report seeking approval to amend Hackney Carriage Driver and Vehicle Conditions.

6. HACKNEY CARRIAGE UNMET DEMAND 2023

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A report asking the Committee to consider if an Unmet Demand Survey should be carried out during the recovery of the Hackney Carriage trade following the Covid 19 pandemic and whether it is appropriate to amend the current limiting policy approach to hackney carriage numbers.

Present: Councillors Woodward (Chair); Edwards (Vice-Chair), Carnell, Cresswell, Ennis, Keane, Kitchingham and Page

Apologies: Councillors Challenger, G Dennis, Mitchell and Rowland

6. MINUTES

The Minutes of the Licensing Applications Committee meetings held on 25 May and 12 July 2022 were confirmed as correct records and signed by the Chair.

7. REVISION OF HACKNEY CARRIAGE FARES FOR THE YEAR 2022/23

Further to Minute 5 of the meeting held on 12 July 2022, the Director for Economic Growth and Neighbourhood Services submitted a report asking the Committee to consider whether to reapprove and recommend the proposed increase in hackney carriage fares for the year 2022-23 after objections had been received during the statutory consultation period.

The following documents were appended to the report:

- Appendix I - Table of fares up to the hearing 12/07/2022 & Table of fares as agreed on 12/07/2022;
- Appendix II - Letter from the chair Reading Taxi Association;
- Appendix III - Objections to the fare increase;
- Appendix IV - Objectors further reasoning and proposal;
- Appendix V - Chart Showing cost of journeys over two miles;
- Appendix VI - September issue of the Private Hire Taxi Monthly (PHTM);
- Appendix VII - Equality Impact Assessment.

The report explained that, following representations made by the RTA, Licensing Applications Committee, on 12 July 2022, had resolved to grant a £1 increase in the flag drop on both tariffs 1 (daytime) and 2 (night-time) from £2.60 to £3.60 and £3.60 to £4.60 respectively and to raise the cleaning charges after soiling to £70 inside the taxi and £25 outside.

The report went on to explain that, as required under Section 65 of the Local Government (Miscellaneous Provisions) Act 1976, a statutory consultation had taken place between 20 July 2022 and 3 August 2022 with an advert being placed in a local paper and the details also published on the RBC website detailing the proposed fare rises. During the consultation period four written objections and a petition against the fare rise from 97(92) Hackney Carriage drivers had been received by the Council.

The report explained that a number of Hackney Carriage drivers had stated that they had not been consulted fully by the RTA, and that the RTA had not been transparent with its members about the issue. The objectors did not agree to the fare increase in the form that was presented to the Licensing Applications Committee on 12 July 2022. The objectors provided further reasoning for their objections along with an alternative proposal for fare rises which was attached to the report at Appendix IV. The report also

LICENSING APPLICATIONS COMMITTEE MEETING MINUTES - 4 OCTOBER 2022

noted that no objections had been received concerning the proposed increase to the soiling charge.

Mr Asif Rashid, Chairman of the Reading Taxi Association, and Mr Imran Ali, a local hackney carriage driver, both attended the meeting with colleagues and addressed the Committee. The RTA spoke in favour of the original fare rise proposal, whilst Mr Ali opposed the original proposal and spoke in favour the alternative proposal.

The Committee indicated that, if the Trade wished to propose future fare rises, it would be sympathetic to reviewing fares on a sixth-monthly basis rather than on the current yearly basis.

Resolved -

- (1) That the decision to recommend that the Assistant Director of Planning, Transport and Public Protection implement an increase of £1 in the flag-drop for both daytime and night-time tariffs be upheld.
- (2) That the decision to recommend that the Assistant Director of Planning, Transport and Public Protection implement an increase in the soiling charge for cleaning taxis to £70 for inside the taxi and £25 for the outside of the taxi be upheld.

8. REVIEW OF HACKNEY CARRIAGE VEHICLE PLATE CRITERIA

The Executive Director for Economic Growth and Neighbourhood Services submitted a report asking the Committee to consider and approve updated criteria for the allocation of Hackney Carriage Licence Plates as and when they might become available. A copy of the current criteria, resolved by the Licensing Applications Committee on 4 November 2015 (Minute 3 refers), was attached to the report at Appendix I.

The report highlighted the Licensing team's recommendation that two changes be made to the Hackney Carriage Vehicle Licence Plate Criteria. A copy of the proposed new criteria was attached to the report at Appendix II.

The first proposed change sought to increase the length of time that prospective Hackney Carriage Proprietors' licence holders would need to have held a Reading Borough Council Hackney Carriage Driver's licence from eight (8) consecutive years to 12 consecutive years prior to them showing an expression of interest.

The second proposal required that applicants who successfully met the criteria and were eligible for a Proprietors' licence must provide a brand new ULEV or brand new fully electric purpose-built hackney carriage vehicle for licensing within three months of being permitted to apply for a Hackney Carriage Vehicle licence or the Hackney Carriage Proprietors' licence might be issued to any other person who showed an expression of interest and met the current criteria.

LICENSING APPLICATIONS COMMITTEE MEETING MINUTES - 4 OCTOBER 2022

Asif Rashid, Chairman of the Reading Taxi Association, and Imran Ali, a local taxi driver, both addressed the Committee.

Resolved -

- (1) That the length of time that prospective Hackney Carriage Proprietors' licence holders would need to have held a Reading Borough Council Hackney Carriage Driver's licence remain at eight (8) consecutive years prior to them showing an expression of interest.
- (2) That the Hackney Carriage Vehicle Licence Plate Criteria be amended so that applicants who successfully met the criteria and were eligible for a Proprietors' licence must provide a brand new ULEV or brand new fully electric purpose-built hackney carriage vehicle for licensing within three months of being permitted to apply for a Hackney Carriage Vehicle licence or the Hackney Carriage Proprietors' licence might be issued to any other person who showed an expression of interest and met the current criteria.

(The meeting closed at 7.47 pm)

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READING BOROUGH COUNCIL

REPORT BY EXECUTIVE DIRECTOR FOR ECONOMIC GROWTH AND NEIGHBOURHOOD SERVICES

TO:	LICENSING APPLICATIONS SUB COMMITTEE 3		
DATE:	21 FEBRUARY 2023	AGENDA ITEM:	
TITLE:	REVISION OF HACKNEY CARRIAGE DRIVER AND VEHICLE CONDITIONS		
LEAD COUNCILLOR:	COUNCILLOR PAGE	PORTFOLIO:	CLIMATE STRATEGY AND TRANSPORT
SERVICE:	PLANNING, TRANSPORT & PUBLIC PROTECTION	WARDS:	BOROUGHWIDE
LEAD OFFICER:	CLYDE MASSON	TEL:	0118 973 72453
JOB TITLE:	PRINCIPAL LICENSING & ENFORCEMENT OFFICER	E-MAIL:	Clyde.masson@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 The specifications and conditions relating to Hackney Carriage Drivers (HCD) and Vehicles (HCV) have been reviewed by officers in consultation with the Hackney trade and the Reading Taxi Association (RTA). This has resulted in proposals to either remove or reword some of the conditions to bring them up to date. These conditions were last reviewed in 2018.

2. RECOMMENDED ACTION

- 2.1 That Members approve the Option proposed at 4.2 below.

3. POLICY CONTEXT

- 3.1 The Local Government (Miscellaneous Provisions) Act 1976 allows Local Authorities to attach conditions to HCD and HCV licences. The periodic revision of vehicle and driver conditions is required to keep up to date with the current thinking in respect of licensing and enforcement, whilst taking to account new technology and improvements to vehicles introduced by the motor industry.

