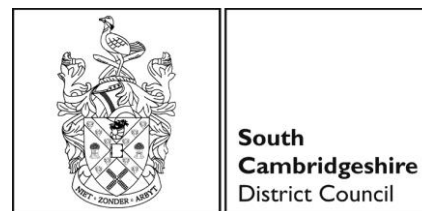


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27th September 2022

To: Chair – Councillor Anna Bradnam
Vice-Chair – Councillor Annika Osborne
Members of the Licensing Committee – Councillors
Dr. Shrobona Bhattacharya, Corinne Garvie, Jose Hales, Sunita Hansraj,
Sally Ann Hart, Geoff Harvey, Mark Howell, John Loveluck,
Peter McDonald, Dr Lisa Redrup, Peter Sandford and Brian Milnes

Quorum: 4

Substitutes: Councillors Heather Williams, Graham Cone, Sue Ellington, Bunty Waters,
Lina Nieto, Peter Fane, Carla Hofman, Pippa Heylings, Michael Atkins and
Stephen Drew

Dear Councillor

You are invited to attend the next meeting of **Licensing Committee**, which will be held
in **Council CHAMBER - SOUTH CAMBS HALL** at South Cambridgeshire Hall on
Wednesday, 5 October 2022 at 10.00 a.m.

Members are respectfully reminded that when substituting on committees,
subcommittees, and outside or joint bodies, Democratic Services must be advised of
the substitution ***in advance of*** the meeting. It is not possible to accept a substitute
once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
Liz Watts
Chief Executive

**The Council is committed to improving, for all members of the community,
access to its agendas and minutes. We try to take all circumstances into
account but, if you have any specific needs, please let us know, and we will do
what we can to help you.**

Agenda

Pages

- 1. Apologies for Absence**
To receive apologies for absence from committee members.
- 2. Declarations of Interest**
As a Councillor, you are reminded of the requirements under the
Council's Code of Conduct to register interests and to disclose interests
in a meeting. You should refer to the requirements set out in the Code of

Conduct which are summarised in the notes at the end of this agenda
frontsheet.

- | | | |
|-----------|--|---------------|
| 3. | Minutes of Previous Meeting | 1 - 2 |
| 4. | Hackney Carriage and Private Hire Licensing Policy Review | 3 - 20 |

Guidance For Visitors to South Cambridgeshire Hall

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Agenda Item 3

South Cambridgeshire District Council

Minutes of a meeting of the Licensing Committee held on
Wednesday, 23 February 2022 at 2.00 p.m.

PRESENT: Councillor Anna Bradnam – Chair
Councillor Eileen Wilson – Vice-Chair

Councillors: Dr. Shrobona Bhattacharya Gavin Clayton
Graham Cone Jose Hales
Geoff Harvey Mark Howell
Steve Hunt Peter McDonald

Officers: Aaron Clarke Democratic Services Technical Officers
Rachel Jackson Principal Licensing Officers
Brooke O’Neil Licensing Technical Officer

Councillors Brian Milnes (Lead Cabinet Member for Licensing) was in attendance, by invitation.

Councillors Cllr Deborah Roberts were in attendance remotely, by invitation.

1. **Apologies for Absence**

Apologies for absence were received from Cllr Alex Malyon and Cllr Clare Delderfield.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of Previous Meeting**

The Licensing Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held Monday 29 November 2021.

4. **Street Trading Policy**

A street trading policy was brought forwards to be considered by the Licensing Committee. The Council, in relation to its responsibility for street trading, would need to designate that all streets in the district would come under its remit with the exception of the A11 and A14, and any area of land which was in direct ownership and control of County, District or Parish Councils.

It was noted that the policy was intended to provide flexibility and that the policy would continue to be monitored to highlight any anomalies. If any anomalies were highlighted, the policy would be brought back to the Committee to make alterations.

The Committee were informed that 25-30 potential sites for street trading had already been identified. A press release regarding the new policy was due to be released on Wednesday 23 February 2022. Cllr Mark Howell suggested that the information was also sent directly to all Parish Councils.

The policy was to cover static, mobile or layby traders, such as food vans, ice cream vans, flower sellers or vans selling bread, cakes, vegetables etc., and encompass areas such as:

- Public Safety
- Proximity to the highway
- Compliance
- Food Safety
- Public Order
- The avoidance of Public Nuisance

It was noted that previously, street trading did not apply to the whole of the district, which resulted in some street traders operating in areas with the consent of the local Parish or Town Councils. To protect those were already conducting street trade, the Council was to introduce grandfather rights, so they would continue have the right to retain their pitch or pitches, subject to basic safety principles being adhered to, within a grace period of up to six months.

In addition, a new streamlined regime was to be introduced for owners of outside areas such as pub car parks. This would allow such areas to be used on an ad-hoc basis for such things as, pop-up food traders and non-food articles like Christmas trees.

The Committee was informed that the terms of delegation for the Committee would be altered to include the street trading policy. In the case of a breach of policy and an appeal to the Council, a panel of 3 persons would consider the case and any decision would be binding, as there would be no appeal to a Magistrate's Court. Any breach of food health guidelines would be dealt with by enforcement in Environmental Health.

Members of the Committee queried if Ward Member(s) would be notified of incoming street traders. It was agreed that an email would be sent to any Ward Member(s) to notify them of this.

Licensing Committee approved by affirmation the street trading policy to take affect from 01 March 2022.

The Meeting ended at 2.50 p.m.



Report to:	Licensing Committee 5 October 2022
Lead Cabinet Member:	Cllr Brian Milnes
Lead Officer:	Rachel Jackson Principal Licensing Officer

Hackney Carriage and Private Hire Policy – CCTV and age and emissions standards for Vehicles

Executive Summary

1. That the Committee agree to recommend to the Lead Cabinet Member for Environmental Services and Licensing, revisions to the Hackney Carriage and Private Hire Licensing Policy following a review in September and November 2021 relating to the mandating of CCTV in all licensed vehicles and age limits and emissions standards for private hire and hackney carriage vehicles. .

Key Decision

2. No

Recommendations

3. That the Licensing Committee consider the proposed amendments to the Policy, taking into account the decision outcomes from the Members' Workshop held in September 2022, and make recommendations to the Lead Cabinet Member for Environmental Services and Licensing.
4. With regards the mandating of CCTV, revise the policy so as to:
 - (i) Agree that the requirement for the mandatory installation of CCTV does not apply to exempt executive vehicles.
 - (ii) Agree to implement a phased and manageable approach, so that any grant of a vehicle licence or renewal of an existing licensed vehicle must be fitted with CCTV with effect from 1 April 2023 (date application submitted to the licensing authority), which would see all vehicles installed with CCTV by 1 April 2024)
 - (iii) Agree to add to the Policy: "Where a fault of the CCTV system is identified that this must be reported to the Licensing Authority within 24 hours, and if the fault is not rectified within 5 working days, the vehicle will be suspended until the CCTV equipment is fully operational."

5. With regards to the vehicle age limits and emissions standards, the Licensing Committee revise the Policy so as to state:
- (i) Until 1 December 2023, a new licence will be **granted** for a vehicle if it is at least Euro 6 compliant or zero or ultra-low emission.
 - (ii) Until 1 December 2023, a licence will be renewed only if it is at least Euro 5 emission standards.
 - (iii) From 1 December 2023, a licence will only be granted if it is at least Euro 6 compliant or zero or ultra-low emissions category.
 - (iv) From 1 December 2023 a licence will only be renewed if it is Euro 6 compliant, or zero or ultra-low emissions category.
 - (v) By no later than 1 December 2028, **all** licensed private hire and hackney carriage vehicles must be zero or ultra-low emission. This is to coincide with the restrictions for Cambridge City Centre access for Ultra-Low and Zero Emission licensed vehicles only

This aspect will be kept under review and may be modified by the Authority at a prior date.

6. In addition, where any further minor amendments to the policy and/or driver handbook are required or statutory changes make amendments necessary, then such changes can be implemented by the Head of Head of Climate, Environment and Waste following consultation with the Chair of the Licensing Committee and Lead Cabinet Member for Environmental Services and Licensing.

Reasons for Recommendations

7. Officers have considered data relating to incidents within licensed hackney carriage and private hire vehicles, based upon reported incidents to the Licensing Authority, and to crime/incident reports force-wide received from Cambridgeshire Police, and consider that there is adequate justification to mandate the installation of CCTV in licensed vehicles.
8. However, **none** of the reported crimes or incidents related to executive hire exempted vehicles. In addition, due to the nature of contract hire, executive drivers are much less likely to transport vulnerable persons and do not generally work in the night-time economy, as such this part of the sector is deemed a lower risk. For those reasons, requiring executive hire proprietors to install CCTV is **not** proportionate or suitably evidenced. The summary data is attached as Appendix A. Legal Services have confirmed they are in agreement with this assessment.
9. As of 22 September 2022, there are 968 licensed vehicles, of which 104 are executive hire/exempt.

10. There are identified companies which have expressed an interest in the installation of CCTV. The installation costs have been estimated at between £75 to £100 for a single camera system, and £100-£180 for a two-camera system, with units costing around £320 for a single camera unit with one panic button, to around £400- £500 for a two-camera unit with two panic buttons.
11. One company have advised that they estimate an installation could take up to one day to complete and can provide 6 installers. Another company are intending to use local installers, and it is anticipated that once trained, they could install CCTV in up to 4 vehicles per day, so with 2 installers, this could potentially install 40 units per week. Another provider has advised that they can provide a Cambridge based installation service and could install a two-camera system within two hours. In addition, car entertainment system installers have been contacted, and have confirmed they should be able to install any approved CCTV system. In light of this, there should be suitable provision of installers over a phased approach.
12. The considered pragmatic approach is the phase in the requirements, to enable effective installation (and administration) of the new regime.
13. Cambridge City Council have been closely working with this Authority on both the policy and CCTV specification and its Licensing Committee are expected to agree an implementation date of 1 April 2023. Both Authorities agreeing the same timeline, is seen as a pragmatic approach and supports the wish of Members to have policies aligned insofar as possible.

Details

14. In November 2019, after considerable consultation, the Licensing Committee determined that all licensed hackney carriage and private hire vehicles would be required to be fitted with CCTV by no later than March 2021.
15. However, at the Licensing Committee meeting on 7 September 2021, as a result of the pandemic, it was agreed It was agreed that the CCTV would be implemented by no later than 1 March 2023, with precise wording to be agreed upon at a later date.
16. Members were advised that in July 2020 the Department for Transport Statutory Taxi & Private Hire Vehicle Standards were published and stated that “Imposition of a blanket policy to attach CCTV as a condition to a licence is likely to give rise to concerns about the proportionality of such an approach and **will therefore require an appropriately strong justification** and must be kept under regular review. Members had not previously been presented with sufficient evidence to continue to mandate that CCTV but had agreed that the imposition of the requirement was appropriate.
17. On 29 November 2021, the Licensing Committee met again to consider age limit and vehicle emission standards, the final agreement of the Cabinet Member for Environmental Services and Licensing was:
 - (i) Until 1 December 2023, a new licence will be **granted** for a vehicle if it is; Euro 6 compliant and less than 4 years old, or zero or ultra-low emission.

- (ii) A licence will be **renewed** only if it is at least Euro 5 emission standards, subject to provision of a satisfactory MOT Test Certificate and Certificate of Compliance.
 - Provisionally, **from 1 December 2023**, a licence will be renewed only if it is Euro 6 compliant, or zero or ultra-low emissions category.

18. In the summer of 2022, there was a consultation of the Best Practice Guidance - **Taxi and Private Hire Licensing**. **The document** suggests that the setting of an arbitrary age limit may be inappropriate and counterproductive and result in higher costs to the trade and ultimately passengers. For example, a maximum age for first licensing may have adverse unintended consequences; a five-year-old used electric vehicle will produce less emissions than a new Euro 6 diesel or petrol fuel car – enabling the trade to make use of previously owned vehicles will assist it to transition more rapidly to zero emission vehicles and improve air quality. Licensing authorities should not impose age limits for the licensing of vehicles but should consider more targeted requirements to meet its policy objectives on emissions, safety rating and increasing wheelchair accessible provision where this is low.

19. Since the new Policy was implemented, two applications were refused a licence as they were over 4 years of age, and the decision appealed to the Licensing sub-Committee who determined the licences should be approved. Whilst this decision does not form a precedent, members should consider if the age limit remains necessary and appropriate.

