

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### LICENSING AND REGULATORY AFFAIRS COMMITTEE

**Date:** Tuesday, 18 September 2018

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors I Bastable  
Mrs S M Bayford  
Miss S M Bell  
F Birkett  
T Davies  
M J Ford, JP  
J S Forrest  
Mrs C Heneghan  
L Keeble  
Mrs K Mandry  
Ms S Pankhurst  
R H Price, JP



*Deputies:* K D Evans  
S Cunningham

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
Tel: 01329 236100  
democraticservices@fareham.gov.uk**

**1. Apologies for Absence**

**2. Minutes** (Pages 5 - 8)

To confirm as a correct record the minutes of the meeting of the Committee held on 19 June 2018.

**3. Chairman's Announcements**

**4. Declarations of Interest**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Review of Hackney Carriage Fares** (Pages 9 - 18)

To consider a report by the Head of Environmental Health on the review of Hackney Carriage Fares.

**7. Licensing and Regulatory Affairs Committee Work Programme** (Pages 19 - 26)

To consider a report by the Head of Environmental Health on the Committee's Work Programme for 2018/19.



P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
06 September 2018

**For further information please contact:**  
**Democratic Services, Civic Offices, Fareham, PO16 7AZ**  
**Tel:01329 236100**  
**[democraticservices@fareham.gov.uk](mailto:democraticservices@fareham.gov.uk)**



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 19 June 2018

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs P M Bryant (Chairman)

Councillors: I Bastable, Miss S M Bell, F Birkett, J S Forrest,  
Mrs C Heneghan, L Keeble, Mrs K Mandry, Ms S Pankhurst and  
R H Price, JP

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs S M Bayford, T M Cartwright, T Davies and M J Ford.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Committee held on 10 May 2018 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. APPOINTMENT OF TRADING CONCESSIONS PANEL**

The Committee was reminded that at the meeting held on 10 May 2018, the annual appointments to the Trading Concessions Panel were deferred pending information regarding the political balance of seats to be allocated.

The Head of Democratic Services advised the Panel that on a Panel membership of 3, the political balance of allocation of seats would be 2 Conservative seats to 1 Liberal Democrat seat. However, as the Trading Concessions Panel has not met since 2014, it was suggested that the process of appointing Panel Members on an annual basis be discontinued and that in the event of a meeting being required a meeting of the Committee be convened based on minimum quorum requirements.

RESOLVED that:-

(a) the process of appointing Panel Members on an annual basis be discontinued; and

(b) in the event of a meeting being required, a meeting of the committee be convened based on minimum quorum requirements.

**7. RESPONSIBILITIES OF THE LICENSING AND REGULATORY AFFAIRS COMMITTEE**

The Committee received a presentation from the Head of Environmental Health and the Head of Democratic Services on the Roles, Functions and Responsibilities of the Licensing and Regulatory Affairs Committee. A copy of the presentation is attached to these minutes as Appendix A.

The presentation gave an overview of the role of the sub-committees, the delegated powers to officers, responsibilities in respect of commercial health & safety, alcohol licensing, general licensing and taxi licensing. It also covered the scope of the elections service which included individual electoral registration, an overview of the successful move to digital canvas arrangements, a breakdown of registration services and a summary of the elections timetable ranging from 2016 to 2021.

Members asked that thanks be placed on record for the advice and support provided by the Elections team during the election period.

The Head of Environmental Health and the Head of Democratic Services were thanked for providing a very informative presentation.

## **8. TAXIS AND WHEELCHAIR ACCESSIBILITY**

The Committee considered a report by the Head of Environmental Health on Taxis and Wheelchair Accessibility.

Councillors J S Forrest and Mrs C Heneghan arrived at the meeting during this item.

Members felt that it would be important for the Panel to receive a further update with regard to taxis and wheelchair accessibility later in the year to assess whether the measures suggested in the report have been successful in improving the provision of wheelchair accessible taxi services.

