

Notification if HCV / PHV driver's badge is stolen, lost, damaged or destroyed

As the holder of a hackney carriage / private hire driver's badge, you must, as soon as reasonably practicable, notify the Licensing Section at East Lindsey District Council if your badge is stolen, lost, damaged or destroyed.

Please insert details below:

Name:

Address (including postcode):

Badge Number (if known):

Telephone:

Email address:

Badge has been (please tick): Stolen Lost Destroyed
 Damaged (Please enclose badge if damaged)

FEE TO ACCOMPANY FORM: £2.00 (CHEQUES PAYABLE TO EAST LINDSEY DISTRICT COUNCIL)

N.B. Please note that we no longer accept cash payments for licence application fees. Debit or credit card payments can be taken over the telephone by the Licensing Team.

Information Request: Section 73 of the Local Government (Miscellaneous Provisions) Act 1976

I hereby confirm that my hackney carriage / private hire vehicle driver's badge has been stolen / lost / destroyed / damaged and request that the Licensing Authority issue me with a replacement badge.

In the event of a lost or stolen badge subsequently being found by me, following the issue of a replacement badge by the Licensing Authority, I undertake to return such badge to the Licensing Authority.

Signed:

Date:

To be returned to: Licensing Team,
 East Lindsey District Council,
 Tedder Hall, Manby Park,
 Louth, Lincolnshire LN11 8UP

Tel. No: 01507 601111
E-Mail: licensing@e-lindsey.gov.uk
Website: www.e-lindsey.gov.uk

Your information will be processed in accordance with the law, in particular the Data Protection Act 1998 and the Freedom of Information Act 2000. The information that you provide will only be used for Council purposes unless there is a legal authority to do otherwise.

Data Protection Notice – Taxi and Private Hire Driver Licensing

East Lindsey District Council is a Data Controller and can be contacted at:

Tedder Hall, Manby Park, Louth, Lincolnshire, LN11 8UP

Tel: 01507 601111.

The Data Protection Officer can be contacted at the same address.

East Lindsey District Council has a statutory duty to regulate hackney carriage and private hire vehicle activities in the District. We are collecting your personal data in order to process your licence application under the Town Police Clauses Act 1847 and Local Government (Miscellaneous Provisions) Act 1976 as we are the Licensing Authority.

Your personal data will be shared in the following ways as part of this application:

The law requires us to verify that applicants for driver licences as well as individuals applying for a private hire operator's licence have the right to work in the UK. Where necessary, we may need to verify your information with the Home Office and/or the Department for Work and Pensions (DWP).

The Council is required by law to disclose information about licensed drivers to the Cabinet Office as part of the National Fraud Initiative. More details are available on our website.

The Council may also share personal information with a number of other organisations as part of the licensing process. Such organisations may include the Police, DVLA, Home Office, DWP, and Local Authorities. Any information sharing will be managed in accordance with relevant privacy and data protection legislation.

The Council has a contract with a third party service provider (Intelligent Data Systems (UK) Limited) with regard to the supply of DVLA driver information and which supports the day-to-day operation of our licensing services.

Your data will not be shared with other third parties but may be used for Council purposes, in order to prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation. Some limited licensee information may be made available to the public where relevant legislation requires or permits it and publication is in the public interest. Examples include licensee names and associated badge or licence numbers, together with the status and expiry dates of those licences.

In line with our retention policy your data will be kept for the period of time that you hold a licence with this Authority and then for a further 6 years after your last licence expires. The data will then be deleted / destroyed. We also keep data for six years from the resolution of an unsuccessful licence application or the resolution of legal proceedings.

You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Please contact the Data Protection Officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer.

Any complaints regarding your data should be addressed to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Information Commissioner's Office at:

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Tel: 0303 123 1113

If you do not provide the information required on the form then we will not be able to process your application for a licence. For further information on our Data Protection Policies please go to our website: www.e-lindsey.gov.uk