

Matrix of proposed minor amendment changes to policy

Page number	Existing wording	Proposed wording
9	<p><b>Appointments</b>                      The Council operates an appointment system. Applicants will not be seen and applications will not be accepted without an appointment without prior agreement by a Council Officer. To assist drivers, vehicle owners and operators to make appointments in a timely manner, the Council will endeavour to notify all operators and proprietors of vehicles that their licence is due to expire at least <b>three months</b> before the actual expiry date of their licence</p>	<p><b>Appointments</b>                      The Council operates an appointment system <b>for some application processes</b>. Applicants will not be seen and applications will not be accepted without an appointment without prior agreement by a Council Officer. To assist drivers, vehicle owners and operators to make appointments in a timely manner, the Council will endeavour to notify all operators and proprietors of vehicles that their licence is due to expire at least <b>two months</b> before the actual expiry date of their licence</p>
13	<p>All applicants/Licensees are expected to act with honesty and integrity throughout the application process, and must therefore fully and accurately disclose any information that is requested. This includes information regarding previous cautions, convictions, warnings and reprimands, current investigations and pending criminal proceedings.</p>	<p>All applicants/Licensees are expected to act with honesty and integrity throughout the application process <b>and the lifetime of the licence</b> , and must therefore fully and accurately disclose any information that is requested <b>or submit any information that is required</b>. This includes information regarding previous cautions, convictions, warnings and reprimands, current investigations and pending criminal proceedings.</p>

19	<p>All medical examinations must be carried out by the Council's appointed Medical examiner who is a - General Practitioner (GP) registered with the General Medical Council. The Council reserves the right to refer any medical matters to its own appointed Medical Officer whose decision on the fitness (or otherwise) of a driver to continue as a licensed driver will be final.</p>	<p>All medical examinations must be carried out by a General Practitioner (GP) registered with the General Medical Council.</p>
20	<p>Medical exemptions involving the carriage of disabled persons and assistance dogs may apply to new applicants or licensed drivers who suffer from certain medical conditions. Where this is the case, the applicant/licensed driver must submit to a rigorous medical examination carried out by the Council's appointed Medical examiner who is a - General Practitioner (GP) registered with the General Medical Council and provide sufficient proof that they have a history of a specific health problem(s) that means they qualify for such a medical exemption. However, the Council reserves the right to refuse to grant a licence if deemed appropriate</p>	<p>Medical exemptions involving the carriage of disabled persons and assistance dogs may apply to new applicants or licensed drivers who suffer from certain medical conditions. Where this is the case, the applicant/licensed driver must submit to a rigorous medical examination carried out by a General Practitioner (GP) registered with the General Medical Council and complete the relevant application form that confirms they qualify for such a medical exemption. However, the Council reserves the right to refuse to grant a licence if deemed appropriate to do so</p>

35	<p>to do so</p> <p>Parking/waiting</p> <p>Where a driver is dropping off or picking up a fare and is illegally parked or creating an obstruction (this does not include a legitimate period of time where a private hire vehicle has stopped to drop off or pick up a fare), the driver's licence may be reviewed and such conduct may be deemed a reasonable cause to revoke or suspend the licence or to take any other appropriate action such as being interviewed, have a warning issued to them. The vehicle's horn is not to be used to inform customers you are waiting or that you have arrived. It must only be used in line with Reg.99 The Road Vehicles (Construction and Use) Regulations 1986</p>	<p>Parking/waiting</p> <p>Where a driver is dropping off or picking up a fare and is illegally parked or creating an obstruction (this does not include a legitimate period of time where a <del>private hire</del> vehicle has stopped to drop off or pick up a fare), the driver's licence may be reviewed and such conduct may be deemed a reasonable cause to revoke or suspend the licence or to take any other appropriate action such as being interviewed, have a warning issued to them. The vehicle's horn is not to be used to inform customers you are waiting or that you have arrived. It must only be used in line with Reg.99 The Road Vehicles (Construction and Use) Regulations 1986</p>
68/69	<p>Licence holders are required to notify the Licensing Authority within 48 hours of an arrest and release, charge or conviction of any sexual offence or alleged offence, any offence involving dishonesty or violence and any motoring offence. This includes being interviewed</p>	<p>Licence holders are required to notify the Licensing Authority within 48 hours of an arrest and release, charge or conviction of any offence or alleged offence. This includes being interviewed under caution by the police about any alleged offence. An arrest or interview under caution</p>

