



Licensing Committee

Mon 9 Mar
2026
7.00 pm

Oakenshaw Community
Centre, Castleditch Lane, B98 7YB

If you have any queries on this Agenda please contact

Gavin Day
Democratic Services Officer

Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: (01527) 64252 (Ext. 3304)
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GUIDANCE ON FACE-TO-FACE MEETINGS

Please note that this is a public meeting and is open to the public to attend.

If you have any questions regarding the agenda or attached papers, please do not hesitate to contact the officer named above.

PUBLIC SPEAKING

The total maximum time permitted for public speaking is 15 minutes and the time limit for individual speakers is 3 minutes.

Only those members of the public who have registered to speak in advance of the meeting will be permitted to do so.

To register to speak you must contact Democratic Services by phone on 01527 64252 ext 3304, or email gavin.day@bromsgroveandredditch.gov.uk before 12 noon on Thursday 5th March 2026.

When registering to speak you must give your name and contact telephone number and indicate which agenda item you wish to speak about, and whether you are in support of or opposed to the officer recommendation.

Notes:

Although this is a public meeting, there are circumstances when Council might have to move into closed session to consider exempt or confidential information. For agenda items that are exempt, the public and press are excluded.

Licensing

Monday, 9th March, 2026

7.00 pm

Oakenshaw Community Centre

Agenda

Membership:

Cllrs:	David Munro (Chair)	Andrew Fry
	Sachin Mathur (Vice-Chair)	Sid Khan
	Juliet Barker Smith	Gary Slim
	Juma Begum	Jen Snape
	Brandon Clayton	Paul Wren
	Matthew Dormer	

1. Apologies

2. Declarations of Interest

To invite Councillors to declare any Disclosable Pecuniary Interests and / or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.

3. Public Speaking

4. Review of Hackney Carriage tables of Fares (Pages 5 - 14)

5. Information Report - Hackney Carriage and Private Hire Licence Renewal Upper Age Limits (Pages 15 - 30)

6. Hackney carriage and private hire diver licence application process checks (Pages 31 - 38)

7. Work Programme (Pages 39 - 40)

8. Exclusion of the Public and Press

In the opinion of the Chief Executive, the meeting will not be, or is unlikely to be open to the Public at the time the following items of business are considered for the reasons stated. The Committee will be asked to pass the following resolution:

“that under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the following paragraphs of Part 1 of Schedule 12 (A) of the said Act, as amended:

- Paragraph 1 – Any Individuals
- Paragraph 2 – Identity of Individuals

Licensing

Monday, 9th March, 2026

- **Paragraph 3 – Financial or Business Affairs**
- **Paragraph 7 – The Prosecution of a Crime.”**

9. Officer Update(s) - Enforcement and Appeal Matters

(In view of the fact that information may be revealed in relation to individuals, the identities and financial or business affairs of those individuals and the prosecution of crimes, any reports will be confidential and circulated to Members and relevant Officers only.)

10. Minutes (Pages 41 - 46)

11. Urgent Business

To consider any Urgent Reports, details of which have been notified to the Assistant Director of Legal, Democratic and Procurement Services prior to the commencement of the meeting and which the Chair, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting.

REDDITCH BOROUGH COUNCIL

LICENSING COMMITTEE

9th March 2026REVIEW OF HACKNEY CARRIAGE TABLE OF FARES

Relevant Portfolio Holder	Cllr Monica Stringfellow
Portfolio Holder Consulted	No
Relevant Head of Service	Simon Wilkes – Director of Worcestershire Regulatory Services
Report Author	Job Title: Principal Licensing Officer - Contact email: Hazel.Powell@worcsregservices.gov.uk Contact Tel: 01562 738 054
Wards Affected	All Wards
Ward Councillor(s) consulted	N/A
Relevant Strategic Purpose(s)	
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

1.1 **That the Licensing Committee note the contents of the report.**

2. BACKGROUND

- 2.1 The Council has responsibility under the Local Government (Miscellaneous Provisions) Act 1976, for setting the maximum fares that can be charged by hackney carriage vehicles licensed to operate within the district.
- 2.2 Hackney Carriage (“Taxi”) fares are made up of an initial hiring charge and a “mileage” rate, both of which are expressed in terms of distance and / or time per unit cost. This is because when a hired taxi is stationary or moving slowly in traffic the meter continues charging, but by time, instead of distance.
- 2.3 The table of fares applies only to hackney carriage vehicles. Private hire operators are free to agree their hiring charges in advance with their customers, normally at the time of booking the journey.
- 2.4 The Licensing Committee last reviewed and revised the table of fares in June 2025. The current table of fares can be seen at **Appendix 1**. This table of fares was approved by the Licensing Committee at its meeting on 15th May 2025 and took effect on 1st June 2025.
- 2.5 In November 2018, Members of the Licensing Committee expressed the view that the table of fares would be reviewed annually to avoid any

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9th March 2026

situation where a large increase is requested following several years without a review taking place.

3. OPERATIONAL ISSUES

- 3.1 It is now approaching a year since the table of fares was last revised, therefore officers have prepared this report in order to provide Members with an opportunity to undertake an annual review.
- 3.2 Prior to commencing the preparation of this report, the Chairman of Redditch Taxi Association was approached by officers to see if the Association would like to request any amendments to the current table of fares.
- 3.3 The Chairman of Redditch Taxi Association has advised that members of the Association do not wish to request any further increase in the table of fares at the present time. Association members hold concerns that the rise in the cost of living in recent years continues to have an impact on the number of people in Redditch using hackney carriages and they do not want this situation to be exacerbated by the charging of higher fares.
- 3.4 A table is provided at **Appendix 2** that shows the average price per litre of ultra-low sulphur unleaded petrol and ultra-low sulphur diesel (according to data from the Department for Energy Security & Net Zero) at the following points in time:
- When the existing table of fares took effect (1st June 2025)
 - When this report was prepared (3rd February 2026)
- 3.5 This data shows that petrol and diesel prices have continued to fall marginally over the past year and are now 0.3% (petrol) and 1.8% (diesel) lower than when the existing table of fares took effect in June 2025.
- 3.6 Whilst the price of petrol and diesel may have fallen over the last year, other prices have continued to rise.
- 3.7 According to the latest data available from the Office of National Statistics when this report was produced, the Consumer Prices Index (CPI) rate of inflation in the 12 months to December 2025 was 3.4%.
- 3.8 The CPI rate of inflation when the current table of fares took effect in June 2025 was only marginally higher running at 3.6%.

