



Licensing Committee

Tuesday, 28 October 2025

Rushcliffe Borough Council Hackney Carriage and Private Hire Licensing Policy 2025-2030

Report of the Director – Neighbourhoods

1. Purpose of report

- 1.1. This report seeks to review and update the Council's Policy as provided in Appendix 1.
- 1.2. The Committee is asked to review the Policy changes made following the consultation process and to endorse the document for final approval at Council on 27 November 2025.

2. Recommendation

It is RECOMMENDED that the revised Hackney Carriage and Private Hire Licensing Policy (Appendix 1) be endorsed for approval by Full Council.

3. Reasons for Recommendation

It is a legal requirement for the Council to have a policy for the licensing of Hackney Carriages and private hire vehicles. The current Policy expires on 31 December 2025.

4. Supporting Information

- 4.1. The proposed revised Policy has been updated to reflect changes to government guidance. One aspect considered with this review is the significant reduction in the number of licensed Hackney Carriage vehicles by the authority. In 2020, there were twenty-three licensed hackneys, this has now reduced to eight.
- 4.2. A full summary of the proposed changes made to the Policy is provided in Appendix 2. The principal proposed changes to the policy include:
 - 4.2.1. To remove the requirement for drivers to register prior to submitting a full application. The registration process was introduced to prevent applications remaining on our system for many months with the status of 'pending driver requirements'. Following further service improvements, the Council now has an online application portal for driver applications. For this to work in the most efficient way, the onus is placed on the driver to have their details ready to apply and where documentation is not supplied, the Council will seek to apply a

maximum three month period before the application is determined. If satisfactory 'fit and proper' status cannot be ascertained in the three month period, the Council will refuse the application. The system encourages known failure points e.g. the knowledge test, right to work, to be undertaken prior to applying which again improves service efficiency and helps to manage customer expectations.

- 4.2.2. Despite the growth in digital aids, it is still considered necessary to maintain a knowledge test ensuring that local Rushcliffe drivers have a knowledge of the local area but also supports the requirement to read English. However, it is proposed to allow drivers who have undertaken the "Green Penny" test to also meet this criterion, which is required by certain operators. This test is in fact more demanding and expensive than the Council's, and it is considered unfair and unnecessary for drivers to have to do both. It is also proposed to remove the current limit on three knowledge tests. This in line with neighbouring councils' policies.
- 4.2.3. The current duration of a driver licence is three years. It is proposed to enable new drivers to apply for a one-year licence thereby reducing the upfront cost and encouraging new driver applicants.
- 4.2.4. Currently all licensed vehicles are required to have a separate compliance test every year in addition to an annual MOT, or every six months in the case of vehicles over five years old. It is proposed to remove the requirement for the compliance test given the relatively limited additional criteria it requires and to rely on the MOT standards. The test being required within 14 days prior to application from one of the established and approved garages in Rushcliffe. This will save officer time in administering this process and also allow greater flexibility for owners to book their own vehicles in for MOTs and resolve any maintenance issues prior to applying online.
- 4.2.5. The Council currently accept applications for any vehicle up to 12 years old and 14 years old for specially adopted vehicles. Following consultation comments it is proposed to reduce this to eight years for new applications (those not currently licenced), but renewals will be allowed up to 15 years. However, there will be exemptions for electric, ZEV and SEND (Special Educational Needs & Disability) vehicles. This will deliver improvements to the licensed vehicle fleet within the Borough, support the Council's Carbon Reduction Policy, recognise the importance of the SEND fleet and also bring the Policy in line with neighbouring Councils.
- 4.2.6. Amendments are proposed to relax the requirement for Hackney Carriage Vehicles to be black London Cab type, which is more in line with other neighbouring councils. It is considered that this will encourage more Hackney Carriage vehicles within the Borough particularly in more rural areas where other forms of public transport can be more limited.

