

Record of Officer Decision

This form is the written record of a key or significant operational decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision
Contact person:	Andrew White Taxi & Private Hire Licensing Manager	Telephone number: 0113 3781562
Subject¹:	The Chief Officer Elections and Regulatory approved the decision to issue taxi and private hire vehicle licences for an additional period of 3 months without a vehicle inspection, to allow the inspection to take place, under reduced Covid staffing arrangements.	
Decision details:	<p>What decision has been taken?²</p> <p>To offer up to 1,669 vehicle licence holders whose vehicle licence is expiring between 9 April and 31 August 2021 the earliest appointment date for an age extension inspection. However, this date may be very close to or after the expiry date of the current vehicle licence.</p> <p>At the same time as the appointment is booked, to issue the licence holder a 3 month vehicle licence. This will allow vehicle owners/proprietors time to get any repairs completed to vehicles which have not failed the inspection outright, but need further work before their vehicle can be licenced for a further 12 months.</p> <p>.</p>	
	<p>A brief statement of the reasons for the decision³</p> <p>On 9 April, aware of the Covid impact on social distancing, the council made a significant operational decision to offer existing taxi and private hire licences for vehicles expiring during the period 9 April to 31 August 2021.</p> <p>Under this instruction, around 1,669 temporary vehicle licences will be issued for a maximum of 3 months, at the time when their vehicle is booked in for an age extension inspection.</p> <p>It is considered a fair and proportionate response to offer licence holders of vehicles 7 years and older an opportunity to apply to renew their licence for a</p>	


¹ If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

² Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

³ Include any significant financial, procurement or legal implications

	<p>brief period and continue to work, but still require a physical inspection of the vehicle's suitability and condition to be licensed for a further 12 months.</p>
	<p>Brief details of any alternative options considered and rejected by the officer at the time of making the decision.</p> <p>Two alternatives were considered.</p> <ol style="list-style-type: none"> 1. To accept MOT certificates. This option was viewed as an option, as between June and December 2020, the council had accepted recent MOTs for vehicles which would normally require an age extension inspection. However, vehicles with valid MOT certificates have subsequently been inspected by vehicle examiners and serious faults found, indicating that a vehicle inspection is a better test of suitability and condition. 2. Not to issue a temporary licence for vehicles for 3 months. This option was viewed as possible, but had the drawback of disadvantaging licence holders who through no fault of their own would not be able to have their vehicle inspected.
Affected wards:	
Details of consultation undertaken⁴:	<p>Executive Member Cllr J Lewis, 9 April 2021 Chair of Licensing Committee Cllr B Garner, 9 April 2021</p> <p>Ward Councillors</p> <p>Others</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation Andrew White, Taxi and Private Hire Licensing Manager</p> <p>All licence holders with vehicles older than 7 years old would be written to during April to August, and an inspection booked. But temporary licences issued for a maximum of 3 months to allow under Covid resource limitations the necessary inspections to take place.</p>

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

List of Forthcoming Key Decisions⁵	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	If Special Urgency Relevant Scrutiny Chair(s)
	Signature _____ Date _____
Call In	Is the decision available ⁶ for call-in? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:
Approval of Decision	Authorised decision maker ⁷ John Mulcahy, Chief Officer Elections and Regulatory
	Signature  Date 13 April 2021

⁵ Complete this section for key decisions only

⁶ Significant operational decisions are never available for call in. Key decisions are always available for call in unless they have been exempted from call in.

⁷ Give the post title and name of the officer with appropriate delegated authority to take the decision.