REDDITCH BOROUGH COUNCIL**LICENSING COMMITTEE****9th March 2026**

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- 3.9 In consideration of the latest fuel price data, the current rate of inflation and the views expressed by the Redditch Taxi Association, officers recommend that no changes are made to the table of fares at this time.
- 3.10 Members are therefore asked to note that this matter has been reviewed and that no further action is required at the present time. A further review will be scheduled to take place in March 2027 at the earliest.

4. FINANCIAL IMPLICATIONS

- 4.1 The costs of advertising any proposed variations to the table of fares for hackney carriages would be met from existing budgets held by Worcestershire Regulatory Services.

5. LEGAL IMPLICATIONS

- 5.1 Section 65 (1) of the Local Government (Miscellaneous Provisions) Act 1976 states that a district council may fix the rates or fares within the district as well for time as distance, and all other charges in connection with the hire of a vehicle or with the arrangements for the hire of a vehicle, to be paid in respect of the hire of hackney carriages by means of a table (hereafter in this section referred to as a “table of fares”) made or varied in accordance with the provisions of this section.
- 5.2 Section 65(2) of the Local Government (Miscellaneous Provisions) Act 1976 goes on to state:
- a) When a district council make or vary a table of fares they shall publish in at least one local newspaper circulating in the district, a notice setting out the table of fares or the variation thereof and specifying the period, which shall not be less than fourteen days from the date of the first publication of the notice, within which and the manner in which objections to the table of fares or variation can be made.
 - b) A copy of the notice referred to in paragraph (a) of this subsection shall be for the period of fourteen days from the date of the first publication thereof be deposited at the offices of the council which
 - c) published the notice and shall at all reasonable hours be open to public inspection without payment.
- 5.3 If no objection to a table of fares or variation is duly made within the period specified in the notice referred to in section 65(2), or if all objections so made are withdrawn, the table of fares or variation shall come into operation on the date of the expiration of the period specified

REDDITCH BOROUGH COUNCIL**LICENSING COMMITTEE****9th March 2026**

in the notice or the date of withdrawal of the objection or, if more than one, of the last objection, whichever date is the later.

- 5.4 If objections are made and are not withdrawn, the district council must set a further date, not later than two months after the first specified date, on which the table of fares shall come into force with or without modifications as decided by them after consideration of the objections.

6. OTHER - IMPLICATIONS**Relevant Strategic Purpose**

- 6.1 The setting of Hackney Carriage fares at an appropriate level supports local businesses and those employed within the taxi trade. By maintaining a resilient transport network, we also support resident's movement across the borough which includes journeys relating to employment and to access leisure and other amenities. This clearly supports local businesses and the Council's Economy and priorities.

Climate Change Implications

- 6.2 No implications.

Equalities and Diversity Implications

- 6.3 Section 149 (7) of the Equality Act 2010 defines the relevant protected characteristics as age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.
- 6.4 Officers having assessed the above and conclude that the matters and recommendations raised in this report do not adversely impact or unlawfully discriminate against any protected characteristics therefore a full equality Impact Assessment will not be required.

7. RISK MANAGEMENT

- 7.1 None identified.

8. APPENDICES

Appendix 1 – Current Table of Fares

Appendix 2 – Road Fuel Prices Data Comparisons

REDDITCH BOROUGH COUNCIL

LICENSING COMMITTEE

9th March 20269. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Please record the name of the relevant Portfolio Holder who has signed off the report here.	Please give the date they signed off the report here.
Lead Director / Head of Service	Please record the name of the relevant lead Director / Head of Service who has signed off the report here.	Please give the date they signed off the report here.
Financial Services	Not applicable	Not applicable
Legal Services	Please record the name of the relevant Officer in Legal Services who has signed off the report here.	Please give the date they signed off the report here.
Policy Team (if equalities implications apply)	Not applicable	Not applicable
Climate Change Team (if climate change implications apply)	Not applicable	Not applicable

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TABLE OF FARES FOR HACKNEY CARRIAGES FROM 1 JUNE 2025

	Tariff One	Tariff Two	Tariff Three
For the first 880 yards (804.7 metres approx.) or part thereof	£4.40	£5.77	£7.92
For each subsequent 176 yards (160.9 metres approx.)	£0.15	£0.15	£0.30
Equivalent to: 1 st one mile distance 1760 yards (1609 metres approx.)	£5.15	£6.52	£9.42
For each subsequent one mile distance 1760 yards (1609 metres approx.)	£1.50	£1.50	£3.00
Waiting time – for each 30 seconds	£0.10	£0.10	£0.20
Extra Charges			
For each dog (except guide dogs)	£1.50		
For each passenger in excess of 6	£0.50		
Explanation of Tariffs Applicable			
Tariff One	6am – Midnight		
Tariff Two	Midnight – 6am <u>and</u> on designated public holidays		
Tariff Three	Christmas Day, Boxing Day and New Years Day		
<p>Note if the vehicle or seating is so soiled by any passenger or animal as to require cleaning, the proprietor may make a charge. This must be made clear to the passenger at the end of the journey there will be a maximum charge of £75.00.</p>			

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Weekly Fuel Price Data from Department of Energy Security and Net Zero

Date	Ultra-low sulphur unleaded petrol (Pence per litre)	Change (from 1 st June 2025)	Ultra-low sulphur diesel (Pence per litre)	Change (from 1 st June 2025)
1 st June 2025	131.99		138.37	
3 rd February 2026	131.62	- 0.3%	140.82	- 1.8%

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REDDITCH BOROUGH COUNCIL**Licensing Committee named meeting dated****Information Report – Hackney Carriage and Private Hire Licence Renewal Upper Age Limits**

Relevant Portfolio Holder	Councillor M. Stringfellow
Portfolio Holder Consulted	No
Relevant Head of Service	Simon Wilkes – Director of Worcestershire Regulatory Services
Report Author	Job Title: Principal Officer - Licensing Contact email: hazel.powell@ worcsregservices.gov.uk Contact Tel: 01562 738054
Wards Affected	All
Ward Councillor(s) consulted	No
Relevant Strategic Purpose(s)	N/A
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

1.1 **Members are asked to note the contents of this report.**

2. BACKGROUND

2.1 Members have previously queried the number of applications received for hackney carriage and private hire licences which fall outside of the current policy in terms of vehicle age limits.

2.2 The current hackney carriage and private hire vehicle age requirements for both new and renewal licence applications are set out in section 3.0 to 3.5 of the current Hackney Carriage and Private Hire Licensing Policy, given as **Appendix 1**.

2.3 At a Licensing Committee held on the 8th December Members requested an information report to consider whether the current policy around the upper vehicle age limits is suitable and functional.

2.4 Members were concerned a high proportion of vehicles were being presented at Sub committee and being granted a licence due to their exceptional standards.

