

Date: 15 May 2014
Our Ref: SC/AS
Your Ref:

Dear Sir / Madam

I write to you to seek your views following a recent decision of the Council's Licensing and Public Safety Committee to review the existing Private Hire & Hackney Carriage Vehicle Licensing & Testing provisions. Officers have identified a number of areas of the licensing process that we wish to consult upon and in doing so would value your opinion on the following questions.

Any responses received will be evaluated at a future meeting where Taxi Trade representatives will be invited to make comment and offer a trade perspective; where appropriate. Your responses will assist in shaping proposals to be put before the next meeting of the Licensing and Public Safety Committee.

Please take a few minutes of your time to complete the questionnaire, please avoid using yes / no answers giving reasons or explanations for your answers wherever possible. I thank you in anticipation for your contribution and ask you to return the completed questionnaire together with your comments before 30 May 2014 using the pre-addressed envelope.

Should you not wish to take the opportunity to complete the questionnaire; the Council will presume that you are satisfied with the present administrative processes.

All responses received will be treated in the strictest confidence. In order to validate your completed response would you please complete the tear off slip at the bottom of the questionnaire. **(Please do not remove it)** On receipt of the completed questionnaire the tear off slip will be removed by Officers anonymising your response prior to any publication.

Please continue on a separate sheet where necessary clearly identifying the question to which you are referring.

Yours sincerely

Stephen Culleton
Public Protection Officer

Question 1 - Please give reasons for your answers.

At the present time Council Officers are required to pre- inspect all newly proposed vehicles and any replacement vehicle (Vehicle Change) prior to the grant of a licence, this is to ensure the vehicle complies with the Council's Private Hire & Hackney Carriage Vehicle Conditions of Licensing. Please give your opinion as to:

- a) Do you think this service is delivered at the appropriate time during the Licensing process and compliments the existing licensing procedure? If you do not believe it is appropriate, please explain why not.

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- b) Do you think the pre-inspection offers value to the proprietor / applicant when there is intent to licence a vehicle? If so why? If you do not value this service in its present form please explain why.

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- c) If you think it is appropriate to pre- inspect vehicles for the grant of a licence, who do you think the pre-inspection should be completed by:

Please tick

- 1) Council Officers prior to the Taxi Test?
- 2) By Garages appointed to conduct Taxi Tests,
at the same time as that the Taxi Test is conducted
- 3) By some other organisation.

- d) Where do you think the associated costs for the vehicle pre-inspection should be attached:

- 1) Within the PH / HC licence fee, (as it is presently administered).
- 2) Within the vehicle testing fee.

- 3) As a separate fee administered by the Council at the time of the Pre-inspection.
- 4) A separate fee administered by an appointed Taxi Testing garage at the time of the Pre-inspection.
- 5) Any other suitable alternative.

Question 2, Please give reasons for your answers.

At the present time proprietors of Private Hire & Hackney Carriage Vehicles are required to pay for the Private Hire & Hackney Carriage Vehicle licence, taxi test and livery / plate prior to the vehicle being tested, (but following the pre-inspection where necessary) this allowing for the whole transaction to be completed in one visit to the Council offices,

- a) Do you think there are any opportunities in changing this arrangement? If yes, Please state what these are?

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- b) If you have identified any opportunities, please state what benefits the proposed change would bring.

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- c) Are there any other areas within the Vehicle licensing process not already discussed, where you feel the Council could effect a change that would lead to better service and value for money?

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Question 3. Please give reasons for your answers.

This section is intended for holders of Private Hire Operator Licences. However if you feel you could offer assistance in this regard please do so.

- a) Do you currently hold 1 or more Private Hire Operator Licences, if you do hold a PHO licence, please state how many vehicles are currently under your control?

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- b) At the present time PHO licences are issued on an annual basis, do you think that there are any benefits in extending this period? If so, what period do you believe would give most benefit; the maximum period a PHO licence can be issued is 5 years.

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- c) At the present time PHO licences are issued in relation to how many vehicles are under the control of the operator, do you think there is any merit in making adjustment to the present vehicle figure and or fee?

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- d) Do you think there is any part of the application process in respect of PHO licensing that would benefit from change, if so please state what that is and why it would be a benefit?

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Please complete in all cases, for validation purposes your comments will not be considered if this page is not completed and attached to the questionnaire.

NAME

ADDRESS

Please state which of the following Licences you presently enjoy;

Please tick

Private Hire proprietor - please tick

Please state below all PHV licence numbers held in your name:

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Private Hire operator – please tick

Please state below all PHO licence numbers held in your name:

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Hackney Carriage Proprietor – please tick

Please state below all HCV licence numbers held in your name:

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FOR OFFICIAL USE ONLY

Date Received	
Ref No	
Officer	
Evaluation	
Officer Signature	