20. On 26 September 2022, a Licensing Workshop took place, where Members agreed in principle revisions to the Policy. The summary of the Workshop agreements is attached as Appendix A.

21. The Committee may recommend to the Cabinet Lead the amendments to the Policy.

Options

22. The Committee may agree one of the following options;

- (i) Recommend that the Lead Cabinet Member for Environmental Services and Licensing approves the Policy revisions.
- (ii) Recommend that the Lead Cabinet Member rejects the Policy revisions.
- (iii) Recommend that the Lead Cabinet Member approves the revisions with amendments.

23. In addition, the Committee is asked to agree the following;

- (i) Where any further minor amendments to the policy and/or driver handbook are required or statutory changes make amendments

necessary, then such changes can be implemented by the Head of Head of Climate, Environment and Waste following consultation with the Chair of the Licensing Committee and Lead Cabinet Member for Environmental Services and Licensing.

Implications

24. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered: -

Financial

25. The Finance Officer considers that the financial implications should be negligible.

Legal

26. There is no legal requirement for a policy, however it is best practice. This is different from the Licensing Act 2003 and the Gambling Act 2005 where a written policy is a legal requirement.

Staffing

27. None for the purposes of this report.

Risks/Opportunities

28. None related to this report.

Background Papers

Report to the 7 September 2021 Licensing Committee
Existing Hackney Carriage and Private Hire Policy (February 2022)
Department for Transport Statutory Taxi & Private Hire Vehicle Standards

Appendices

Appendix A: Summary Data relating to incidents.
Appendix B: Licensing Workshop Summary

Report Author:

Rachel Jackson – Principal Licensing Officer
Telephone: (01954) 713397

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Reports to SCDC

Nature of Offence	2017	2018	2019	2020	2021	2022	Total
Sexual advances/assault	2	3	2	1	0	1	9
Child sexual exploitation	2	0	0	0	0	0	2
Aggressive/threatening behaviour	1	0	1	1	0	5	8
Inappropriate conduct	0	1	1	0	2	5	9

REPORTED INCIDENTS WHERE "TAXI DRIVER" STATED AS OCCUPATION SUSPECT (JANUARY 2021-FEBRUARY 2022)

DISTRICT	NUMBER OF REPORTS	INCIDENTS WITHIN VEHICLE
South Cambridgeshire CDC	6	0
Cambridge City Council	24	5 (4 relate to same incident)
Peterborough City Council	44	12
East Cambridgeshire District Council	3	1
Fenland District Council	1	0
Cambridgeshire (as marker)	2	1
Total	83	19

OFFENCE TYPE	TOTAL
Assault with injury	2
Assault without injury	2
Cause fear, alarm or distress	1
Drug trafficking	2
Kidnapping	6
Make off without payment	2
Public order	1
Sexual assault	2
Theft	1

Total	19
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REPORTED INCIDENTS WHERE "TAXI DRIVER" STATED AS OCCUPATION OF VICTIM (JANUARY 2021-FEBRUARY 2022)

DISTRICT	NUMBER OF REPORTS	INCIDENTS WITHIN VEHICLE
South Cambridgeshire CDC	11	5
Cambridge City Council	39	13
Peterborough City Council	79	35
East Cambridgeshire District Council	2	0
Fenland District Council	9	2
Total		55

OFFENCE TYPE	TOTAL
Assault with injury	6
Assault without injury	11
Cause fear, alarm or distress	8
Criminal Damage to vehicle	6
Exposure	1
Make off without payment	16
Public order	1
Religious/Race aggressive criminal damage/fear	2
Sexual assault	
Theft/Robbery	2
Threat to kill	2
Total	55

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Licensing Committee Workshop 20 September 2022

