

Enterprise and Wellbeing Scrutiny Committee

Scrutiny Project Group (Scope / Brief)

Group Members :	Vicki Lang, Tom Murphy and Gordon Simmons
Subject to be reviewed:	Hackney Cab Capping Review Process
Reason for the Review / Terms of Reference:	To ensure we have a robust review process that is clear and has the confidence of all parties involved.
How the review aligns with the Council's priorities and vision:	<p>A sustainable and reliable Taxi service within the town is essential to meet the councils aims and objectives of</p> <ul style="list-style-type: none">• A Sustainable Community• An Accessible Community <p>To achieve this the council needs to have a good working relationship with the Taxi companies in the town, the capping review needs to be an open process that all parties have confidence in.</p>
Aims and Objectives of the Review:	To ensure we have a robust review process that is clear and has the confidence of all parties involved.
Method of Review:	Meetings
Research & Evidence:	Discussion with all parties involved
Witnesses : (who to invite, information and answers needed)	<p>Hackney Cab Drivers to discuss</p> <ul style="list-style-type: none">• How they found the process• How they feel about the process <p>Officers to discuss</p> <ul style="list-style-type: none">• How they found the process• How they feel about the process

Review Group Process:	<ul style="list-style-type: none"> • Weekend 30th November Agree Scoping Document • Monday 2nd December –Inform Lead Member and Officers involved • Tuesday 3rd December - Submit scoping document to Scrutiny Business meeting. • Friday 6th December – Meeting with Hackney drivers and Officers. • Monday 9th December, Thursday 12th December and Friday 13th December other meeting dates as required. • Monday 16th December Submit review group report to Scrutiny officer for Enterprise and Wellbeing Committee meeting on 16th January 2014.
Resource Requirements: (what resources will be used)	Member and officer time. Travel costs.
Project Start Date:	3 rd December 2013
Scrutiny Project / Report Completion Date	Monday 16 th December 2013
Scrutiny Report to Scrutiny Committee on:	16 th January 2014
Reporting Deadlines Decision Making Body <i>(allow for WBR / Executive Member)</i>	
Scrutiny Report to Decision Making Body : <i>(allow for Public notice period)</i>	