

## Appendix J

### Current Private Hire Vehicle Licence Conditions

#### 1 Signs, notices etc.

- 1.1.1 The vehicle must not be equipped with roof fittings including advertisements and a roof sign. If a wireless aerial is fitted, it must be fitted in such a manner to satisfy the Council;
- 1.1.2 There shall be no lights, plates, signs or other fitting(s) (other than the licence plate) displayed on, in or from the vehicle, except those approved by the Council or displayed to comply with requirements under the current lighting and licensing regulations approved by the Secretary of State;
- 1.1.3 The vehicle shall display on the front nearside and the front offside door the Council approved door stickers identifying the hackney carriage in the design and form supplied by the Council with the licence; and
- 1.1.4 No markings of any nature, other than standard manufacturer's markings, are permitted, except in accordance with the criteria set out below. The Monitoring Officer or Licensing and Enforcement Manager may instruct the vehicle owner to remove any markings deemed inappropriate and/or offensive.

➤ **Permitted Markings:**

Only the company/organisation name and one contact telephone number may be displayed.

➤ **Permitted Location and size of markings:**

Rear passenger doors (total area for markings may not exceed A3 (297mm x 420mm) in size) on each door and/or the rear boot lid

➤ **Permitted Typeface and colour**

Any typeface is permitted provided that the total area of each marking does not exceed the limits above. Markings must be in contrast to the main colour of the vehicle. Any typeface is permitted provided that the total area of each marking does not exceed the limits above. Markings must be in contrast to the main colour of the vehicle. No additional markings will be permitted.

#### 2 Radio microphone

- 2.1 Any radio microphone installed in the vehicle shall be fitted in such a position that its use by the driver would not impair his control of the vehicle when it is in motion.

#### 3 The taximeter

- 3.1 If the vehicle is fitted with a taximeter, that taximeter must be so constructed, securely fitted and maintained as to comply with the following requirements:

- 3.1.1 the taximeter shall be fitted with a key, flag or other device, the turning of which will bring the machinery of the taximeter into action;
- 3.1.2 such key, flag or other device shall be capable of being locked in such a position that the machinery of the taximeter is not in action and that no fare is recorded on the face of the taximeter;
- 3.1.3 when the machinery of the taximeter is in action there shall be recorded on the face of the taximeter in clearly legible figures a fare not exceeding the rate of fare which the proprietor or driver is entitled to demand and take for the hire of the vehicle distance;
- 3.1.4 the taximeter shall be so placed that all letters and figures on the face thereof are at all times plainly visible to any person being conveyed in the vehicle and for that purpose, the letters and figures shall be capable of being suitably illuminated during any period of hiring;
- 3.1.5 the taximeter and all the fittings thereof shall be so affixed to the vehicle with seals or other appliances that it shall not be practicable for any person to tamper with them except by breaking, damaging or permanently displacing the seals or other appliances.

#### **4 Maintenance of the vehicle**

##### **4.1 The vehicle shall:**

- 4.1.1 be of such design to enable any person in the carriage to communicate with the driver;
- 4.1.2 be fitted with a roof or covering which can be kept watertight;
- 4.1.3 each passenger door shall contain a window and a means of opening and closing that window excluding the tailgate;
- 4.1.4 contain seats which must be properly cushioned or covered, all seats must be forward or rear facing;
- 4.1.5 subject to current statutory legislation have one seat belt for every licensed passenger;
- 4.1.6 be provided with a proper carpet, mat or other suitable covering for the floor;
- 4.1.7 contain fittings and furniture kept in a clean condition, safe and well-maintained and in every way fit for public service;
- 4.1.8 be fitted in such a way to enable luggage to be secured if the vehicle is so constructed to carry luggage;
- 4.1.9 be a right hand drive vehicle;
- 4.1.10 be equipped at all times with an appropriate spare wheel or other similar device and a suitable jack and wheel brace;

##### **4.2 The proprietor of the licensed vehicle shall:**

- 4.2.1 Keep the licensed vehicle in a mechanical condition suitable for its use as a hackney carriage vehicle;
- 4.2.2 Keep the exterior of the licensed vehicle, including the windows clean and in good condition;
- 4.2.3 All panels on the vehicle shall be painted in the same colour (must not have panels with unmatched colours or in primer);

- 4.2.4 All panels of the vehicle should be free of body damage, rust or unsatisfactory repairs which adversely affect the appearance of the vehicle (see the 'Rossendale Test');
- 4.2.5 Plates provided by the Council identifying the vehicle as a private hire vehicle shall be affixed to the exterior of the vehicle at the front and rear of the vehicle and displayed at all times throughout the period that the vehicle is licensed as a private hire vehicle. The plate shall be capable of being easily removed by a Constable or duly authorised officer of the Council, should the licence be revoked or suspended.
- 4.2.6 Upon expiry of the licence, the proprietor shall return to the Council the identification plates supplied by the Council;
- 4.2.7 Before the expiry of the sixth month after the issue of the licence, but after the expiry of the fifth month after the issue of the licence, the vehicle shall undertake an MOT inspection and the 'Rossendale Test' at a Council approved MOT testing station. It shall be the responsibility of the proprietor of the vehicle to produce these documents to the Authority forthwith.

