

Appendix 2 - Summary of Changes

Change to Policy	Reason for the change to policy
Layout and design	This has been amended to reflect it is now a shared service policy. The legislation within the policy have been hyperlinked for ease of access.
Public liability Insurance	<p>This has been streamlined so across the whole shared service it will be required from their next renewal that all drivers and operators have £ 5 million public liability insurance. Details can be found at section 30 of the policy.</p> <p>There will be no impact for Hart as the level is currently £5 million. This will have an impact on BDBC as the current level is £ 2 Million.</p>
Penalty Points	The penalty points scheme was introduced in the last policy. This aspect has been reviewed by the service. The updated version can be found at appendix B which provides additional clarity for both the applicants and councillors.
Convictions policy	The Rehabilitation of Offenders Act has been changed in regard to protected cautions. Policy now reflects these changes. Details of this can be found at Appendix A.
Vehicle age	Bespoke Hackney Carriage vehicles that meet the ultra-low emissions standard or better will be licenced for up to 15 years.
Age of vehicle extension	Section 46.2 highlights the requirements for applications for older vehicles to be re licenced if option 1 is agreed.
Private Hire Driver conditions	At appendix F have been reviewed and harmonised to provide consistency across the service.
Private Hire Vehicle conditions	At appendix E have been reviewed and harmonised to provide consistency across the service.
Private Hire Operators conditions	At appendix G have been reviewed and harmonised to provide consistency across the service.

Revised vehicle testing frequency and test criteria	Section 52.7 details the changes to the frequency of testing that is required over the life of the vehicle licence.
Removal of a Designated Vehicle list	As required and recommended by the DfT and within the Equality Act 2010 provisions
DAT Test Changes	<p>If the applicant fails four tests their application will be returned, and they will be unable to apply for a 12-month period starting on the date of the original new driver's appointment. Details can be found at section 28.1 of the policy.</p> <p>This protects drivers from excessive expenditure and prevents extended application periods were other checks such as DBS may become time expired.</p>
Safeguarding training	<p>Licence holders will need to refresh their safeguarding training every 3 years to make sure their knowledge remains current. The service provides a list of approved courses on the council's web site. This can be found at section 27 of the policy.</p> <p>This came back as a reformation from the section 11 audit for safeguarding.</p>
Disabled persons training	Licence holders will need to refresh their disabled person training every 3 years to make sure their knowledge remains current. The service provides a list of approved courses on the council's web site. This can be found at section 27 of the policy.
NR3	<p>All Licensing authorities are now required to undertake checks for previous licensing offences at other councils via the NR3 system. This system is operated by the Nation Anti Fraud Network (NAFN).</p> <p>The details of the NR3 system have been added to the policy and can be found at section 29 of the policy.</p>
Application processing changes for new drivers	A set period for processing has been added to the policy and this can be found at section 13.2 of the policy. This is to ensure prompt and efficient application processing.

Time scale for renewal applications	Licence renewal applications time scale for the application to be received by the council has been increase to 15 working days before the expiry of the current licence to promote efficient licence processing. This can be found at section 32 of the policy.
Environmental consideration	Section 7 of the policy has been added to reflect the council's climate change policy.
Appeals and committee's	The appeals section has been updated to include clarity about the roles and responsibilities of Licensing and Sub Committee. This can be found at section 38 of the policy.
Age and experience	In line with the Equality Act 2010 there is no minimum age for application of a licence. This can be found at section 23 of the policy.
Driver badges and identification	Section 33 details how drivers will be issued with two badges, one which they are required to wear at all times and another larger badge that is placed in the vehicle to be visible by the customer. This has been added to promote public safety and passenger confidence.