

Private Hire Vehicle Conditions

1. All new Private Hire vehicles must be under 5 years of age from date of first registration when new (subject to the Council's exceptional condition criteria)

Vehicles currently licensed as private hire vehicles will be permitted to be re-licensed provided they pass the mechanical inspection. Any replacement vehicle will be required to meet all requirements.

The vehicle must:-

- (a) Not be a 'London' type taxi;
- (b) be a saloon or hatchback type of vehicle and must have at least four doors capable of being opened outwards; or
- (c) be any other suitable vehicle capable of carrying no more than eight passengers with a minimum of two doors to the passenger compartment.

The vehicle will be tested in accordance with the National Inspection Standards, together with the MOT vehicle standards and these conditions.

- (d) if modified to accommodate disabled passengers, shall have been retested after modification to meet European Whole Vehicle Type Approval standards (or the low volume standard for UK vehicles) in respect of all such modifications. The relevant certificate will be required before such a vehicle can be licensed.
- (e) Only be driven by a CBC licensed Hackney Carriage / Private Hire driver. Arrangements shall be made by the Council for drivers to receive training in the loading and unloading of wheelchairs and their passengers and also the care of the passenger in relation to their wheelchair use. The licences of drivers who refuse such training may be suspended or revoked.

2. The vehicle must have a minimum passenger seating capacity for three adults and a maximum capacity for eight adults.
3. No recording CCTV equipment shall be fitted without the written consent of the Council. Consent shall only be considered for a system that complies with

the Information Commissioner's Office (ICO) Code of Practice. Any organisation (including taxi and private hire companies) using cameras to process personal data should follow the recommendations of the code. Companies may also wish to take into account the ICO's 'Privacy notices code of practice' 'Data sharing code of practice' and 'Employment practices code' This is particularly important if surveillance systems will be used to monitor employees..

4. All vehicles, included new, are required to undertake an annual mechanical compliance inspection at the Council's nominated test centre at Luton Borough Council's Transport Depot or Bedford Borough Council's Transport Depot.
5. A second (six monthly) test will be required on any vehicle over the age of 5 years. It can be carried out at any DVSA appointed garage registered to test that class of vehicle.
6. The vehicle must be covered by an Operator's licence issued by the Council.
7. The licensing period runs for 12 months.
8. The vehicle must be covered by an Operator Licence
9. The only permitted signage allowed to be displayed is:-
 - (a) A Central Bedfordshire designed self-adhesive vinyl door sign permanently displayed on the front door panels of each private hire vehicle stating Advance Bookings Only to Validate Insurance (unless written application has been made for, and an exemption certificate has been granted)
 - (b) An advertisement identifying the proprietor of the licensed vehicle or the association of proprietors to which he or she belongs, together with a telephone number on the exterior of the licensed vehicle.
 - (c) the plate (provided by the Council and which shall remain the property of the Council) identifying the vehicle as the Private Hire Vehicle and stating the maximum number of passengers which the Council have licensed the vehicle to carry must be affixed to the vehicle in a conspicuous position on the rear exterior of the vehicle in such a manner as the Council shall prescribe.
 - (d) The Council must be informed immediately should the licence plate showing the number of the Private Hire vehicle be broken, lost or defaced. On no account must a Private Hire vehicle be used for hire

without a plate unless written application has been made for, and an exemption certificate has been granted.

- (e) Any permitted sign must be positioned so as not to impede visibility.
-
- 10. There shall not be included in the inscription of any of the advertisements referred to in these conditions the words 'Cab', 'Taxi', 'Taxi Cab' or 'For Hire'

Tyres must meet the minimum legal tread depth of 1.6mm
 - 11. Radios must be secured in the vehicle.
 - 12. Tinted windows are allowed providing they are fitted during the manufacture of the vehicle and meet all current legal requirements. After market kits are not acceptable.
 - 13. The proprietor of the licensed vehicle shall ensure that the vehicle is insured for use for the carriage of fare paying members of the public at all times and must forward a copy of a certificate of insurance and all subsequent renewals of insurance to the Council's offices. Failure to do so will result in the licence being suspended or revoked.
 - 14. This licence may not be transferred, except with the prior approval of the Council, to another vehicle. Such vehicle must comply with the statutory requirements, the Council's requirements with regard to the licensing of Private Hire vehicles and these conditions.
 - a. Replacement vehicle. A completed transfer form must be submitted with other required documentation and any necessary transfer fee prior to any such vehicle being used as a Private Hire vehicle.
 - b. Change of vehicle ownership. If a proprietor transfers his interest in a vehicle to somebody else, he must immediately give notice of the transfer, in writing, to the Authorised Officer giving the name and address of the new owner. In no circumstances may the vehicle be used as a licensed vehicle by the new owner until the licence has been transferred to that person and all documentation completed and any necessary fees paid.
 - 15. All wheelchairs and users must be properly secured in the vehicle.
 - 16. The vehicle shall have windows fitted on both side and the rear of the passenger compartment. A minimum of one window on each side shall be operable for the purpose of ventilation but restricted whereby a small child would be unable to fall through accidentally.

17. All drivers and vehicle owner/operators must comply with the Disability Discrimination Act at all times.

Convictions

19. The licence holder should immediately, and in any case within 7 days, disclose to the Council in writing the details of any conviction imposed upon him or her (or in the case of a company or partnership, on any of the directors or partners) during the period of the Private Hire vehicle licence.

Change of Address

20. The licence holder must inform the Council of any change of address in writing within seven days of the change of address.

Dual Plating

21. No vehicle will be granted a licence if it is licensed in another district due to the problems of meeting the variance in conditions applied in different district and the enforcement of those conditions. No vehicle can be licensed as both a hackney carriage and a private hire vehicle.

Vehicle Damage

22. The proprietor of any Private Hire vehicle should report to the Authorised Office as soon as reasonably practicable and in any case within 72 hours, the occurrence of any accident involving the vehicle.

Alterations

23. No alterations in the specification, design or appearance of the vehicle shall be made without the approval, in writing, of the appropriate head of Service or the Authorised Officer.

Complaints

24. Any vehicle against which a complaint is laid must be presented to the Authorised Officer within one working day of being so requested for inspection, possible testing and for the driver to answer such complaint.

Inspection

25. The vehicle, including documentation, may be called in for inspection at anytime by the Authorised Officer to ensure compliance. Failure to attend and or show any documentation as requested may lead to suspension or revocation of licence.

Vehicle Checks

26. In the interest of public safety, any vehicle which is suspected of any infringement of legislation or conditions may be stopped by an Authorised Officer at anytime to ensure its fitness to be used as a Private Hire vehicle.

Compliance

27. The responsibility for complying with these conditions, unless otherwise stated, shall be the proprietors and drivers jointly and severally.

Suspension or Revocation

28. The Council has the power to suspend or revoke a licence. In the case of revocation the plate must be returned.

Appeal

29. You may appeal against all or any of the conditions attached to a licence granted to you.
30. You may appeal against the refusal of a licence to you.
31. Any appeal must be made to the Magistrates Court within 21 days.

Legislation

32. Any requirements of Regulation that effect the operations being carried out under the terms of a licence shall be regarded as if they are conditions of that licence.
33. The Council reserve the right to vary, delete or waive any of the foregoing conditions.