- 4.2.7. It is proposed to extend the period that penalty points are retained. Penalty points are awarded to drivers, vehicle owners and operators who have been found to have committed certain minor breach of their licence. Currently 12 points in any 12-month period would require the licence holder (mostly drivers) to be referred to the Committee for a decision to review their licence for an appropriate sanction. It is proposed to extend the retention period to 36 months, which is considered will drive greater compliance.
- 4.2.8. To allow a driver to be working for more than one Rushcliffe Operator. Currently this is not allowed.
- 4.2.9. Changes to the Convictions Policy to ensure it meets the current Institute of Licensing standards.
- 4.3 The Council launched a consultation exercise on the proposed revised Policy changes on 1 June 2025, which then closed on 14 July 2025. A summary of the consultation responses and officers' responses can be found in Appendix 3.
- 4.4 Whilst the draft Policy was under public consultation, all Nottinghamshire Licensing Authorities received a request in the form of a letter from a Cabinet Member at Nottinghamshire County Council to consider the adoption of a mandatory or voluntary policy for the installation of CCTV in all licensed taxis. This is provided in Appendix 4. The Councils current policy relating to CCTV can be found in Chapter 9.11 of the draft Policy. There is currently no requirement for mandatory CCTV in Rushcliffe licensed vehicles and neither was it consulted on. Officers do accept the benefits in having CCTV in all licensed vehicles from a public safety perspective. However, this is not current government policy. The Local Government Association have also produced guidance in which they state that the:

“Surveillance Camera Commissioner (SCC) and the Information Commissioners Office (ICO) may all raise concerns about the impact of mandatory CCTV systems on privacy”.

Furthermore, Council officers are of the view that this requirement would place additional costs and burdens on drivers/vehicle owners, which is likely to reduce driver numbers. For reference it should be noted that Bolsover experienced a 40% reduction after adopting such a measure and further comments can be found in Appendix 3. Accordingly we do not propose to amend policy at this stage.

5. Risks and Uncertainties

None identified in relation to the draft revised Policy.

6. Implications

6.1. Financial Implications

6.1.1. Proposed changes to vehicle licensing include removing the requirement for vehicle compliance testing to be booked through the Council, instead vehicles may have a standard MOT test at any one of the designated garages in the Borough immediately prior to application. This should reduce the cost of administration to the Council. The saving on compliance checks will be offset in part by the introduction of Hire Purchase Information (HPI) checks on newly registered vehicles, to ensure written off vehicles are not used as taxis.

6.1.2. Proposals to offer single year licences to drivers and operators (three-year and five year currently) to encourage more take up could initially result in increased income; however' if drivers and operators do not renew after the first year, income receipts overall may reduce.

6.1.3. It is proposed to remove the need to pay a drivers registration fee, which, if approved will reduce income slightly.

6.1.4. The Council aims to maintain a cost neutral position on the administration of the taxi licencing function over a three year rolling period and these changes will be taken into account during the fee setting process.

6.2. Legal Implications

The proposed new Policy has been drafted to reflect current legislative requirements and statutory guidance. If adopted, the Policy must be taken into consideration when making decisions in respect of matters relating to Hackney Carriage and Private Hire Vehicle licensing. The current Policy expires on 31 December 2025.

6.3. Equalities Implications

An Equalities Impact Assessment has been undertaken, which has identified no major or adverse impacts and can be found in Appendix 5.

6.4. Section 17 of the Crime and Disorder Act 1998 Implications

This Policy supports the importance of ensuring strong public safety standards within the taxi and private hire trade.

6.5. Biodiversity Net Gain Implications

No implications have been identified.

7. Link to Corporate Priorities

The Environment	The proposed changes to the Policy will support the Councils Carbon Management Policy
Quality of Life	A major focus of this policy is the protection of the public from harm
Efficient Services	Some of the proposed changes within this Policy will encourage more efficient use of Council resources
Sustainable Growth	None identified

8. Recommendation

It is RECOMMENDED that the revised Hackney Carriage and Private Hire Licensing Policy (Appendix 1) be endorsed for approval by Full Council.

For more information contact:	Geoff Carpenter Head of Public Protection gcarpenter@rushcliffe.gov.uk
Background papers available for Inspection:	None
List of appendices:	Appendix 1 Draft Hackney Carriage and Private Hire Policy 2025-2030 Appendix 2 Summary of Proposed Changes to Policy Appendix 3 Consultation Responses and Officer Comments Appendix 4 Letter from Nottinghamshire County Council requesting mandatory CCTV Appendix 5 Equality Impact Assessment