

CITY OF
WOLVERHAMPTON
COUNCIL

Non-Statutory Licensing Committee

08 July 2020

Report title	'My Driver Portal' and Online Registers	
Wards affected	All	
Accountable director	Ross Cook, Director for City Environment	
Originating service	Licensing Services	
Accountable employee	Lorraine Jones	Section Leader - Licensing
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Report to be/has been considered by	None	

Recommendations for noting:

The Non-Statutory Licensing Committee is asked to note:

1. The introduction of an online 'My Driver Portal' and register for all drivers, vehicle proprietors and operators licensed by of City of Wolverhampton Council.

1.0 Purpose

- 1.1 To inform Councillors of the introduction of the 'My Driver Portal' and online 'register' for all drivers, vehicle proprietors and operators licensed by of City of Wolverhampton Council.

2.0 Background

- 2.1 When a driver has a change in circumstances they are required to inform us in writing as part of their conditions of licence.
- 2.2 It is important to ensure that records are kept up to date in order to be able to contact the relevant and correct driver/proprietor or operator in a timely manner in the event of a circumstance or allegation that requires immediate action to be undertaken by Licensing Services.
- 2.3 The 'My Driver Portal' was created to allow a self-help function for drivers to maintain their records online and ensure they are kept up to date as per the conditions of licence issued.
- 2.4 It is a requirement of Section 51(3) of The Local Government (Miscellaneous Provisions) Act 1976 and Section 42 of the Town and Police Clauses Act 1847 to maintain a public register. Traditionally this would be a paper record, as we are working totally electronic, it was a natural step for the register to be electronic and it makes the register more easily accessible.
- 2.5 Section 51(3) of The Local Government (Miscellaneous Provisions) Act 1976 and Section 42 of the Town and Police Clauses Act 1847 requires local authorities to provide free public access to a register of private hire and hackney carriage licences.

3.0 Overview

- 3.1 The introduction of an online portal provides easier access to the information held against licence holders and the ability for licence holders to instantly update the information themselves. This helps to ensure that the data provided is up to date by streamlining the process.
- 3.2 Drivers will have the facility to provide the following information:-
To upload any additional or supporting documentation required to process their licence application
- Any criminal/motoring conviction or caution
 - Any change in name, address or contact details
 - Any change in Private Hire Operator
- 3.3 Vehicle proprietors will have the facility to notify Licensing Services of the following:-
- Any change in name, address or contact details
 - Any change in Private Hire Operator

- Any change in the driver, if the vehicle is licensed by a hire company
- A road traffic accident involving their licensed vehicle – the facility to notify online using the ‘My Driver Portal’ will save hours of resources recording the data involved with accident reporting.
- To request the removal, following repairs, of a Section 68 Suspension notice issued when a vehicle is not fit for use. (An Officer will still inspect the vehicle prior to the suspension being lifted)

3.4 Access to the driver portal is secure. It requires an email address which is specific to the driver, proprietor or operator. That email is then sent an authentication message which the must be confirmed to enable access to the My Driver portal.

3.5 A facility to include news feeds, announcements and advertisements is included. This will be developed and expanded over time to introduce an income stream. Advertisements are expected to include insurance, replacement car hire, repairs, tyres, valeting, etc.

4.0 Financial implications

4.1 The “My Driver Portal” was procured from Idox at a one off cost of £49,000, funded through licensing income. The Online register is part of a wider package of development works ordered from Idox.

4.2 There is a potential income stream from the advertisement function but this has not been costed as part of the development. [HM/30062020/L]

5.0 Legal implications

5.1 Section 42 of the Town and Police Clauses Act 1847 requires local authorities to provide free public access to a register of hackney carriage licences.

5.2 Section 51(3) of The Local Government (Miscellaneous Provisions) Act 1976 requires local authorities to provide free public access to a register of private hire licences. [RP/30062020/B]

6.0 Equalities implications

6.1 There are no direct equalities implications arising from this report.

7.0 Climate change and environmental implications

7.1 There are no climate change and environmental implications.

8.0 Human resources implications

8.1 There are no human resources implications.

9.0 Corporate landlord implications

9.1 There are no corporate landlord implications.

10.0 Covid Implications

10.1 There are no Covid implications arising from this report.

11.0 Schedule of background papers

11.1 There are no background papers associated with this report.