



Hackney Carriage Proprietor's Licence

CONDITIONS

The holder of this licence must ensure that:

1. The vehicle and all its fittings and equipment shall at all times be kept in an efficient, safe, tidy and clean condition and all relevant statutory requirements (including in particular those contained in the Motor Vehicles (Construction and Use) Regulations) shall be fully complied with. The vehicle must comply with the manufacturers specification at all times
2. The interior is kept clean, tidy and free of any litter or other rubbish.
3. The vehicle is kept to a high standard of appearance to the complete satisfaction of the Licensing Department. Any scratches, dents, rust and any damage to bumpers or any other external area is repaired within two weeks of any damage being caused or appearing.
4. All windows and doors remain fully operational.
5. Any damage to the vehicle or failure of doors or windows to operate properly is reported in writing to the Licensing Department immediately and no later than 24 hours after the damage or failure occurred.
6. The boot/luggage compartment is kept clear of personal belongings to ensure there is adequate storage for the luggage of passengers.
7. No alterations in the specification, design, or appearance of the vehicle are made without prior approval in writing from the Licensing Department.
8. No signs, notices, advertisements, plates, marks, letters, figures, symbols, emblems or devices whatsoever, (collectively referred to as "signs") are displayed in, on or from the vehicle without prior written approval from the Licensing Department.
9. The following signs are visible to all passengers at all times:
 - A sign approved in writing by the licensing department requesting passengers not to smoke in the vehicle;
 - The current table of fares tariff card;
 - That the payment of fares may be made by credit card (if applicable);
 - Any sign to indicate to passengers, or prospective passengers that the interior of the vehicle is monitored by Closed Circuit Television (if applicable).
10. A roof sign bearing the word "taxi" is plainly and distinctly visible from the front and rear of the vehicle. This sign must have the ability to light up to inform the public that the vehicle is available for hire.
11. No passengers are carried when a space saver type wheel is being used unless to complete a journey during which it has been necessary to change the wheel.
12. The identification plate issued by the Licensing Department bearing the number of the licence is securely fixed to the rear of the vehicle, in such a position that it shall be clearly visible from the rear of the vehicle.

13. The identification card issued by the Licensing Department bearing the number of the licence is placed in the front windscreen on the nearside and remains clearly visible at all times.
14. The Council is informed immediately in the event that the licence plate or card showing the number of the taxi licence is broken, lost or defaced.
15. The licence plate and front windscreen card is returned to the Licensing Department within seven days after the licence to which they refer has expired, is surrendered, revoked or cancelled.
16. A one kilogram dry powder or a one litre foam fire extinguisher is carried in the vehicle at all times. It must not be located in the passenger or driver compartment unless the vehicle is fitted with a partition between passengers and the driver, in which case the fire extinguisher may be fitted in the driver compartment and must be secured with an appropriate restraint. The fire extinguisher shall be fitted with a gauge to show the state of charge and should be manufactured to satisfy the relevant BSEN accreditation.
17. A first aid kit is carried in the vehicle at all times.
18. An approved taximeter is installed and safely secured at all times in a position which is clearly visible to all passengers in the vehicle.
19. The taximeter:
 - is set to the IWC current approved Table of Fares and must be used for all journeys;
 - is sealed by the Licensing Department and is not tampered with;
 - when in operation, the fare is clearly displayed on the face of the meter in clear view of all passengers.
20. The vehicle is not fitted with photographic, video or CCTV equipment without prior written approval from the Licensing Department.
21. The vehicle does not enter a rank if by doing so means the number of vehicles would then exceed the number for which the rank is appointed, at any time.
22. The vehicle does not tow a trailer unless evidence of valid insurance to cover such use for hire and reward has been produced to the Licensing Department. If a trailer is used the vehicle licence plate giving the licence number is clearly displayed on the rear of any trailer used, this sign being in addition to that on the rear of the vehicle.
23. If the interest in the vehicle is transferred to another person, notice must be given in writing to the Licensing Department, stating the name and address of the transferee at least 24 hours before the transfer takes place.
24. Within 7 days of any convictions imposed on any person specified in the Private Hire Operator's Licence application form, including any joint proprietors, director or partner

during the period of the licence, the Licensing Department is informed in writing of the full details of the offence including the exact details of the offence and the sentence.

25. Any change of address of the proprietor is notified in writing to the licensing department not more than seven days after the change.
26. All correspondence with the licensing authority is submitted in writing.
27. Ensure that all correspondence with the Licensing Department is submitted in writing.

Specific Vehicles

All Estate Type

The vehicle is fitted with a grille sufficient to prevent luggage carried in the rear compartment from coming into contact with persons in the rear seat.

MPV or Mini Bus

Any luggage which occupies the passenger compartment is separated from passengers in a safe manner and does not obstruct any passage way or exit door.

Wheelchair Accessible Vehicle

The wheelchair ramps are kept with the vehicle at all times.

Any other bespoke condition specific to the vehicle.