

Section	Change	Comments
Hackney carriage and private hire policy statement	<ul style="list-style-type: none"> <li>Policy statement added overarching all the relevant appendices for hackney, private hire and operator conditions and policies.</li> </ul>	<ul style="list-style-type: none"> <li>This whole document is newly drafted to cover all the relevant policies.</li> </ul>
<b>1. Hackney carriage licence policy and conditions (From 31st January 2021)</b>		
Applications	<ul style="list-style-type: none"> <li>Updated para 1.1 regarding what a proprietor of a hackney carriage must do before they are granted a licence.</li> <li>Included para 1.2 stating that each person must supply either an enhanced or standard DBS check that is dated no more than 6 months old at the time of application.</li> <li>Included para 1.3 stating each person named in the requisition shall satisfy the council they are a safe and suitable person in accordance with the council's policy for determining the suitability to hold such a licence.</li> </ul>	<ul style="list-style-type: none"> <li>Update in line with the new DfT standard for DBS checks and ensuring driver is safe and suitable person.</li> </ul>
General	<ul style="list-style-type: none"> <li>Added Para 2.2 stating dual licences will not be accepted.</li> <li>Para 2.3.7 added describing the term "Hybrid" for the purpose of the policy conditions.</li> </ul>	
Type of Vehicle	<ul style="list-style-type: none"> <li>Para 3.3.2 – clarification of rear seat width.</li> </ul>	
Production of document	<ul style="list-style-type: none"> <li>Inclusion of para 15 stating the proprietor shall on being so required by an authorised officer, produce for inspection the licence and/or the certificate of insurance in relation to the use of the vehicle as a hackney carriage. Provided that, if the proprietor fails to produce such licence and/or certificate of insurance on request, he shall produce it within five days of such request to an authorised officer at the licensing office.</li> </ul>	
Vehicle specification	<ul style="list-style-type: none"> <li>Para 22.1 – clarity re vehicles and that they must be maintained to their original specifications.</li> <li>Para 22.2 – stating all vehicles must be kept clean and well maintained.</li> </ul>	
Convictions	<ul style="list-style-type: none"> <li>Section 24 updated to include that persons must notify licencing teams of convictions.</li> </ul>	
Smoking	<ul style="list-style-type: none"> <li>Section 25 to include rules on non-smoking in vehicle.</li> </ul>	
<b>2. Hackney carriage drivers licence policy (From 31st January 2021)</b>		
General	<ul style="list-style-type: none"> <li>General amendments to bring this in line with the DfT standard such as the drive must be fit and proper, undergo relevant 6 monthly DBS checks and satisfy English tests.</li> </ul>	
<b>3. Private hire vehicle licence policy and conditions (From 1st January 2021)</b>		
Applications	<ul style="list-style-type: none"> <li>Updated para 1.1 regarding what a proprietor of a hackney carriage must do before they are granted a licence.</li> <li>Included para 1.2 stating that each person must supply either an enhanced or standard DBS check that is dated no more than 6 months old at the time of application.</li> <li>Included para 1.3 stating each person named in the requisition shall satisfy the council they are a safe and suitable person in accordance with the council's policy for determining the suitability to hold such a licence.</li> </ul>	<ul style="list-style-type: none"> <li>Update in line with the new DfT standard for DBS checks and ensuring driver is safe and suitable person.</li> </ul>
General	<ul style="list-style-type: none"> <li>Para 2.2 included stating proprietor must ensure the vehicle is maintained to an acceptable standard at all times.</li> <li>Para 2.3.7 added describing the term "Hybrid" for the purpose of the policy conditions.</li> </ul>	
Type of Vehicle	<ul style="list-style-type: none"> <li>Para 3.3.3 – clarification of rear seat width.</li> </ul>	
Identification	<ul style="list-style-type: none"> <li>Alternatives provided to the city identity sticker.</li> </ul>	<ul style="list-style-type: none"> <li>Two different options on display stickers provided in the draft.</li> </ul>
Taxi meter	<ul style="list-style-type: none"> <li>Para 17.3 included stating any tariff set in the meter must correspond to the tariff approved by the operator the vehicle is licensed with.</li> </ul>	