RESOLVED that the Licensing and Regulatory Affairs Committee agrees that:

- (a) the age limit for wheelchair accessible vehicles, when first plated as a licensed Hackney Carriage, be increased from 5 years to 10 years (but that the vehicle must still be in immaculate condition); and
- (b) an update on the position with regard to wheelchair accessible hackney carriages be brought to the meeting of the Licensing and Regulatory Affairs Committee scheduled to take place on 26 March 2019.

## **9. TAXI REPLACEMENT INCENTIVE SCHEME**

The Committee considered a report by the Head of Environmental Health which detailed the Taxi Replacement Incentive Scheme approved by the Joint Air Quality Unit.

Councillor I J Bastable left the meeting during this item.

Members commented that due to its responsibilities for traffic flow and management, Hampshire County Council has a significant part to play in improving Air Quality. It was suggested that Officers should consider how Fareham can influence a move away from private cars to public transport and contribute to any Consultations that the County Council put forward.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the report.

## **10. LICENSING CONDITIONS UPDATE**

The Committee considered a report by the Head of Environmental Health which proposes changes to the title of the Licensing Conditions document and to the conditions relating to Air Quality, seating and e-cigarettes.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) approves the proposed changes to 'The Hackney Carriage and Private Hire Conditions and Requirements' in respect of the title of the document and the conditions relating to Air Quality, seating and e-cigarettes; and
- (b) delegates authority to the Head of Environmental Health to re-draft and publish the document to reflect these changes.

## **11. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee considered a report by the Head of Environmental Health on the Committee's Work Programme for 2018/19.

As discussed at Item 8 of the agenda, it was agreed that the Work Programme be amended to include an update on Taxis and Wheelchair Accessibility to the agenda of the meeting scheduled to take place on 26 March 2019.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) notes the progress on actions arising from the meeting of the Committee held on 27 March 2018, as shown in Appendix A to the report;
- (b) agrees that an item providing an Update on Taxis and Wheelchair Accessibility be added to the agenda of the meeting scheduled to take place on 26 March 2019; and
- (c) subject to (b) above, approves the updated Work Programme for 2018/19 as attached as Appendix B to the report.

(The meeting started at 5.00 pm  
and ended at 6.40 pm).

# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                    **18 September 2018**

**Report of:**           **Head of Environmental Health**

**Subject:**             **REVIEW OF HACKNEY CARRIAGE FARES**

#### **SUMMARY**

Each year the views of the taxi trade are sought in respect of whether they wish the Council to consider a change to the taxi tariff. The last time the trade indicated they wanted a tariff increase was in 2008, and the matter was considered by the Committee at that time and an increase was granted. In July this year a letter was sent to the taxi trade, which sought their view on whether they wished to have an increase to the taxi tariff. There were 24 individual responses from individual drivers, 9 for no change, 15 requesting a range of changes, which are detailed within the report, the Hackney Carriage and Private Hire Association (HCPHA) had also voted in favour of a tariff increase, details are included below.

#### **RECOMMENDATION**

It is recommended that the Committee:

- (a) considers the responses received from individuals and the HCPHA in respect of changes to the tariff;
- (b) considers if a change is appropriate; and
- (c) makes a recommendation to the Executive in that respect.

## INTRODUCTION

1. Each year the taxi trade is consulted in respect of the level of taxi tariff. The last time the trade indicated they wanted a tariff increase following consultation was in 2008, and the matter was considered by the Committee at that time and an increase was granted.
2. In 2015 the trade did not request a change in the fares but asked for two other changes to the tariff which were both granted. One was for a change to the cost of carrying luggage and the second was for an increase in the fee for fouling a vehicle.
3. In 2016 the taxi Trade via the Association requested an increase in the fee for picking up at Fareham Railway Station and a statement regarding dogs to be removed. These were both implemented.
4. In 2017 no increase was made to the level of the taxi tariff for the 2018/19 financial year.
5. In July this year a letter was sent to the taxi Trade to consult upon the taxi tariff (Appendix A). We received 24 responses of which 15 were requesting a change. A list of responses can be seen as Appendix C.
6. On 3<sup>rd</sup> July 2018 we received an email from the Secretary of the Hackney Carriage Association regarding a vote the Hackney Carriage taken in regard to a tariff increase. The result was that 93 written votes were received with 26 voting for no increase and 67 voting for an increase. (Appendix B)
7. There are currently 195 Hackney Carriage vehicles licensed in the Borough, 156 licensed Hackney Carriage drivers and 75 Dual Licensed Drivers.