4. THE PROPOSAL

4.1 Current Position:

- 4.1.1 The current conditions relating to HCD and HCV were last amended in 2018 to bring in compulsory electronic payment devices in all HCV's, to help the Hackney trade compete against the more modern methods of payment such as online applications which have become commonplace within the Private Hire trade. The current conditions are attached in background papers.
- 4.1.2 Officers have been working in consultation with the Hackney trade to review and update the conditions and specifications. No objections were received in respect of the changes proposed in 4.2 below however, the RTA have proposed some changes detailed at 4.2.8. Officers have provided responses to these proposals below each proposed condition change.
- 4.1.3 Officers have taken legal advice on bylaws attached to HCD and HCV licences. Whilst it is possible to add, amend or remove bylaws this process can be lengthy to complete. The Hackney trade and the RTA have been informed of the process to affect bylaws and do not wish the update of the HCD and HCV conditions to be delayed. They accept that any bylaw changes will need to be carried out as a separate piece of policy work as any changes have to be approved by the Department for Transport (DfT)
- 4.1.4 Proposed conditions are attached in Appendices 1 and 2 as they would read if changed and below in 4.2 explains the proposed changes and amendments and the reason for them.

4.2 Options Proposed - HCD's

- 4.2.1 The conditions covering HCD's currently refers to a penalty points system which was proposed but never implemented. It is proposed that all references to this unused system be removed to simplify the conditions.
- 4.2.2 Section C)3 - This condition has four sections (3.1 to 3.4) this has been reduced to two sections without changing the wording to simplify the conditions.
- 4.2.3 Section C)12 - This is the only addition to the HCD conditions. It is already covered in the conditions however this addition makes it clear that no extra or minimum charge can be imposed for payment by card. This is covered by Byelaw 15 which does not allow extra charging and Section 53 of Town Police Clause Act 1847 which makes it an offence to refuse to take a person without reasonable excuse. Refusing to take a passenger due to them wanting to pay the correct fare by card is not a reasonable excuse. For example, the hirer wants to take a journey which would usually cost £7. The driver cannot demand a minimum charge of £10 for payment by card.

Proposed wording

- 4.2.4 C)12 - On payment of a fare by card, no extra or minimum charge shall be imposed on the hirer (Byelaw 15 and Town Police Clause Act 1847 Section 53).

Options Proposed - HCV's

- 4.2.5 Section D)5 - Removal of references to size of adverts as these are not required. Advertising is permitted to cover the whole of the vehicle (full wrap) but not to obscure the plate or registration number.
- 4.2.6 Section D)8 - Removal of references to permitted colours on particular model vehicles as neither model mentioned are available for use anymore and there is a much wider range of colours available to proprietors since the condition was added.
- 4.2.7 Section D)9 - This is the only addition to the vehicle conditions which makes it the responsibility of the vehicle proprietor to provide a copy of the licence conditions and insurance to any licensed driver of the vehicle. This is to help drivers which rent vehicles have a clear understanding of the vehicle licence conditions and to have access to the insurance document to check they are legally insured. This can be provided to the driver as a paper or electronic copy.

Proposed wording

- 4.2.8 D)9 - The proprietor shall provide a copy of these conditions and a valid vehicle insurance certificate to any licensed driver wishing to drive/rent/lease the vehicle prior to them driving it. These can be provided to the driver as a paper or electronic copy, a copy may also be kept within the vehicle for the driver to access.
- 4.2.9 **Trade consultation**

Officers consulted the Hackney trade and the (RTA) on the above proposed changes of which they agreed to each of the proposals. The RTA have also highlighted some more current conditions which they feel need updating.

4.2.10 RTA suggestions and officers' response

1. HCD section C)7 - Hackney Carriage vehicles carry either five or six passengers as opposed to three, four or five passengers. This needs to be reflected in this section and amended accordingly.

Officers' response

The current condition follows the Government guidelines and is not suggesting HCV only have 3,4 or 5 passengers only. HCV can carry as many passengers as they are licensed for up to a maximum of 8 passengers. I refer back to legal advice at 4.1.3.

RTA questions regarding lost property

2. Section C)15 - Does the Council still accept lost property? Our understanding is that it is no longer possible to leave lost property at the Civic Offices. If this is the case, then this needs to be reflected in this section. Also, should lost property not be handed into the Police Station?
3. In respect of the charges to re-deliver lost property, should this not be the fare from the Station to wherever the owner lives? The charges currently in this section seem outdated.
4. If the vehicle is hired within the Borough of Reading, should the meter not be used at all times?

Officers' response

This is correct, the council offices no longer have the capacity to accept lost property, therefore it is suggested that drivers are directed to the Thames Valley Police lost property web page which advises the finder of an item on what to do with it based on its value/importance. Website address: <https://www.thamesvalley.police.uk/ro/report/lp/lost-or-found-property/>.

Officers agree that the £5 maximum charge is now outdated and that delivery of property to the passenger should be on the meter within the Borough. However, this should be to a maximum of £10. Drivers are reminded of Condition 14 of their licence which states they are obliged to check the rear compartment after each hire to search for lost items. I refer you to legal advice at section 4.1.3

RTA question - Collisions (Accidents)

5. HCV section B) 3 In the event of a collision, if the damage affects the use of the vehicle as a hackney carriage, should the owner not report the collision within 24 hours?

Officers' response

The law states that the damage must be reported to the Council as soon as practicably possible or in any case within 72 hours. As this is the law, it cannot be changed.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Hackney Carriage trade provides a valuable service to the public by being available to transport customers throughout the borough on a 24-hour basis. The proposed changes simplify the current conditions, help make the condition and law regarding electronic payment clearer and provide drivers which rent vehicles a copy of the conditions and insurance documents of the vehicle they drive.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 Officers meet with the taxi trade representatives (RTA) and consult on any changes to conditions and specifications.

7. Climate Impact Assessment

- 7.1 A Climate Impact Assessment has been carried out and no publicity is required, there is no impact or risks on Capital Assets, on the service or corporate performance. There is no environment or climate impact as this report is only updating the HCD and HCV conditions

7. FINANCIAL IMPLICATIONS

- 7.1 None.

8. BACKGROUND PAPERS

- i) Current HCD conditions
- ii) Proposed HCD conditions
- iii) Current HCV conditions
- iv) Proposed HCV conditions
- v) Climate Impact Assessment

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HACKNEY CARRIAGE DRIVER CONDITIONS

LEGISLATION

A) TOWN POLICE CLAUSES ACT 1847

- 1 The driver of a hackney carriage whilst on a taxi rank or in any street who refuses or neglects without reasonable excuse to drive to any place in the area for which he is licensed (the Borough of Reading) commits an offence. (Section 53)

B) LOCAL GOVERNMENT (MISC. PROVISIONS) ACT 1976

- 1 You must produce your hackney carriage driver's licence at the request of a council officer or police officer at the Civic Offices or Police Station within five days of the request. (Section 53)
- 2 Provide a medical certificate as and when required by the council. You must be examined by the Consultant occupational Health Physician to ascertain your fitness to hold a licence before the grant of your first licence, every fifth year until age 60, every other year to age 70 and annually thereafter, or at any other time considered reasonably necessary the Head of Planning and Environmental Health. (Section 57)
- 3 The Council may suspend or revoke or refuse to renew your licence if since the grant of the licence—
 - 3.1 Has been convicted of an offence involving dishonesty, indecency or violence; or
 - 3.2 Has been convicted of an offence under or has failed to comply with the provisions of the Act of 1847 or of this Part of this Act;
 - 3.3 That he has since the grant of the licence been convicted of an immigration offence or required to pay an immigration penalty; or
 - 3.4 Any other reasonable cause. (Section 61)
- 4 When undertaking a journey which ends outside the licensed area (the Borough of Reading) you must not charge more than the fare shown on the taximeter unless a fare was agreed before commencement of the journey. (Section 66)
- 5 When used as a private hire vehicle, i.e., when not plying for hire or standing on a taxi rank or accepting bookings through a third person you must only charge the fare shown on the taximeter from where the hirer commenced the journey. (Section 67)
- 6 You must not without reasonable cause unnecessarily prolong in distance or time, the journey for which the vehicle was hired. (Section 69)
- 7 You must not wilfully obstruct a council officer or police constable acting under the above Act, or without reasonable excuse fail to comply with any requirement made to you by such a person or without reasonable cause fail to give any such person any other assistance or information he may reasonably require in the performance of his duties under the above Act. (Section 73)