## **5 Term of licence**

- 5.1 Private hire vehicle licences shall be granted for a period not exceeding 12 months. Applications for renewal should be submitted no earlier than one calendar month and no later than two weeks before the expiry date of the licence. If an application is received less than two weeks before the expiry of the licence, the Council cannot guarantee the renewal application will be processed before the licence expires. The Licensing and Enforcement Manager will consider exceptional reasons for failing to renew on time.

## **6 Accidents to vehicle**

- 6.1 The proprietor of a hackney carriage shall report to the Council in writing as soon as reasonably practicable, and in any case within 72 hours of the occurrence thereof, any accident to such private hire vehicle causing damage materially affecting the safety, performance or appearance of the private hire vehicle or the comfort or convenience of persons carried therein. Compliance with this condition does not exempt the proprietor from his statutory liability to report accidents to the police.

## **7 Change of address**

- 7.1 The proprietor shall notify the Council in writing of any change of his address during the period of the licence within 7 days of such change taking place.

## **8 Insurance**

- 8.1 The proprietor of any private hire vehicle licensed by the Council shall at the request of any authorised officer of the Council produce for inspection the vehicle licence for such private hire vehicle and the certificate of policy of insurance or security required by Section 143(2) Road Traffic Act 1988.

## **9 Convictions**

- 9.1 The proprietor shall notify the Council within seven days of his (or, if the proprietor is a company or partnership, any director or partner) arrest, charge, receipt of a summons or fixed penalty notice, ASBO or being convicted or cautioned for any offence.

**10 No Smoking Signage**

The display of no smoking signage is a legal requirement for a licensed hackney carriage or private hire vehicle. No smoking signage shall be clearly placed on every passenger window and shall face inwards and outwards and must not be displayed in a manner that obscures the driver's visibility.

**12 Vehicle Windows**

All vehicle windows shall be transparent or if tinted, the front windscreen, front passenger window and drivers window must let at least 75% of light through and all other windows must let at least 70% of light through to the satisfaction of the Authorised Officer. The Council will not licence a vehicle to which a laminating film has been applied.

**13 Retro fitting of Engines**

*All private hire vehicles issued with a new or renewal licence with effect from 20 February 2017 will not be permitted to retro fit an alternative engine into the licensed hackney carriage vehicle unless the engine is of the same or higher Euro standard*

**14 Colour in respect of new grant private hire vehicles**

*With effect from 20<sup>th</sup> February 2017 all new grant for private hire vehicle licences (this does not apply to vehicles licensed before 20 February 2017 and which maintain continual renewal applications) will need to be and maintained any colour other than XXXXXXXX*

**15 CCTV**

*All private hire vehicles issued with a new/ renewal licence with effect from 15 May 2017 will be required to have CCTV fitted that meets or exceeds the Councils specification for CCTV. The system must operate in accordance with the specification*

*The CCTV system must meet or exceed the councils specification for taxi camera systems and must be operational at all times that the vehicle is being used as a licensed vehicle. (i.e. for the carriage of fare paying passengers). The system does not need to be operational during other times (for example when being used for domestic purposes).*

*Video recording must be active at all times. Audio recording must be active whenever an unaccompanied child (i.e. under 18) or vulnerable adult is being carried in the vehicle.*

*In addition, audio recording must be activated by the driver at any time where the driver and customer are involved in a dispute or the driver feels threatened by the behaviour of a passenger.*

*In addition, the following provisions apply to the taxi camera system:-*

*i It must be of a make, type and design previously approved by the Council;*

*ii it must not be changed in any way from its original design, be free of damage and maintained in working condition;*

*iii The vehicle must display appropriate signs, approved by the Council, informing the public that camera surveillance is active in the vehicle.*

*iv The recording system and memory card (or other image memory recording system) must be securely stored within the vehicle and away from public access.*

*v Installation and maintenance must be in accordance with manufacturer's specifications and recommendations.*

*vi The images contained in the recording device can only be downloaded by an Authorised Officer of the Council or Police Officer.*

*(The conditions shown in italics are new licence conditions to reflect implementation of agreed policy)*