## INDICES

8. Average Weekly Earnings in real terms (adjusted for consumer price inflation and seasonality), were reset in August 2015 to an index of 100 and have increased 1.5% since that date.

	<b>Real AWE (2015 £)</b>	<b>Real AWE (Index numbers 2015=100)</b>
Aug-15	454	100.0
Jan-16	458	101.0
Jun-16	461	101.5
Jun-17	459	101.1
Jun 18	461	101.5

9. RPI All Items: Percentage change over 12 months:  
**3.2%** 2018 Jul. Release date: 15 August 2018.
10. Consumer price inflation is currently at **2.5%**.
11. Members are asked to review the fare comparison spreadsheet (Appendix E) and consider whether to recommend an increase in the tariff. Also in Appendix E are some example increases in order to further assist members including, that proposed by the

Hackney Carriage Association.

### **RISK ASSESSMENT**

12. There are no significant risk considerations in relation to this report

### **CONCLUSION**

13. That members consider the information contained in the report when making their decision regarding the level of Fareham Taxi Tariff.

**Background Papers:** None

**Reference Papers:** None

**Enquiries:** For further information on this report please contact Helen Spires. (Ext 4411)

APPENDIX A	Letter to Trade consulting on Tariff
APPENDIX B	Responses received and comments Vote of HC&PH Association
APPENDIX C	Vote of HC&PH Association
APPENDIX D	Current Tariff card
APPENDIX E	Fares Comparison Spreadsheet and examples of increase to tariff

# FAREHAM

## BOROUGH COUNCIL

«Merge Record #»  
 «Name»  
 «Address1»  
 «Address2»  
 «Address3»  
 «Postcode»

Head of Environmental Health  
 Ian Rickman

Contact: Helen Spires  
 Ext.: 4411  
 Date: 02 July 2018

Dear Owner/Driver

### ANNUAL TARIFF CHANGE CONSULTATION

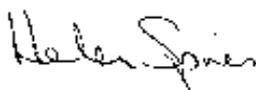
Fareham Borough Council annually contacts drivers and owners of Hackney Carriage vehicles to see if they want to request any changes to the Tariff.

Please indicate on the slip below if you wish to request any changes to be made. All replies need to be received by the Licensing Team by Friday 3rd August 2018. Please return the slip to the Licensing Team, Fareham Borough Council, Civic Offices, Civic Way, Fareham, PO16 7AZ. These can be handed into our ground floor reception, or sent in the post or you mail email your response to: [Licensing@fareham.gov.uk](mailto:Licensing@fareham.gov.uk).

If we receive requests to change the tariff we add them to the report to the September 2018 Licensing and Regulatory Affairs Committee. Any changes agreed by Committee will be effective from April 2019.

Should you have any queries regarding this letter, please do not hesitate to contact me, Helen Spires on 01329 824411 or email [hspires@fareham.gov.uk](mailto:hspires@fareham.gov.uk).

Yours faithfully



Helen Spires  
 Licensing Manager

Driver Name:

Badge or Plate No.

Would you like to propose any changes: YES   
 NO

If yes, proposed changes (please continue on separate page if required):

Signed:

Dated:

Licensing Department  
 Civic Offices Civic Way Fareham PO16 7AZ  
 Keep up to date with our latest news: like  Fareham on Facebook  
 and follow  @FarehamBC on Twitter

