

**BOROUGH OF NEWCASTLE-UNDER-LYME**

**STANDARD CONDITIONS ATTACHED TO A PRIVATE  
HIRE VEHICLE LICENCE**

**LOCAL GOVERNMENT (MISCELLANEOUS  
PROVISIONS) ACT, 1976**

**LICENCE COMMENCES:** «uupdate2»

**LICENCE EXPIRES:** «uupdate3»

**LICENSEE:** «appname»

**1. MAINTENANCE OF VEHICLE**

The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire be kept in an efficient, safe, tidy and clean condition and all relevant statutory requirements (including in particular those contained in Motor Vehicles (Construction and Use) Regulations) shall be fully complied with.

**2. ALTERATION OF VEHICLE**

No material alteration or change in the specification, design, condition or appearance of the vehicle shall be made without the approval of the Council at any time while the licence is in force.

**3. IDENTIFICATION PLATE**

(1) The plate identifying the vehicle as a private hire vehicle and bearing the number corresponding with the number of the licence issued under Section 48 of the Local Government (Miscellaneous Provisions) Act, 1976 authorising the vehicle to be used as a private hire vehicle within the district shall be fixed and displayed outside and on the rear of the vehicle either immediately above or below the bumper in such a position as not to obscure the vehicle's registration mark, with the particulars thereon facing outwards and in such manner and place that the plate is clearly visible by daylight from the road at the rear of the vehicle and is easily removable by an authorised officer of the Council or a Police Constable.

(2) The licence plate shall remain the property of the Council. If the proprietor transfers his interest in the vehicle to a person other than the proprietor whose name is specified in the licence or if the proprietor ceases to hold the licence he shall within seven days of the transfer, or of ceasing to hold the licence return the plate to the Council at its

principal office. This is in addition to such requirement being exercised by the Council if the licence should be revoked or suspended.

**4. INTERIOR MARKINGS**

The proprietor shall cause to be clearly displayed and maintained inside the vehicle in such a position as to be visible at all times to persons conveyed therein the number of this licence and the number of passengers prescribed in this licence.

**5. SAFETY EQUIPMENT**

There shall be provided and maintained in the vehicle by the proprietor at all times when the vehicle is in use or available for hire a fire extinguisher of a make and type approved by the Council such fire extinguisher to be maintained in good working order at all times, and also a first aid kit containing such first aid dressings and appliances as are specified by the Council such equipment to be carried in such a position in the vehicle as to be readily visible and available for immediate use.

**6. SIGNS, NOTICES ETC.**

- (a) There shall be attached to the vehicle adhesive signs provided by the Council with the words Private Hire – Pre Booked Journeys Only.
- (b) There may be displayed on the vehicle, at the option of the proprietor, the proprietors name or trade name and business telephone number and if so again on the two front doors.

The lettering for such signs should not exceed 2" high with appropriate spacing, the style and colour of such lettering to be first approved by the Council's Licensing Department.

- (c) Subject to the provision of (a) and (b) above and to the requirement to display the identification plate referred to in condition 3 thereof, there shall not be displayed on, or from the vehicle, any signs, notices, advertisements, plates, marks, numbers, letters, figures, symbols, emblems or devices whatsoever.

**7. CHANGE OF ADDRESS**

The proprietor, or if there is more than one, each of them, shall disclose to the Council in writing any change of his or their address during the period of the licence within seven days of such change taking place; if the proprietor is a limited company its address for the purposes of this condition shall be that of its registered office and if different also that of its principal place of business.

8. **CONVICTIONS**

The proprietor shall within seven days disclose to the Council in writing details of any conviction imposed on him (or, if the proprietor is a company or partnership, on any of the directors, secretary or partners) during the period of the licence.

9. **DEPOSIT OF DRIVERS' LICENCES**

If the proprietor permits or employs any other person to drive the vehicle as a private hire vehicle, he shall before that person commences to drive the vehicle cause the driver to deliver to him his private hire driver's licence for retention until such time as the driver ceases to be permitted or employed to drive the vehicle or any other vehicle of his.

**NOTE:-**

It is an offence for a person to employ a person to drive a private hire vehicle unless the driver holds a current private hire drivers licence and for a person to drive a private hire vehicle unless he holds a private hire drivers licence.

10. **RECEIPTS**

If requested by a hirer, the proprietor shall issue to the hirer a receipt in respect of the fare charged for the hiring.

11. **INSURANCE**

Before the vehicle is used as a private hire vehicle such insurances or securities as are required under Part VI of the Road Traffic Act, 1988 shall be obtained in respect of the vehicle and, the proprietor of the vehicle shall at all times during the currency of the licence keep in force, in relation to the user of the vehicle, such insurances or securities and the certificate in respect of the policy of insurance or security shall be produced to the Council's Licensing Section for inspection when requested by him.

12. **ACCIDENTS**

The proprietor shall report to the Council's Licensing Section as soon as reasonably practicable, and in any case within 72 hours, of the occurrence of any accident involving the vehicle which causes damage materially affecting the safety, performance or appearance of the vehicle or the comfort or convenience of persons carried therein.

**13. TRANSFER OF OWNERSHIP**

If the proprietor of a private hire vehicle, in respect of which a vehicle licence has been granted by the Council, transfers his interest, in that private hire vehicle to a person other than the proprietor whose name is specified in the licence he shall within seven days after such transfer give notice in writing thereof to the Licensing Department of the Borough Council specifying the name and address of the person to whom the Private Hire Vehicle has been transferred, together with the appropriate fee.

**14. VEHICLE INSPECTION**

On receipt of a notice by the Licensing Department of the Council, a proprietor shall present the Private Hire vehicle for inspection and testing on behalf of the Council within such period and at such place within the area of the Council as is specified in the said notice provided that a proprietor shall not be required to present the same private hire vehicle for inspection and testing on more than three separate occasions during any one period of 12 months.

**15. LOCATION OF VEHICLE**

The proprietor of a private hire vehicle shall, within such period as the Council may by notice from the Licensing Section reasonably require, state, in writing, the address of every place where such vehicle is kept when not in use and shall, if the Council so require, afford to them such facilities as may be reasonably necessary to enable them to cause such vehicle to be inspected and tested there.

**16. CONVEYANCE OF PERSONS**

The proprietor of a private hire vehicle shall not cause or suffer or permit to be conveyed in the vehicle a greater number of persons exclusive of the driver than the number of persons specified in the licence provided.

**17. REAR SEAT BELTS**

All vehicles licensed as a private hire vehicle, with the exception of any statutory exemptions, shall have rear seat belts fitted. Under the Road Traffic Act, 1988, any child under the age of 14 years in the rear of such a vehicle must wear a seat belt and it is an offence under the Act for a person without reasonable excuse to drive the vehicle on a road unless the child is wearing a seat belt in conformity with the regulations.

18. The Council may vary all or any of the conditions herein contained at any time.