

Proposed Action/Updates to the Taxi Licensing Policy

Issue	Position	Action
Vehicle compliance certificates	Issued for 4, 6 or 12 months by the Council's appointed garage depending of the age and testing history of the vehicle. This compliance can be submitted to licence a vehicle when the test was carried out several months ago it's not a recent test.	Section 4.9 updated for the compliance to be no more than 1 month old when the application is submitted
Maintenance of vehicle	Additional wording in the policy and conditions regarding maintaining the vehicle	Section 4.16 updated and added to the hackney carriage, private hire vehicle and private hire drivers licence conditions
Refusal of driver's application	When a licence application is refused the applicant can keep re-submitting a new application resulting in procedures having to be duplicated.	Section 5.4 added that the applicant has to wait 12 months
DBS	The Council used to complete and submit the DBS application forms. An external company now does this on the applicants behalf	Section 5.5 updated to reflect this and that the DBS is no more than 1 month old.
Equalities Act 2010 – medical exemptions	New policy for drivers to apply for an exemption to assist disabled passengers on medical grounds	Added to the policy at section 5.8 and appendix 12
Plying for hire	Previously agreed course of action from 2014 – added to the policy	Section 5.13
CSE training	Previously stated the licence will be revoked in the dispatcher hasn't carried out CSE training – changed to review of the licence	Section 6.3 updated
Private Hire Operator - record keeping	Updated to say the bookings are required to be kept in a book to comprehensive records – many operators now have computerised systems for bookings	Section 6.14 updated
Refunds	Refunds for vehicles and operators in the policy but not drivers	Section 11 updated to refund a driver any full years remaining on the licence
Door signs	Condition outdated for app based operators	Private hire vehicle conditions amended to reflect app based operators.

Appendix 2

Hackney carriage – roof sign	Policy and conditions state that 'FOR HIRE' to be displayed on the roof sign. Amended to or 'TAXI'	Hackney carriage conditions amended
Change or additional trading name added to private hire operator's licence	New application is required to vary the licence which is not stated in the policy	Private hire operators conditions amended
CCTV	Proposals to require all vehicles to have cctv that is recording when the vehicle is in use	The requirement is to have working cctv