3. OPERATIONAL PROGRESS

3.1 Hackney carriage and private hire vehicle licences may be issued to vehicles that fall outside of the vehicle age policy providing that the vehicle presented for licensing is of an 'exceptional standard'.

REDDITCH BOROUGH COUNCIL**Licensing Committee named meeting dated**

- 3.2 In the past 3 years between February 2023 and February 2026, the Council has received and considered 95 applications to licence a vehicle outside of the vehicle age policy.
- 3.3 Of these 95 vehicles determined only 9 have ever been refused. A breakdown of the last three years by process are outlined below:

	Vehicles Determined (Feb 23 – Feb 26)	Vehicles Refused (Feb 23 – Feb 26)
Licensing Sub committee	63	4
Under Delegated Decision	32	5

- 3.4 At the time of writing this report, the total number of licensed vehicles on the taxi fleet is 415, which consists of 182 hackney carriage vehicles and 233 private hire vehicles.
- 3.5 A benchmarking exercise has been carried out setting out comparable vehicle age limits with neighbouring local authorities within and bordering Worcestershire. The information is presented at **Appendix 2**.
- 3.6 To get a greater understanding of the presentation of vehicle conditions further discussions have been had with Crossgates Garage engineers.
- 3.7 Engineers emphasised that on average the age limits currently set are appropriate but could be extended by another year, particularly for Euro 6 (diesel) and Euro 4 (petrol) which make up most of the taxi and private hire fleet. They also commented that vehicle condition can be very varied and can be dependant on other factors than just age alone, including make and model, mileage and the upkeep maintained by the proprietor.
- 3.8 If Members wanted to revisit the current upper age limit, then such a recommendation would be placed onto the Licensing Committee workplan for officers to review and to continue further research.

4. FINANCIAL IMPLICATIONS

- 4.1 This is an information report only, no financial implications have been identified.

REDDITCH BOROUGH COUNCIL**Licensing Committee named meeting dated****5. LEGAL IMPLICATIONS**

- 5.1 The licensing of hackney carriage and private hire vehicles is regulated by the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 along with the Council's Hackney Carriage and Private Hire Licensing Policy.
- 5.2 A Council which sets out a vehicle age limit within their licensing policy and wish to reconsider a change in policy must consult with stakeholders and consider responses prior to any implementation of a change in policy.

6. OTHER - IMPLICATIONS**Relevant Strategic Purpose**

- 6.1 Not applicable, this report is for information only.

Climate Change Implications

- 6.2 This information is for information only; no climate change implications have been identified.

Equalities and Diversity Implications

- 6.3 This report is for information only however should a change to policy be recommended then an initial equality impact assessment would be conducted.

7. RISK MANAGEMENT

- 7.1 This information is for information only; no risks have been identified.

8. APPENDICES and BACKGROUND PAPERS

Appendix 1 – Hackney Carriage and Private Hire Licensing Policy
(Part)

Appendix 2 – Vehicle Age Policy Benchmarking

9. REPORT SIGN OFF

Department	Name and Job Title	Date
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REDDITCH BOROUGH COUNCIL**Licensing Committee named meeting dated**

Portfolio Holder	Please record the name of the relevant Portfolio Holder who has signed off the report here.	Please give the date they signed off the report here.
Lead Director / Head of Service	Please record the name of the relevant lead Director / Head of Service who has signed off the report here.	Please give the date they signed off the report here.
Financial Services	Please record the name of the relevant Officer in Financial Services who has signed off the report here.	Please give the date they signed off the report here.
Legal Services	Please record the name of the relevant Officer in Legal Services who has signed off the report here.	Please give the date they signed off the report here.
Policy Team (if equalities implications apply)	If applicable, please record the name of the relevant Officer in the Policy team who has signed off the report here.	If applicable, please give the date they signed off the report here.
Climate Change Team (if climate change implications apply)	If applicable, please record the name of the relevant Officer in the Climate Change team who has signed off the report here.	If applicable, please give the date they signed off the report here.

3.0 Licences to Use a Vehicles as a Hackney Carriage or Private Hire Vehicle

3.1.0 Vehicle categorisation

3.1.1 In this part of the policy vehicles will be categorised as in accordance with the following table:

Category A	Vehicles that are fully powered by electric or hydrogen, emit no exhaust gases at any time and ARE NOT capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair.
Category AX	Vehicles that are fully powered by electric or hydrogen, emit no exhaust gases at any time and ARE capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair.
Category B	Vehicles that are ultra-low emission vehicles or “ULEV” (a vehicle having less than 75 grams of CO ₂ per kilometre (g/km) from the tail pipe) and ARE NOT capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair. This category includes all hybrid vehicles including plug-in hybrid vehicles
Category BX	Vehicles that are ultra-low emission vehicles or “ULEV” (a vehicle having less than 75 grams of CO ₂ per kilometre (g/km) from the tail pipe) and ARE capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair. This category includes all hybrid vehicles including plug-in hybrid vehicles
Category C	Vehicles fuelled by petrol or diesel engines that MEET Euro 6 (diesel) or Euro 4 (petrol) emissions standards and ARE NOT capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair.
Category CX	Vehicles fuelled by petrol or diesel engines that MEET Euro 6 (diesel) or Euro 4 (petrol) emissions standards and ARE capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair.
Category D	Vehicles fuelled by petrol or diesel engines that DO NOT MEET Euro 6 (diesel) or Euro 4 (petrol) emissions standards and ARE NOT capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair.
Category DX	Vehicles fuelled by petrol or diesel engines that DO NOT MEET Euro 6 (diesel) or Euro 4 (petrol) emissions standards and ARE capable of being used to transport a wheelchair user whilst they remain seated in their wheelchair.

3.2.0 **Obtaining a licence to use a vehicle as a Hackney Carriage for the first occasion - Application Requirements**

General vehicle requirements

3.2.1 An applicant for a licence to use a vehicle as a hackney carriage must ensure the vehicle is a fully enclosed four wheel passenger vehicle with a M.1 or M.2 European Community Whole Vehicle Type Approval (ECWVTA) or a UK Low Volume Approval, or an Individual Vehicle Approval (IVA) and which meets the following criteria:

- manufactured from new as a right hand drive vehicle;
- constructed or adapted to seat in comfort at least 4 passengers and not more than 8 passengers;
- has sufficient doors of sufficient size to allow safe ingress and egress of passengers;
- where only one passenger door is fitted, that door is on the near-side (kerbside) of the vehicle;
- has no side facing seats;
- each provided seat has a minimum width of 431 mm (17 Inches) per passenger measured at the narrowest part of the seat and each passenger seat is fitted with a seat belt
- the boot or luggage compartment is of sufficient size to carry a reasonable amount of luggage relative to the seating capacity;
- the boot or luggage compartment is separated from the passenger compartment by a suitable barrier
- Vehicles that have been subject to conversion must have appropriate SVA / IVA type approval from VOSA.

