

## **THREE RIVERS DISTRICT COUNCIL**

At a meeting of the **Regulatory Services Committee** held in the Penn Chamber, Three Rivers House, Rickmansworth, on Wednesday 20 June 2018 from 7.30pm to 8.30pm.

Present: Councillors Steve Drury (Chairman), Martin Trevett (Vice Chairman), Valerie Coltman, Heather Kenison, Stephen Cox, Joy Mann, Keith Martin, Ralph Sangster, Roger Seabourne, Alex Turner, Alison Wall

Councillors also in attendance: Councillors Alison Scarth and Andrew Scarth

Officers: Michael Summerville - Electoral Services Manager  
Matthew Roberts – Team Leader Projects and Compliance  
Alex Lisowski – Temporary Licensing Officer  
Sherrie Ralton – Committee Manager

Apology for absence was received from Councillor Stephen King

### **RG 01/18 MINUTES**

The minutes of the Regulatory Services Committee meeting held on 21 March 2018 were confirmed as a correct record and were signed by the Chairman.

### **RG 02/18 NOTICE OF OTHER BUSINESS**

The Committee was asked to contact Committee Department if anyone would be available to replace a Councillor at the Licensing Sub Committee Hearing taking place on 28 June.

### **RG 03/18 DECLARATION OF INTERESTS**

There were none.

### **RG 04/18 REVIEW OF POLLING DISTRICTS AND POLLING PLACES.**

The Committee received a report to review the performance of the new polling station in Oxhey Hall & Hayling Ward, namely The Scout Hut, HMS Cape Town, Green Lane, Oxhey Hall, Watford WD19 4LT, which currently served polling district DCAA.

Upon Committee review to confirm or change the current polling station and or District set-up following consideration of feedback received after the local elections held on Thursday 3 May 2018, as directed by Regulatory Services Committee on 16 January 2018

The following points were raised by Councillors:

- Would prefer that no changes be made until the residents of the DCAA Polling District had been consulted. The consultation to take the form of a letter written by Officers, with the wording agreed with the Chief Executive and Chairman of the Committee.

- Page 9 of the Appendix quoted three lamp columns, this should read four. The leaning lamp post was not working.
- There were concerns about the use of Oxhey Hall Community Centre and vehicle access. Reference was made to examples listed at Appendix B of the report.
- There had been no complaints about the Portakabin apart from the cost, but the cost of the Oxhey Hall Community Centre had never been discussed. A Member stated that there had been 462 votes cast at the Portakabin at the previous General Election.
- Should postal voters be included in the survey?
- In support of the Oxhey Hall Community Centre, a Member stated she had personally not received any complaints about the venue. No mention had been made of the danger of walking along the single track road. Parking had always been sufficient. Tellers at HMS Cape Town had received many complaints from voters that the venue was not suitable for frail, nervous people.
- Although it had been worthwhile trialling HMS Cape Town, the difficult nature of approaching and distance to travel and park showed it to be an unsuitable solution. The Portakabin site was a significant cost and some people would have further to walk.
- Oxhey Hall Community Centre was currently attended by a number of different groups, therefore would be a suitable solution.
- The lighting of the car park at Oxhey Hall Community Centre was confined to the pathway by the tennis courts.

Councillor Martin Trevett moved, duly seconded by Councillor Steve Drury, to defer the decision for further consultation with the residents of DCAA Polling District to come from the Council in the form of a letter. The wording of the letter to be agreed by the Chief Executive in consultation with the Chairman of the Committee with pre-paid envelopes to be provided. The suggested timescale was for the letters to be sent out by the end of June with residents given one month to respond. Respondents to be checked against the electoral register.

The Electoral Services Manager would investigate the cost of the consultation. In the event of an election being called before a decision was made the polling station would remain as the Scout Hut, HMS Cape Town.

RESOLVED:

To defer the consideration of the feedback and suggestions made for Polling District DCAA and designate a polling place in accordance with the guidance and electoral law until further consultation with the residents had taken place. The outcome of the consultation to be reported to the Regulatory Services Committee Meeting 5 December 2018.

**RG 05/18      CONDITIONS FOR PRIVATE HIRE DRIVER, VEHICLES AND OPERATORS FOLLOWING THE CONSULTATION**

Three Rivers District Council (TRDC) were responsible for licensing Private Hire drivers, vehicles and operators under the Local Government (Miscellaneous Provisions) Act 1976. The Council was also responsible for licensing Hackney Carriages and their drivers under the Town Police Clauses Act 1847.

Under the Local Government (Miscellaneous Provisions) Act 1976 the Council may attach conditions to a licence. Provided that there was consultation and the matter was properly considered it was permissible for the local authority to decide as a matter of policy what general conditions were to be attached to a licence. However the local authority still had a discretion to add additional conditions to a licence in individual cases.

The general conditions were last reviewed in 2005, the previous conditions had been in place for a number of years and this report looked to review and replace the conditions as part of the Regulatory Service Committee's work programme.

At the Regulatory Services Committee of 21 March 2018 Members resolved to consult upon the draft conditions for Private Hire Driver, Vehicles and Operators. As such the proposal had been out to consultation. This report detailed the consultation responses and sought to authorise an amendment to the conditions.

A consultation with stakeholders took place asking for any comments on the draft conditions.

The Team Leader Projects and Compliance introduced the Temporary Licensing Officer to the Committee and advised that a total of five responses had been received from stakeholders, members of the public and the trade and the responses were summarised at paragraph 2.9 onwards of the report.

The following points were raised:

- The new conditions would only affect new drivers, not existing drivers until they apply for new licences. Licences were granted every three years and most current drivers were due to re-apply in 2019.
- A member raised the point that there was no reference to the TFL guidelines for the consumption of alcohol and drugs that had been agreed to in the recommendations of the Regulatory Committee Meeting minutes dated 21 March 2018 at 2.1(d).
- A question was raised as to who would monitor adherence to the conditions. The Officer replied that there was a Part Time Licensing Enforcement Officer who worked regularly with the police checking taxis. Vehicles were checked when new drivers came in for their licences.
- One of the respondents to the consultation advised that 95% of their drivers had not been contacted. This raised concerns that these drivers were not licensed to drive in Three Rivers District. It was recommended that this should be followed up.

It was agreed to adopt the amended conditions, detailed in option 2 to be further amended to include TFL guidelines for the consumption of alcohol at 2.1(d) with immediate effect

**RESOLVED:**

To adopt the amended conditions, as detailed in option 2 to be further amended to include TFL guidelines for the consumption of alcohol at 2.1(d) with immediate effect.

## **RG 06/18 WORK PROGRAMME**

The Committee considered its work programme with the following addition:

- The Outcome of the Consultation of the Polling Station DCAA be reported on - December 2018
- Amend the review date for the Standard Conditions for Drivers and Operators, to read by November 2018.
- Deferred Byelaws proposed review to be re-instated. *Post Meeting Note from minute RG13/17 December: Members asked for a report back to Regulatory committee on the final Byelaws. The P & P Manager had been told that Committees should not receive reports for information only and also the recommendations in the Committee Report, sections 16.3 and 16.4 asked Members to refer to Council, once any amendments are made following consultation. The proposed solution to this was to provide the Regulatory Committee Members with an update report from the Manager, directly to them and avoid the issue of information reports going onto the Committee Work Programme.*

RESOLVED:

That the work programme be noted with the following additions:

- The Outcome of the Consultation of the Polling Station DCAA – December 2018
- Amend the review date for the Standard Conditions for Drivers and Operators, to read 'November 2018'.

**CHAIRMAN**