



REPORTING AN ACCIDENT / DAMAGE TO LICENSED VEHICLES

Accidents which have caused damage to licensed vehicles (which materially affect the safety, performance or appearance of the vehicle) **MUST** be reported to Taxi Licensing within **72 hours** (Section 50, Local Government (Miscellaneous Provisions) Act 1976).

Please either telephone (tel: 01205 314214) or call into the Municipal Buildings with the following information to hand:-

- Name of driver and company name (if applicable)
- Registration number and plate number of affected vehicle
- Date and time of accident / incident
- Location of accident /incident
- Damage to the vehicle

An officer from Taxi Licensing will need to inspect the vehicle (no matter how slight the damage). He/she will then discuss the most appropriate action to take (ie no further action to be taken, suspension or rectification within 7 days before suspension).

If suspension is the only option, the vehicle proprietor will receive a Suspension Notice which will stay in force until the vehicle is certified as fit on re-examination by an authorised officer of the Council (depending on the damage this could be either a Licensing Officer or the Council's Mechanic at the Fen Road Garage).

However, if the vehicle is not driveable, or has been taken straight to a garage/repair centre then the vehicle licence will be automatically suspended and the vehicle must undergo a full Certificate of Compliance in order for the suspension notice to be lifted.

Please note: once a vehicle has been suspended, the Certificate of Compliance will not be valid.

If a vehicle that has been suspended and is not produced for re-examination within two months from the date of issue, then the vehicle licence will be deemed to be revoked. Section 68 of the Local Government (Miscellaneous Provisions) Act 1976 refers.

Temporary Replacement Vehicle

If a temporary replacement vehicle has been provided by the Insurance Company this vehicle will need to be treated exactly as a new vehicle, ie a Certificate of Compliance / Insurance Certificate / all relevant fees (licence fee + hire of plate fee + mogo plate fee).

The vehicle licence plate will then be issued following the usual inspection by the Licensing Team.

When the vehicle is no longer required, the plate will need to be returned and the 'hire of plate' fee will then be reimbursed.