

Report to: Licensing Committee Meeting – 11 December 2025

Director Lead: Matthew Finch, Director – Communities & Environment

Lead Officer: Damian Wilkins, Environmental Health & Licensing Manager

Report Summary	
Report Title	Proposed Amendments to the Trailers Section in the Policy for Hackney Carriage & Private Hire Vehicles.
Purpose of Report	To propose an amendment to the Trailer Section of the Policy for Hackney Carriage & Private Hire Vehicles for Members to consider.
Recommendations	That the Licensing Committee approve the amendment of the Trailer Section of Newark & Sherwood District Council's Operational Policy in order facilitate the use of trailers on licensed vehicles.
Reason for Recommendation	The proposal provides a solution to permit the application of Section 19 of the Policy for Hackney Carriage & Private Hire Vehicles.

1.0 Background

- 1.1 In late August 2023, the owner of Fernwood Travel Transport contacted the Licensing Team advising that they had invested in a luggage trailer which they intended to be used with two of their licensed Private Hire Vehicles. The email went on to suggest that one of their vehicles had its interim inspection due, and that both car and trailer could be booked in together.
- 1.2 Unfortunately, we were advised that our 'nominated garage' are unable to supply this service highlighted in the existing operational policy (see **Appendix A**), due to a number of considerations including the equipment used and the expertise required.
- 1.3 However, the Committee requested officers research the topic further and present to a future meeting, proposing an alternative to the removal of the need for the inspection of trailers within the current Hackney Carriage & Private Hire Operational Policy including what the requirements were for an individual using a trailer to ensure its roadworthiness.
- 1.4 Initially officers approached a number of local MOT garages but they were unable to offer this service. However, they suggested we contact trailer providers who may be able to assist. This led to us establishing contact with a representative from the National Trailer and Towing Association ([NTTA](#)).

- 1.5 The NTTA website contains a directory of businesses that both supply and service trailers nationally with a recommendation that commercial trailers are inspected/serviced every 6 months to ensure their safe operation.
- 1.6 In order to proceed with these changes in inspection, officers request that approval be given for amendments to be made to the wording of Section 19 of the operational policy.

2.0 Proposal /Options Considered

- 2.1 Officers request that Members consider the following amendment to the Trailers Section of the Operational Policy as follows:

- a) Parts vii & viii are deleted from the policy;
- b) Insert the following:
 - I. 'Trailers must be serviced every 6 months to ensure their continued safe operation, with evidence of this service being supplied within 7 days to the Licensing Team.
 - II. Servicing must be undertaken at an NTTA approved supplier with a minimum 4-star rating.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Implications Considered			
Yes – relevant and included / NA – not applicable			
Financial	Yes	Equality & Diversity	NA
Human Resources	NA	Human Rights	NA
Legal	Yes	Data Protection	NA
Digital & Cyber Security	NA	Safeguarding	NA
Sustainability	NA	Crime & Disorder	NA
LGR	NA	Tenant Consultation	NA

Financial Implications FIN25-26/9114

- 3.1 There are no direct financial implications arising from the recommendations within this report.

Legal implications

- 3.2 There are no legal implications arising from the recommendations. It is a legitimate function of the Local Authority to regulate vehicles licenced for use as either a hackney carriage or private hire vehicle.
- 3.3 The power to amend the Policy for Hackney Carriage & Private Hire Vehicles is a function of the Licensing Committee delegated by the Council insofar as it relates to the licensing and registration of hackney carriages and private hire vehicle licences, drivers and operators by virtue of Part C of the Newark & Sherwood District Council Constitution dated July 2025.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None