

APPENDIX B

From: [Pickles, Jeannette](#)
To: [REDACTED]
Subject: Licensing Policy for Hackney Carriage & Private Hire Consultation - from 10/07/2023 until 06/10/2023
Date: 10 July 2023 13:55:35
Attachments: [image001.jpg](#)

Good afternoon [REDACTED]

Following the publication of the Statutory Taxi and Private Hire Vehicle Standards by the Department for Transport (DfT) in July 2020, all Licensing Authorities are required to review their Licensing Policy in respect of Hackney Carriage and Private Hire Licensing.

The new policy will incorporate the additional requirements placed on Licensing Authorities within the Statutory Standards. The DfT has stated that the Council must merge all existing different policies into one coherent all-encompassing Policy that will provide clarity and guidance to members of the trade and public alike.

The Statutory Standards are the result of extensive consultation with the police, the trade, the Institute of Licensing and others and sets out the approach the Licensing Authorities must adopt when carrying out their functions.

The proposed policy updates the previous policy in respect of several new considerations that the Licensing Authority must take into account in developing their policy. These include, but are not limited to, the following: -

- All licensing authorities should publish their consideration of the measures contained in the Statutory Standards and the policies and delivery plans that stem from these.
- Licensing authorities should review their licensing policies every five years, and consider interim reviews should there be significant issues arising in their area or a change in legislation or guidance.
- Policy consultation requirements.
- Changes in licensing policy should be followed by a review of existing licence holders.
- Licensee self-reporting.
- Vehicle standards.
- Complaints about licence holders and information sharing.
- Certificates of Good Conduct for applicants/licensees who have lived abroad.
- The Regulatory Structure and Delegated Authority.
- Amended convictions policy.
- Enhanced DBS check to be carried out every six months for licensed drivers.
- Increased language proficiency – test of an applicant/driver's oral and written English language skills.
- Annual Basic DBS checks for vehicle proprietors who are not licensed drivers.
- Annual Basic DBS checks for Private Hire Operator Licence holders who are not already licensed drivers.
- Private Hire Operator's must demonstrate having had sight of a Basic DBS disclosure for all their booking and dispatch staff.
- Amended record keeping requirements.
- Recommended use of a Penalty Points System for enforcement issues.

The draft Policy can be found by clicking on this link:

<https://www.tandridge.gov.uk/Portals/0/Documents/Parking Streets and Transport/Transport/Taxi licensing and safety/Draft Policy for consultation with trade.pdf>

The consultation period for this Policy is taking place between Monday 10th July until

Friday 6th October 2023. All comments received in the consultation period will be taken into account and considered before the final policy is published. Comments received after the consultation period will not be considered.

Members of the taxi trade should submit any comments in respect of the new policy to the Licensing Authority, in writing by no later than midnight of Friday 6th October 2023 to taxilicensing@tandridge.gov.uk

Should you have any queries in relation to this please do not hesitate to contact the Licensing Department.

Kind regards,

Jeannette

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