

REPORT OF THE DIRECTOR OF COMMUNITY AND CULTURAL SERVICES

REGULATORY COMMITTEE – 5 JANUARY 2009

AMENDMENTS TO PROCEDURES FOR APPLICANTS UNDERTAKING A KNOWLEDGE/LOCALITY TEST AND APPLICANTS FOR THE RENEWAL OF HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS' LICENCES

1.0 Purpose of the Report

- 1.1 To inform Members of proposed amendments in the procedures currently relating to applicants undertaking a knowledge/locality test and those applying for the renewal of licences to drive hackney carriages and/or private hire vehicles.

2.0 Description of Decision (Recommendations)

- 2.1 The Committee is recommended to approve the proposed amendments to the current licensing procedures in that a visual presentation will be made to all applicants undertaking a knowledge/locality test and all applicants for hackney carriage and private hire drivers' licences will be required to complete a declaration that they have read and understood Condition six of the relevant licence.

3.0 Introduction/Background

- 3.1 Members may recall that, at a previous meeting of the Regulatory Committee, a request was made that the current licensing procedures be amended to ensure that all prospective licensees and current licensees are further informed of their obligation regarding condition six attached to the grant of hackney carriage and private hire drivers' licences. Condition six states:

"A driver shall within seventy two hours disclose to the Council in writing details of any caution(s) or conviction(s) for any offence(s). The Council will then decide whether the licence should be suspended or revoked, having regard to the offence(s)."

- 3.2 In order to inform more emphatically prospective licensees of their responsibilities once licensed as a hackney carriage or private hire driver, a short visual presentation has been prepared to be shown to all applicants sitting a knowledge/locality test. In addition, a handout will also be given to applicants and they will also be requested to complete a declaration. A copy of the handout and declaration document are attached as Appendix 1. With regard to current licensees, a copy of the declaration which forms part of the presentation will be sent when renewal of their licence to drive hackney carriages or private hire drivers' licence is due.

4.0 Current Position

- 4.1 Currently, the attention of licensed drivers is drawn to Condition six by placing the following in bold type on the front of a hackney carriage and private hire drivers' licence:-

"YOUR ATTENTION IS DRAWN IN PARTICULAR TO CONDITION SIX OF THE SCHEDULE"

5.0 Reasons for the Decision

- 5.1 To ensure that all licensed drivers are fully aware of the requirement of Condition six and their responsibility to report any caution or conviction they may receive during the duration of their hackney carriage or private hire driver's licence within the time period specified.

6.0 Alternative Options

- 6.1 None submitted.

7.0 Relevant Considerations/Consultation

- 7.1 None submitted.

8.0 Glossary

- 8.1 No acronyms or abbreviations have been used in this report.


9.0 List of Appendices

- 9.1 Appendix 1 – Copy of handout and declaration documents

10.0 Background Papers


- 10.1 None.

**HACKNEY CARRIAGE AND
PRIVATE HIRE
DRIVER LICENSING**




CONDITION SIX

- All Hackney Carriage and Private Hire Drivers' Licences issued by Sunderland City Council are accompanied by a schedule of conditions to which the licensee should adhere.



CONDITION SIX

- The Regulatory Committee have requested that all prospective licensees are reminded about condition six attached to the grant of hackney carriage and private hire drivers' licences which states:



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- "A driver shall within seventy two hours disclose to the Council in writing details of any caution(s) or conviction(s) for any offence(s). The Council will then decide whether the licence should be suspended or revoked, having regard to the offence(s)."



CONDITION SIX

- In order to comply with this condition a licensed driver must inform the Council in writing within seventy two hours of a conviction or caution.
- With reference to fixed penalty notices for motoring offences, the Council must be informed in writing within seventy two hours of your acceptance of such a penalty. It is not acceptable to inform the Council only after the return of your DVLA driving licence following endorsement.



CONDITION SIX

- ANY QUESTIONS?



HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER LICENSING

CONDITION SIX

All Hackney Carriage and Private Hire Drivers' Licences issued by Sunderland City Council are accompanied by a schedule of conditions to which the licensee should adhere.

The Regulatory Committee have requested that all prospective and current licensees are informed about condition six attached to the grant of hackney carriage and private hire drivers' licences which states:

"A driver shall within seventy two hours disclose to the Council in writing details of any caution(s) or conviction(s) for any offence(s). The Council will then decide whether the licence should be suspended or revoked, having regard to the offence(s)."

In order to comply with this condition a licensed driver must inform the Council in writing within seventy two hours of a conviction or caution.

With reference to fixed penalty notices for motoring offences, the Council must be informed in writing within seventy two hours of your acceptance of such a penalty. It is not acceptable to inform the Council only after the return of your DVLA driving licence following endorsement.

DECLARATION

I can confirm that I have read and understood the requirement contained in condition six of the schedule of conditions attached to the grant of hackney carriage and private hire drivers' licences to disclose to the Council any convictions or cautions I receive once licensed by the Council to drive either a hackney carriage or private hire vehicle.

Name:

Signed:

Dated: