

Taxi and Private Hire Policy amendments summary – 2019

The purpose of this table is to clarify what significant changes have been made to the taxi licensing policy and why.

Item amended	Amendment	Page	Reason for amendment
Policy			
Council logo			New logo
Date of Policy			1.4.19
1.1a	Additional wording	3	Further clarification – added word dual to driver
1.1c	Change date of policy and constitution	3	Change in delegation – added change to who would review it
1.2	Addition of new guidance	3	Updated Guidance available – added new guidance details in text
1.3	Addition of consultees	3	Constitutional change – added in some internal consultees
1.4	Updated information	3	Constitutional/legislation change – added in new process details
1.5	Deleted statement	4	No longer relevant – this was only relevant to the original policy and made reference to the date of the previous Committee approval
2.1	Deleted statement	4	No longer relevant – taken out detail of demand surveys as no longer relevant
3.0	Added enforcement activity	4	Updated process – added in some additional departments due to new home office activity
3.2	Statement amended	4	To clarify a point – added in some further detail on the same subject
3.4	Change of policy name	5	Updated process – Council now has an enforcement policy
4	Added text	5	Further clarification – added in categories due to changes to home office reporting
5.1	Amended	5	Constitutional change – changed from Committee to Officer Panel
5.2	Table amended	5,6,7,8	Constitutional change – table updated to show Officer

			Panel and not Committee
6.1	Amended	9	Constitutional change – made to omit Committee and replace with Panel
6.2	“	9	“
6.3	“	9	“
6.4	“	9	“
6.5	“	9	“
6.6	“	9	“
6.7	“	10	“
6.8	“	10	“
6.9	“	10	“
7.1	“	10	Constitutional change as above
7.2	“	10	“
7.3	Fee added for last minute renewals	10	Added due to the number of late applications and the increase in administration time due to late apps
8.1b	Amended	10	Further clarification added
8.1d	“	11	“
8.1e	Added DBS certificate age	11	Requested by Cabinet Member for clarification
8.1g	Amended	11	“
8.1 i	“	11	“
9.1a	“	11	Legislation change
9.1b	Deleted	11	Not ever actioned – inspection of operator offices removed
10 b	Amended	12	Legislation change
10 d	“	12	Further clarification required regarding wheelchair access being available at all times
11.1	Included	12	Requested as a 2% annual increase to fare - requested by the trade to keep fares in line with the annual Council 2% uplift in application costs
12.1	Amended	12	Further clarification – this was added in following Council decision to adopt full cost recovery
12.2	Deleted	12	Not required – removed as condition added regarding late payment of fee
12.4	Amended	12	Further clarification – further warning added about collection fees
12.5	“	12	“needed as wording used to read 2 x reminders

13.1	“	13	“added to reflect updated fit and proper policy for applicants or licence holders with offences
14	Updated	13	New address and contact details
16 2.1	Included mandatory training	14	Requested by Cabinet Member – This training is added due to changes in safeguarding requirements and best practice
16 3.1	Amended	14	Further clarification required as experience has shown this needed to be added when licence holders are involved in offences or investigations during term of the licence
16 4.2	Added	14	“added due to changes in safeguarding requirements
23.4	CCTV seal requirement		Requested by Cabinet Member – currently the systems are not sealed
Appendix 1			
1.1	Amended	18	changes in penalty points due to constitutional change, no longer gets considered at Committee
1.4 g	“	18	“
h	“	19	“
2.1	“	19	“
2.1 c	“	19	“
2.2	“	19	“
2.3	“	19	“
3 17.2	Deleted	21	Not required as this offence is dealt with by way of prosecution
Appendix 2			
1	Amended	28	Constitutional change – no longer goes to Committee but panel, wording changed to reflect this
6	“	28	“
8	“	28	“
11	“	28	“
12	“	28	“
13	“	28	“
14	“	28	“
Appendix 3			
1.4	Amended	31	Further clarification vape added to smoking condition
1.6	“	31	“ wording changed to simplify condition