APPENDIX B

Change Y/N	Comment
N	
N	
N	
N	
N	
N	
N	
N	I personally I'm not in favour of an increase in the tariff, but if there has to be an increase it should be in the only initial hire cost. The price that the metre starts at to be increased to know more than £3 pull off.
N	
Y	A small increase in the start charge would I feel be required to alleviate any further increase in the meter charge.
Y	Tariff increase
Y	Because fuel expensive, repair, insurance, car cost very expensive
Y	
Y	Increase +30p
Y	Tariff increase please. Havant taxis are minimum fare is £3.00
Y	£2.60 start on meter, thereafter 20p every 180 metres.
Y	The rising cost of fuel
Y	My opinion is minimum charge £3.00
Y	In accordance with suggestions by Fareham Hackney Carriage Association following a Trade meeting on 25th June
Y	I feel that now is the right time for a tariff increase. The Hackney Carriage drivers in Fareham have not had a 'Pull Off' increase or 'Distance' change since 2008. The trade has absorbed all the increases in the expenses involved in running a taxi for ten years and cannot continue without an increase. The is still worried about 'Out of Town' Companies and Uber but many now feel that an increase is now necessary. I would like to see the increase asked for by the Association which is, for Rate 1, a pull off of £2.60 for the first 180M or part thereof and 20p for each additional 180M. There has not been an increase in 'Waiting Time' for at least ten years so I agree that an increase should be considered and I recommend 20p for each period of 50seconds that the vehicle is stationery or travelling at less than four miles per hour. Currently, for a three mile journey we would charge £7.20 and with the above increase we would charge £7.80 which is an increase of about 8.3%. That 60p increase would be equivalent to 6p per year (about 0.8%) if we had been asking for an increase every year since our last increase which was 2008 (10 years ago).
Y	My proposal is £2.40 pull off then .20p for each 180m.
Y	As per Fareham hackney carriage associations proposal
Y	
Y	I would like to propose rise of the tariff at least 25% up.

## RESPONSE FROM HACKNEY CARRAIGE ASSOCIATION

Hi Helen,

The Fareham Hackney Carriage and Private Hire Association recently had a survey, asking its members if the Pull Off and/or Distance Travelled sections of the Hackney Carriage Tariff in Fareham, should increase or remain as it has been since 2008. The number of voting slips returned plus Email replies totalled 93. In conclusion we had 67 voting for an increase and 26 voting for no increase.

At a meeting of the Association on Monday the 25<sup>th</sup> June 2018 the members agreed that we should request an increase to the tariff. The changes agreed and requested by the members are:-

### 1. DISTANCE

The current tariff states:-

Rate 1: For the First 190M or part thereof a minimum charge of £2.20

Rate 2: For the First 190M or part thereof a minimum charge of £3.30

Rate 3: For the First 190M or part thereof a minimum charge of £4.40

Our Association request that the tariff changes to:-

Rate 1: For the First 180M or part thereof a minimum charge of £2.60

Rate 2: For the first 180M or part thereof a minimum charge of £3.90

Rate 3: For the First 180M or part thereof a minimum charge of £5.20

### 2. WAITING TIME

The current tariff states:-

Rate 1: For each period of 60 seconds or part 20p

Rate 2: For each period of 60 seconds or part 30p

Rate 3: For each period of 60 seconds or part 40p

Our Association request that the tariff changes to:-

Rate 1: For each period of 55 seconds or part 20p

Rate 2: For each period of 55 seconds or part 30p

Rate 3: For each period of 55 seconds or part 40p

3. That Easter Sunday from 0600hours till 2330 hours change from Rate 1 to Rate 2.

There has been no increase to the Pull Off or Distance Travelled since 2008 some 10 years ago. The trade have agreed that it is now right to have an increase and we hope that you and the Councillors on the Licensing and Regulatory Committee will support these changes.

Regards,

Mel Chorlton

Secretary for the Fareham Hackney Carriage and Private Hire Association.