	<p>by the police about any such allegation. An arrest or interview under caution for any of these offences within this scope will result in a review by the licensing authority as to whether the licence holder is fit to continue to hold a licence. This does not mean that a licence will be automatically withdrawn, the licensing authority will consider what, if any, action in term of the licence should be taken based on the balance of probabilities. A failure by a licence holder to disclose an arrest that the licensing authority is subsequently advised of might be seen as behaviour that questions honesty and therefore the suitability of the licence holder regardless of the outcome of the initial allegation.</p>	<p>for any offences will result in a review by the licensing authority as to whether the licence holder is fit to continue to hold a licence. This does not mean that a licence will be automatically withdrawn, the licensing authority will consider what, if any, action in term of the licence should be taken based on the balance of probabilities. A failure by a licence holder to disclose an arrest that the licensing authority is subsequently advised of might be seen as behaviour that questions honesty and therefore the suitability of the licence holder regardless of the outcome of the initial allegation.</p>
71	<p>The Driver must when driving a Hackney Carriage not cause an obstruction when parked on a taxi rank and when the vehicle is the first vehicle on the rank be in constant attendance and be ready to be hired at once by any person.</p>	<p>The Driver must when driving a Hackney Carriage not cause an obstruction when parked on a taxi rank and when <b>the vehicle is the first vehicle</b> on the rank be in constant attendance and be ready to be hired at once by any person.</p>
76	<p>All bookings for Private Hire Vehicles must be made in advance. All Private Hire Vehicles must display door signs that state all bookings must be made</p>	<p>All bookings for Private Hire Vehicles must be made in advance. All Private Hire Vehicles must display door signs that state all bookings must be made</p>

	in advance, i.e. 'ADVANCE BOOKED ONLY'.	in advance, i.e. 'PRE-BOOKED ONLY'.
76	<ul style="list-style-type: none"> <li>• There is no smoking of electronic cigarettes/vaping equipment within the vehicle at all times. This applies to both drivers and passengers;</li> </ul>	<ul style="list-style-type: none"> <li>• There is no smoking of tobacco, electronic cigarettes/vaping equipment within the vehicle at all times. This applies to both drivers and passengers;</li> </ul>
76	Vehicle Licence proprietors are required to notify the licensing authority within 48 hours of being bailed, arrested, cautioned, reprimanded or are involved in an investigation, charged with or convicted of any criminal offence and interviewed under caution at a police station for any offence, which you are suspected of having committed.	Vehicle Licence proprietors are required to notify the licensing authority within 48 hours of being bailed, arrested, cautioned, reprimanded or are involved in an investigation, charged with or convicted of any criminal offence and interviewed under caution at a police station for any offence, which you are suspected of having committed.
80	<p>a. In subsequent years the owner of a hackney carriage or private hire vehicle, who has been granted a licence in accordance with the Exceptional Vehicle Age Policy at the last date of licensing, shall notify the Licensing Authority at least six months prior to submitting a renewal application, that he</p>	<p>b. The owner of a hackney carriage or private hire vehicle, who has been granted a licence in accordance with the Exceptional Vehicle Age Policy, shall notify the licensing team, that he/she intends to seek an extension to the operating life of the vehicle.</p>

	<p>intends to seek a further extension to the operating life of the vehicle.</p> <p>The examination and inspection of any vehicle in accordance with this policy shall take place on the second scheduled test date preceding the renewal date for the vehicle's licence. This applies to initial requests for consideration under this policy and all subsequent requests</p>	<p>The vehicle will then be subject to an examination and inspection by an authorised officer. This applies to initial requests for consideration under this policy and all subsequent requests</p>
83	<p>The Driver must have regard to Staffordshire Police's with regard to lost property. Any lost property found within or originating from the vehicle must be reported to Tamworth Borough Council's Licensing Team and if it were a pre booked journey, the operator.</p>	<p>The Driver must have regard to Staffordshire Police's policy with regard to lost property. Any lost property found within or originating from the vehicle must be reported to Tamworth Borough Council's Licensing Team and if it were a pre booked journey, the operator.</p>
83	<p>Driver Licence holders are required to notify the licensing authority within 48 hours of being bailed, arrested, cautioned, reprimanded, or are involved in an investigation, charged with or convicted of any criminal offence and interviewed under caution at a police station for any offence which you are suspected of</p>	<p>Driver Licence holders are required to notify the licensing authority within 48 hours of being bailed, arrested, cautioned, reprimanded, or are involved in an investigation, charged with or convicted of any criminal offence and interviewed under caution <del>at a police station</del> for any offence which you are suspected of</p>

