



Lichfield  
District Council

# Taxi and Private Hire

Summer 2025



**Welcome** to our second taxi and private hire newsletter.

Please take time to read through this newsletter which includes information about the new design taxi badges and plates and a reminder about the deadline to complete the new disability awareness training.

## Inside This Issue

[Updated taxi plates and badges](#) | [Car parking at Birmingham International Airport](#) | [Dementia Care Event](#) | [Enforcement Operation](#) | [Disability awareness training](#) | [Taxi rank signage](#) | [Important Reminders](#)

## Updated taxi plates and badges

Following on from the updated taxi policy, we have updated our taxi badges and signs. We will be rolling these out as licences reach renewal, so you will receive new signs and/or badges at your next renewal.

Door stickers will now be replaced with double sided window stickers providing important information to passengers and the dash badge will be replaced with front window badges with the vehicle details visible to passengers approaching the vehicle from the front. The passenger window stickers now include a no-smoking sign to help you comply with this requirement.

We hope the new signs look professional and distinctive to Lichfield District so that our drivers stand out wherever you are in the country.

**Please note that the stickers, badges and plates are now produced by our supplier, so you need to allow at least 3 working days for your items to be produced and delivered.**

### Passenger information side stickers – Hackney Carriage



### Passenger information side stickers – Private Hire



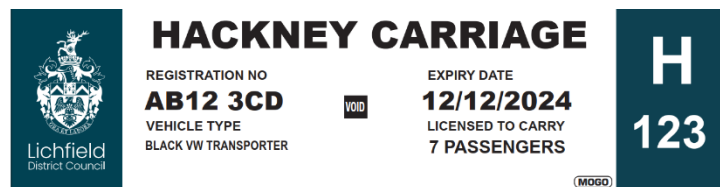
## Passenger information side stickers – Hackney Carriage



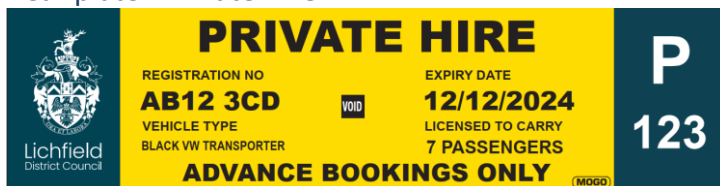
## Passenger information side stickers – Private Hire



## Rear plate - Hackney Carriage



## Rear plate - Private Hire



Full details of the badges and information about where they are to be displayed is available on our website.

[Vehicle licences \(Hackney Carriage and Private Hire\) – Taxi signs, badges and stickers](#)

You will automatically be provided with new signs, badges and stickers at your next renewal. If you would like to update your badges and signs before then you can do so for a small charge:

Item	Cost
Vehicle Plate and front windscreen internal vehicle licence	£20.00
Passenger side window stickers	£24.00

## Car parking at Birmingham airport



There has been a major change to all car parks at Birmingham International Airport. There are no longer barriers at any of the car parks and all are not operated via an ANPR system.

You can pay before you enter, during your stay or after you leave. The charge for your stay at these

car parks must be paid within 24 hours of exit from the car park.

The simplest way to pay is to register for an NCP AutoPay account before you visit. If you chose to pay after your stay you must use Post Pay.

You can register and find out more information here: [Paying with AutoPay and Post Pay | Birmingham Airport Website](#)

If you do not make you correct payment you will be issued with a Parking Charge Notice (PCN). If you do not pay this charge, Birmingham Internal Airport may withdraw permission for you to operate at the airport.

## Dementia Care Event

**Date:** 7 September 2025  
**Time:** 11am – 5pm  
**Venue:** Lord Knight Suite,  
Tally Ho Conference  
& Banqueting Centre

West Midlands police are holding a Dementia Awareness Event on 7 September.

The event will include a number of Dementia Care providers, Dementia support organisations, police as well

as the national ambassador actress Vicky McClure and the Dementia Choir. The event will look at what support can be offered by a range of service providers and will include some useful information for private hire operators and drivers who may come into contact with Dementia patients in the course of their work.

## Enforcement operation



On the evening of 26 April, three members of the regulation and enforcement team carried out an enforcement action on taxis and private hire vehicles in the city centre.

The evening included spot checks on Lichfield licensed vehicles and drivers and checking to make sure taxi ranks were being properly used.

Of the 27 vehicles checked **22 were fully compliant**, 3 were issued with warnings relating to signage and only 1 driver was given a 48 hour suspension.

This is an excellent reflection on our drivers and the standards they uphold for residents and visitors to our District.

We will continue to carry out these operations throughout the year.

Please make sure you are aware of the conditions of your licence/s and the penalties, which are all included in the [taxi policy](#).

## Disability awareness training



### *A reminder!*

Don't forget to complete the Blue Lamp disability awareness course before the deadline of **30 September 2025**.

### *The course*

The course is provided by Blue Lamp Trust.

By the end of the course you will:

- Understand what is meant by the term disability
- Understand the law and legal requirements around disability including duty of care and best practice
- Understand how to load and secure passengers and wheelchairs
- Understand the regulations about assistance dogs

You will only complete the course once however long you keep your badge, unless there are significant changes in the law or best practice.

For new drivers the course will be done at the time of applying.

For existing drivers, you will have until 30 September 2025 to complete this training. A reminder will be sent out in July to anyone who has not completed it by then. You can book directly with Blue Lamp. The course is online with flexible times and dates. The course costs £40.

**[You can book your training session here](#)**

## Safeguarding training

We will now send out a reminder to book your safeguarding course **8 weeks** before it becomes due to give you time to book a course time and date that suits you. We advise you to book onto a course as soon as you receive the email from us to avoid any delays in getting your licence renewed.

If you have any problems, please contact us.

## Important reminders

### Window tints

A reminder that the conditions of your vehicle licence state that no window glass should be tinted in excess of the manufacturer's specifications and no tint film should be fitted to any windows.

### DBS – update service

Please make sure you stay up to date with your subscription to the update service for your DBS certificate. We regularly check your subscription and if it is expired, we may suspend your licence.

### Change of details

Don't forget you need to let us know if you change any of your contact details within 5 working days. This includes your home or business address, your phone number and email address. You can let us know by emailing [taxilicensing@lichfielddc.gov.uk](mailto:taxilicensing@lichfielddc.gov.uk)

### Holidays and other absences

You must also let us know in advance if you are going away for more than 28 days.

### Accident reporting

You must let us know if you are involved in a road traffic accident within 72 hours of the accident happening.

You can report an accident using our form available here [Vehicle licences \(Hackney Carriage and Private Hire\) – Reporting an accident](#)

#### **Contact details:**

Licensing team, Lichfield District Council. Frog Lane, Lichfield, WS13 6YU

Email: [taxilicensing@lichfielddc.gov.uk](mailto:taxilicensing@lichfielddc.gov.uk) | Telephone: 01543 308000

You can also find answers to many of your queries on our website

[Taxi and private hire licences](#)