Part 1 -CCTV

1. In November 2019, after considerable consultation, the Licensing Committee determined that all licensed hackney carriage and private hire vehicles would be required to be fitted with CCTV by no later than March 2021. However, at the Licensing Committee meeting on 7 September 2021, as a result of the pandemic, it was agreed It was agreed that the CCTV would be implemented by no later than 1 March 2023, with precise wording to be agreed upon at a later date.
2. Members were advised that in July 2020 the Department for Transport Statutory Taxi & Private Hire Vehicle Standards were published and stated that “Imposition of a blanket policy to attach CCTV as a condition to a licence is likely to give rise to concerns about the proportionality of such an approach and **will therefore require an appropriately strong justification** and must be kept under regular review. Members had not previously been presented with sufficient evidence to continue to mandate that CCTV but had agreed that the imposition of the requirement was appropriate.
3. Officers have considered data relating to incidents within licensed hackney carriage and private hire vehicles, based upon reported incidents to the Licensing Authority, and to crime/incident reports force-wide received from Cambridgeshire Police, and consider that there is adequate justification to mandate the installation of CCTV in licensed vehicles.
4. However, **none** of the reported crimes or incidents related to executive hire exempted vehicles. In addition, due to the nature of contract hire, executive drivers are much less likely to transport vulnerable persons and do not generally work in the night-time economy, as such this part of the sector is deemed a lower risk.
5. In addition, the typical executive hire trade is made up of 75-80% repeat corporate customers who book their journeys well in advance, and are therefore known to the companies and drivers, and are not undertaking the higher risk late night city centre pick-ups.
6. For those reasons, requiring executive hire proprietors to install CCTV is **not** proportionate or suitably evidenced. Legal Services have confirmed they agree with this assessment.

Reports to SCDC

Nature of Offence	2017	2018	2019	2020	2021	2022	Total
Sexual advances/assault	2	3	2	1	0	1	9
Child sexual exploitation	2	0	0	0	0	0	2
Aggressive/threatening behaviour	1	0	1	1	0	5	8
Inappropriate conduct	0	1	1	0	2	5	9

REPORTED INCIDENTS WHERE “TAXI DRIVER” STATED AS OCCUPATION SUSPECT (JANUARY 2021-FEBRUARY 2022)

DISTRICT	NUMBER OF REPORTS	INCIDENTS WITHIN VEHICLE
South Cambridgeshire CDC	6	0
Cambridge City Council	24	5 (4 relate to same incident)
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Cambridgeshire (as marker)	2	1
Total	83	19

OFFENCE TYPE	TOTAL
Assault with injury	2
Assault without injury	2
Cause fear, alarm, or distress	1
Drug trafficking	2
Kidnapping	6
Make off without payment	2
Public order	1
Sexual assault	2
Theft	1
Total	19

7. The installation costs have been estimated at between £75 to £100 for a single camera system, and £100-£180 for a two-camera system, with units costing around £320 for a single camera unit with one panic button, to around £400 to £500 for a two-camera unit with two panic buttons.
8. One company have advised that they estimate an installation could take up to one day to complete and can provide 6 installers. The other company are intending to use local installers, and it is anticipated that once trained, they could install CCTV in up to 4 vehicles per day, so with 2 installers, this could potentially install 40 units per week. Another provider has advised that they can provide a Cambridge based installation service and could install a two-camera system within two hours at a cost of £120 to £180.

9. In addition, car entertainment system installers have been contacted, and have confirmed they should be able to install any approved CCTV system. In light of this, there should be suitable provision of installers over a phased approach.

Proposals

Current Policy – CCTV	Proposal and Rationale
<p>All Hackney Carriage and Private Hire vehicles must be fitted with a Council approved CCTV system no later than 31 March 2023.</p> <p>Drivers, proprietors, and operators must notify this Licensing Authority prior to installation. They must be registered with the ICO (Information Commissioners Office) if required and comply with all aspects of data protection and CCTV codes of practice, including clear signage that the vehicle uses CCTV. Further information can</p>	<p>(i) All Hackney Carriage and Private Hire vehicles (with the exception of exempted executive hire) must be fitted with a Council approved CCTV system.</p> <p>As per the evidence above, there is no pressing need or justification to mandate CCTV in executive hire vehicles at this time.</p> <p>(ii) Any newly licensed vehicle must have CCTV installed prior to licensing from 1 April 2023 and existing licences must have CCTV installed on renewal from 1 April 2023.</p> <p>Considering the impacts of the pandemic, and global economic crisis, an extension to the implementation would seem appropriate and pragmatic, whilst supporting the trade and discouraging drivers from surrendering their SCDC licences and applying to other Councils who do not require CCTV.</p> <p>Implementing a phased approach to the installation of CCTV would ensure that suppliers and installers could meet the demands, whilst enabling effective administration of the new requirements.</p> <p>The 1 April implementation date has been recommended by Cambridge City Council and was due to be considered at the City’s Licensing Committee on 12 September 2002. Aligning implementation dates with the two Authorities is a sensible approach and supports the wish of Members to have policies aligned insofar as possible. In addition, the additional period will allow for all required administrative processes to be implemented effectively.</p> <p>(iii) Remove the requirement to notify this Licensing Authority prior to installation (of CCTV).</p> <p>With the phased approach, vehicles will be required to have CCTV installed on renewal or grant, notifying the Council in advance is an unnecessary administrative burden.</p>

