

Index of amendments to Peterborough City Council's Draft Hackney Carriage and Private Hire Licensing Policy revisions. Subject to consultation from 28 January 2022 to 25 March 2022.

Amendments - Section 1

The following changes in policy are required to improve safety standards, as recommended within DfT Statutory guidance 2020 (released under the Policing and Crime Act 2017)

Nature of change	Amended paragraphs	New inserted paragraphs	Licence type affected
Reference to adoption of best practice minimum standards	1.5, 1.6, 1.23, 1.24, 1.54,	1.55	All
Mandatory requirement for drivers to submit Enhanced DBS with barred marker check, maintain subscription to DBS update service and authorise the licensing authority to routinely check for new information	3.5,	1.29, 1.55, 3.27,	HC/PH Drivers
Annual basic DBS requirement for proprietors and operators (who are not also licensed drivers)	4.15,	1.29, 1.55, 2.2, 4.16,	Operators & Proprietors
Requirement to notify within 48 hours of an arrest, release, charge, conviction etc.	3.11, 3.37,	1.31, 1.55,	All
Adoption and use of NAFN NR3	1.44, 3.3,	1.55, 3.32, 3.33 Appendix M added	Drivers
Mandatory safeguarding and County-Lines training and refresher training requirements	1.40, 3.5, 3.22,	1.55, 3.6, 4.21, 5.5,	Drivers & Operators
Any applicant who since the age of 18 has resided outside the UK for a period of six or more continuous months, will be required to submit a Certificate of Good Conduct or criminal record(s) information	3.30, 4.15	1.30, 1.55, 2.2,	All
Convictions Guidelines	3.35, Appendix G	1.55	All
Operators to maintain a register of staff, have sight of a basic DBS for staff on the register and provide a copy of their policy on employing ex-offenders		1.55, 4.29, 4.30, 4.31	Operators
Duty to provide information to a person who requests a vehicle with more than 8 passenger seats		4.39	Operators

Amendments - Section 2

The following changes in policy are required to comply with a change in legislation under the Finance Act 2021, starting 4 April 2022

Nature of change	Amended paragraphs	New inserted paragraphs	Licence type affected
Tax conditionality	3.5,	1.28, 3.8, 3.9, 4.18,	HC/PH Drivers & Operators

Amendments - Section 3

Other amendments; to address the council's zero carbon ambition, concerns from the trade, consideration of local circumstances, best practice in line with case law and public safety

Nature of change	Amended paragraphs	New inserted paragraphs	Licence type affected
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Key facts about Peterborough - updated to reflect current available statistics Peterborough City Council's declaration to shift to zero-carbon by 2030	Page 5 Key facts		All
Consultation and revision	1.16, 1.17, 1.18	1.14, 1.15,	All
Applicant and Licence holder responsibilities		1.26 to 1.31	All
Renewal applications must be submitted prior to expiry of existing licence	2.4, 3.7,	1.27, 2.5, 4.8,	All
Requirement to display a sign identifying the vehicle licence number in windscreen	1.37, 2.78, 2.83,	2.22,	HC/PHV Driver & Proprietor
Local transport plan - updated	1.38, 1.40, 1.42		All
Clarification of appeal route for HCV	1.49		HC Proprietor
Insurance	2.8,	2.30	HC/PHV Driver & Proprietor
No dual plating of licensed vehicles		2.11	Proprietor
Non M1 vehicles must provide VIVA and updated V5C	2.12		Proprietor
All signage relating to hire and reward to be removed, prior to vehicle being taken out of the trade		2.25	Proprietor
Amendment to vehicle age restrictions, testing, critical failure, dependant on fuel type and CO2 emissions. Removal of PHV mileage restrictions.	2.27, 2.44, 2.72,	2.27	Proprietor
Vehicles which present with multiple faults on multiple occasions, may be subject to 3 mechanical tests annually		2.39	Proprietor
Council appointed testing station renamed Aragon	2.43, 2.45,		Proprietor
Accessibility of vehicles, designated for the purposes of 165 of the Equality Act and appear on the maintained 167 published list	2.57	2.58 to 2.61,	Proprietor & HC/PH Driver
Must provide GB driving licence to allow DVLA share my licence check		3.42	HC/PH Driver
Weblink provided to outsourced Driving Assessment Test Providers	3.62,		HC/PH Driver
Hackney Carriage Byelaws	3.66,	Now attached at Appendix B	HC Driver,
Trigger point deleted from monitoring of licensed drivers		Four paragraphs deleted	HC/PH Driver
Designated waiting car parks: Wirrina removed, further designated car parks to be published on the website	3.87,		PH Driver
Right of Appeal	6.12		All
Fees – Appendix Licence fee sheet removed. Link to information on fee's is provided at paragraph 7.1	7.1		All

