

Private Hire Licensing, Compliance and Enforcement meeting - Actions from 21 January 2016 Meeting

The following bodies are represented at the meeting - Transport for London (TfL), City of London Police (CoLP), Metropolitan Police Service (MPS)

The Licensed Private Hire Car Association (LPHCA), GMB union, Private Hire Board, Chauffeur and Executive Committee

Next Meeting - 28 April 2016

Meeting Date	Item Name	Action Details	Due Date	Commentary
21/01/2016	Vehicle Testing	Trade to provide TfL with details of issues with getting appointments for vehicle testing.	01-Feb	Trade reported it is still difficult to get a slot for vehicle testing. TfL asked for clarification whether slots are difficult at preferred centres or all centres. Trade agreed to provide details
21/01/2016	Vehicle Testing	TfL to consider opening vehicle test centres six days a week during busy periods, such as Christmas and new vehicle issues periods	Apr-16	This is feasible. TfL is doing further work to identify requirements and will update at next meeting.
21/01/2016	Online application process	TfL to communicate the online application process to topographical centres	Mar-16	TPH notice promoting online application process, and promote through TfL and trade communications channels. Also use as an opportunity to drive applicants to sign up for DBS annual renewals. Update to be provided at next meeting.
21/01/2016	DBS	TfL to review re-licensing letters to make it clearer that licensees need to apply early for their DBS, and to promote annual renewals service.	Mar-16	Update to be provided at next meeting
21/01/2016	PHV Signage	Trade to provide TfL with examples of advertising that is useful / unhelpful	Mar-16	As per action
21/01/2016	PHV Signage	TfL to meet with DVLA regarding acceptable parameters for number plate PHV signage trial	Mar-16	As per action
21/01/2016	PHV Signage	Meeting to discuss signage in April. To cover signage trial for identifying PHVs, reviewing advertising guidelines (including issues with rental advertising),	Apr-16	Will be added to agenda for next PHV LCE meeting
21/01/2016	Insurance checker	TfL to feed back on GMB proposals for an insurance checking tool	Mar-16	TfL to meet with Plan insurance and GMB on 18 April to discuss in detail. To be added to agenda of next meeting.
21/01/2016	Electric Charging Points	TfL to provide update to PHV representatives on rapid charging network	May-16	To be an agenda item at next meeting
21/01/2016	Topographical Schools	Topographicals workshop	Mar-16	Meeting to take place on 6 April
21/01/2016	Operator licence numbers	TfL to investigate requiring Private Hire websites to clearly display their operator license number.	Mar-16	Policy team investigating and will update at next meeting.

21/01/2016	Sexual abuse allegations	TfL to provide operators with advice on how to handle any complaints regarding sexual misconduct	Mar-16	To be progressed.
21/01/2016	Wearing ID	TfL to produce communications campaign on why it is important for PHV drivers to visibly display their photo ID. Could also be included in licensing pack in a clearer way.	Mar-16	Ongoing. This is being addressed through ongoing communications. This will feature in the April issue of OnRoute magazine, advice has been added to website and linked to from regular links in the weekly email and on twitter.

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16/09/2015	BDS update service	GMB expressed concern regarding the communication of the DBS update service, including GB Group (the online disclosure service) not promoting the update facility.	16-Dec-15	Closed: A number of channels are being used to highlight the option of the Update Service. This includes additional tweets being issued, an article in the April issue of OnRoute magazine, and a leaflet being produced that can be shared with drivers through various communication channels. A TPH notice was also issued on 23 March 2016, Discussion are taking place with GB Group to review the feasibility of issuing email reminders for the update service.
21/01/2016	DBS	Provide trade representatives with information from OnRoute magazine on applying for licences online and the update service	Mar-16	Closed: Content provided to trade representatives by email.
21/01/2016	Crime Reporting	TfL to work with the police to produce an article for OnRoute about how to effectively report TPH related crimes	Mar-16	Closed: Article or feature in April edition of OnRoute. Follow up with twitter and online content for ongoing promotion after initial story in OnRoute