

## WELCOME

Welcome to our second Newsletter, designed to help us make contact with you in order to raise your awareness of Taxi Licensing matters that may affect you, and to develop ways to promote the use of the local taxi and private hire trades.

## APPLICATIONS APPOINTMENT SYSTEM

In order to submit your licence application, you must book an appointment with the Licensing Officer. The appointments are carried out on Thursdays and Fridays each week between 10am and midday, and between 2pm and 4pm on both days.

## ANNUAL DBS AND DVLA CHECKS

Thank you for arranging your appointments for your annual Enhanced DBS and DVLA checks. We have noticed though that many drivers have not yet signed up to the DBS Update Service.

By registering with the DBS Update Service (which can be done within 19 days of the issue of the DBS Disclosure), you simply pay an annual fee of £13.00 and the result of the DBS check is immediate, rather than paying £44.00 each time and having to wait for the DBS Disclosure to be issued to you.

If you wish to register with the DBS Update Service, contact us, and we will help you register when your next DBS Disclosure is returned to you.

## ENFORCEMENT OF USAGE OF BUS LANES

You cannot stop or park on a Bus Lane, and please be aware that Nottinghamshire County Council will be enforcing this by way of £70.00 fixed penalty notices.

## PUBLIC PERCEPTION OF THE TRADE

The general public deserve to be served by a Taxi and Private Hire trade that promotes a professional image. Licence holders are reminded that there is a **Driver Dress Code** in place as detailed in the Hackney Carriage & Private Hire Licensing Policy.

## VEHICLE MAINTENANCE

Over the last few weeks a number of vehicle licences have been suspended following the Licensing Team finding vehicles not to have been maintained to the standards required by the Council, or those expected by the public.

Other vehicles which have been found to have minor visual blemishes have been issued with “**permission**” to remain in service for a period of 28 days. The aim behind this “**permission**” is to encourage vehicle proprietors to consistently maintain their vehicles to the correct standards, to promote not only the image of a professional trade, but to enhance the customer experience of travelling in a licensed vehicle.

## TRANSFERING THE OWNERSHIP OF A LICENSED VEHICLE

Should you buy a vehicle already licensed with Ashfield District Council, you must complete the “transfer of ownership” by way of an appointment with the Licensing Officer within **14 days** of the purchase of the vehicle.

## YOUR OPINION IS IMPORTANT

We will soon be looking to host quarterly Trade Meetings to find more ways to work together to promote the local businesses and to promote the best transport services to those who live in, work in, and visit the Ashfield District.

Whilst the Trade will be represented by Taxi and Private Hire companies, we want to hear from drivers and vehicles owners, in order that everyone’s opinion is considered.