

HACKNEY CARRIAGE VEHICLE LICENCE CONDITIONS.
(Proposed Conditions)

Epping Forest District Council is the licensing authority in respect of Hackney Carriages. On granting a licence it will impose the following conditions which it considers are reasonably necessary for the regulation of hackney carriages in its district. All applications that fall outside these conditions will be referred to the licensing sub-committee for determination and may incur additional costs to be paid by the applicant.

VEHICLE LICENCE

Term of Licence

1. A Hackney Carriage Vehicle Licence shall be renewed annually.

Signs

2. A plate, bearing the number of the licence and the number of passengers for which the vehicle is licensed, shall be displayed in a vertical position, and fixed firmly to the outside of the vehicle close to the rear number plate. The vehicle shall not be used to convey a greater number of passengers than shown on the plate and licence. The plate must be returned to the Council on termination of the licence.
3. Window signs, as supplied by the Council, shall be displayed on each passenger window of the vehicle.
4. A driver shall not conceal from public view or deface the Hackney Carriage plate. The plate shall be kept clean.
5. A Hackney Carriage shall be required to display a roof sign capable of being illuminated, and showing to the front and rear the word "TAXI", the light for which can be extinguished when the vehicle is under hire. London style taxis with signs forming an integral part of the roof are exempt from the regulation.
6. The trade name, address and telephone number of the operator may be displayed on the doors of the vehicle and/or on a maximum three inches depth advertisement panel in the rear window in a position not restricting rearward vision.

Vehicle Specification

7. All vehicles shall be in satisfactory mechanical order and body condition and in operational order in every respect. Vehicles shall have:
 - a) A minimum of four doors, each adjacent to a seat and capable of being opened from the inside of the vehicle.

- b) Seats with a minimum width of not less than 43cm per person.
- c) Accommodation for not less than four passengers.
- d) Be capable of carrying a wheelchair in a reasonable manner.
- e) The vehicle shall have a minimum headroom of five feet.
- f) An adequate heating system for the passengers.
- g) Internal panelling or trimmed with such materials as would be suitable for passenger comfort and sound insulation.
- h) A serviceable spare tyre or run flat type of tyre, jacking equipment and wheel brace.
- i) Adequate luggage facilities and either have a separate luggage compartment or a fixed screen (of sufficient construction to protect passengers from injury from items in the luggage compartment) between the rear seat and the luggage compartment which shall be kept in position at all times. This condition shall not apply to people carriers or multi purposes vehicles.
- j) Be equipped with fully functional nearside and offside exterior rear view mirrors.

Vehicle Inspections

- 7. If the vehicle is less than five years old the driver of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection six months after the date when the licence is issued at premises that are approved by the Council.
- 8. If the vehicle is over five years old the driver of a Hackney Carriage vehicle shall submit the vehicle for mechanical and/or such other inspection as the Council every four months after the date that the licence was issued at premises that are approved by the Council.
- 9. The Council may require a vehicle to be inspected at any other time.
- 10. The interim inspection reports must be submitted when renewing the vehicle licence.

Accidents

- 11. Without prejudice to any statutory duty imposed under the Road Traffic Acts, the proprietor of a Hackney Carriage shall report to the Council as soon as reasonably practicable, and in any case within seventy two hours of the

occurrence of any accident causing damage which materially affects the safety, performance or appearance of the vehicle, or the comfort or convenience of persons carried in the vehicle. The licence holder must present the vehicle for inspection immediately if required by the Council. In the event that the vehicle fails an examination for serious body damage or mechanical defects it shall be subject to prohibition by written notice for use as a Hackney Carriage, until such time as the defect has been corrected to the satisfaction of the Council.

Advertising

12. Product advertising is permitted on the doors subject to the Council retaining the right to request removal of any particular advertisement that is felt to be unsuitable.

Condition of the Vehicle

13. The inside and outside of a Hackney Carriage vehicle shall be kept clean and free from damage, well maintained and in every way fit for public service.

Safety Equipment.

14. A Non Halon Fire Extinguisher conforming to BS5423 shall be carried and be readily available for use.

Failure to comply with any of the conditions will result in a referral to licensing panel for consideration of suspension or revocation of licence.

“The authority is under a duty to protect public funds it administers, and to this end may use information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes”

DRIVER'S LICENCE

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Conduct of Driver

1. No person shall drive a vehicle licenced as a Hackney Carriage without a Hackney Carriage Driver's Licence which must be renewed annually. The holder shall also produce that Licence for examination by his proprietor, both at the commencement of his employment and immediately after its renewal.
2. The driver be clean, respectable and act with civility towards every person travelling in the vehicle and shall comply with their reasonable requirements.