C) BYELAWS MADE BY THE COUNCIL UNDER SECTION 68 TOWN POLICE CLAUSES ACT 1847 AND SECTION 171 PUBLIC HEALTH ACT 1875

- 1 The driver of a hackney carriage provided with a taximeter shall:
 - 1.1 When standing or plying for hire, keep the key, flag or other device fitted in pursuance of the byelaw in that behalf locked in the position in which no fare is recorded on the face of the taximeter.
 - 1.2 Before beginning a journey for which a fare is charged for distance and time, bring the machinery of the taximeter into action by moving the said key, flag or other device, so that the word “HIRED” is legible on the face of the taximeter to indicate that the hackney carriage is hired or that a fare is being charged and keep the machinery of the taximeter in action until termination of hiring;
 - 1.3 Cause the dial of the taximeter to be kept properly illuminated throughout any part of the hiring which is during the hours of darkness as defined for the purpose of the Road Traffic Act 1972 and also at any other time at the request of the hirer.
(Byelaw 5)
- 2 The driver of a hackney carriage shall not tamper with or permit any person to tamper with any taximeter with which the carriage is provided, with the fittings thereof, or with the seals affixed thereto. (Byelaw 6)
- 3 The driver of a hackney carriage shall, when plying for hire, in any street and not actually hired:
 - 3.1 Proceed with reasonable speed to one of the stands appointed or deemed to have been appointed. If a stand, at the time of his arrival, is occupied by the full number of carriages authorised to occupy it, shall proceed to another stand. Section 63 of the Local Government (Miscellaneous Provisions) Act 1976.
 - 3.2 On arriving at a stand not already occupied by the full number of carriages authorised to occupy it, station the carriage immediately behind the carriage or carriages on the stand and so as to face in the same direction; from time to time when any other carriage immediately in front is driven off or moved forward cause his carriage to be moved forward so as to fill the place previously occupied by the carriage driven off or moved forward. (Byelaw 7)
- 4 The driver of a hackney carriage, when standing or plying for hire, shall not, by calling out or otherwise, importune any person to hire such carriage and shall not make use of the services of any other person for the purpose. (Byelaw 8)
- 5 The driver of a hackney carriage shall behave in a civil and orderly manner and shall take all reasonable precautions to ensure the safety of persons conveyed in or entering or alighting from the vehicle (Byelaw 9)
- 6 The driver of a hackney carriage who has agreed or has been hired to be in attendance with the carriage at an appointed time and place shall unless delayed or prevented by some sufficient cause, punctually attend with such carriage at such appointed time and place. (Byelaw 10)

- 7 The driver of a hackney carriage shall not convey or permit to be conveyed in such carriage any greater number of persons than the number of persons specified on the plate affixed to the outside of the carriage provided that for the purpose of this byelaw two children under the age of twelve years shall be regarded as one person and children under the age of three years shall not be reckoned subject to the limitation that no hackney carriage licensed to carry three, four or five persons shall carry more than five, six or seven adults and children respectively. (Byelaw 11)
- 8 If a badge has been provided by the council and delivered to the driver of a hackney carriage he shall, when standing or plying for hire, and when hired, wear that badge in such position and manner as to be plainly visible. (Byelaw 12)
- 9 The driver of a hackney carriage so constructed as to carry luggage shall, when requested by any person hiring or seeking to hire the carriage:
 - 9.1 Convey a reasonable quantity of luggage.
 - 9.2 Afford reasonable assistance in loading and unloading.
 - 9.3 Afford reasonable assistance in removing it to or from the entrance of any building, station, or place at which he may take up or set down such person. (Byelaw 13)
- 10 Every hackney carriage driver shall present a clean and tidy appearance. (Byelaw 14)
- 11 The driver of a hackney carriage shall be entitled to demand and take for the hire of the carriage the rate of fare prescribed by the Table of Fares. The fare being calculated by distance unless the hirer expresses at the commencement of the hiring his desire to engage by time.
- 12 Provided always that where a hackney carriage furnished with a taximeter shall be hired by distance the driver thereof shall not be entitled to demand and take a fare greater than that recorded on the face of the taximeter, save for any extra charges authorised by the Table of Fares which it may not be possible to record on the face of the taximeter. (Byelaw 15)
- 13 A Statement of fares fixed by the Table of Fares shall be exhibited inside the carriage in clearly distinguishable letters and figures. The driver of a hackney carriage bearing a statement of fares in accordance with this bylaw shall not wilfully or negligently cause or suffer the letters or figures in the statement to be concealed or rendered illegible at any time while the carriage is plying or being used for hire. (Byelaw 16)
- 14 The driver of a hackney carriage shall immediately after the termination of any hiring or as soon as practicable thereafter carefully search the carriage for any property which may have been accidentally left herein. (Byelaw 17)
- 15 The driver of a hackney carriage shall if any property is accidentally left therein by any person who may have been conveyed in the carriage be found or handed to him:
 - Carry it as soon as possible and in any event within 48 hours, if not sooner claimed by or on behalf of its owner, to the Civic Offices, Reading, or other office for the time being of the Borough Council, and leave it in the custody of the officer in charge on his giving a receipt for it;

- be entitled to receive from any person to whom the property shall be re-delivered an amount equal to five pence on the pound of its estimated value (or the fare for the distance from the place of finding to the office of the council, whichever be the greater) but not more than five pounds. (Byelaw 18)

D Hackney Carriage Driver Conditions

1. On payment of a fare by card, no extra or minimum charge shall be imposed on the hirer (Byelaw 15 and Town Police Clause Act 1847 Section 53).

HACKNEY CARRIAGE VEHICLE LICENCE CONDITIONS

LEGISLATION

In these conditions unless the subject or context otherwise requires, “the Proprietor” means the holder of a Hackney Carriage Proprietor’s Licence, “the Council” means the Reading Borough Council and “the Licence” means a Hackney Carriage Proprietor’s licence issued by the Council.

A) TOWN POLICE CLAUSES ACT 1847

- 1 Licence plate to be displayed on the vehicle. (Section 38)
- 2 The proprietor must inform the council within seven days of any change of address. (Section 44)
- 3 The proprietor must retain the hackney carriage driver’s licence of any person he permits or employs to drive a hackney carriage and shall return it when he ceases to drive such vehicle. (Section 48)

B) LOCAL GOVERNMENT (MISC. PROVISIONS) ACT 1976

- 1 If you transfer your interest in your vehicle you must inform the council of this person’s name and address within 14 days. (Section 49)
- 2 You must present the vehicle for inspection and testing and produce a certificate of insurance when required by the council. (Section 50)
- 3 If the vehicle is involved in an accident which causes damage which materially affects the safety, performance or appearance of the vehicle or comfort or convenience of passengers you must report the damage to the council as soon as reasonably practicable or in any case within 72 hours of the accident. (Section 50)
- 4 You must return the licence plate issued to the vehicle within seven days of the request of the council when it has expired or been revoked or suspended. (Section 58)
- 5 The council may suspend, revoke or refuse to renew a vehicle licence on any of the following grounds:
 - 5.1 that the vehicle is unfit for use as a hackney carriage
 - 5.2 any offence or non-compliance with the laws and conditions controlling the hackney carriage trade
 - 5.3 any other reasonable cause. (Section 60)
- 6 An authorised officer of the council or police constable may inspect your vehicle at all reasonable times to ascertain its fitness for use and if he/she is not satisfied with its

condition may by notice in writing require it to be made available for a further test at a date and time shown in the notice. The vehicle licence is suspended until this examination is carried out. Should you fail to present the vehicle for such a test within two months the licence is deemed to have been revoked. (Section 68)