**FAREHAM**  
BOROUGH COUNCIL

**TAXI FARES (INCLUSIVE OF VAT)**

<b>DISTANCE</b>		<b>RATE1</b>
RATE 1: For the first 190 meters or part thereof minimum charge	<b>£2.20</b>	0600–2330 unless stated otherwise
For each succeeding 190 meters or part	<b>20p</b>	
RATE 2: For the first 190 meters or part thereof minimum charge	<b>£3.30</b>	<b>RATE 2</b>
For each succeeding 190 meters or part	<b>30p</b>	2330-0600 unless stated otherwise
RATE 3: For the first 190 meters or part thereof minimum charge	<b>£4.40</b>	1800-midnight on Christmas Eve
For each succeeding 190 meters or part	<b>40p</b>	1800-midnight on New Year's Eve
		0600-midnight on Boxing Day
		All 24 hours on all other Bank
		Holidays unless specified
<b>WAITING TIME</b>		<b>RATE 3</b>
RATE 1: For each period of 60 seconds or part	<b>20p</b>	All 24 hours on Christmas Day
RATE 2: For each period of 60 seconds or part	<b>30p</b>	Midnight-0600 on Boxing Day
RATE 3: For each period of 60 seconds or part	<b>40p</b>	Midnight-0600 on New Year's Day
<b>EXTRA CHARGES</b>		
For each person in excess of two	<b>10p</b>	
Luggage carried outside of the passenger compartment	<b>50p</b>	
This does not include items relating to a disability		
Passengers picked up at Fareham Station	<b>£1.00</b>	surcharge
Assistance dogs must be carried free of charge unless the driver has a current exemption in place not to do so.		
<b>A MAXIMUM CHARGE OF £70 MAY BE MADE AGAINST ANY PERSON FOULING THE VEHICLE OR ALLOWING AN ANIMAL TO FOUL THE VEHICLE</b>		
Complaints should be made to The Licensing Officer, Regulatory Services, Civic Offices, Civic Way, Fareham, Hampshire PO16 7AZ or email: <a href="mailto:Licensing@fareham.gov.uk">Licensing@fareham.gov.uk</a>		

**HACKNEY CARRIAGE NO. 16 TO CARRY 4 PERSONS**

**SEAT BELTS ARE PROVIDED FOR ALL PASSENGERS IN THIS VEHICLE YOU ARE REQUIRED BY LAW TO WEAR THEM**

## TAXI TARIFF COMPARISON

District	Cost/Distance	£ per 6 miles
SOUTHAMPTON	Pull off £2.80 for first 110 metres 20p each 110 metres thereafter until distance travelled of 330 metres 20p each 195 thereafter	12.76
PORTSMOUTH	Pull off £2.20 for the first 274 metres (or 51.43 seconds) 20p each 182.88 metres until fare reaches £12.60 then 20p each 141.73 metres thereafter	12.46
GOSPORT	Pull off £2.20 for the first 199 metres 20p each 178 metres thereafter	12.25
FAREHAM (existing)	Pull off £2.20 for first 190 metres 20p each 190 metres thereafter	12.20

## Examples of effect of different increases to tariff

District	Cost/Distance	£ per 6 miles
Fareham (existing)	Pull off £2.20 for first 190 metres 20p each 190 metres thereafter	12.20
Fareham+2.5%	Pull off £2.40 for first 199 meters 19p each 178 metres thereafter	12.47
Fareham (existing) +5%	Pull off £2.20 for first 190 metres 21p each 190 metres thereafter	12.87
<b>HC&amp;PH Association proposal (+7%) (rate 1 only shown here)</b>	Pull off £2.60 for the first 180 metres (or part thereof) 20p each 180 metres thereafter	13.08
For each period of 60 seconds or part 20p	For each period of 55 seconds or part 20p	
Easter Sunday currently Rate 1	That Easter Sunday from 0600 hours till 23:30 hours change to Rate 2.	

**NB** The percentage increase in fare decreases as the journey length increases.



# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                **18 September 2018**

**Report of:**        **Head of Environmental Health**

**Subject:**         **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK  
PROGRAMME 2018/19**

#### **SUMMARY**

At its meeting in June, the progress of the Work Programme for 2018/19 was reviewed and approved by the Committee. Members are now invited to note the actions from the last meeting and to further review the Work Programme for 2018/19.