<p>be found on the following link https://ico.org.uk/.</p>	<p>(iv) Agree to add to the Policy: “Where a fault of the CCTV system is identified that this must be reported to the Licensing Authority within 24 hours, and if the fault is not rectified within 5 working days, the vehicle will be suspended until the CCTV equipment is fully operational.”</p> <p>To provide a suitable timeframe for malfunctions to be addressed and determine the process for dealing with vehicles without operational CCTV.</p>
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Part 2 – Age of Vehicles/Emissions

Background

1. The 2019 Policy stipulated that all vehicles must be ULEV/Zero emission by December 2021. At the Licensing Committee meeting in November 2021, Members agreed that the financial impact of the pandemic had in effect “stopped the clock”, and to support the trade would consider an additional 2 years a sensible and supportive approach. In addition it was anticipated that within the period up to December 2023, there will be continued progress with regards to technology, with much improved mileage range and availability of electric vehicles, with a wider and more robust charging point infrastructure to enable the Trade to meet the new Policy effectively. In addition, the period will help the trade “prepare” for the investments into new compliant vehicles post pandemic.

2. Current Policy

Until 1 December 2023, a new licence will be **granted** for a vehicle if it is;

- Euro 6 compliant and less than 4 years old, or
- Zero or ultra-low emission

A licence will be **renewed** only if it is at least Euro 5 emission standards, subject to provision of a satisfactory MOT Test Certificate and Certificate of Compliance.

Provisionally, **from 1 December 2023**, a licence will be renewed only if it is

- Euro 6 compliant, or
- Zero or ultra-low emissions category

To incentivise investment in ULEV and Zero Emission Vehicles, this rule will be extended as follows

- A vehicle licence will not be renewed for an Ultra-low emissions vehicle unless the vehicle is less than 12 years old.

- A vehicle licence will not be renewed for a zero emissions vehicle unless the vehicle is less than 15 years old.

3. Vehicle Emissions

The Euro 6 standard was mandatory for all newly registered vehicles from September 2015. As can be noted in the table below, Euro 6 standard provides comparable harmful emissions limits between petrol and diesel (for example the permitted NOx nitrogen oxides is slightly higher in diesels, whereas the carbon monoxide emissions from diesels is lower.

Euro 6 emission limits (petrol)

- **CO** – 1.0 g/km
- **HC** – 0.10 g/km
- **NOx** – 0.06 g/km
- **PM** – 0.005 g/km (direct injection only)
- **PM** – 6.0×10^{-11} g/km (direct injection only)

Euro 6 emission limits (diesel)

- **CO** – 0.50 g/km
- **HC+ NOx** – 0.17 g/km
- **NOx** – 0.08 g/km
- **PM** – 0.005 g/km
- **PM** – 6.0×10^{-11} g/km

4. Euro 5

The current Policy allows the renewal of Euro 5 vehicles potentially until August 2024 (the 9-year age limit for renewals will take effect in December 2023).

5. Considerations

(i) Charging Infrastructure

A consideration for the Committee was the lack of charging points and infrastructure, there has been a little progress with 2 rapid chargers to be installed in the Council Car Park.

(ii) Financial Implications

Members were supportive of the trade when considering the impact the pandemic had, now we the biggest impact for consideration is the financial crisis, cost of living, fuel prices and this impact on the trade, which is still far from the level it was pre-pandemic.