- 7 You must not wilfully obstruct a council officer or police constable acting under the above Act, or without reasonable excuse fail to comply with any requirement made to you by such a person, or without reasonable cause fail to give any such person any other assistance or information he may reasonably require in the performance of his duties under the above Act. (Section 73)

C) BYELAWS MADE BY THE COUNCIL UNDER SECTION 68 TOWN POLICE CLAUSES ACT 1847 AND SECTION 171 PUBLIC HEALTH ACT 1875

- 1 The proprietor of a hackney carriage shall cause the number of the licence granted to him in respect of the carriage to be legibly painted or marked on the outside of the carriage, or on a plate affixed thereto.
- 1.1 Cause the roof or covering to be kept watertight
 - 1.2 Provide any necessary windows and a means of opening and closing not less than one window on each side
 - 1.3 Cause the seats to be properly cushioned or covered
 - 1.4 Cause the floor to be provided with a proper carpet, mat or other suitable covering
 - 1.5 Cause the fittings and furniture generally to be kept in a clean condition, well maintained and in every way fit for public service
 - 1.6 Provide means for securing luggage if the carriage is so constructed as to carry luggage
 - 1.7 Provide an efficient fire extinguisher, which shall be carried in such a position as to be readily available for use by the driver
 - 1.8 Provide at least two doors for the use of persons conveyed in such carriage and a separate means of ingress and egress of the driver
- 2 The proprietor of a hackney carriage shall cause the same to be provided with a taximeter so constructed, attached and maintained as to comply with the following requirements
- 2.1 The taximeter shall be fitted with a key, flag or other device, the turning of which will bring the machinery of the taximeter into action and cause the word "HIRED" to appear on the face of the taximeter or for the taximeter to indicate that the carriage is hired or that a fare is being charged
 - 2.2 Such key, flag or other device shall be capable of being locked in such a position that the machinery of the taximeter is not in action and that no fare is recorded on the face of the taximeter
 - 2.3 When the machinery of the taximeter is in action there shall be recorded on the face of the taximeter in clearly legible figures a fare not exceeding the rate or fare which the proprietor or driver is entitled to demand and take for the hire of the carriage by distance in pursuance of the Table of Fares
 - 2.4 The word "FARE" shall be printed on the face of the taximeter in plain letters so as to clearly apply to the fare recorded thereon
 - 2.5 The taximeter shall be so placed that all letters and figures on the face thereof are at all times plainly visible to any person being conveyed in the carriage, and for that purpose the letters and figures shall be capable of being suitably illuminated during any period of hiring

- 2.6 The taximeter and all the fittings thereof shall be so affixed to the carriage with seals or other appliances that it shall not be practicable for any person to tamper with them except by breaking, damaging or permanently displacing the seals or other appliances.

HACKNEY CARRIAGE VEHICLE LICENCE

In these conditions unless the subject or context otherwise requires, “the proprietor” means the holder of a hackney carriage proprietor’s licence, “the council” means the Reading Borough Council and “the licence” means the hackney carriage proprietor’s licence issued by the council.

D) CONDITIONS

- 1 The proprietor shall report the loss of any plate or the licence to the council as soon as the loss becomes known and, in the event of ceasing to use his vehicle as a hackney carriage, shall return the plate and licence to the council within seven days.
- 2 In the event of a licence plate being stolen, lost, damaged or destroyed, the full cost of replacement shall be payable by the proprietor.
- 3 The proprietor shall ensure that the internal identification plate issued by the council is displayed on the driver’s side of the glass partition so as to be clearly visible to passengers, without obscuring their view of the taximeter. In the event of the proprietor ceasing to use the vehicle as a hackney carriage, he shall return the plate to the council within seven days.
- 4 The proprietor shall ensure that the exterior sign approved by the council clearly displays to the front of the vehicle the word “TAXI” in normal daylight and shall be kept illuminated during the hours of darkness, as defined in the Road Traffic Acts, when plying for hire. “TAXI” shall be shown on the said side on plain letters not less than 50mm high, such lettering to be dark in colour, on a light background.
- 5 The proprietor shall ensure that no advertisement is displayed, on or within the vehicle, unless prior approval has been received from the Council.
- 6 All hackney carriage vehicles must have council approved electronic payment device facilities available for use by customers at all times and must display council approved signage to show this facility is available.
- 7 The proprietor shall not attach or affix or cause to be attached or affixed to the vehicle any sign or mark other than those allowed under conditions 3, 4,5 and 6 above and section 38 Town Police Clauses Act 1847.
- 8 A Hackney carriage vehicle shall comply with Part II of the Public carriage Office Specification “Conditions of Fitness” as amended appropriate to the Borough of Reading at all times.
- 9 The proprietor shall provide a copy of these conditions and a valid vehicle insurance certificate to any licensed driver of this vehicle.

E) APPEAL PROCEDURE

- 1 Any person aggrieved by any condition specified in this licence may appeal to a Magistrates' Court.
- 2 The procedure shall be by way of complaint for an order, and the Magistrates' Courts Act 1980 (or any re-enactment thereof) shall apply to the proceedings.
- 3 The time within which any such appeal may be brought shall be twenty one days from the date on which notice of the requirement, or other decision was served upon the person desiring to appeal, and for this purpose the making of the complaint shall be deemed to be the bringing of the appeal.

