

2.4 Disclosure and Barring Service (DBS) Certificates

Basic Criminal Record Check

Added – the basic criminal record check can be obtained from Disclosure Scotland

Update' service

Added – In these cases, the DBS certificate position applied for must be recorded as “other workforce taxi driver”

2.5 Overseas Criminal History Checks

Edited first paragraph – Where the applicant has lived in a country other than the UK for a continuous period of six months or more at any time since their tenth birthday, then in addition to the DBS certificate, the applicant will be required to produce a Certificate of Good Conduct issued by each relevant non-UK country in which they have resided.

2.8 Driving Licences

Removed – This requirement shall not apply to licences being renewed.

2.10 Right to Work

Edited – Applicants for a vehicle, driver or operator licence will, as part of their application, submit evidence, to the satisfaction of the Council, of their right to work in the UK.

2.20 Vehicle Standards

Added - Individual Vehicle Approval to approval types

2.27 Change of Ownership

Edited – The holder of a hackney carriage or private hire vehicle licence is required by law to notify the Council, in writing, of the name and address of a person to whom he/she has transferred their interest of the licensed vehicle to. Such notification must take place within 14 days of the transfer of interest.

The new proprietor of the vehicle must within 14 days of acquiring the vehicle, submit to the Council an application for a change of ownership and such application must be accompanied by the relevant insurance and the V5 registration document showing the new keeper's name and address or the new keeper supplement thereof. If a new keeper supplement is produced, the full log book must be submitted to the Council within 6 weeks.

If the change of ownership is not notified in accordance with the above, the Council may refuse to register the new proprietor.

2.28 Documentation

Removed – (in relation to emailed insurance documents) provided that they are emailed direct from the insurer or broker

2.29 Vehicle Windows

Added – The Council will not licence a vehicle to which a laminating film has been applied.

NB: The vehicle conditions have been amended.

2.31 No Smoking Signage

New – The display of no smoking signage is a legal requirement for a licensed hackney carriage or private hire vehicle. No smoking signage shall be clearly placed on every passenger window and shall face inwards and outwards and must not be displayed in a manner that obscures the driver's visibility.

NB: The vehicle conditions have been amended to include this.