(iii) Challenge to Policy

To date, 2 applicants who had purchased vehicles over the 4-year age limit have been successful in appealing to Panel.

(iv) Cambridge City Council Policy

The Licensing Committee were supportive of aligning with Cambridge City Council insofar as possible with the vehicle policies.

The City Council implemented a zero/ultra-low emissions policy, however, this was reviewed in June 2022 (to be reviewed in June 2024):

New vehicle licences:

- Ultra-low or zero emission (no age limit), or; **Until June 2024:** Standard hybrid vehicle (less than 4 years old), with CO2 emission levels less than 120g/km
- New multi-seater or Wheelchair Accessible vehicles must be less than 4 years from date of registration.

Renewals:

- Less than 9 years old (this is for currently licenced petrol and Diesel vehicles, and all multi-seater, Wheelchair Accessible vehicles, and standard hybrid vehicles.
- Less than 15 years old (Zero emission vehicle)
- Less than 12 years old (Ultra-Low Emission Plug- in vehicle)

(It was also agreed that standard hybrids vehicles too old to renew at the next renewal until June 2023 could be granted on extra year on current vehicle. In addition, where proof of purchase of a new zero/ultra-low emission vehicle is provided, the licence holder would not lose their licence and could continue to renew (as there have been considerable waiting periods for delivery).

(v) Taxi and Private Hire Licensing - Best Practice Guidance

The consultation which ended in the summer suggests that the setting of an arbitrary age limit may be inappropriate and counterproductive and result in higher costs to the trade and ultimately passengers. For example, a maximum age for first licensing may have adverse unintended consequences; a five-year-old used electric vehicle will produce less emissions than a new Euro 6 diesel or petrol fuel car – enabling the trade to make use of previously owned vehicles will assist it to transition more rapidly to zero emission vehicles and improve air quality. Licensing authorities should not impose age limits for the licensing of vehicles but should consider more targeted requirements to meet its policy objectives on emissions, safety rating and increasing wheelchair accessible provision where this is low.

6. Proposals

Current Policy	Proposal
<p>Until 1 December 2023, a new licence will be granted for a vehicle if it is</p> <ul style="list-style-type: none"> • Euro 6 compliant and less than 4 years old, or • Zero or ultra-low emissions <p>Until 1 December 2023, a licence will be renewed only if it is at least Euro 5 emission standards, subject to provision of a satisfactory MOT Test Certificate and Certificate of Compliance.</p> <p>Provisionally, from 1 December 2023, a licence will be renewed only if it is</p> <ul style="list-style-type: none"> • Euro 6 compliant, or • Zero or ultra-low emissions category <p>To incentivise investment in ULEV and Zero Emission Vehicles, this rule will be extended as follows</p> <ul style="list-style-type: none"> • A vehicle licence will not be renewed for an Ultra-low emissions vehicle unless the vehicle is less than 12 years old. • A vehicle licence will not be renewed for a zero emissions vehicle unless the vehicle is less than 15 years old. 	<p>Until 1 December 2023:</p> <p>A new licence will be granted for a vehicle if it is</p> <ul style="list-style-type: none"> • At least Euro 6 compliant or • Zero or ultra-low emission <p>A licence will be renewed only if it is at least Euro 5 emission standards.</p> <p>From 1 December 2023</p> <p>A licence will only be granted if it is:</p> <ul style="list-style-type: none"> • Euro 6 compliant • Zero or ultra-low emissions category <p>A licence will only be renewed if it is:</p> <ul style="list-style-type: none"> • Euro 6 compliant, or • Zero or ultra-low emissions category <p>By no later than 1 December 2028, all licensed private hire and hackney carriage vehicles must be zero or ultra-low emission. This is to coincide with the restrictions for Cambridge City Centre access for Ultra-Low and Zero Emission licensed vehicles only</p> <p>This aspect will be kept under review and may be modified by the Authority at a prior date.</p>

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Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this is via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give

protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the Fire and Rescue Service.

- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. The Council Chamber is accessible to wheelchair users. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

Public toilets are available on each floor of the building next to the lifts. These include facilities for disabled people.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but we allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. If you do so, the Chair will suspend the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one can smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Until the lifting of Covid restrictions, no vending machines are available. Bottled water is available for attendees at meetings.

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