

MINUTES OF THE
REGULATORY COMMITTEE

held on 3 September 2026 at 7pm

Present:

Councillor A. Thompson (Chair)

Councillors H. Clark, A. Davidson, S. Davis, D. Eley, R. Lee, L. Mascot, S. Manley and S. Scott and S. Shah

1. **Apologies for Absence**

Apologies for absence were received from Councillors Chambers, Pappa, and Thompson. Cllr Mascot substituted for Cllr Hawkins.

2. **Minutes**

The minutes of the meeting held on 9 July 2026 were agreed as a correct record and signed by the Chair.

3. **Declaration of Interests**

All Members were reminded to declare any Disclosable Pecuniary interests or other registerable interests where appropriate in any items of business on the meeting's agenda. None were made.

4. **Public Question Time**

No public questions were asked at the meeting.

5. **Review of Taxi Licensing Policy 2026 – Outcome of Consultation and Final Adoption**

The Committee considered a report which detailed the consultation responses received to the revised Taxi Licensing Policy. The Committee's approval was sought to adopt and publish the revised Taxi Licensing Policy, which had been consulted on between for six weeks, resulting in three responses.

The Committee were informed that the review had taken account of legislative changes, national guidance, licensing practice and operational experience, to ensure that the policy remained legally robust, transparent, proportionate and effective in promoting public safety.

The Committee were informed that there were changes throughout the policy, covering areas including Governance and Decision Making, Safeguarding and Public Protection, Driver Licensing, National Register Checks, Complaints and Enforcement, Vehicle Standards, Operator Licensing and General Drafting Amendments. The Committee were made aware of more significant changes in areas including, Vehicle

Age Criteria, Fully Electric Hackney Carriage Vehicles and English Language Competency.

The Committee were informed that the three consultation responses had detailed, several matters directly related to the policy including, assistance dog refusals, disability equality and safeguarding training, the use of CCTV, mystery shopping, the recording of passenger's accessibility requirements, English language competency, plate exempt vehicles and the frequency of mechanical inspections. It was also noted that other matters had been raised including the use of bus lanes and cross border hiring, but that these were not related to the provisions in the proposed policy. It was also noted that some respondents had expressed support for elements of the proposed policy including, the strengthening of safeguarding, driver standards, accessibility provisions and operator requirements.

In response to questions and comments from the Committee, officers noted that;

- The Council already took seriously the requirements to permit assistance dogs in taxis and were following guidance from the Department for Transport accordingly. It was noted that any submitted complaints would be investigated accordingly, but that officers were not aware of any major issues regarding the refusal of assistance dogs.
- They felt that the current bi-annual requirement for mechanical inspections was suitable and helped to ensure that all taxis, irrespective of age or mileage were maintained to the required standard. It was also noted that an approach to have inspections against certain mileages rather than age, would be difficult to manage with further administrative burdens.
- The 12 year age limit for vehicles was to remain in place, unless exceptional circumstances could be demonstrated, but the age limits on new and replacement vehicles had been relaxed slightly to assist drivers when purchasing vehicles.

RESOLVED

1. to adopt the revised Taxi Licensing Policy with effect from 4th September 2026, with the associated administrative and system changes to be implemented by officers.
2. That authority be delegated to the Lead Licensing Officer, in consultation with Legal Services, to make minor typographical, formatting and administrative amendments, prior to publication.

(7.01pm to 7.14pm)

Exclusion of the Public

Resolved that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for Items 6 & 7 on the grounds that they involved the likely disclosure of exempt information falling within paragraph 1 of Part 1 of Schedule 12A to the Act.

6. Local Government (Miscellaneous Provisions) Act 1976 – Application for a Hackney Carriage/Private Hire Dual Driver's Licence

Public interest statement: It is not in the public interest to disclose the content of the report because the information in it concerns the interests and circumstances of an individual who has an expectation that such information would not normally be released to the public. To do otherwise would establish a precedent for the future treatment of personal information.

The Committee was informed that under the provisions of the Local Government (Miscellaneous Provisions) Act 1976, a district council should not grant a licence to drive a hackney carriage or private hire vehicle unless it was satisfied that the applicant, amongst other criteria, is a fit and proper person to hold such a licence. It was noted by the Committee that there is no statutory definition of what constitutes a fit and proper person, but that Chelmsford City Council had established its own guidelines which the Committee was required to have regard to when determining applications.

The Committee was informed that Driver X had nine endorsed penalty points on their DVLA licence and in line with policy, their application could not be considered under delegated authority, instead it required a Committee decision. The Committee were informed that the points were for two separate speeding offences, one in 2022 and one in 2023, it was noted that the endorsed points for the first offence were set to be removed from their DVLA record in October 2026.

Driver X attended the meeting to speak to the Committee and answer questions. They explained why they had been caught for speeding on the two separate occasions and provided some mitigating reasons, whilst acknowledging that they had committed the offences, but that they understood their mistake and would not repeat them.

RESOLVED that;

1. The licence be granted as the Committee were satisfied that the applicant was a fit and proper person but that it should not take affect before 9th October 2026.

(7.15pm to 7.56pm)

7. Local Government (Miscellaneous Provisions) Act 1976 – Application for a Hackney Carriage/Private Hire Dual Driver's Licence

Public interest statement: It is not in the public interest to disclose the content of the report because the information in it concerns the interests and circumstances of an individual who has an expectation that such information would not normally be released to the public. To do otherwise would establish a precedent for the future treatment of personal information.

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was noted by the Committee that there is no statutory definition of what constitutes a fit and proper person, but that Chelmsford City Council had established its own guidelines which the Committee was required to have regard to when determining applications.

The Committee was informed that Driver X had their licence revoked by the Committee in 2014 as a result of serious convictions arising from an incident in 2012, it was noted that as a result their application for a new licence had been referred to Committee. It was noted that the minimum three year period for violent offences identified in the relevance of convictions policy had elapsed, but that was just a starting point for consideration and that relevant licensing history including their previous revocation could also be considered by the Committee.

Driver X attended the meeting to speak to the Committee and answer questions. They stated that they had changed since the incidents that had taken place a long time ago, that they understood holding a licence was a position of trust and that the Committee should consider their clean criminal record in recent years. They also provided the Committee with their version of events related to the convictions.

RESOLVED that the application be refused as the Committee were not satisfied that the applicant was a fit and proper person.

(7.57pm to 8.39pm)

8. Urgent Business

There were no matters of urgent business.

The meeting closed at 8.39pm

Chair