

**LICENSING AND SAFETY COMMITTEE
13 JANUARY 2011**

**REVIEW OF GUIDANCE NOTES AND CONDITIONS FOR HACKNEY CARRIAGE
AND PRIVATE HIRE VEHICLE OWNERS, OPERATORS AND DRIVERS
(Chief Officer: Environment and Public Protection)**

1 PURPOSE OF DECISION

- 1.1 The purpose of this report is to seek approval for amendments to the Council's Guidance Notes and Conditions document.
- 1.2 Attached at Appendix A are the proposed new Guidance Notes for 2011. The only material changes are as follows:
- (a) to clarify that a driver is required by law to wear the licence badge issued by the Council,
 - (b) to add a section in the penalty points form for failure to provide insurance, MOT or vehicle inspection documentation, and
 - (c) to add the new Age Limitation for Vehicles policy at Annex G.

2 RECOMMENDATIONS

- 2.1 That the Committee approves the amended Guidance Notes and Conditions document at Appendix A to take effect from 1 April 2011.**

3 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 3.1 The legal implications are identified within the report.

Borough Treasurer

- 3.2 There are no significant financial implications arising from the recommendation in this report.

Equalities Impact Assessment

- 3.3 There are no implications arising from the recommendation in this report.

Strategic Risk Management Issues

- 3.4 There are no strategic risk management implications arising from the recommendation in this report.

4 SUPPORTING INFORMATION

- 4.1 The Council issues guidance notes on an annual basis to owners, drivers and operators of hackney carriages and private hire vehicles. These notes are intended to set out the legal requirements, licence conditions and give guidance to the trade.

- 4.2 The guidance notes are updated on an annual basis to reflect changes in law and Council policy. The aim is to publish the new guidance by 1 April 2011.
- 4.3 In respect of the amendments proposed, item (a) in 1.2 is a clarification of law and will not be subject to consultation. Item (b) was agreed by the Committee on 1 July 2010 following a suggestion from the Bracknell Licensed Taxi Forum that the Council should not send reminder letters for vehicle inspection documentation. Item (c) was subject to a full consultation exercise and came into effect from May 2010 following approval at Committee on 29 April 2010.

Background Papers

Guidance Notes and Conditions for Hackney Carriage and Private Hire Vehicle Owners, Operators and Drivers (April 2011)

Contact for further information

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