#### **RECOMMENDATION**

It is recommended that the Licensing and Regulatory Affairs Committee:-

- (a) notes the progress on actions arising from the meeting of the Committee held on 19 June 2018, as shown in Appendix A to the report; and
- (b) approves the updated Work Programme for 2018/19, as attached as Appendix B to the report.,

## **INTRODUCTION**

1. At the Committee meeting on 19 June 2018, the Committee reviewed and approved a revised the Work Programme for 2018/19.

## **MONITORING**

2. The progress on actions since the last meeting of the Committee is attached as Appendix A to this report for information.

## **WORK PROGRAMME 2018/19**

3. The Committee's Work Programme for 2018/19 is attached as Appendix B to this report.

## **REVISIONS TO THE WORK PROGRAMME 2018/19**

4. Members are asked to note the following revisions to the Work Programme:
  - (i) as agreed at the meeting of the Committee held on 19 June 2018 an item entitled 'Taxis and Wheelchair Accessibility Update' has been added to the agenda of the meeting scheduled to take place on 26 March 2019.
  - (ii) With the agreement of the Chairman, the item entitled 'Actual Revenue Expenditure 2017/18' has been moved from the agenda of the meeting scheduled to take place on 18 September 2018 to the meeting scheduled to take place on 29 January 2019.
5. Members are also asked to note that with the permission of the Chairman, the July meeting of the committee was cancelled.

## **RISK ASSESSMENT**

6. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

7. To summarise, the Committee is now invited to note the progress on matters considered by the Committee at its last meeting, as shown in Appendix A to this report and agree the updated Licensing and Regulatory Affairs Committee Work Programme for 2018/19, as set out in Appendix B.

## **APPENDICES:**

**Appendix A** – Progress on actions since the last Committee Meeting

**Appendix B** – Updated Work Programme 2018/19

**Enquiries:** For further information on this report please contact Ian Rickman. (Ext 4773)

## LICENSING AND REGULATORY AFFAIRS COMMITTEE – 19 June 2018

## Progress on Actions from last meeting

<b>Date of Meeting</b>	<b>19 June 2018</b>
<b>Subject</b>	<b>Appointment of Trading Concessions Panel</b>
<b>Action by Committee</b>	<p>The Committee was reminded that at the meeting held on 10 May 2018, the annual appointments to the Trading Concessions Panel were deferred pending information regarding the political balance of seats to be allocated. The Head of Democratic Services advised the Panel that on a Panel membership of 3, the political balance of allocation of seats would be 2 Conservative seats to 1 Liberal Democrat seat. However, as the Trading Concessions Panel has not met since 2014, it was suggested that the process of appointing Panel Members on an annual basis be discontinued and that in the event of a meeting being required, a meeting of the Committee be convened based on minimum quorum requirements.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none"> <li>(a) the process of appointing Panel Members on an annual basis be discontinued; and</li> <li>(b) in the event of a meeting being required, a meeting of the committee be convened based on minimum quorum requirements.</li> </ul>
<b>Outcome</b>	Complete
<b>Link Officer</b>	Ian Rickman
<b>Subject</b>	<b>Responsibilities of Licensing and Regulatory Affairs Committee</b>
<b>Type of Item</b>	Presentation
<b>Action by Committee</b>	<p>The Committee received a presentation by the Head of Environmental Health and the Head of Democratic Services on the Roles, Functions and Responsibilities of the Licensing and Regulatory Affairs Committee.</p> <p>The presentation gave an overview of the role of the sub-committees, the delegated powers to officers, responsibilities in respect of commercial health &amp; safety, alcohol licensing, general licensing and taxi licensing. It also covered the scope of the</p>