Project / Proposal Name or Reference:		Date:	Your Name:	
Hackney Carriage Driver and Vehicle Conditions		6th December 22	Mark Groves	
1. IMPACT ON CARBON EMISSIONS				
HOW WILL THIS PROJECT/PROPOSAL AFFECT:	CONSIDERATIONS <i>See guidance below on determining whether negative or positive impacts are High, Medium or Low</i>	IMPACT? <i>Use drop down list</i>	GUIDANCE IF NEGATIVE/NIL RATING HAS BEEN AWARDED	SUMMARISE HOW YOU PLAN TO MANAGE AND REDUCE ANY NEGATIVE IMPACTS
1	ENERGY USE * More energy will be consumed or emissions generated (by RBC or others) = Negative Impact * No extra energy use is involved or any additional energy use will be met from renewable sources = Nil Impact * Energy use will be reduced or renewable energy sources will replace existing fossil fuel energy = Positive Impact	Nil	Consider: - Energy efficiency measures - Renewable energy - Reducing demand for energy	
2	WASTE GENERATION * More waste will be generated (by RBC or others) = Negative Impact * No waste will be generated = Nil Impact * Less waste will be generated OR amount of waste that is reused/recycled will be increased = Positive Impact	Nil	Consider: - Re-usable/recycled goods - Recycling facilities - Reducing/reusing resources	
3	USE OF TRANSPORT * RBC or others will need to travel more OR transport goods/people more often/further = Negative Impact * No extra transport will be necessary = Nil Impact * The need to travel, the use of transport and/or of fossil fuel-based transport will be reduced = Positive Impact	Nil	Consider: - Use of public transport - Reducing need to travel or transport goods - Alternative fuels/electric vehicles/walking and cycling	
2. IMPACT ON RESILIENCE TO THE EFFECTS OF CLIMATE CHANGE				
HOW WILL THIS PROJECT/PROPOSAL AFFECT THE ABILITY OF READING TO WITHSTAND:	CONSIDERATIONS <i>See guidance below on determining whether negative or positive impacts are High, Medium or Low</i>	IMPACT? <i>Use drop down list</i>	GUIDANCE IF NEGATIVE/NIL RATING HAS BEEN AWARDED	SUMMARISE HOW YOU PLAN TO MANAGE AND REDUCE ANY NEGATIVE IMPACTS
4	HEATWAVES * Increased exposure of vulnerable people and/or infrastructure to heat stress = Negative Impact * No increase in exposure to heat stress = Nil Impact * Reduced exposure of vulnerable people and/or infrastructure to heat stress = Positive Impact	Nil	Greater need for cooling, ventilation, shading and hydration methods	
5	DROUGHT * Water use will increase and/or no provision made for water management = Negative Impact * Levels of water use will not be changed = Nil Impact * Provision made for water management, water resources will be protected = Positive Impact	Nil	Greater need for water management and perhaps reserve supplies	
6	FLOODING * Levels of surface water run-off will increase, no management of flood risk = Negative Impact * Levels of surface water run-off & flood risk are not affected = Nil Impact * Sustainable drainage measures incorporated, positive steps to reduce & manage flood risk = Positive Impact	Nil	Consider flood defence mechanisms or alternative arrangements (business continuity)	
7	HIGH WINDS / STORMS * Exposure to higher wind speeds is increased or is not managed = Negative Impact * No change to existing level of exposure to higher wind speeds = Nil Impact * Exposure to higher wind speeds is being actively managed & reduced = Positive Impact	Nil	Greater need for stabilisation measures, robust structures resilient to high winds	
8	DISRUPTION TO SUPPLY CHAINS * Exposure to supply chain disruption for key goods and services is increased = Negative Impact * No change in exposure to supply chain disruption for key goods and services = Nil Impact * Exposure to supply chain disruption for key goods and services is reduced = Positive Impact	Nil	Source key goods and services locally as it reduces exposure to supply chain disruption and boosts the local economy	
Weighing up the negative and positive impacts of your project, what is the overall rating you are assigning to your project?:		Net Nil	<i>This overall rating is what you need to include in your report/ budget proposal, together with your explanation given below.</i>	

Guidance on Assessing the Degree of Negative and Positive Impacts:

Note: Not all of the considerations/ criteria listed below will necessarily be relevant to your project

Low Impact (L)	<ul style="list-style-type: none"> * No publicity * Relevant risks to the Council or community are Low or none * No impact on service or corporate performance
Medium Impact (M)	<ul style="list-style-type: none"> * No impact on capital assets; or relates to minor capital assets (minor works) * Local publicity (good or bad) * Relevant risks to the Council or community are Medium * Affects delivery of corporate commitments * Affects service performance (e.g.: energy use; waste generation, transport use) by more than c.10% * Relates to medium-sized capital assets (individual buildings or small projects)
High Impact (H)	<ul style="list-style-type: none"> * National publicity (good or bad) * Relevant risks to the Council or community are Significant or High * Affects delivery of regulatory commitments * Affects corporate performance (e.g.: energy; waste; transport use) by more than c.10% * Relates to major capital assets (larger buildings and infrastructure projects)

In the box below please summarise any relevant policy context, explain how the overall rating has been derived, highlight significant impacts (positive and negative) and explain actions being taken to mitigate negatives and increase positives. This text can be replicated in the 'Environment and Climate Impacts' section of your Committee Report, though Low Impact. There is no Environment or Climate impact as this report is only updating the Hackney Carriage Driver's and Vehicle Conditions. No publicity is required, there is no impact on capital assets and no impact on the service or corporate performance with no risks on service or corporate performance.

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READING BOROUGH COUNCIL

REPORT BY EXECUTIVE DIRECTOR OF ECONOMIC GROWTH & NEIGHBOURHOOD SERVICES

TO:	LICENSING APPLICATIONS COMMITTEE		
DATE:	21st FEBRUARY 2023		
TITLE:	HACKNEY CARRIAGE UNMET DEMAND 2023		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT PLANNING & TRANSPORT
SERVICE:	CLIMATE STRATEGY AND TRANSPORT	WARDS:	BOROUGHWIDE
LEAD OFFICER:	MARK GROVES	TEL:	0118 937 2239
JOB TITLE:	SENIOR LICENSING & ENFORCEMENT OFFICER	E-MAIL:	mark.groves@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To allow members to consider if an Unmet Demand Survey should be carried out during the recovery of the Hackney Carriage trade following the Covid 19 pandemic.
- 1.2 To allow members to consider whether it is appropriate to amend the current limiting policy approach to hackney carriage numbers.

2. RECOMMENDED ACTION

- 2.1 **Members note that due to the current financial hardship that is affecting the Reading Borough Council Hackney Carriage a decision was made not to implement the survey in 2022 but to wait until October 2023 when it is hoped that the current financial difficulties following the Covid 19 pandemic, and the current cost-of-living crisis will have eased with the return of business to the trade.**
- 2.2 **Members consider retaining the current policy of not issuing any further hackney carriage licences outside of the agreed number of 216 already licensed.**

3. POLICY CONTEXT

- 3.1 The Town Police Clauses Act 1847, as amended by the Transport Act 1985, enables Councils to restrict the number of hackney carriage licences issued in their area, but only if they are satisfied that there is no significant unmet demand for hackney carriage services. In order to be satisfied that there is no significant unmet demand a survey must be carried out, at least every three years.

4. THE PROPOSAL

4.1 Current Position: A moratorium on the issue of new hackney carriage vehicle licences was implemented in March 2009 and has been maintained ever since, following analysis of unmet demand surveys completed in 2012, 2015 and 2018, each of which confirmed there was no significant underlying unmet demand for hackney carriages in Reading. Officers were in the process of arranging a new survey in accordance with the Taxi requirements of Section 16 of the Transport Act 1985 and the Department for Transport and Private Hire Vehicle Licensing: Best Practice Guidance 2010 (Sections 45 to 51) when the Covid19 pandemic caused the country to go into 3 national lockdowns. On the 12th of July 2022 the Licensing Applications Committee resolved to delay the Unmet Demand Survey until October 2023

4.2 Options Proposed:

To hold the survey at a financial cost to the Hackney Carriage Trade. The cost of the survey would be somewhere in the region of £15,000 which would be a cost of between £55 - £60 to the 216 owner/drivers.

4.3 Other Options Considered:

The following guidance has been produced by the Department for Transport which says:

“Section 16 of the Transport Act 1985 does not specify the frequency of the unmet demand assessment, but the Department’s Best Practice Guidance issued in 2010 suggested this is conducted every three years. Though the decision as to when an unmet demand survey is conducted remains that for a licensing authority, we are aware that we are in a very unusual situation at present; while this continues it would seem highly unlikely that there would be significant unmet demand for taxis. We would expect unmet demand surveys to be conducted once travel levels return to more normal levels or if concerns are raised by the trade or public.”

Following on from the Covid 19 Pandemic the country is now in a cost-of-living crisis which is affecting aspects of the daily life of everyone. In light of the advice above and considering the current circumstances where many people are working from both home and the workplace or are simply changing their travel habits to find cheaper forms of travel delaying the unmet demand survey for a 3rd time is an option. The last unmet demand survey was last carried out in 2018.

5. CONTRIBUTION TO STRATEGIC AIMS

5.1 Thriving Communities

The Hackney Carriage trade suffered financially as a result of the Covid 19 Pandemic and now are struggling with the cost-of-living crises and as a result this is having an impact on them both physically as they are working longer hours due to a reduced customer base using their service which in turn is affecting them mentally as the strain of longer hours, reduced income and increased running costs is affecting them daily.

5.2 Working with the Hackney Carriage Trade and listening to their concerns, worries and understanding the stress that they are under and supporting them in rebuilding their essential service that they supply to the residents and visitors to

Reading will only improve the already positive working relationship that RBC have with them.