Vehicle categories

3.2.2 Until **31st December 2029** any vehicle being licensed to be used as a hackney carriage for the first occasion must be from one of the following categories:

- Category A or AX
- Category B or BX
- Category C or CX

3.2.3 From **1st January 2030** any vehicle being licensed to be used as a hackney carriage for the first occasion must be from one of the following categories:

- Category A or AX
- Category B or BX
- Category CX

New hackney carriages (additional vehicles)

3.2.4 Where the vehicle that is identified in the application would be an additional hackney carriage entering the licensed fleet, the vehicle must meet one of the following requirements:

- Be a category CX that is under 6 years of age.
- Be a category A, AX or BX vehicle that is under 8 years of age.

3.2.5 The above dates will be calculated based on the date of first registration shown on the vehicle registration certificate (VC5).

New hackney carriages (replacement vehicles)

3.2.6 Where the application is being made by a person who already holds a licence from the Council to use a vehicle as a hackney carriage and that person is making the application in order to replace the vehicle that they are currently licensed to use, the vehicle that is identified in the application must meet one of the following requirements:

3.2.7 **Until 31st December 2029:**

- Be a category D or DX vehicle that is under 6 years of age
- Be a category C or CX vehicle that is under 7 years of age
- Be a category B, BX, A or AX vehicle that is under 8 years of age

3.2.8 **From 1st January 2030:**

- Be a category CX vehicle that is under 7 years of age
- Be a category B, BX, A or AX vehicle that is under 8 years of age

3.2.9 The above dates will be calculated based on the date of first registration shown on the vehicle registration certificate (VC5).

Replacement of wheelchair accessible and zero-emission vehicles.

3.2.10 A person who already holds a licence from the Council to use a vehicle that is capable of carrying a wheelchair user whilst they remain seated in their wheelchair as a hackney carriage can only replace such a vehicle with another vehicle that also has this capability.

3.2.11 A person who already holds a licence from the Council to use a vehicle that is a category A vehicle as a hackney carriage can only replace such a vehicle with another vehicle that is also a category A or category AX vehicle.

3.2.12 A person who already holds a licence from the Council to use a vehicle that is a category AX vehicle as a hackney carriage can only replace such a vehicle with another vehicle that is also a category AX vehicle.

Vehicles written off for insurance purposes

3.2.13 The Council will not licence any vehicle to be used as a hackney carriage if it has been graded as a Category A, Category B or Category C or Category S write-off for insurance purposes.

Vehicles licensed by other local authorities

3.2.14 The Council will not issue a licence in respect of any vehicle that is already licensed another local authority to be used as either a hackney carriage or private hire vehicle.

Documentation required to be submitted

3.2.15 Before a licence to use a vehicle as a hackney carriage can be issued, the applicant must have submitted all of the following:

- Completed application form
- A current MOT certificate
- Valid insurance showing the vehicle is insured for use for hire and reward for public hire or in accordance with a hackney carriage licence.
- The V5C certificate for the vehicle or other equivalent proof of ownership
- A certificate confirming the vehicle has been found fit for use at the Council's appointed testing station for hackney carriage and private hire vehicles.
- The appropriate application fee
- A basic criminal record disclosure certificate in respect of all relevant individuals.

3.2.16 "Relevant individuals" means any person named as a proprietor of the vehicle on the application and in the case of an application made by a limited company, each director of that company. The requirement to provide a basis criminal record disclosure certificate will be waived in respect of any person licensed by the Council to drive hackney carriage and/or private hire vehicles.

3.3.0 Obtaining a licence to use a vehicle as a private hire vehicle for the first occasion - Application Requirements

General requirements

3.3.1 An applicant for a licence to use a vehicle as a private hire must ensure the vehicle is a fully enclosed four wheel passenger vehicle with a M.1 or M.2 European Community Whole Vehicle Type Approval (ECWVTA) or a UK Low Volume Approval, or an Individual Vehicle Approval (IVA) and which meets the following criteria:

- manufactured from new as a right hand drive vehicle;
- constructed or adapted to seat in comfort at least 4 passengers and not more than 8 passengers;
- has sufficient doors of sufficient size to allow safe ingress and egress of passengers;
- where only one passenger door is fitted, that door is on the near-side (kerbside) of the vehicle;
- has no side facing seats;
- each provided seat has a minimum width of 431 mm (17 Inches) per passenger measured at the narrowest part of the seat and each passenger seat is fitted with a seat belt
- the boot or luggage compartment is of sufficient size to carry a reasonable amount of luggage relative to the seating capacity;
- the boot or luggage compartment is separated from the passenger compartment by a suitable barrier
- Vehicles that have been subject to conversion must have appropriate SVA / IVA type approval from VOSA.

Vehicle categories

3.3.2 Until **31st December 2029** the vehicle must be from one of the following categories:

- Category A or AX
- Category B or BX
- Category C or CX

3.3.3 From **1st January 2030** the vehicle must be from one of the following categories:

- Category A or AX
- Category B or BX
- Category CX

Requirements in respect of the age of the vehicle

3.3.4 A category D or DX vehicle being licensed to be used as a private hire vehicle for the first occasion must be under 6 years of age.

3.3.5 A category C or CX vehicle being licensed to be used as a private hire vehicle for the first occasion must be under 7 years of age.

3.3.6 A category A, AX, B or BX vehicle being licensed to be used as a private hire vehicle for the first occasion must be under 8 years of age.

3.3.7 All the above dates will be calculated based on the date of first registration shown on the vehicle registration certificate (VC5).

Vehicles written off for insurance purposes

- 3.3.8 The Council will not licence any vehicle to be used as a private hire vehicle if it has been graded as a Category A, Category B or Category C or Category S write-off for insurance purposes.

Vehicles licensed by other local authorities

- 3.3.9 The Council will not issue a licence in respect of any vehicle that is already licensed another local authority to be used as either a hackney carriage or private hire vehicle.

Documentation required to be submitted

- 3.3.10 Before a licence to use a vehicle as a private hire vehicle can be issued, the applicant must have submitted all of the following:
- Completed application form
 - A current MOT certificate
 - Valid insurance showing the vehicle is insured for use for hire and reward for private hire hire or in accordance with a private hire licence.
 - The V5C certificate for the vehicle or other equivalent proof of ownership
 - A certificate confirming the vehicle has been found fit for use at the Council's appointed testing station for hackney carriage and private hire vehicles.
 - The appropriate application fee
 - A basic criminal record disclosure certificate in respect of all relevant individuals.
- 3.3.11 "Relevant individuals" means any person named as a proprietor of the vehicle on the application and in the case of an application made by a limited company, each director of that company. The requirement to provide a basis criminal record disclosure certificate will be waived in respect of any person licensed by the Council to drive hackney carriage and/or private hire vehicles.

