

7 December 2020

NOTICE OF MEETING

ADMINISTRATION COMMITTEE

will meet on
Wednesday, 9 December 2020
beginning at
6:15 pm

PLEASE NOTE: This will be a 'virtual meeting'. The meeting can be viewed here: <https://bit.ly/3msbRpv>

TO: Councillor Daniel Clarke (Chair), Councillor Keith House (Vice-Chair)
Councillor David Airey Councillor Ian Corben
Councillor Nicholas Couldrey Councillor Tim Groves
Councillor Sara Tyson-Payne Councillor Margaret Atkinson
Councillor Louise Parker-Jones

Staff Contacts: Keeley Mitchell, Case Management Officer; Tel: 023 8068 3873;
Email: keeley.mitchell@eastleigh.gov.uk

NATALIE WIGMAN
Corporate Director – Strategy

Copies of this and all other agendas can be accessed via the Council's website - <https://meetings.eastleigh.gov.uk>
as well as in other formats, including Braille, audio, large print and other languages, upon request.

PLEASE NOTE that any member of the press and public may listen in to proceedings at this 'virtual' meeting via a weblink which will be publicised on the Council website at least 24hrs before the meeting. It is important, however, that Councillors can discuss and take decisions without disruption, so the only participants in this virtual meeting will be the Councillors concerned, the officers advising the Committee and any participants who have registered in advance to speak. This meeting will be recorded.

AGENDA

1. Public Participation

Councillors not on the Administration Committee and members of the public can participate during this section of the meeting in the following ways:

- If you are able to participate live (meet the technical requirements) and wish to be present and speak, you will need to notify Democratic Services 4 working days **(Midday Thursday 3 December 2020)** before the meeting. Technical and etiquette guides will be provided.
- Alternatively, the public can email a statement to be read out by 'the spokesperson'. Emailed statements will need to be received 2 working days **(Midday Monday 7 December 2020)** before the date of the meeting. Democratic Services will confirm receipt of the email and confirm it can be read out.
- The statement (including questions) will be the equivalent of a maximum of three minutes if read out. Please therefore restrict your statement to one side of A4 (12 font). This applies audio/ video recordings also.
- Alternatively a MP4 file will be sent to Democratic Services 4 working days **(Midday Thursday 3 December 2020)** before the meeting. This must be accompanied by a written transcript (emailed). In the event that the file does not meet technical requirements the transcript will be read by the spokesperson and shown on the screen.

Please contact us via democratic.services@eastleigh.gov.uk

2. Minutes (Pages 5 - 6)

To consider the Minutes of the meeting held on 12 October 2020.

3. Apologies

4. Declarations of Interest

Members are invited to declare interests in relation to items of business on the agenda. Any interests declared will be recorded in the Minutes.

5. Safeguarding Training for Hackney Carriage and Private Hire Drivers (Pages 7 - 18)

DATE OF NEXT MEETING
Monday, 1 February 2021 at 6:00 pm
in the Eastleigh House, Upper Market Street,
Eastleigh, SO50 9YN

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updates with news as it happens including new Council Jobs, What's On, Recycling, Transport plus lots more. www.eastleigh.gov.uk/enews

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ADMINISTRATION COMMITTEE

Monday, 12 October 2020 (6:15 pm – 6:26 pm)

PRESENT:

Councillor House, Airey, Corben, Couldrey, Groves, Tyson-Payne, Atkinson and Parker-Jones

Also in attendance: Councillor Campbell

Apologies for absence were received from Councillor Clarke

RESOLVED ITEMS (SUBJECT TO QUESTIONS ONLY)

18. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

19. MINUTES

RESOLVED -

That the Minutes of the meeting held on 21 October 2019 be confirmed and signed by the Chair as a correct record.

20. PUBLIC PARTICIPATION

There was no public participation on this occasion.

21. COMMUNITY GOVERNANCE REVIEW - UNPARISHED AREA OF EASTLEIGH BOROUGH

Consideration was given to the report by the Strategic Planning Manager which highlighted good governance of the Borough which underpins all of the Council's Corporate Plan (2015-2025) objectives.

