

ABERDEEN CITY COUNCIL

COMMITTEE	Licensing Sub-Committee
DATE	28 November 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Private Hire Meter Policy
REPORT NUMBER	CORS/25/279
EXECUTIVE DIRECTOR	Andy MacDonald
CHIEF OFFICER	Jenni Lawson
REPORT AUTHOR	Sandy Munro
TERMS OF REFERENCE	17.3

1. PURPOSE OF REPORT

- 1.1 To amend the policy and licence conditions relating to meters in private hire vehicles to align with current practice and the legal position.

2. RECOMMENDATION

That the Sub-Committee:-

- 2.1 Approve the amendments to the Taxi & Private Hire policy and Private Hire Car licence conditions as detailed in Appendix 1

3. CURRENT SITUATION

- 3.1 By law a private hire vehicle may have a meter fitted but does not require to have one fitted. The current policy states that if a meter is fitted when a vehicle is licensed, the meter cannot be removed and similarly, if a meter is not fitted when the vehicle is licensed a meter cannot be installed. That is incongruous with the legal position and accordingly it is recommended that those stipulations are removed.
- 3.2 In order to ensure accuracy any meter must be tested and then sealed by the licensing authority. Accordingly it is suggested that it is made a condition that where a meter is fitted to a private hire vehicle after it has been licensed that vehicle must not be operated for hire until the meter has been examined and sealed by the licensing authority.
- 3.3 Section 21 of the Civic Government (Scotland) Act 1982 states that it is an offence for a person to charge a fare in excess of the tariff set by the licensing authority for the hire of a private hire vehicle which is fitted with a meter. Accordingly, to prevent this scenario it is recommended that the policy remains

that a private hire vehicle fitted with a meter must use the meter to calculate the maximum fare for all journeys within the licensing authority boundaries.

- 3.4 In the interests of clarity it is suggested that the policy be amended to state that where a private hire vehicle does not have a meter fitted the fare for the journey must be agreed in advance with the passenger and that fare must not be altered unless the journey is altered at the request of the passenger.
- 3.5 The proposed amended policy and relevant licensing condition are attached as Appendix 1 to this report.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations of this report.

5. LEGAL IMPLICATIONS

- 5.1 Approving the recommendation will align the policy and conditions with the legal position in this area.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 There are no direct environmental implications arising from the recommendations of this report.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) <small>*taking into account controls/control actions</small>	*Does Target Risk Level Match Appetite Set?
Strategic Risk	N/A			Yes
Compliance	N/A			Yes
Operational	N/A			Yes
Financial	N/A			Yes
Reputational	N/A			Yes
Environment / Climate	N/A			Yes

8. OUTCOMES

8.1 The proposals in this report have no impact on the Council Delivery Plan.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	I confirm this has been discussed and agreed with Jenni Lawson, Chief Officer Governance on 11 November 2025.
Data Protection Impact Assessment	Not required
Other	N/A

10. BACKGROUND PAPERS

10.1 None

11. APPENDICES

11.1 Amended policy and conditions.

12. REPORT AUTHOR CONTACT DETAILS

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