3.4.0 **Renewing a licence to use a vehicle as a Hackney Carriage – Application Requirements**

3.4.1 An applicant seeking to renew a licence to use a vehicle as a hackney carriage must ensure the vehicle continues to meet the Council's requirements set out at paragraph 3.2.1 of this policy.

Requirements as to the age of the vehicle upon renewal of licence

3.4.2 A licence to use a vehicle as a hackney carriage will not be renewed if the vehicle concerned does not meet the following requirements at the time that the existing licence is due to expire:

- A category D vehicle must be under 10 years of age.
- A category DX vehicle must be under 12 years of age.
- A category C vehicle must be under 11 years of age.
- A category CX or DX vehicle must be under 13 years of age
- A category B vehicle must be under must be under 13 years of age
- A category BX vehicle must be under must be under 15 years of age
- A category A vehicle must be under 15 years of age
- A category AX vehicle must be under 17 years of age

3.4.3 The above dates will be calculated based on the date of first registration shown on the vehicle registration certificate (VC5).

Vehicles written off for insurance purposes

3.4.4 The Council will not renew any licence to use a vehicle as a hackney carriage if the relevant vehicle has become graded as a Category A, Category B or Category C or Category S write-off for insurance purposes after the date on which the vehicle was first licensed by the Council to be used as a hackney carriage.

Vehicles licensed by other local authorities

3.4.5 The Council will not issue a licence in respect of any vehicle that is already licensed another local authority to be used as either a hackney carriage or private hire vehicle.

Documentation to be submitted:

3.4.6 Before a licence to use a vehicle as a hackney carriage can be renewed, the applicant must have submitted all of the following:

- Completed application form
- A current MOT certificate
- Valid insurance showing the vehicle is insured for use for hire and reward for public hire or in accordance with a hackney carriage licence.
- The V5C certificate for the vehicle.
- A certificate from the Council's appointed testing station for hackney carriage and private hire vehicles confirming the vehicle remains fit for use.
- The appropriate application fee
- A basic criminal record disclosure certificate in respect of all relevant individuals.

- 3.4.7 “Relevant individuals” means any person named as a proprietor of the vehicle on the application and in the case of an application made by a limited company, each director of that company. The requirement to provide a basis criminal record disclosure certificate will be waived in respect of any person licensed by the Council to drive hackney carriage and/or private hire vehicles.
- 3.4.8 If an application to renew a licence to use a vehicle as a hackney carriage is received more than 14 days after the previous licence has expired, the application will be treated as if it were an application to licence the vehicle to be used as a hackney carriage for the first occasion and will have to meet the stated criteria for such vehicles.

3.5.0 **Renewing a licence to use a vehicle as a Private Hire Vehicle Application Requirements**

3.5.1 An applicant seeking to renew a licence to use a vehicle as a private hire vehicle must ensure the vehicle continues to meet the Council's requirements set out at paragraph 3.3.1 of this policy.

Requirements as to the age of the vehicle upon renewal of licence

3.5.2 A licence to use a vehicle as a private hire vehicle will not be renewed if the vehicle concerned does not meet the following requirements at the time that the existing licence is due to expire:

- A category D vehicle must be under 10 years of age.
- A category DX vehicle must be under 12 years of age.
- A category C vehicle must be under 11 years of age.
- A category CX or DX vehicle must be under 13 years of age
- A category B vehicle must be under must be under 13 years of age
- A category BX vehicle must be under must be under 15 years of age
- A category A vehicle must be under 15 years of age
- A category AX vehicle must be under 17 years of age

3.5.3 The above dates will be calculated based on the date of first registration shown on the vehicle registration certificate (VC5).

Vehicles written off for insurance purposes

3.5.4 The Council will not renew any licence to use a vehicle as a private hire vehicle if the relevant vehicle has become graded as a Category A, Category B or Category C or Category S write-off for insurance purposes after the date on which the vehicle was first licensed by the Council to be used as a private hire vehicle.

Vehicles licensed by other local authorities

3.5.5 The Council will not issue a licence in respect of any vehicle that is already licensed another local authority to be used as either a hackney carriage or private hire vehicle.

Documentation to be submitted:

3.5.6 Before a licence to use a vehicle as a private hire vehicle can be renewed, the applicant must have submitted all of the following:

- Completed application form
- A current MOT certificate
- Valid insurance showing the vehicle is insured for use for hire and reward for private hire or in accordance with a private hire licence.
- The V5C certificate for the vehicle.
- A certificate from the Council's appointed testing station for hackney carriage and private hire vehicles confirming the vehicle remains fit for use.
- The appropriate application fee
- A basic criminal record disclosure certificate in respect of all relevant individuals.

3.5.7 "Relevant individuals" means any person named as a proprietor of the vehicle on the application and in the case of an application made by a limited company, each director of that company. The requirement to provide a basis criminal record disclosure certificate will be waived in respect of any person licensed by the Council to drive hackney carriage and/or private hire vehicles.

- 3.5.8 If an application to renew a licence to use a vehicle as a private hire vehicle is received more than 14 days after the previous licence has expired, the application will be treated as if it were an application to licence the vehicle to be used as a private hire vehicle for the first occasion and will have to meet the stated criteria for such vehicles.

Hackney Carriage and Private Hire Licensing Policy – Vehicle Age

Benchmarking exercise – February 2026

[Abbreviations: WAV=Wheelchair Accessible Vehicle, ULEV = Ultra-low emissions vehicle]