RESOLVED –

It was agreed that:

- (1) The Council undertakes a Community Governance Review (CGR) in relation to the unparished area of Eastleigh borough, including consulting residents and local stakeholders; and**
- (2) The terms of reference of the CGR are agreed as set out in the report and the local community consulted on that basis.**

M6594

ADMINISTRATION COMMITTEE

Monday, 9 December 2020

SAFEGUARDING TRAINING FOR HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS

Report of the Head of Legal Services

Recommendation(s)

- 1) The Committee approves amendments to both the Hackney Carriage Driver's policy and the Private Hire Driver's policy requiring drivers to undertake approved in person Safeguarding Training every three years.
 - 2) The Committee approves a transition period for existing drivers.
 - 3) The Committee approves that the Head of Legal Services be granted delegated authority to determine the provider and nature of the training and to amend the implementation date if required.
-

Summary

This Report of the Head of Legal Services proposes an addition to the drivers' policies to require all Hackney Carriage and Private Hire Drivers to undertake an approved Safeguarding Training course every three years in line with any driver licence renewal and before the grant of a driver's licence.

Statutory Powers

Town Police Clauses Act 1847 (Hackney Carriages) and The Local Government (Miscellaneous Provisions) Act 1976 (Private Hire Vehicles).

Strategic Implications

1. This report supports the objective of Enabling Health and Wellbeing and Tackling Deprivation by ensuring appropriate measures are taken to safeguard residents and visitors to the Borough or Eastleigh. It also promotes Economy objectives to support local businesses and jobs by providing a level and proportionate regulatory playing field, and confidence in all operators.

Introduction

2. The Government's response to the Parliamentary Task and Finish Group welcomes a recommendation that authorities use existing powers to require drivers to undertake such training and it should form part of a future national standard.

Safeguarding training for licensed hackney carriage and private hire drivers

3. After incidents in other parts of the country, the taxi trades were identified as being ideally placed to identify incidents of safeguarding concern. Nationally, Safeguarding Boards recommended that the taxi trades undertake such training. This was supported by local Safeguarding Boards.
4. Officers worked with Hampshire Constabulary who ran Operation Makesafe looking at safeguarding issues. Posters and leaflets specific to different areas were produced, including taxi specific leaflets and posters. In 2017 the posters were distributed to the different operators and every driver application, both new and renewals, received a leaflet. A copy of the leaflet is attached to this report as Appendix 1.
5. The leaflet was a quick and easy method of getting the message out to the trade but was never going to provide all the details the trade requires in order to fulfil their role proficiently.
6. Across Hampshire, Safeguarding Boards have stated they consider all licensed drivers should attend a training package. The School Transport Team at Hampshire County Council advise they will follow the guidance from the Safeguarding Boards.
7. On 22nd December 2018 all taxi licence holders were written to advising the Licensing Authority was consulting on introducing a requirement for drivers to undergo Safeguarding Training. A copy of the letter sent to drivers is attached as Appendix 2. This letter quoted a price of approximately £18 for taking the course. This was based on the cost of undertaking an on-line course.
8. There were ten responses from a total of 12 people. Five responses are against the proposal and five in support although two of these objected to paying for the course. A summary of the responses is attached as Appendix 3.
9. The training can be delivered in various methods:-

1. On-line package
2. A computer software package
3. A classroom package

10. An on-line package would provide an applicant with a unique logon. However once logged in there is no guarantee it is the applicant undertaking the course. This was a key element for the Safeguarding Boards, and it is the reason why an on-line package is not considered suitable.

New Forest District Council developed a computer package, this requires applicants to attend a set location and use approved computers to undertake the package. The Safeguarding Boards have recommended this package but understood it caused logistical problems for some authorities. Eastleigh Borough Council currently has approximately 610 licensed drivers. This would require over 200 applicants to take the package each year and this would just be the current drivers; any new applicants would be additional to this. Logistically this requires the provision of classrooms equipped with laptops and the provision of an invigilator. All of this would take up a lot of Officer time and there would be a cost in finding appropriate premises and equipment.

Officers have assessed a classroom package delivered by trained individuals at the Blue Lamp Trust. Blue Lamp Trust make the arrangements and deal directly with the applicants. This removes the logistical issues raised above. They carry out identification checks to ensure it is the applicant sitting the package to fulfil the requirement of the Safeguarding Boards.

Additionally, Officers have seen how the trainers engage with all the applicants in the discussions and this was considered especially beneficial for those whose main language is not English.

