

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL
DECISION**



TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 17 th June 2020	Ref No: 186
Type of Operational Decision:	
Executive Decision <input type="checkbox"/>	Council Decision <input checked="" type="checkbox"/>
Status: Council For Publication	
Title/Subject matter: Request to extend all current Hackney Carriage and Private Hire Vehicle licences by 3 months beyond their current expiry date which are due for renewal between the dates 1/6/2020 and 31/3/2021 and to move forward by 3 months all 6 monthly scheduled interim vehicle tests scheduled between 1/7/20 to 30/9/20	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) an Approved Budget	✓
(ii) in accordance with Council Policy	✓
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	Affects all new applicants/licence holders wishing to become Hackney Carriage/Private Hire Drivers and Operators licences with no adverse impact on any identifiable group

Details of Operational Decision Taken [with reasons]:

- Decision – Extension of all current hackney carriage and private hire licensed vehicle licences by 3 months for all licences due for renewal between 1/7/20 and 31/3/21 and
- To move forward by 3 months the scheduled 6 monthly interim tests for vehicles who were inspected in January, February and March prior to the COVID 19 pandemic

Operational decision ref 185 suspended the testing of licensed private hire and hackney carriage vehicles by 3 months between the period of 31st March and the 30th June 2020 , the licensing service have moved all scheduled interim and renewal tests forward by three months. This was approved on the 26th March 2020.

The licensing service in conjunction with Bradley Fold workshop, as part of their business continuity plans have reviewed the impact of the previous decision. This was to extend vehicle licences for 3 months that were due for renewal between 1/4/20 and 30/6/20. This decision has had the effect of moving forward all licences due to be renewed on by 3 months. Therefore each test due in April was moved to July, May to August and June to September. There are also a number of vehicle compliance tests scheduled appointments for vehicle interim tests already scheduled in the months of July –September.


The effect of this decision will mean a compound build of test appointments all cumulating during July – September that will not be able to be carried out.

In addition, the interim tests that were scheduled for the vehicles that were inspected in January, February and March will be required to be extended for a 3 month period.

Vehicle proprietors can make application to renew vehicle licences at least four weeks in advance of the vehicle licence expiring.

The government guidelines for a DVSA MOT test Certificate to be issued for a private car indicate that it must be tested once in a calendar year. The Government extension to all private cars for 6 months means a private vehicle will not be tested for 18 months. To alleviate any concerns regarding this request, by extending the certificate of compliance test for of licensed Hackney Carriage and Private Hire vehicles by three months **this** will ensure that every vehicle will have received a test within the last 9 months.

In order to alleviate this backlog over the coming months it is requested that all vehicle licence tests due during this current financial year be extended by three months (both renewal and interim test). This will enable Bradley fold workshop to have capacity and accommodate the number of tests.

Decision taken by:	Signature:	Date:
Executive Director or Chief/Senior Officer		19/06/2020
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		

Opposition Spokesperson		
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Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**