Council	Hackney Carriage – New	Hackney Carriage – Renewal	Private Hire – New	Private Hire - Renewal
Redditch Borough Council	6yrs– Euro 6 diesel / Euro 4 petrol WAV 8yrs– Electric/hydrogen/ ULEV WAV	10yrs– NOT Euro6 diesel/Euro 4 petrol and NOT WAV 12yrs– NOT Euro6 diesel/Euro 4 petrol and IS WAV 11yrs-Euro 6 diesel / Euro 4 petrol 13yrs-ULEV NOT WAV / Euro 6 diesel & Euro 4 petrol IS WAV 15yrs-ULEV WAV / Electric or hydrogen NOT WAV 17yrs-Electric or hydrogen WAV	6yrs - NOT Euro6 diesel/Euro 4 petrol and NOT WAV 7yrs– Euro 6 diesel / Euro 4 petrol 8yrs– electric/hydrogen/ULEV	10yrs– NOT Euro6 diesel/Euro 4 petrol and NOT WAV 12yrs - NOT Euro6 diesel/Euro 4 petrol and IS WAV 11yrs -Euro 6 diesel / Euro 4 petrol 13yrs -ULEV NOT WAV / Euro 6 diesel & Euro 4 petrol IS WAV 15yrs -ULEV WAV / Electric or hydrogen NOT WAV 17yrs -Electric or hydrogen WAV
Bromsgrove District Council	15yrs– electric/hydrogen NOT WAV Any age – electric/ hydrogen WAV 12yrs– ULEV NOT WAV 15yrs– ULEV WAV 9yrs– Petrol/diesel NOT WAV 12yrs– Petrol/diesel WAV	18yrs– electric/hydrogen NOT WAV Any age – electric/ hydrogen WAV 15yrs– ULEV NOT WAV 18yrs– ULEV WAV 12yrs– Petrol/diesel NOT WAV 15yrs– Petrol/diesel WAV	15yrs– electric/hydrogen NOT WAV Any age – electric/ hydrogen WAV 12yrs– ULEV NOT WAV 15yrs– ULEV WAV 9yrs– Petrol/diesel NOT WAV 12yrs– Petrol/diesel WAV	18yrs– electric/hydrogen NOT WAV Any age – electric/ hydrogen WAV 15yrs– ULEV NOT WAV 18yrs– ULEV WAV 12yrs– Petrol/diesel NOT WAV 15yrs– Petrol/diesel WAV
Wychavon District Council	15yrs – electric/hydrogen NOT WAV Any age – electric/ hydrogen & WAV 12yrs– ULEV & not WAV 15yrs– ULEV & WAV 10yrs– Petrol/diesel & Not WAV 12yrs– Petrol/diesel & WAV	15yrs – electric/hydrogen & Not WAV Any age – electric/ hydrogen & WAV 12yrs– ULEV & not WAV 15yrs– ULEV & WAV 10yrs– Petrol/diesel & Not WAV 12yrs– Petrol/diesel & WAV	15yrs – electric/hydrogen & Not WAV Any age – electric/ hydrogen & WAV 12yrs– ULEV & not WAV 15yrs– ULEV & WAV 10yrs– Petrol/diesel & Not WAV 12yrs– Petrol/diesel & WAV	15yrs – electric/hydrogen NOT WAV Any age – electric/ hydrogen WAV 12yrs– ULEV NOT WAV 15yrs– ULEV WAV 10yrs– Petrol/diesel NOT WAV 12yrs– Petrol/diesel WAV
Worcester City Council	5yrs– New / replacements No age – fully electric	8yrs– Saloon 10yrs– WAV – rear access 12yrs– WAV – side access 15yrs– London International WAV No age – fully electric	5yrs– New / replacements No age – fully electric	10 yrs 12yrs - WAV
Wyre Forest District Council	5yrs	12 yrs	5 yrs	12yrs
Malvern Hills District Council	5yrs	8yrs– saloon 10yrs – 5 to 8 passengers 12yrs- WAV	5yrs	8yrs– saloon 10yrs – 5 to 8 passengers 12yrs- WAV

Birmingham City Council	15yrs	15yrs 18 yrs- ULEV 18yrs - from conversion to fully electric	8yrs	12yrs
South Staffordshire District Council AND Wolverhampton City Council	Brand new	15yrs and 6mths unless a ULEV vehicle 16yrs and older require an exceptional condition assessment	11yrs and 6mths	11yrs and 6mths
Shropshire Council	12 yrs– Petrol / hybrid petrol /LPG 6yrs– Diesel Any age – Full electric 10yrs– hybrid diesel	15 yrs– Petrol / hybrid petrol /LPG 12yrs– Diesel Any age – Full electric 12yrs– hybrid diesel	10 yrs– Petrol / hybrid petrol /LPG 6yrs– Diesel Any age – Full electric 8yrs– hybrid diesel <u>WAV vehicles</u> 12 yrs– Petrol / hybrid petrol /LPG 6yrs– Diesel Any age – Full electric 10yrs– hybrid diesel	12 yrs– Petrol / hybrid petrol /LPG 10yrs– Diesel Any age – Full electric 10yrs– hybrid diesel <u>WAV vehicles</u> 15 yrs– Petrol / hybrid petrol /LPG 12yrs– Diesel Any age – Full electric 12yrs– hybrid diesel
Tewkesbury District Council	Any age but All vehicles are Euro 6, ULEV or EV	Any age but All vehicles are Euro 6, ULEV or EV 15yrs - WAV	Any age but All vehicles are Euro 6, ULEV or EV	Any age but All vehicles are Euro 6, ULEV or EV 15yrs -WAV
Cotswold District Council	5yrs Any age - WAV	15yrs Any age - WAV	5yrs Any age - WAV	15yrs Any age - WAV
Hereford Council	5yrs - (All must be WAV)	15yrs - (All must be WAV)	2yrs 5yrs - WAV	8yrs 15yrs - WAV

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HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER LICENCE APPLICATION PROCESS CHECKS

Relevant Portfolio Holder	Councillor M. Stringfellow
Portfolio Holder Consulted	No
Relevant Head of Service	Simon Wilkes – Director of Worcestershire Regulatory Services
Report Author	Job Title: Licensing and Support Services Manager Contact email: Kiran.Lahel@worcsregservices.gov.uk Contact Tel: 01562 738067
Wards Affected	Wards
Ward Councillor(s) consulted	N/A
Relevant Strategic Purpose(s)	N/A
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

Members are asked to note the content of the report.

2. BACKGROUND

- 2.1 As part of ongoing monitoring checks within the Licensing team there are processes that occasionally need refinement in response to both legislative and technological changes. As part of recent internal monitoring the team have acknowledged that the requirements set out in the 2022 Taxi Standards have clearly strengthened safeguarding checks and internal procedures. As a result, there has been a domino effect of extra officer checks being undertaken by the licensing team which is somewhat underestimated by Members and the wider public.
- 2.2 This information report sets out the process for Hackney Carriage and Private Hire driver licences with a particular focus on how the process has evolved through the implementation of the requirements set out in the Statutory Taxi Standards.
- 2.3 The Council's Hackney Carriage and Private Hire Licensing Policy sets out the criteria that any applicant must meet in order to obtain a driver licence and can be seen at **Appendix 1**. The policy relating to driver licences is in accordance with the Government's Statutory Taxi and Private Hire Vehicle Standards.

