

**TO ALL HACKNEY CARRIAGE
AND PRIVATE HIRE DRIVERS
WITH LICENCES EXPIRING ON
OR BY 30 JUNE 2020**

**Culture, Leisure and
Regulatory Services**

Licensing Service
Civic Offices
Guildhall Square
Portsmouth
PO1 2AL

Phone: 023 9283 4604

Our Ref:

Date: 7 April 2020

Dear Licence Holder

**Re: COVID-19 RENEWAL OF HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER
LICENCES EXPIRING ON OR BY 30 JUNE 2020.**

Due to the current Government guidelines and restrictions in relation to the control and spread of the Coronavirus, the Licensing Service is not open to the public and licence holders for the foreseeable future. However, we are still available to contact by email at licensing@portsmouthcc.gov.uk or by telephone on 023 9283 4073.

Given the current restrictions, I have reviewed what mechanism the Council can put in place to ensure that your licences are renewed. For the interim time, it has been decided that your licence will automatically be renewed for a period of 12 months from the expiry of your licence based upon the current information we hold.

IF YOUR CIRCUMSTANCES HAVE CHANGED IN TERMS OF MEDICAL FITNESS, OR IF YOU HAVE BEEN ARRESTED, CONVICTED OR CAUTIONED FOR ANY OFFENCES (INCLUDING MOTORING OFFENCES) SINCE THE LAST RENEWAL OF YOUR LICENCE, HAVE ANY PENDING PROSECUTIONS, OR OTHER CIRCUMSTANCES WHICH MAY AFFECT YOUR SUITABILITY TO CONTINUE TO HOLD A LICENCE THEN YOU MUST CONTACT THE LICENSING OFFICE TO NOTIFY US OF THESE MATTERS AS PROVIDING FALSE OR MISLEADING INFORMATION IS A SERIOUS OFFENCE.

In the forthcoming weeks, licensing staff will contact you directly to provide electronic copies of relevant documents associated with your renewal to us by email (ie, driving licence photo ID card, DVLA check code etc) and to take payment for the renewal fee remotely by way of debit/credit card. Please ensure that you respond to any correspondence you receive from us otherwise we will have no option but to revoke your licence if we are unable to see documentation we have requested or receive payment.

Continued/.....

A copy of your interim authorisation will be sent to you electronically along with this letter together with **important notes that you must read and follow the instructions accordingly.**

Whilst taxis and private hire vehicles can continue to work it is very important to reiterate that the clear advice by the Government is that people should stay at home if possible.

This is the way to save lives and to protect the NHS. The public have been advised to avoid travel unless absolutely essential. The only reasons we should be leaving our houses are set out in the government guidance which is available here:
<https://www.gov.uk/government/publications/full-guidance-on-staying-at-home-and-away-from-others>

The Department for Transport have advised that taxi and private hire drivers should not generally be considered Critical Workers. Those undertaking Home to School transport of "extremely vulnerable" people may be considered Critical Workers on a case-by-case basis.

Please have regard to the latest announcements and updates about the Coronavirus (COVID-19) which can be found on the Government's website at:
<https://www.gov.uk/coronavirus>, the NHS website at
<https://www.nhs.uk/coronavirus> and the Council's website at:
www.Portsmouth.gov.uk

Yours sincerely



Nickii Humphreys
Licensing Manager

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