



St Albans Licensing

Newsletter

March 2022

Trade association

We have been approached by the St. Albans Taxi & Private Hire Association representing many St Albans drivers/operators and we have agreed to meet regularly to discuss matters relating to taxi licensing in order to foster good communication with the trade.

If you are interested in joining the organisation contact info@stpa.org.uk but we would also be happy to speak with other associations representing the trade.

Wheelchair Accessible Contact list

We have a list of hackney carriage drivers with wheelchair accessible vehicles on our website, this list provides contact details so that members of the public are able to contact them and book them directly.

If you would like to be included on this list, and you have a wheelchair accessible vehicle, please contact us on the following email:

licensing@stalbans.gov.uk

Please include the following within your email:

- Your vehicle licence number
- Contact number
- Booking availability (days of the week, hours)
- Do you need 24 hours' notice for a booking

Tax checks on licence renewal applications

From 4 April 2022, the rules are changing if you're applying for a licence for a:

- hackney carriage driver
- private hire driver
- private hire vehicle operator



Any applications received on or after 4 April 2022 will need to provide a tax check code with your renewal application.

What a tax check is:

- A tax check confirms that you're registered for tax, if necessary.
- After you complete the tax check you'll be given a code. You must give it to the licensing authority with your licence application — they will not be able to process your application without it.
- Tax check codes expire after 120 days, so if you make a licence application for another licence after that time you'll need to carry out a new tax check for it.

The online service is not yet available.

You will be able to complete a tax check from early March 2022.

You will be able to complete this tax check on GOV.UK, through your Government Gateway account. You will only need to answer a few questions to tell HMRC how you pay any tax that may be due on income you earn from your licensed trade. If you do not already have a Government Gateway account, you can sign up on GOV.UK.

The tax check should only take a few minutes. There'll be guidance on GOV.UK and anyone who needs extra support will be able to complete the tax check by phone through HMRC's customer helpline.

When you've completed the tax check, you'll get a code. You must give this code to the licensing authority. The licensing body cannot proceed with your licence application or renewal until the tax check is completed and they've received the code. We will only receive confirmation from HMRC that you've completed the tax check, we will not have access to information about your tax affairs.

Parking

We've received a number of complaints recently about vehicles parking/being left idling in various locations around the district. Here are some examples:

- Parking on double yellow lines
- Waiting for an extended period of time in short term drop off locations
- Parking by the barriers in Romeland and Spicer Street

This is a friendly reminder to all our licensed trade to remind you that wherever you park, you are parking in a legal fashion.

Please where possible do not leave vehicles idling when parked for an extended period of time.

Rule 123 of The Highway Code looks at 'The Driver and the Environment'. It states that drivers must not leave a parked vehicle unattended with the engine running or leave a vehicle engine running unnecessarily while the vehicle is stationary on a public road.

Postal Plates and Badges

As you are aware the Council has moved to hybrid working, meaning the Licensing Team work in the office part time. To improve our services to yourselves, we will be introducing a direct fulfilment service. This means your licence plates and badges will be posted directly to you. We will continue to email your paper licences to yourselves. This service will ensure you receive your plates and badges in a timely manner.

Replacement Copies

If you require a replacement copy of your paper licence for either your vehicle licence or driver licence please contact the licensing team with your request and licence number on:

licensing@stalbans.gov.uk

There is a £10.50 fee for a replacement driver paper licence or vehicle paper licence. The fee can be paid here:

<https://www.stalbans.gov.uk/pay-online-taxi-licensing>

Driver News

If there is anything you would like to see included within our next newsletter please get in touch with the Licensing Team on:

licensing@stalbans.gov.uk