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3. OPERATIONAL ISSUES

- 3.1 The Council's policy permits applications for two types of driver licence
- A licence to drive hackney carriage and private hire vehicles, known as a "dual licence".
 - A licence to drive private hire vehicles only.

- 3.2 Driver licences are normally issued for a period of 3 years. The application process for a hackney carriage and/or private hire driver licence is relatively straight forward if followed correctly although it should not be taken for granted that the checks carried out by officers are robust and necessary to ensure the safety of the travelling public.

The application Process

- 3.3 All applicants are required to submit a full application form. This form consists of:
- A full completed application form
 - A DBS check
 - A medical certificate
 - Proof of right to work
 - Proof of payment
 - Attendance at a competency training session if applying as a new driver or attendance at a safeguarding training session if the application is for the renewal of a licence
 - Completion of the knowledge test
- 3.4 Officers are required to make necessary checks to ensure the applicant is 'fit and proper' by ensuring all elements at 3.3 have been completed and meet the requirements of the policy.
- 3.5 Following receipt of a valid application form and accompanying documents, the following checks by officers are carried out:
- 3.6 **DBS certificate**
- Applicants must provide an enhanced Disclosure and Barring Service (DBS) certificate and proof that they have subscribed to the DBS "Update Service"
 - Officers will advise applicants to apply for a DBS certificate through organisations registered with the Disclosure and Barring Service, such as Worcestershire County Council, or by attending an appointment with an officer from the Licensing team.
- 3.7 **Medical Fitness Certificate**
- Applicants must meet the DVLA's "Group 2 Medical Standards". The Group 2 standards are a strict, high-level health criteria required for

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professional drivers to ensure public safety. Applicants must provide a copy of the Council's prescribed medical fitness certificate, which has been completed by one of the medical practitioners that the Council has approved for this purpose.

- For any licence holder renewing their driver licence for the first time after they reach the age of 45, 50, 55 or 60, they must provide a copy of a new medical certificate which has been completed and signed by one of the Council's approved medical practitioners. From the age of 65 years, the licence holder must produce an annual medical certificate from a Council's approved medical practitioner. Officers will ask for this every year.

3.8 **Worcestershire Taxi and Private Hire Competency Certificate**

- The application process requires the applicant to obtain the Worcestershire Taxi and Private Hire Competency Certificate from the Council's approved training provider.
- With regard to renewal applications licence holders must undertake safeguarding training delivered by the Council's approved training provider prior to submitting their renewal application.
- The Licensing team receive a list of trainees that have attended the courses and those that have not attended after each training session and these details are added into the bank office system.

3.9 **Knowledge Test** – For Dual Licence Applications Only

Applicants wishing to be granted a licence to drive hackney carriage vehicles must have passed the Council's topographical knowledge test. The test is a series of 12 questions relating to various landmarks around the borough and the best directions the driver should take. Applicants must answer at least 10 of the 12 questions correctly in order to pass the test.

3.10 **Additional Checks**

3.11 As part of the processing of the application, additional checks are carried out by the Licensing team in relation to information declared within the application form. These checks are additional checks that are carried out by the licensing team every **6 months** for every licensed driver.

3.12 **National Register of Revocations and Refusals (NR3 register)**

- Applicants and licence holders will be required to disclose if they hold or have previously held a licence with another authority. The applicant is also required to disclose if they have had an application for a licence

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refused, or a licence revoked or suspended by any other Licensing Authority.

- The NR3 register allows the licensing team to record details of where a licence to drive hackney carriage and/or private hire vehicles has been refused or revoked and allows local authorities to check new applicants against the register. The check against the NR3 register will confirm if an applicant has been revoked, refused or suspended elsewhere.

3.13 **HMRC Tax Check**

Within the application form, new applicants must sign a declaration to state they understand that they are aware that HMRC requires them to register for tax.

For renewal applications, the licence holder must confirm they are registered for tax by providing a share code which enables the Licensing Authority to access HMRC's tax records to confirm the applicant is registered for tax.

3.14 **DBS certificate and the Disclosure and Barring Update Service**

- The licensing policy requires all applicants/licence holders to subscribe and remain subscribed to the DBS Update Service and consent to the Council carrying out update checks on the status of their DBS certificate throughout the period of their licence.
- Should an applicant have their DBS certificate application form completed and submitted to the Disclosure and Barring Service by the Licensing team, the applicant will also be verbally advised of the need to register with the update service.
- Once the Disclosure and Barring Service has issued a DBS certificate, the holder of the certificate has 30 days from the date of issue in which to register with the update service.
- On grant of a licence the applicant is provided with the written licence document containing all driver licence conditions including the following–

'DBS Update Service

A licence holder must retain a valid subscription to the Disclosure and Barring Service (DBS) Update Service at all times whilst they remain licensed to drive hackney carriage and/or private hire vehicles.'

- In line with the government's statutory taxi and private hire vehicle standards, the Licensing team are carrying out 6 monthly status checks on all licensed drivers. The check is done online via the Disclosure and

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Barring Service's status check facility. Certain personal information must be entered into the system, including the original DBS certificate number, in order to access the licence holder's DBS record.

- If the check reveals there is new information held against the licence holder the information will be considered in line with the fit and proper test and the licence will be reviewed by a licensing officer. In most instances any new information on the record is likely to be referred to the Licensing Sub-Committee for consideration.
 - If on carrying out the 6 monthly check the Licensing team find that the driver has fallen off the DBS Update Service, the Licensing team will contact the licence holder to ensure the matter is rectified. Where the licence holder has fallen off the Update Service, a new DBS certificate must be applied for.
 - If the Licensing team find that the driver has fallen off the update service and they are either unable to make contact with the licence holder or the licence holder refuses or delays to re-subscribe to the update service, the matter will be brought before the Licensing Sub-Committee for consideration.
- 3.15 This process is much more robust and thorough compared to the pre implementation of the Taxi Standards and although it is to a greater extent more resource intensive it allows new information to be brought to the attention of the licensing team quickly either through the DBS update service check at six months or through the NR3 check at any point any new information about a licence holder comes to light.
- 3.16 Currently there are a total number of 415 licensed vehicles on the taxi fleet, which consist of 182 hackney carriage vehicles and 233 private hire vehicles. Each six month check can take anything between 10-20 minutes per driver and high number of chase up emails if licence holders are not continuing to remain on the update service.
- 4. FINANCIAL IMPLICATIONS**
- 4.1 Licensing fees and charges are set by the Council and are reviewed annually. The introduction of the Taxi Standards in 2022 and checks required have increased the hours required by officers to carry out the necessary checks required.
- 5. LEGAL IMPLICATIONS**
- 5.1 The licensing process relating to driver licences is carried out in accordance with the following –