	<p>elections service which included individual electoral registration, an overview of the successful move to digital canvas arrangements, a breakdown of registration services and a summary of the elections timetable ranging from 2016 to 2021.</p> <p>Members asked that thanks be placed on record for the advice and support provided by the Elections team during the election period.</p>
<b>Outcome</b>	Complete
<b>Link Officer</b>	Ian Rickman
<b>Subject</b>	<b>Taxis and Wheelchair Accessibility</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee considered a report by the Head of Environmental Health on Taxis and Wheelchair Accessibility.</p> <p>Members felt that it would be important for the Panel to receive a further update with regard to taxis and wheelchair accessibility later in the year to assess whether the measures suggested in the report have been successful om improving the provision of wheelchair accessible taxi services.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee agrees that:</p> <p>(a) the age limit for wheelchair accessible vehicles, when first plated as a licenced Hackney Carriage, be increased from 5 years to 10 years (but that the vehicle must still be in immaculate condition); and</p> <p>(b) an update on the position with regard to wheelchair accessible hackney carriages be brought to the meeting of the Licensing and Regulatory Affairs Committee scheduled to take place on 26 March 2019.</p>
<b>Outcome</b>	To be reviewed in March 2019
<b>Link Officer</b>	Ian Rickman
<b>Subject</b>	<b>Taxi Replacement Incentive Scheme</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	The Committee considered a report by the Head of Environmental Health which detailed the Taxi Replacement Incentive Scheme approved by the Joint Air Quality Unit.

	<p>Members commented that due to its responsibilities for traffic flow and management, Hampshire County Council has a significant part to play in improving Air Quality. It was suggested that Officers should consider how Fareham can influence a move away from private cars to public transport and contribute to any Consultations that the County Council put forward.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the report.</p>
<b>Outcome</b>	Complete
<b>Link Officer</b>	Ian Rickman
<b>Subject</b>	<b>Licensing Conditions Update</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee considered a report by the Head of Environmental Health which proposes changes to the title of the Licensing Conditions document and to the conditions relating to Air Quality, seating and e-cigarettes.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <p>(a) approves the proposed changes to 'The Hackney Carriage and Private Hire Conditions and Requirements' in respect of the title of the document and the conditions relating to Air Quality, seating and e-cigarettes; and</p> <p>(b) delegates authority to the Head of Environmental Health to re-draft and publish the document to reflect these changes.</p>
<b>Outcome</b>	Complete
<b>Link Officer</b>	Ian Rickman
<b>Subject</b>	<b>Licensing and Regulatory Affairs Committee Work Programme 2018/19</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee considered a report by the Head of Environmental Health on the Committee's Work Programme for 2018/19.</p> <p>As discussed at Item 8 of the agenda, it was agreed that the Work Programme be amended to include an update on Taxis and Wheelchair Accessibility to the agenda of the meeting scheduled to take place on 26 March 2019.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p>

	<p>(a) notes the progress on actions arising from the meeting of the Committee held on 27 March 2018, as shown in Appendix A to the report;</p> <p>(b) agrees that an item providing an Update on Taxis and Wheelchair Accessibility be added to the agenda of the meeting scheduled to take place on 26 March 2019; and</p> <p>(c) subject to (b) above, approves the update Work Programme for 2018/19 as attached as Appendix B to the report.</p>
<b>Outcome</b>	Complete
<b>Link Officer</b>	Ian Rickman

**LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME  
2018/19**

<b><u>DATE</u></b>	<b><u>SUBJECT</u></b>	<b><u>TRAINING SESSION/WORKSHOP</u></b>
<b>19 JUNE 2018</b>	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee  Taxis and Wheelchair Accessibility Report  Taxi Replacement Incentive Scheme  Licensing Conditions Update  Review of Work Programme 2018/19	
<b>31 JULY 2018 (CANCELLED)</b>	Review of Work Programme 2018/19	
<b>18 SEPTEMBER 2018</b>	Setting of Taxi Tariff  Review of Work Programme 2018/19	<b>Training</b>
<b>27 NOVEMBER 2018</b>	Police Licensing Officer Update  Review of Work Programme 2018/19	
<b>29 JANUARY 2019</b>	Spending Plans 2019/20  Fees and Charges 2019/20  Actual Revenue Expenditure 2017/18  Preliminary Review of Work Programme 2018/19 and Draft Work Programme 2019/20	
<b>26 MARCH 2019</b>	Update on Fareham & Gosport Environmental Health Partnership – Presentation  Update on Air Quality and the Taxi Incentive Scheme.  Update on Taxis and Wheelchair Accessibility  Final Review of Work Programme 2018/19 and Draft Work Programme 2019/20	