On the 18th September 2020 a number of Eastleigh Trade Representatives took part in a Blue Lamp Trust virtual classroom training package delivered via Zoom video, along with another licensing officer. The feedback was encouraging from all attendees. The trainers encouraged everyone to take part in the discussion and delivered the content in such a manner that kept the group's interest. The identification of all attendees was checked before the training commenced.

11. The requirement is for the Safeguarding Training to be undertaken by drivers every three years in line with any licence renewal and all new applicants before a licence is granted.
12. Driver licences cannot be granted for a period greater than three years. The majority of licences are issued every three years. It is therefore recommended drivers are required to have undertaken the approved training before the grant of a driver's licence whether on renewal or new application.
13. It is recommended this takes effect by 1st January 2021. However, should there be difficulties in meeting this deadline it is requested the Head of Legal Services is granted delegated authority to amend this date.

Financial Implications

14. Initial enquiries with the [Blue Lamp Trust](#) who are already a trusted supplier of training and assessments for Eastleigh Borough Council suggest the cost will be in the region of £25 a person. The cost of providing the training course will be funded from the Hackney Carriages and Private Hire Revenue Reserve for drivers that are currently licensed with Eastleigh Borough Council as of 1st November 2020 to undertake the first training session. Any other drivers and subsequent refresher training will need to be met by the applicant.

Risk Assessment

15. The assessment of the risk is low
 - The finance risk is low as the initial provision can be funded from the Hackney Carriages and Private Hire Revenue Reserve. Subsequent training will be paid directly to the provider by the applicants.
 - Failure to impose such a condition poses a risk of reputational damage to the Council. This training is recommended in a recent Parliament Task and Finish Group Report and is supported by Safeguarding Boards.

Equality and Diversity Implications

The Equality Act is not relevant to the decision in this report because the decision does not relate to eliminating discrimination, advancing equality of opportunity, or fostering good relations between different people.

Therefore it is considered that for this decision the Equality Duty does not need to be addressed and an Equality Impact Assessment (EqIA) has not been carried out.

Conclusion

The Committee approves the policy outlined in this Report. From 01 January 2021, drivers will be required to have undertaken approved Safeguarding Training within the last three years when applying for either a new or renewal driver licence. This means drivers will be required to attend a training session every three years. The training is to be classroom based in person or virtually and provided by Blue Lamp Trust. The first course for any current drivers that held a licence prior to 1st November 2020 will be free. Any new drivers will have to pay the provider the fee, anticipated to be around £25. The driver will book the course via the Blue Lamp Trust website.

The Committee approves the grant of delegated powers to the Head of Legal Services to determine the provider and nature of the training and to amend the implementation date if required.

IAN AUSTIN
HEAD OF LEGAL SERVICES

Date: 22 October 2020
Contact Officer: Andy Jeffery/Nicki Moorhouse
Tel No:
e-mail: andy.jeffery@southampton.gov.uk,
nicki.moorhouse@eastleigh.gov.uk
Appendices Attached: 3

LOCAL GOVERNMENT ACT 1972 - SECTION 100D

The following is a list of documents which disclose facts or matters on which this report or an important part of it is based and have been relied upon to a material extent in the preparation of this report. This list does not include any published works or documents which would disclose exempt or confidential information.

* List Background Papers or state None.

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SAY SOMETHING IF YOU SEE SOMETHING

WATCH FOR

- GUESTS REQUESTING A ROOM THAT IS ISOLATED
- GUESTS WHO APPEAR SECRETIVE ABOUT THEIR VISIT OR TRYING TO CONCEAL THAT THEY ARE WITH A YOUNG PERSON
- FREQUENT ADULT VISITORS TO THE HOTEL WHO DO NOT APPEAR TO HAVE A REASON FOR BEING THERE



THIS IS ABUSE. DON'T MASK THE PROBLEM.

Report it.

Call **101**, Operation Make Safe.



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LICENSING TEAM
Southampton & Eastleigh Licensing Partnership
Eastleigh Borough Council
Hedge End Depot
Botley Road, Hedge End
Southampton SO30 2RA



Direct dial: **023 8068 8109**

E-mail: licensing@eastleigh.gov.uk

Our ref: **Licence number**

Please ask for: Mr. Bates

Date insert

Dear Sir or Madam

Consultation on changes to policy affecting the hackney and private hire trades.