2.4	“	32	“added to require badge to be returned
3.1	“	33	“electronic copies of insurance added as acceptable
5.2	“	33	“lost property updated to include any info centres
7.1	“	33	“added in to include proprietor as being responsible to notify as well as driver for complaints made against the driver
9.4	“	33	Constitutional change – added to include mandatory training
9.5	“	34	“this was added due to a change in administrative procedure
9.6	Deleted	34	In main policy to avoid duplication
10.1	Amended	34	Further clarification
10.2	“	34	added to condition notifying of change of details
10.4	“	34	“ change of wording to add clarity to condition
11.3	“	35	Further clarification – added detail regarding legal requirements to carry working dogs
13.3	“	35	“further clarification condition on what do in case of accident
Appendix 4			
1.3	Amended	38	Constitutional change from Committee to Panel
1.4	“	38	“
5.4	“	39	Legislative change – added due to DBS amended guidance
5.5	“	40	“
5.6	“	40	“
5.7	“	40	“
5.8	“	40	“
6.1	“	41	Amended guidance to comply with the new guidance on convictions
6.3	“	41	“
10.5	“	44	New guidance as above
12.1	“	44	“
13.1	“	45	“
13.2	“	45	“
15.1	“	45	“

18.1	“	46	“
20.1	“	46	“
Appendix 5			
Dis Hearing	Amended	51	Further clarification change from Committee to panel
Appendix 7			
2.1	“	56	New process added in ability to accept electronic copies of insurance direct from company
8.4	Deleted	58	Not actioned – condition no longer relevant
8.7	Amended	59	Change in advertising to move with modern advertising
11.1	“	59	Further clarification added to condition proper handling of complaints
Appendix 8			
1.3	Amended	62	Updated guidance – added in to confirm further testing required for M2 categories of vehicle
1.4	“	62	Change in categories and no new applications showing N1
1.5	Deleted	62	As above – deleted as no longer accept N1 and this old condition referred to additional testing requirements
1.6	“	62	“added in as this is a change to condition, now not accept vehicles over 10 years of age as replacements
1.8	Amended	62	Request from trade to restrict age of vehicles upon transfer as above
1.9	Deleted	63	No longer needed as N1 category removed
4.1 c, d, e, f, k	Amended	64	To allow for electric cars
i	“	64	“
m	“	64	“
n	Deleted	64	No longer required in order to allow electric vehicles
o	Deleted and moved to 5.2	64	Moved to mini bus and MPV category
6.1	Amended	65	Further clarification – added the need to remain wheel chair accessible at all times
6.11	Deleted	65	“two conditions made into one
7.1	Amended	65	“added wording at request of Cabinet Member to include wording of most up to take test standards
10.1a	“	66	“change added to include change to roof sign size to correct a mistake
10.1 g	“	67	Change in advertising media to include web address

11.2	“	67	to condition return of old plates
11.6	“	67	Further clarification required to allow renewal without all paper work, to avoid future confusion
11.7	“	67	“
12.2	“	68	No flags added no national flags on vehicles, to avoid indirect racism by advertising nationality of driver
16.2	“	69	Further clarification – added to allow electronic copies
16.5	“	69	“ added to ensure all drivers added to insurance
18.2	Deleted/amended	69	“ change of wording recommended by Cabinet member
20.4		71	“clarification regarding test centre ability to remove plate etc
21.1		71	“added GPS equipment in condition
23.1		72	Changed since CCTV not owned by Licensing
23.2		72	Further clarification added in wording to include DBS required for system operators
23.3		72	High number off CCTV failures added in to assist with CCTV failure
Appendix 12	Amended		Change in constitution now to panel and not Committee
Appendix 13	Added		To take account of the length of time some vehicles had grandfather rights which are now considered to be outdated.

In addition to the above, minor changes have been made to correct text, numbering and to reformat as appropriate, as well as to update the policy and appendices to take into account changes in the structure and organisation of the Council.