NB. Minimum standards of dress prohibit the wearing of vests or singlets. Shorts may be worn only if properly tailored and of sufficient length when the driver is seated as not to offend against decency

3. The driver is not permitted to smoke in the vehicle at any time even when the vehicle has no passengers.
4. The driver must take all reasonable precautions to ensure the safety of persons travelling in or alighting from such vehicles.
5. If a driver carries a hirer to a certain place and the hirer asks the driver to wait, the driver may ask for his fare for driving there and ask also for a deposit against the waiting time. After accepting such a deposit, the driver shall not drive away without the consent of the hirer.
6. The driver of a Hackney Carriage who shall have agreed or shall have been hired to be in attendance with the vehicle at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such vehicle at the appointed time and place.
7. When picking up the hirer, the driver shall make his presence known in person and shall not attract the hirer's attention by sounding the car horn, shouting or making any other disturbing noise.
8. The driver of a Hackney Carriage, when hired to drive to any particular destination shall, subject to any directions given by the hirer, proceed to that destination by the shortest available route.

Badges

9. A driver shall, at all times, display his badge so that it is clearly visible.
10. The driver will return their badges to the Licensing Section upon the expiry, revocation or suspension of their licence.
11. After the expiry date shown on any drivers licence that is no longer valid any badge must be returned to the Licensing Section immediately.
12. A Licence holder, on changing his address shall notify the Council of such a change within seven days.

Insurance /MOT/ Licence.

13. The appropriate MOT Certificate and insurance documents covering the use of that vehicle and driver shall be produced within seven days when required by the Council. A copy of these documents shall also be carried on the vehicle and must produce them on request by an authorised officer of the Council or a police officer.
14. The driver of a Hackney Carriage shall produce his Licence on request for inspection by an authorised officer of the Council, or any police officer

Passengers and Luggage

15. A driver shall not carry or permit to be carried in his vehicle any greater number of persons than the number specified in the licence issued to that particular vehicle and must not refuse to carry fewer persons than the number marked on the plate
16. Once a Hackney Carriage has been hired, a driver shall not carry anyone else during that hire, without the CONSENT of the first hirer.
17. Adequate luggage facilities must be provided, ensuring its safety and the driver shall, when requested by the hirer:
 - a. Afford reasonable assistance in loading and unloading such luggage
 - b. Afford reasonable assistance in removing such luggage to or from the entrance of any building, station or place at which he may take up or set down such person.
 - c. Take reasonable precautions to ensure the safety of persons entering or alighting from the vehicle.

Lost Property

17. The driver of a Hackney Carriage shall immediately after the termination of the hiring search the vehicle for any property, which may have been accidentally left therein. The driver shall on finding such property, carry it as soon as possible and in any case within 48 hours, to his operator.

Animals

18. Any animal belonging to or in the custody of any passenger can be conveyed in a Licenced vehicle at the driver's discretion.
19. Any driver of a Licenced vehicle which has been hired by or for a disabled person with their guide, hearing or prescribed assistance dog, or a person who wishes such a person to accompany him or her in the vehicle will have a duty to:-
 - a. Convey the disabled passenger's dog and allow it to remain with the passenger, and
 - b. Are not to make any additional charge for doing so.

An assistance dog is defined by regulations as a dog which is trained by a specified charity i.e. "Dogs for the disabled", "Support Dogs" or "Canine Partners for Independence", to assist a disabled person with physical impairment and which at the time that its owner hires a taxi is wearing a yellow jacket inscribed with the name of a charity.

20. A driver shall only be exempt from condition 30 on medical grounds and has obtained an exemption notice from the Council. The notice of exemption shall be displayed in a prominent position.

Fares

21. The driver shall not demand from the hirer a fare in excess of any previously agreed fare for that hiring.
22. Where a tariff is enforced, a tariff card shall be displayed on the inside of the vehicle in such a position as to be plainly visible to persons travelling in the vehicle.

Use of Hackney Carriage

23. No driver, licensed or otherwise, shall act as a Hackney Carriage driver without the consent of the owner of the Hackney Carriage.
24. A driver shall not leave his Hackney Carriage unattended in a public place, the Police being authorised to tow it away under such circumstances.

25. A driver shall not obstruct or hinder another Hackney Carriage driver in any way.

Knowledge Test

26. Prior to the grant of a licence a driver must have successfully completed a knowledge test

Criminal Convictions

27. In the event that a Licence holder is charged or summoned for any alleged criminal offence, then he shall within seven days of being charged or on receipt of the summons (as the case may be) report the fact, in writing, to the Licensing authority, giving particulars of each alleged offence and in which court the proceedings are pending.
28. In the event that a Licence holder is convicted of any criminal offence, he shall within seven days of such conviction report such conviction in writing to the Council, and give particulars of each conviction and any penalty points imposed in respect of it. **All driving offences shall be reported to the Council (this also includes a totting up of points.)**
29. Following any conviction or the issue of a fixed penalty, notice which results in penalty points being endorsed on the Licence holder's DVLA driving Licence, that Licence must be produced to the Council within seven working days of its return from the DVLA or a Court or a Fixed Penalty Office, following the endorsement of the offence thereon.

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