Appendices amendments

Nature of change	Amended paragraphs	New inserted paragraphs
Appendix A – HCV conditions of fitness: vehicle types amended. Age limits amended and dependant on fuel type and CO2 emissions. Overall length extended to 5.2 meters. No post manufacturer window tinting. Requirements to comply with the Health Act. Requirement to display notice detailing vehicle licence number in windscreen. Requirement to comply with any reasonable request made by an authorised officer.	1.1, 2.4, 2.5, 2.6, 3.1, 3.2, 11.2 16.1, 16.4,	2.1, 2.2, 26.3, 26.4, 27.1

Appendix B – Hackney Carriage Byelaws now attached		
Appendix C – Private Hire Vehicle conditions: Requirement to display notice detailing vehicle licence number in windscreen. PH signage must be removed from vehicle prior to sale outside trade. Mileage restrictions removed. Age limits amended and dependant on fuel type and CO2 emissions. No post manufacturer window tinting. Requirement to comply with any reasonable request made by an authorised officer	15(a) to 15(c),	1(b), 2(g), 11(b), 13(b), 17
Appendix D – PH Drivers conditions: licence must be renewed prior to expiry. Designated car parks amended. Requirement to ensure display of notice detailing vehicle licence number in windscreen. Requirement to co-operate with any reasonable request made by an authorised officer. Amendment to smoking. Requirement to notify within 48 hours of an arrest, release, charge, conviction etc. Mandatory requirement for drivers to submit Enhanced DBS with barred marker check, maintain subscription to DBS update service and authorise the licensing authority to routinely check for new information	6, 8, 16, 24, 30(a),	12(b), 15(g), 27(d), 30(c)
Appendix E – Operator conditions: requirement to maintain a register of staff, have sight of a basic DBS for staff on the register and provide a copy of their policy on employing ex-offenders. Extra requirements to record information for records of bookings. Requirement to notify within 48 hours of an arrest, release, charge, conviction etc. and provide annual basic DBS, including directors/partners etc. Requirement to co-operate with any reasonable request made by an authorised officer.	2.2, 10(a),	2.1(e) to (g), 2.2(a), 10(d), 10(e), 17.1
Appendix F – Speciality vehicle conditions: exempt from displaying the licence plate number in windscreen.	5.11,	
Appendix G – Guidelines relating to convictions: Scope extended to include proprietors. Requirement to notify within 48 hours of an arrest, release, charge, conviction etc. Mandatory requirement for drivers to submit Enhanced DBS with barred marker check, maintain subscription to DBS update service and authorise the licensing authority to routinely check for new information. Use of NR3.	1.1, 1.2, 2.5(b), 3.1, 3.2, 5.1, 5.2, 6.6, 10.1, 10.2, 12.2, 12.3, 12.4, 12.6, 12.7, 13.1, 15.2, 16.1, 16.2, 17.2, 18.1, 18.2, 18.5, 19.1, 21.1,	5.3, 12.8,
Appendix H – Critical failure: amended dependant on type of fuel and CO2 emissions		
Appendix I – PHV plate exemption condition (o) no requirement to display the licence plate number in windscreen	(o)	
Appendix J – New Fare card (22/1/2022)	Amended	
Appendix K – Map of defined city centre and taxi ranks	Amended	
Appendix L – Part 1 and Part 2 notice	Amended	
Appendix M – Policy on the use of NR3		New policy

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