



Inside this issue...

Vehicle
Compliances

CCTV in Taxis

Children travelling
in Taxis

Staying Safe

Local Government
Reorganisation



VEHICLE SEATING

All vehicles licensed to carry more than four passengers will only be licensed in accordance with the original manufacturer's specification. However, if the Council's authorised Officer deems the layout unsuitable for the conveyance of passengers or the seating does not meet the size requirement, a licence will not be granted. It should not be assumed that permission will automatically be granted.

For example, vehicles that have 'pop-up' or smaller seats in the rear will often not meet the size or layout specification to be licensed for six passengers but could be licensed for four passengers. The extra seats are more suited to children; adults can use them, but only for shorter journeys to ensure comfort, so the extra seats are not suitable to be licensed for hire and reward purposes.

All licensed hackney carriages or private hire vehicles must have a minimum passenger seat width of no less than 43cm per passenger, or the total length across the whole back seating shall be equal to a multiple of 43cm.

Applicants and licensed drivers are strongly advised to contact the licensing office to ensure that any vehicle proposed to be licensed will meet the seating requirements and other terms of the policy such as age and condition requirements.

2026/27 Fees

The licensing fees have been set for 2026/27 and you can view the new fees via: www.broxbourne.gov.uk/taxifees26-27

The Taxi Licensing service needs to recover its costs each year and has increased fees for 2026/27 to do this.

It is proposed that the 50% discount on fully electric vehicles be retained, but a discount reduction applied for hybrid vehicles changing this to 25% to reflect the differences between fully electric and hybrid.

This week, an advert has been placed in the local newspaper giving notice of the new vehicle and operator fees. If you have any comments relating to these fees, please email Licensing@broxbourne.gov.uk within 28 days. Consultation regarding this will close on Thursday, 9 April 2026.



Vehicle Compliances

When you present your vehicle for a compliance, please ensure the vehicle is clean and up to



standard whilst displaying the 'comment' and 'no smoking' signs on display. These should be in place before the compliance check is carried out.

Recent compliance audits have shown that several vehicles did not have 'no comment' signs or 'no smoking' signs present in the vehicle. These are required as per the policy. Currently, the Council allows garages to still pass Vehicle Compliances with an advisory if the required stickers are absent.

If the level of non-compliance for these signs continues, the Council may have to ask garages to start failing non-compliant vehicles and owners will then be required to rebook an assessment once everything is in place.

If you require a new 'comment' or 'no smoking' sign, please contact the Taxi Licensing team.

Medical Certificates

The process has changed for any medicals that have expired after Sunday 1 March 2026. Licensed drivers will be required to provide the new Broxbourne medical form plus a D4 medical form. Both forms are [available on the Council's website](#) under 'additional information'. If you do not have access to a printer, you can collect a D4 form from the Council's reception. The Broxbourne medical certificate will automatically be posted to you.

Please ensure the doctor has completed all relevant parts including the red statement on the Broxbourne medical form.



CCTV in taxis



Currently, it is not part of the Council's licence conditions for taxis or private hire vehicles to have CCTV. If you decide that you would like to install CCTV in your licensed vehicle to provide greater

safety for both yourself and your passengers, there are some rules you must follow as laid down by the Information Commissioner's Office (ICO):

- There must be clear signage in your vehicle to make the public aware of the use of CCTV.
- Conversations between members of the public should NOT be recorded. CCTV can have an audio capacity but this must only be used via a panic button if a threatening situation arises.
- Anyone can make a request to obtain CCTV footage of themselves (Subject Access Request (SAR) or Freedom of Information (FOI)).

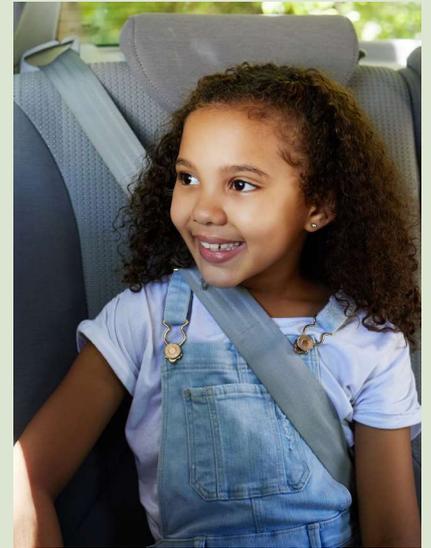
- As a CCTV operator you are not allowed to show images of clearly identifiable people to the media or internet.
- CCTV footage can only be retained for a specific amount of time.
- Installation and operation of CCTV must be in line with the ICO Code of Practice.
- Any equipment that has been installed must not obscure vision or intrude on the passenger, driver or luggage area.
- If you install CCTV in your vehicle this must be registered with the ICO and you must register yourself as data controller. A fee must be paid to the ICO.

If you are registered as a data controller with the ICO you must make sure you are aware of the General Data Protection Regulation (GDPR).

Further information can be obtained from the ICO website www.ico.org.uk. Some guidance is available via: [Surveillance in vehicles | ICO](#).

Children travelling in taxis

The safest way for a child to be secured in a taxi is in an age appropriate child or booster seat until they are 12 years old or 135cm tall. However, drivers of licensed vehicles are NOT required to provide such seats. Instead, children over the age of three must use an adult seat belt on a rear seat. Under no circumstances should a child be allowed to stay in a pushchair.



Staying safe: guidance for taxi drivers



When picking up passengers from the street or taxi ranks, you usually have no information about the passenger's identity, address, or contact details which can make you particularly vulnerable if a problem occurs. Drivers who work at night may also encounter passengers who have consumed too much alcohol, which can sometimes lead to unpredictable behaviour. As a result, taxi drivers may face an increased risk of violence. The [Staying safe: guidance for taxi drivers - GOV.UK](#) will help you to take steps to stay safe.

Proposals for Local Government reorganisation in Hertfordshire

There is a statutory consultation on the reorganisation in Hertfordshire:

[Local government reorganisation in Hertfordshire - GOV.UK](#)

The consultation closes on Thursday 26 March.



New Year New Me

Hertfordshire County Council



Stop smoking Start saving

Quitting smoking is not only good for your health, it's good on your pocket too. Track your savings with the free NHS quit smoking app

For further information contact us on:
0800 389 3998 or text:
SMOKEFREE to **80818**

Funded by
UK Government