	having committed	having committed
90	Operator licence holders are required to notify the licensing Authority within 48 hours of an arrest and release, charge or conviction of any sexual offence, any offence involving dishonesty or violence and any motoring offence. An arrest for any of these offences within this scope should result in a review as to whether the licence holder is fit to continue to do so.	Operator licence holders are required to notify the Licensing Authority within 48 hours of an arrest and release, charge or conviction of any offence or alleged offence. This includes being interviewed under caution by the police about any alleged offence. An arrest or interview under caution for any offences will result in a review by the licensing authority as to whether the licence holder is fit to continue to hold a licence.
110	Failure to notify the licensing authority within 48 hours of an arrest, charge or conviction of any <del>sexual offence, any offence involving dishonesty or violence and any motoring offence.</del> This also includes being interviewed by the police under caution about any allegation.	Failure to notify the licensing authority within 48 hours of an arrest, charge or conviction of any <del>sexual offence, any offence involving dishonesty or violence and any motoring offence.</del> This also includes being interviewed by the police under caution about any allegation.
111	Using a mobile phone and/or electronic devices whilst driving as witnessed by an officer of the authority	Using a mobile phone and/or electronic devices whilst driving <del>as witnessed by an officer of the authority</del>
113	Failure to notify the Authority, in writing within 7 working days, of any motoring	Delete

	conviction or cautions during period of current licence	
--	---	--

Addition to Drivers licence conditions:-

A driver should undertake a walkaround check before a vehicle is used. Drivers should retain the vehicle checklist as proof they have undertaken the required vehicle check. Drivers should be able to produce the vehicle checklist if required to do so by an authorised officer.

Addition to Penalty Points

Failure to conduct & evidence walkaround check 3 points

The addition of Appendix O – Information on Idling

## IDLING VEHICLES CONTRIBUTE TO AIR POLLUTION

### Put a stop to idling engines

Running your engine unnecessarily while your vehicle is stationary pollutes the environment. And it's against the law on a public highway.

### **What are the problems?**

An idling engine can produce up to twice as many exhaust emissions as an engine in motion.

Exhaust emissions contain a range of air pollutants such as carbon monoxide, nitrogen dioxide, and particulate matter. These can affect the air quality of the surrounding environment and the air we breathe.

### **Why is idling illegal?**

Vehicle idling is an offence against the Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002. The law states that it is an offence to idle your engine unnecessarily when stationary. If you fail to turn your engine off after being spoken to you may be issued with a fixed penalty notice.

### **Who does the legislation effect?**

The legislation covers all vehicles on public roads including buses, taxis and private cars. It does NOT apply to vehicles moving slowly due to road works or congestion; vehicles stopped at traffic lights; vehicles under test or repair; or defrosting a windscreen.

### **What can you do?**

- You can do your bit by switching off the engine if it looks like you could be waiting for more than a minute or two. Modern cars use virtually no extra fuel when they're re-started without pressing the accelerator so you won't waste lots of fuel switching the engine back on.
- Turn off your engine when stationary, for example - on a road at a shop, school, taxi rank and stands, whilst unloading / loading or when parked.
- Avoid idling whilst waiting in car parks, petrol stations, lay-bys, "set down" and "pick up points".

### **What are the benefits?**

- By turning off your engine you improve air quality, reduce fuels costs and comply with the law.
- Reducing air pollutants can help cut heart disease, reduce lung cancer and prevent asthma attacks.

### **Does starting an engine cause more pollution than idling?**

No. Turning off an engine and restarting it after a minute or two (or longer) causes less pollution than keeping the engine idling and uses less fuel.

### **Does the engine need to stay on to keep the battery fully charged?**

No. Modern batteries need less engine running time.

### **When it's cold I need to keep my vehicle warm or warm up my engine?**

It can take up to an hour for an engine to cool down. Turning off your engine, but keeping the ignition and the fan blowing will provide warm air for some time. If you are concerned about passenger comfort, keep the engine idling to an absolute minimum in warm and cold weather.

### **Don't catalytic converters need to be hot to work properly?**

Yes, but an idling engine does not keep a catalytic converter warm. They retain their heat for about 25 minutes after an engine is switched off anyway. Some useful Eco Driving Tips can be found at:

<http://www.energysavingtrust.org.uk/Travel/Driving>

This page is intentionally left blank