6. ENVIRONMENTAL AND CLIMATE IMPLICATIONS

- 6.1 There are no environmental or climate implications contained within this report as it only asking for a decision from members when to conduct a new survey.

7. COMMUNITY ENGAGEMENT AND INFORMATION

- 7.1 A consultation was carried out with the Reading Taxi Association (RTA) who represent 250 RBC licensed Hackney Carriage Drivers and also with the drivers themselves to capture those that are not members of the RTA. The consultation was carried out by email and just asked 2 questions of whether to hold or delay the Unmet Demand Survey.

- 7.2 At the time of writing this report we have received a reply from the Reading Taxi Association stating that the response from their members was that they had only 10 members out of their membership of 250 asking for a further delay to the Unmet Demand Survey. We have also received a further 8 responses from drivers with two (2) drivers in support of the survey in 2023 and six (6) asking for a delay to the survey until 2024. All responses are Appendices I & ii below.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 There is no impact on equality contained within this report.

9. LEGAL IMPLICATIONS

- 9.1 Section 16 of the Transport Act 1985 and the Department for Transport and Private Hire Vehicle Licensing: Best Practice Guidance 2010 (Sections 45 to 51)

10. FINANCIAL IMPLICATIONS

- 10.1 The only financial implications will be those incurred by the licensed RBC Hackney Carriage owners/drivers.

11. BACKGROUND PAPERS

- 11.1 Appendix i - Emails to and replies from the RTA
Appendix ii - Email to and the individual replies from drivers
Appendix iii -Climate Impact Assessment

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Groves, Mark

From: RTA [REDACTED]
Sent: 05 January 2023 16:47
To: Groves, Mark
Subject: Re: Unmet Demand Survey

This is an EXTERNAL EMAIL. STOP THINK before you CLICK links or OPEN attachments.

Good afternoon Mark,

Happy New Year to you too.

We have sent a message to our members via WhatsApp requesting their feedback (deadline Sunday 15 January) regarding the unmet demand survey.

We will formally respond by the end of January as requested.

Regards

[REDACTED]

On Thu, 5 Jan 2023 at 08:30, Groves, Mark <Mark.Groves@reading.gov.uk> wrote:

Good morning all,

Happy New Year to you and your members.

Following on from the Licensing Applications Committee on the 12th July 2022 where they agreed to delay the Unmet Demand Survey until October 2023 it is now time to consider carrying this out in 2023. There is a Licensing Applications Committee meeting scheduled for the 21st February 2023, I am asking if you could submit your thoughts and those of your members about carrying out the survey this year in an email so that I can bring it to the attention of the Licensing Applications Committee. If you could please let me know roughly how many members are currently operating during the day and the night, how many are still not working following the pandemic and are yet to re-start and how many have taken up other forms of employment.

If you could reply by the end of January that would be appreciated so that I can include it in the report for the committee.

Regards

Mark Groves

Senior Licensing & Enforcement Officer

Reading Borough Council

Civic Offices, Bridge Street, Reading, RG1 2LU

Tel No: 01189372239

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Groves, Mark

From: RTA [REDACTED]
Sent: 31 January 2023 13:11
To: Groves, Mark
Subject: Re: Unmet Demand Survey

***** *WARNING - this is an External Email *****

STOP, THINK, before you CLICK links or OPEN attachments or REPLY.

Hi Mark,

We had about 10 drivers out of 250 members who felt that the survey should be delayed.

Hope the above helps.

Regards

[REDACTED]

On Tue, 31 Jan 2023 at 12:48, Groves, Mark <Mark.Groves@reading.gov.uk> wrote:

Good afternoon [REDACTED]

Thank you for the update I will include your response in the committee report. Do you have an idea of what the percentage is of those who agree and those who don't as you have mentioned the 'vast majority' agree.

Regards

Mark Groves

Senior Licensing & Enforcement Officer

Licensing | Directorate for Economic Growth and Neighbourhood Services

Reading Borough Council

Civic Offices, Bridge Street, Reading, RG1 2LU

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From: RTA [REDACTED]
Sent: 31 January 2023 12:25
To: Groves, Mark <Mark.Groves@reading.gov.uk>
Cc: Abell, Rob <Rob.Abell@reading.gov.uk>; Masson, Clyde <clyde.masson@reading.gov.uk>
Subject: Re: Unmet Demand Survey

***** *WARNING - this is an External Email *****

STOP, THINK, before you CLICK links or OPEN attachments or REPLY.

Good afternoon Mark,

Having consulted our members, the vast majority agree that the survey should take place this year.

In terms of the number of drivers working, we are back at pre pandemic levels.

If you require any further information please let me know.

Many thanks.

Regards



On Thu, 5 Jan 2023 at 08:30, Groves, Mark <Mark.Groves@reading.gov.uk> wrote:

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From: Groves, Mark
Sent: 31 January 2023 12:48
To: RTA
Subject: RE: Unmet Demand Survey

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Groves, Mark

From: [REDACTED]
Sent: 06 January 2023 21:04
To: Groves, Mark
Subject: Re: Unmet Demand Survey 2023
Attachments: image001.jpg

This is an EXTERNAL EMAIL. STOP THINK before you CLICK links or OPEN attachments.

Hello dear just about unmet demand survey I think no good time to do survey so I think deley survey till 2024
thanks

On Fri, 6 Jan 2023, 09:50 Groves, Mark, <Mark.Groves@reading.gov.uk> wrote:

Good morning all,

Those of you who are members of the RTA will already have been approached by your committee regarding whether the unmet demand survey should take place in October 2023. The members of the RTA are being encouraged to send any thoughts/responses back to your committee members so that they can formulate a combined reply to the Licensing Team. This email is directed at those who are not members of the RTA and who may wish to comment on this subject.

In July 2022 the licensing committee agreed to delay the unmet demand survey until October 2023 due to the impact that the Covid pandemic was having on the trade. Even though the restrictions have been lifted there is still a financial impact being felt and we now need to take into account the current cost-of-living crisis.

We are asking for your comments on whether the unmet demand survey should take place in October 2023 or should a request be made to the full Licensing Committee asking for a delay for a further year to 2024 to allow the trade to recover further from the pandemic and the current crisis. Please bear in mind the last survey was carried out in 2018.

Could I please have any comments emailed to the TaxiEnforcement@reading.gov.uk inbox and marked 'UNMET DEMAND SURVEY 2023' in the subject box. Could these please be sent to us by no later than midnight on 31st January 2023.

Regards

Mark Groves

Senior Licensing & Enforcement Officer

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Groves, Mark

From: [REDACTED]
Sent: 07 January 2023 10:01
To: Groves, Mark
Subject: Re: Unmet Demand Survey 2023

This is an EXTERNAL EMAIL. STOP THINK before you CLICK links or OPEN attachments.
Unmet demand survey should be delayed

On Fri, 6 Jan 2023 at 09:50, Groves, Mark <Mark.Groves@reading.gov.uk> wrote:

Good morning all,

Those of you who are members of the RTA will already have been approached by your committee regarding whether the unmet demand survey should take place in October 2023. The members of the RTA are being encouraged to send any thoughts/responses back to your committee members so that they can formulate a combined reply to the Licensing Team. This email is directed at those who are not members of the RTA and who may wish to comment on this subject.

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Groves, Mark

From: [REDACTED]
Sent: 06 January 2023 10:04
To: Taxi Enforcement
Subject: Unmet demand survey

This is an EXTERNAL EMAIL. STOP THINK before CLICK links or OPEN attachments.

Dear licensing team, im writing you regarding the unmet demand survey in my opinion it is better if the survey is carried out in October 2024 due to economic challenges we face these days. Cost of living , strikes etc. thanks Sent from my iPhone

Groves, Mark

From: [REDACTED]
Sent: 06 January 2023 10:08
To: Taxi Enforcement
Subject: UNMET DEMAND SURVEY 2023

This is an EXTERNAL EMAIL. STOP THINK before CLICK links or OPEN attachments.

Dear Licensing,

I believe the survey should be put off until 2024 to allow the trade to recover, especially with the cost of living crisis impacting most drivers at the moment.

I would also like to add that with regards to the 3 licenses that will be issued at some point, the vehicle requirements should be changed from a new vehicle to something upto 2/3 years old as I don't think it's fair for someone to take on such a commitment in regards to the price of the new electric vehicles. Keeping the age limit to 2/3 years old would still mean it would have to be an electric vehicle and not a diesel vehicle which would help the environmental concerns. I don't share some people's view on this that when the last batch of licenses were issued, drivers had to buy a new vehicle as I know that was the case but the vehicle price was almost half of what it is now and it's a very expensive vehicle to commit too as it has some issues with its system which is expected with a new model vehicle but will take some time to perfect.

Regards

[REDACTED]

Sent from my iPhone

Groves, Mark

From: [REDACTED]
Sent: 06 January 2023 21:32
To: Taxi Enforcement
Subject: UNMET DEMAND SURVEY 2023

This is an EXTERNAL EMAIL. STOP THINK before you CLICK links or OPEN attachments.

Hi I'm writing to you regarding the unmet demand survey 2023 I believe that survey should take place in October 2023

Thank you

Regards

[REDACTED]

Groves, Mark

From: [REDACTED]
Sent: 07 January 2023 12:29
To: Taxi Enforcement
Subject: UNMET DEMAND SURVEY 2023

This is an EXTERNAL EMAIL. STOP THINK before you CLICK links or OPEN attachments.

Hi

I feel the survey should be put on hold for another year as post covid and all the rail strikes have made earning very difficult and things are not going to get better yet, maybe by the end of the year. So, more taxis means less shared between more, which is not good for anyone.

Regards

[REDACTED]

Groves, Mark

From: [REDACTED]
Sent: 07 January 2023 19:42
To: Taxi Enforcement
Subject: Unmet Demand Survey

This is an EXTERNAL EMAIL. STOP THINK before you CLICK links or OPEN attachments.

To whomever this may concern

I'm writing to you in regards to the unmet demand survey 2023. I believe that the survey should take place in October 2023 as it has been delayed way to long. The recent messages circulating state that it might be delayed to 2024 due to the current cost of living crisis? Will this happen every year as we face difficult times? Will there ever be a time where this country is financially stable?

I think the survey should go ahead this year as that only seems fair. We can't keep holding back, it is not fair for all the genuine taxi drivers who work hard.

Thank you
Regards

[REDACTED]

Groves, Mark

From: Groves, Mark
Sent: 01 February 2023 10:26
To: [REDACTED]
Subject: RE: Unmet Demand Survey 2023

Dear Mr [REDACTED],

Thank you for your email in regards to the Unmet Demand Survey, I will add your email to the report that is being prepared for Councillors in regards to this matter.

In answer to your question regarding the 3 HCV plates there is currently an expression of interest process for this plates underway and respective drivers are in the process of providing their paperwork in relation to their interest for one of the 3 plates.

This is on top of whether a decision for a survey will be undertaken this year or in the future.

Regards

Mark Groves
Senior Licensing & Enforcement Officer
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From: [REDACTED]
Sent: 01 February 2023 00:02
To: Groves, Mark <Mark.Groves@reading.gov.uk>
Subject: Re: Unmet Demand Survey 2023

***** *WARNING - this is an External Email *****

STOP, THINK, before you CLICK links or OPEN attachments or REPLY.

Hi Mr Groves in response to your request for comments on the unmet demand survey due this year. So firstly i am a bit confused as in the past there is always a previous meeting held by the licencing committee to look at the options where a survey is one of them. other options in the past being releasing a set number of plates . deregulation with criteria

So in 2021 I was surprised that we held a meeting to decide on whether or not to suspend a survey as if its a done thing that we automatically have a survey can you please look into this and let me know if there has been a change of policy .

What I think should happen is a meeting should be held with options with one of those options being releasing the 3 plates that the council have in there possession to satisfy the situation instead of having a survey .as this same thing happened in the 90s the council released the plates they had that had been handed in or revoked instead of having a survey .so if its happened before it can happen again .I think its a very good compromise .

There are also a few other things I'd like to be taken into consideration.

I have spoken to the staff in the station and they have told me that they are still down by about 30 percent of pre pandemic levels ,and as more than 40percent of our work comes from the main horseshoe taxi rank outside the station(stated in a previous survey) obviously we are not as busy as we were,and still need a few more years to possibly recover if recovery is possibly .

The horseshoe rank is fed from Garard St and it is uncertain what is going to happen to the feeder rank after the building work is finished with no alternative being discussed at the moment or being offered.so I don't think there should be a survey the alternative of reissuing 3 plates instead should be seriously looked into and considered

Many thanks Mr [REDACTED] cab driver in reading for over 30 years and also a third generation cab driver in reading

From: Groves, Mark <Mark.Groves@reading.gov.uk>

Sent: 06 January 2023 09:50

To: Masson, Clyde <clyde.masson@reading.gov.uk>

Cc: Groves, Mark <Mark.Groves@reading.gov.uk>

Subject: Unmet Demand Survey 2023

Good morning all,

Those of you who are members of the RTA will already have been approached by your committee regarding whether the unmet demand survey should take place in October 2023. The members of the RTA are being encouraged to send any thoughts/responses back to your committee members so that they can formulate a combined reply to the Licensing Team. This email is directed at those who are not members of the RTA and who may wish to comment on this subject.

In July 2022 the licensing committee agreed to delay the unmet demand survey until October 2023 due to the impact that the Covid pandemic was having on the trade. Even though the restrictions have been lifted there is still a financial impact being felt and we now need to take into account the current cost-of-living crisis.

We are asking for your comments on whether the unmet demand survey should take place in October 2023 or should a request be made to the full Licensing Committee asking for a delay for a further year to 2024 to allow the trade to recover further from the pandemic and the current crisis. Please bear in mind the last survey was carried out in 2018.

Could I please have any comments emailed to the TaxiEnforcement@reading.gov.uk inbox and marked 'UNMET DEMAND SURVEY 2023' in the subject box. Could these please be sent to us by no later than midnight on 31st January 2023.

Regards

Mark Groves

Senior Licensing & Enforcement Officer

Licensing | Directorate for Economic Growth and Neighbourhood Services

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READING BOROUGH COUNCIL CLIMATE IMPACT ASSESSMENT

What You Need to Do:

The spreadsheet on the next tab has been designed to help you consider the climate impacts of your project/ proposal. This tool is used to assess the climate impacts of **All Committee Reports, Project Business Cases and budget bid proposals** relevant to the Council's climate change strategy.

When rating the climate change impacts of your project/ proposal, there are two key areas to consider:

1. Impact on carbon emissions - will the project/ proposal:

- * **Reduce** the overall amount of energy being used/waste being produced/transported
- * **Increase** the overall amount of energy being used/waste being produced/transported
- * **Have no effect** on the amount of energy being used/waste being produced/transported

2. Impact on resilience to the effects of climate change - will the project/ proposal:

- * **Increase** the ability of Reading, residents and/or RBC to withstand the effects of climate change
- * **Reduce** the ability of Reading, residents and/or RBC to withstand the effects of climate change
- * **Have no effect** on the ability of Reading, residents and/or RBC to withstand the effects of climate change

The tool requires you to consider these issues with reference to **8 different criteria**. *Not all of these criteria will necessarily be relevant to your project/ proposal.* Where relevant, you should provide a rating for each criterion.