It has been identified nationally that the hackney carriage and private hire drivers are in an ideal position to identify safeguarding incidents where an individual may be at risk and that all drivers should be trained to identify these incidents and on what action they can take to safeguard the vulnerable members of society. As such Eastleigh Borough Council now wishes to consult on adopting an addition to the policy for all drivers requiring them to have undertaken approved training either prior to first application or on renewal of the driver licence after 1st January 2020. This means drivers will need to refresh the training every three years. It is anticipated there will be funding to pay for existing drivers to undertake this training package as long as it is completed within one year of the start of the implementation, after this the cost is estimated to be £18 that applicants will need to pay the provider. This will however have to be submitted through the procurement process.

The new hackney carriage and private hire driver's policies will include the following:-

All applicants for hackney carriage/private hire drivers licences will have successfully completed safeguarding training approved by Eastleigh Borough Council within the previous three years.

You are invited to respond to these consultations by either letter addressed to:

The Licensing Team,
Hedge End Depot,
Botley Road,
Hedge End,
Southampton.
SO30 2RA

or by e-mail to: licensing.consultation@eastleigh.gov.uk

Please title the responses "EBC Safeguarding training"

The consultation will end on 18th February 2019.

A handwritten signature in black ink, appearing to be "Phil Bates".

Yours faithfully,

Phil Bates
Licensing Manager
Southampton & Eastleigh Licensing Partnership

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Name	Response to consultation	Summary
DA (driver)	I totally abject to this myself. I have twenty years customer service as a taxi driver . I have the required NvQ also . Please email the drivers that haven't done the taxi NVQ before me . Yours sincerely dean allen plate 53	Already experienced
GA (driver)	Having driven a Hackney taxi for 18 years I personally i have not come across a safe guarding incident other than drunken couples having a domestic after a night out. My wife is fully trained in safe guarding and attends courses regularly due to her occupation. My farther runs one of the largest security business in Dorset. I feel I am very aware of what's going on around me and what to look out for with respect of a person in need or keeping myself safe. The council requested us to all undertake the nvq in taxi driving. This course was a total waste of time and an insult to my intelligence. The people teaching were only interested in ticking the attendance box so they got their money. Looking at different clock faces and writing down the correct time to prove we could keep to booking times. Teaching us were to put the oil and water in the car. Total rubbish like that. The teachers contradicting each other whether to get involved in a altercation or look the other way. Conclusion - waste of time, money and it's basically just common sense	Waste of time, already is safe.
MD (Driver)	Wish to be put forward for training course	Wants training
UH (driver)	I would like to undertake the training as recommended in your letter of 20th December 2018 , and look forward to hearing for further information	Wants training
RV Driver & Operatot)	I can understand the advantages in having hackney and private hire drivers trained in safeguarding. What does not seem fair is that you are expecting them to pay for the training. If the government were to suggest that people should pay for their training as volunteers then there would be a lot less volunteers. I believe that although it can be a requirement it should be free.	Agrees but should be free
CW (drievr)	I'm more than happy to do the training, not so happy to have to pay. I think we pay enough as it is	Agrees but should be free
GG (driver)	I adopting this course	Agrees
TH (driver)	I'm sorry but I think this is a massive WASTE of time and money as the ORGANISATION of vulnerable people IS RUN by people who don't use taxis outside of their organisations. I truly think people in the policy making of situations of this type of matter HAVE NO EXPERIENCE OF THE SITUATION.	Waste of time
KAIL (drivers)	we have read your letter regarding 'safeguarding training'. to be honest we are not interested, we are drivers not councillor. our job is to drive people from a to b, this is how we make our living. we dont ask for their life story nor do we tell them ours. should we suspect that a customer was in trouble then yes we would report it, but we honestly do not want to get involved in other people's private business. we are not happy at the prospect of being forced to go on a course that we have to pay for and have absolutely no interest in what so ever. to attend this course would cost us not only the course fee but loss of earnings while on that course. may we suggest making this course' voluntry' for those who may like to attend.	Not their role
CM (driver & operator)	Considers it is not necessary, possibly for school run drivers.	Considers it is not necessary, possibly for school run drivers.

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