Change of address	<ul style="list-style-type: none"> <li>Para 19.1 stating the licensee shall notify the council in writing re change of address.</li> </ul>	
Parking	<ul style="list-style-type: none"> <li>Removal of this section.</li> </ul>	
Specialist vehicles	<ul style="list-style-type: none"> <li>Para 21.4 includes a new bullet point "taxi cameras" as a provision the licencing manager can change at his discretion.</li> </ul>	
Convictions	<ul style="list-style-type: none"> <li>Section 24 updated to include that persons must notify licencing teams of convictions.</li> </ul>	
Smoking	<ul style="list-style-type: none"> <li>Section 25 to include rules on non-smoking in vehicle.</li> </ul>	
Identification stickers	<ul style="list-style-type: none"> <li>Options for sticker display based on decision for section 8 above.</li> </ul>	<ul style="list-style-type: none"> <li>Two different options on display stickers provided in the draft.</li> </ul>
<b>4. Private hire vehicle drivers licence policy and conditions (From 1st January 2021)</b>		
General	<ul style="list-style-type: none"> <li>General amendments to bring this in line with the DfT standard such as the drive must be fit and proper, undergo relevant DBS checks and satisfy English tests.</li> </ul>	
<b>5. Private hire vehicle operator licence policy and conditions (From 1st January 2021)</b>		
Private hire operator licence policy	<ul style="list-style-type: none"> <li>Para 1.3 included stating applicants will be required to provide a DBS certificate no more than 6 months old to assist with this.</li> </ul>	

General	<ul style="list-style-type: none"> <li>Section updated to include that operators must be compliant with all other legislation relating to the operation.</li> </ul>	
Interpretation	<ul style="list-style-type: none"> <li>Strengthened wording re the definition of “authorised officer”.</li> </ul>	
Staff with access to customer data	<ul style="list-style-type: none"> <li>Inclusion of new section regarding customer data.</li> </ul>	
Records of bookings	<ul style="list-style-type: none"> <li>Para 5.1 – added legislation from the Local Government Act providing more information on duty re record bookings.</li> </ul>	
Vehicle operated by licencing holder	<ul style="list-style-type: none"> <li>Section 7 changed from employment of drivers to vehicle operated by the licence holder.</li> </ul>	
Use of passenger carrying vehicles (PCV) licensed	<ul style="list-style-type: none"> <li>Section 8 – inclusion of this section to inform that the use of a driver who holds a PCV licence and the use of a public service vehicle (PSV) such as a minibus to undertake a private hire vehicle booking is not permitted without the informed consent of the booker, which must be included in any booking record.</li> </ul>	
Use of premises	<ul style="list-style-type: none"> <li>Removal of sentence stating the licence holder, while carrying on the business of an operator, shall not permit licensed private hire vehicles to obstruct entrances to adjoining premises <del>and will ensure that such vehicles, when not in use, will be parked off the highway.</del></li> </ul>	
<b>6. Taxi Trade Representatives Code of Conduct</b>		
General	Minor technical amends.	
<b>7. Guidance on determining the suitability of applicants in the hackney carriage and private hire trades</b>		
Motoring convictions	<ul style="list-style-type: none"> <li>Tightening of wording around convictions following DfT standard.</li> </ul>	
Drink driving/driving under the influence of drugs/using a hand-held telephone or hand held device whilst driving	<ul style="list-style-type: none"> <li>Same as above.</li> </ul>	
General	<ul style="list-style-type: none"> <li>Other minor technical amends</li> </ul>	
<b>8. Medical Standards for Hackney Carriage or Private Hire Drivers</b>		
General	<ul style="list-style-type: none"> <li>No change.</li> </ul>	
<b>9. Hackney carriage and private hire driver’s code of conduct</b>		
Whole document	<ul style="list-style-type: none"> <li>New document introduced to provide clear guidance on expectations of drivers. (Hackney carriage drivers cannot have conditions applied to their licences)</li> </ul>	
<b>10. Medical exemption policy for hackney carriage and private hire drivers under the equality act 2010</b>		
General	No changes.	