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- The Town Police Clauses Act 1847
- The Local Government (Miscellaneous Provisions) Act 1976
- The Licensing Authority's Hackney Carriage & Private Hire Licensing Policy
- Immigration Act 2016
- HMRC Tax Conditionality Rules 2022
- Taxis and Private Hire Vehicles (Safeguarding and Road Safety) Act 2022
- The statutory taxi and private hire vehicle standards

6. OTHER – IMPLICATIONS**Relevant Strategic Purpose**

6.1 None identified.

Climate Change Implications

6.2 None identified.

Equalities and Diversity Implications

6.3 Any recommendation to change policy will require an initial Equality impact assessment.

7. RISK MANAGEMENT

7.1 Any recommendations to consider a new process will need to be put onto the workplan and considered in more detail.

8. APPENDICES and BACKGROUND PAPERS[Appendix 1 – Taxi Policy](#)**9. REPORT SIGN OFF**

Department	Name and Job Title	Date
Portfolio Holder	Not applicable	Not applicable
Lead Director / Head of Service	Please record the name of the relevant lead Director / Head of	Please give the date they

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	Service who has signed off the report here.	signed off the report here.
Financial Services	Not applicable	Not applicable
Legal Services	Please record the name of the relevant Officer in Legal Services who has signed off the report here.	Please give the date they signed off the report here.
Policy Team (if equalities implications apply)	Not applicable	Not applicable
Climate Change Team (if climate change implications apply)	Not applicable	Not applicable

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LICENSING COMMITTEE WORK PROGRAMME 2025/26**9th March 2026**

- Review of the Taxi Licencing Policy
- Annual Review of Hackney Carriage Table of Fares.

17th July 2026

-

19th October 2026

-

7th December 2026

-

8th March 2027

- Annual Review of Hackney Carriage Table of Fares.

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MINUTES

Present:

Councillor David Munro (Chair) and Councillors Juliet Barker Smith, Brandon Clayton, Matthew Dormer, Andrew Fry, Sid Khan, Gary Slim, Jen Snape, Paul Wren and Sharon Harvey

Officers:

Kiran Lahel, Hazel Powell and Vanessa Brown

Democratic Services Officers:

Gavin Day

10. APOLOGIES

Apologies were received from Councillor Juma Begum with Councillor Sharon Harvey in attendance as substitute.

Apologies were also received from councillor Sachin Mathur.

11. DECLARATIONS OF INTEREST

There were no declarations of interest.

12. PUBLIC SPEAKING

There was no public speaking

13. DELEGATION OF HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES OUTSIDE OF POLICY DUE TO AGE. RESPONSES RECEIVED TO THE 6 WEEK CONSULTATION.

The Licencing and Support Services Manager, Worcestershire Regulatory Services (WRS), presented the report to Members.

The purpose of the report was for Members to consider the consultation responses and to resolve whether to proceed with the actions required to permanently delegate authority to officers to determine applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle.

Chair

Licensing Committee

Monday, 8th December, 2025

Officers drew Members attention to the table at 3.7 on page 7 of the Public Documents pack and detailed that of the 47 responders 74.47% were in Favor of delegating decision making to Licencing Officers. Additionally, it was further noted that there was a good response to the survey and Officers were content with the validity of the result.

The comments made by consultees were found on pages 11 to 17 of the Public Reports pack, Officers noted that although some of the comments were very unfavourable to Members, they believed that it was only suitable for all the responses to be shown to give Members an overview of the consultation feedback.

Officers clarified that as per the consultation criteria, the delegation would only be for vehicle renewals which were outside of the age criteria. Additionally, Officers further clarified that the next step would be a recommendation to the Constitutional Review Working Party group who would then Recommend the item on to full Council for a determination.

Members drew officers' attention to the comments in regard to reversing the milage on vehicles before a safety inspection and some of the other responses and asked if Officers could reach out to investigate the issues. Officers replied that the consultation was an anonymous exercise and therefore, it was not possible to identify the individual to approach them for more information.

Members commented that although they initially had some reservations with regard to the delegation, the trade appeared to be generally in favour of the change and that Licencing Officers and the Vehicle Safety Engineer were best suited to review those applications. Therefore, on being put to a vote it was

RESOLVED that

It be recommended to the Constitutional Review Working Party that authority be delegated to officers to determine renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle

14. UPDATE ON THE WORK AT CROSSGATES.

The Principal Licensing Officer, Worcestershire Regulatory Services (WRS), presented the report to Members. The purpose of the report was to update Members on work progressing at the Crossgates depot.

Licensing Committee

Monday, 8th December, 2025

Officers detailed that following the discussion from the last Licencing Parent Committee, Members expressed a desire to seek feedback from drivers regarding the work at Crossgates to identify any potential shortcoming in the service. Information would also been sought on the testing timeslots to assess their viability, and a feedback form would come into effect in January 2026.

The Assistant Director for Environmental and Housing Property Services and the Taxi Engineers at Crossgates had been consulted and were in support of offering a written feedback form which drivers could complete and post in a secure box at the depot or return the form via the post to Licencing Officers at WRS.

It was further detailed that the decision had been taken to use a written feedback form to make it more accessible to drivers so as not to exclude those who were not as technically adept.

Members expressed the opinion that some drivers may not feel that it was anonymous leaving the feedback for in a box which could limit the number of genuine responses that were received. It was proposed that an online questionnaire could be a better solution as a driver could scan a QR code and then fill it in outside of the depot. After some debate regarding the best method to use, Officers agreed to investigate the viability of utilising both methods together to permit a greater number of drivers to respond.

The report was noted by Members.

15. WORK PROGRAMME

Members noted a typographical error in the Work programme in that the next meeting was due on the 9th March 2025 and not the 8th.

Officers noted that the annual review of the table of Fares needed to be added to the work Programme for the meeting on the 9th March 2025.

16. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that

Under S100 A (4) of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public were excluded on the grounds of the disclosure of exempt information as defined in paragraphs 1, 2, 3 and 7 of Part 1 of Schedule 12 of the said act, as amended.

Licensing Committee

Monday, 8th December, 2025

17. MINUTES

The PUBLIC and PRIVATE minutes of the Licensing Committee meeting of 6th October 2025 were presented to Members.

RESOLVED that

The minutes of the Licensing Committee meeting held on 6th October 2025 be approved as true and accurate record and signed by the Chair.

**18. OFFICER UPDATE(S) - ENFORCEMENT AND APPEAL
MATTERS**

Restricted Minutes

The Meeting commenced at 7.00 pm
and closed at 7.45 pm

By virtue of paragraph(s) 1, 2, 3, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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