



ALLOCATION OF WHEELCHAIR ACCESSIBLE HACKNEY CARRIAGE LICENCE

In accordance with our Licensing Policy, we are reallocating a Hackney Carriage licence, plate 260, which has lapsed. The purpose of this notice is to advise interested parties of the availability and the allocation process.

Objectives and Criteria

We will allocate the available licence by ballot to those applicants meeting the council's objectives and application criteria. These criteria are set out in the procedure which can be accessed through our website: [HC Licence Application Pack](#). The council wishes to avoid any discrimination in favour of, or against, any group. Due to the limited number of licences available, the council will not consider multiple applications by any individual or applications made on behalf of third parties.

Commencement and Closing Dates

Application forms will be available on our website or from our office. They will be accepted on or after 26th September 2025. Any applications received before this date will be rejected. Applications may be made by email at licensing@southampton.gov.uk; by post to our office at:

Southampton City Council
Licensing
Civic Centre
Southampton
SO14 7LY

Or in person if delivered between the hours of 9.00 a.m. and 12.00 noon and 2.00 p.m. and 4.00 p.m. Mondays to Fridays inclusive.

All applications must be received at the Licensing Office (as above) no later than 4.00 p.m. on Friday 24th October 2025. Applications received after this date will be rejected.

Ballot

The public ballot for the new licence will be carried out on 4th November 2025 at 1pm in the Council Chambers. This ballot will determine the new hackney carriage licence to be issued, plus an additional 5 applicants to form a reserve list should the first applicant determined be unable to meet the criteria for the grant of a licence or withdraw for any reason.

Please note that only when this process is completed and an applicant receives confirmation that a licence is available to them, should applicants proceed to acquire a suitable vehicle and submit an application for a hackney carriage licence.

Russell Hawkins, Licensing Manager
Civic Centre,
Southampton,
SO14 7LY

25th September 2025