Where you identify either a positive or a negative impact, you are required to assess the severity of the impact. There is some guidance on the next tab to help you distinguish between High, Medium and Low impacts.

Results:

Once you have applied a rating to each of the 8 assessment criteria, **you decide** the overall rating for your project/ proposal. If your project has negative as well as positive impacts, you decide what the overall rating is, but you must explain how the overall rating given to your project/proposal has been determined. It is also compulsory to highlight any negative environmental impacts your project/ proposal has. You may do this in the commentary box below your rating.

Tips:

1. Concentrate on the most significant issues - there is the potential to consider the impact of every criterion.
2. Where you have identified a negative impact, think about how you are going to mitigate it.

If you require assistance in completing the Climate Impact Assessment tab, please contact the Sustainability Strategy (peter.moore@reading.gov.uk x4275) or the Sustainability Team Manager (peter.moore@reading.gov.uk x2232)

Once you have completed the Climate Impact Assessment tab, please email the completed spreadsheet to: peter.moore@reading.gov.uk

TOOL

ate change implications of a new project, proposal or recommendation.
require a climate impact assessment.

ay issues to consider:

rt emissions?
ort emissions?
port emissions?

sal:

climate change?
climate change?
effects of climate change?

a e.g.: Energy Use; Waste Generation; Exposure to Heat Waves; Flooding, etc.
e a specific criteria is not relevant to your project/ proposal, assign a 'Nil' rating.

ss whether this impact will be **High, Medium or Low**.
dium and Low impacts.

he overall rating your project/proposal should have.

ll rating should be by weighing the positive and negative impacts,
n derived.
may have, which may have been 'masked' by the overall rating.

e appraisal in a very detailed way. This should be avoided at this stage.
manage or mitigate this impact and explain this in your report.

→ contact the Head of Climate
r (ben.burfoot@reading.gov.uk

ompleted spreadsheet to climateassessment@reading.gov.uk.

Project / Proposal Name or Reference:

Date:

Your Name:

Unmet Demand Survey	July 12th 2022	Mark Groves
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1. IMPACT ON CARBON EMISSIONS

HOW WILL THIS PROJECT/PROPOSAL AFFECT:	CONSIDERATIONS <i>See guidance below on determining whether negative or positive impacts are High, Medium or Low</i>	IMPACT? <i>Use drop down list</i>	GUIDANCE IF NEGATIVE/NIL RATING HAS BEEN AWARDED	SUMMARISE HOW YOU PLAN TO MANAGE AND REDUCE ANY NEGATIVE IMPACTS
1 ENERGY USE	<ul style="list-style-type: none"> * More energy will be consumed or emissions generated (by RBC or others) = Negative Impact * No extra energy use is involved or any additional energy use will be met from renewable sources = Nil Impact * Energy use will be reduced or renewable energy sources will replace existing fossil fuel energy = Positive Impact 	Nil	Consider: <ul style="list-style-type: none"> - Energy efficiency measures - Renewable energy - Reducing demand for energy 	
2 WASTE GENERATION	<ul style="list-style-type: none"> * More waste will be generated (by RBC or others) = Negative Impact * No waste will be generated = Nil Impact * Less waste will be generated OR amount of waste that is reused/recycled will be increased = Positive Impact 	Nil	Consider: <ul style="list-style-type: none"> - Re-usable/recycled goods - Recycling facilities - Reducing/reusing resources 	
3 USE OF TRANSPORT	<ul style="list-style-type: none"> * RBC or others will need to travel more OR transport goods/people more often/further = Negative Impact * No extra transport will be necessary = Nil Impact * The need to travel, the use of transport and/or of fossil fuel-based transport will be reduced = Positive Impact 	Nil	Consider: <ul style="list-style-type: none"> - Use of public transport - Reducing need to travel or transport goods - Alternative fuels/electric vehicles/walking and cycling 	

2. IMPACT ON RESILIENCE TO THE EFFECTS OF CLIMATE CHANGE

HOW WILL THIS PROJECT/PROPOSAL AFFECT THE ABILITY OF READING TO WITHSTAND:	CONSIDERATIONS <i>See guidance below on determining whether negative or positive impacts are High, Medium or Low</i>	IMPACT? <i>Use drop down list</i>	GUIDANCE IF NEGATIVE/NIL RATING HAS BEEN AWARDED	SUMMARISE HOW YOU PLAN TO MANAGE AND REDUCE ANY NEGATIVE IMPACTS
4 HEATWAVES	<ul style="list-style-type: none"> * Increased exposure of vulnerable people and/or infrastructure to heat stress = Negative Impact * No increase in exposure to heat stress = Nil Impact * Reduced exposure of vulnerable people and/or infrastructure to heat stress = Positive Impact 	Nil	Greater need for cooling, ventilation, shading and hydration methods	
5 DROUGHT	<ul style="list-style-type: none"> * Water use will increase and/or no provision made for water management = Negative Impact * Levels of water use will not be changed = Nil Impact * Provision made for water management, water resources will be protected = Positive Impact 	Nil	Greater need for water management and perhaps reserve supplies	
6 FLOODING	<ul style="list-style-type: none"> * Levels of surface water run-off will increase, no management of flood risk = Negative Impact * Levels of surface water run-off & flood risk are not affected = Nil Impact * Sustainable drainage measures incorporated, positive steps to reduce & manage flood risk = Positive Impact 	Nil	Consider flood defence mechanisms or alternative arrangements (business continuity)	
7 HIGH WINDS / STORMS	<ul style="list-style-type: none"> * Exposure to higher wind speeds is increased or is not managed = Negative Impact * No change to existing level of exposure to higher wind speeds = Nil Impact * Exposure to higher wind speeds is being actively managed & reduced = Positive Impact 	Nil	Greater need for stabilisation measures, robust structures resilient to high winds	
8 DISRUPTION TO SUPPLY CHAINS	<ul style="list-style-type: none"> * Exposure to supply chain disruption for key goods and services is increased = Negative Impact * No change in exposure to supply chain disruption for key goods and services = Nil Impact * Exposure to supply chain disruption for key goods and services is reduced = Positive Impact 	Nil	Source key goods and services locally as it reduces exposure to supply chain disruption and boosts the local economy	

Weighing up the negative and positive impacts of your project, what is the overall rating you are assigning to your project?:

Net Nil

This overall rating is what you need to include in your report/ budget proposal, together with your explanation given below.

Guidance on Assessing the Degree of Negative and Positive Impacts:

Note: Not all of the considerations/ criteria listed below will necessarily be relevant to your project

Low Impact (L)	* No publicity
	* Relevant risks to the Council or community are Low or none
	* No impact on service or corporate performance
	* No impact on capital assets; or relates to minor capital assets (minor works)
Medium Impact (M)	* Local publicity (good or bad)
	* Relevant risks to the Council or community are Medium
	* Affects delivery of corporate commitments
	* Affects service performance (e.g.: energy use; waste generation, transport use) by more than c.10%
High Impact (H)	* Relates to medium-sized capital assets (individual buildings or small projects)
	* National publicity (good or bad)
	* Relevant risks to the Council or community are Significant or High
	* Affects delivery of regulatory commitments
	* Affects corporate performance (e.g.: energy; waste; transport use) by more than c.10%
	* Relates to major capital assets (larger buildings and infrastructure projects)

In the box below please summarise any relevant policy context, explain how the overall rating has been derived, highlight significant impacts (positive and negative) and explain actions being taken to mitigate negatives and increase positives. This text can be replicated in the 'Environment and Climate Impacts' section of your Committee Report, though

There is no Environment or Climate impact as this report is only asking for Licensing Committee members to approve or delay the Unmet Demand Survey until 2024