



## CONDITIONS ATTACHING TO PRIVATE HIRE VEHICLE LICENCES

- Definition Clause** “The Council” means the Vale of Glamorgan Council.  
“Vehicle” means a Private Hire Vehicle as defined by Section 80 Local Government (Miscellaneous Provisions) Act, 1976.
- Vehicle to be suitable in type and design**
1. The vehicle shall be suitable in type and design for use as a private hire vehicle. Any dispute to be decided by the Council as Licensing Authority.
  2. The vehicle shall not be white with a black bonnet.
  3. The vehicle shall be kept in good repair and condition at all times.
- Fire extinguisher to be carried**
4. A fire extinguisher shall be carried at all times in the vehicle. This fire extinguisher shall be a 1 kg dry powder or other suitable type extinguisher giving a minimum 5A/21B rating as defined in BSEN 3-4 British Standard for portable fire extinguishers. It must be secured in a suitable place within the vehicle. All fire extinguishers should conform to British Standard EN3 and be examined annually by a suitably qualified person in accordance with that standard.
- Licence disc and certificate to be displayed**
5. The proprietor shall at all times ensure that there shall be clearly displayed on the outside of the vehicle:
    - (a) at the rear, the vehicle licence plate or disc;
    - (b) on each front door, the adhesive private hire vehicle identification sticker, supplied by the Council, permanently fixed to each door with the identification stickers adhesive backing;
    - (c) on the left hand side of the windscreen of the vehicle, in such a position that it can be easily seen from the front of the vehicle, the certificate issued by the Council indicating that the vehicle is licensed as a Private Hire vehicle.
- Licence plate or disc to remain the property of**
6. The vehicle licence plate or disc shall remain the property of the Council and shall be returned to the

<b>the Council and to be returned</b>	Council on the revocation, suspension or non-renewal of this licence or if the vehicle is destroyed or ceases to be used for private hire purposes.
<b>Maximum number of passengers</b>	7. The number of passengers to be carried in the vehicle at any one time shall not exceed the maximum permitted number.
<b>Council to be informed of place where vehicle is kept</b>	8. The proprietor of the vehicle shall notify the Council immediately if the place at which the vehicle is normally kept, when not in use, is changed.
<b>Taximeter if fitted, to comply with bylaws</b>	9. If the vehicle is fitted with a taximeter, that meter shall comply with the relevant provisions of the by-laws in force within the Vale of Glamorgan Council area pertaining to the construction, attachment and maintenance of taximeters in hackney carriages. The taximeter should be so fitted so that it does not impair the comfort of passengers.
<b>No adverts to be displayed except as approved by the Council</b>	10. No signs or advertisements shall be displayed in, on or from the vehicle unless first approved in writing by the Council.
<b>Vehicle to be kept clean</b>	11. The interior of the vehicle (including the windows, signs, advertisements and fittings) shall be kept clean and maintained fit for public service.

12. The vehicle must comply with the following requirements:

(a) **Construction** - The vehicle must be constructed and maintained so as to be safe and comfortable and have doors of such width and which open sufficiently to allow easy access into and out of the vehicle. All vehicles shall be fitted with a right hand drive and four doors with the exception of the minibus type of vehicle which should have a minimum of two doors provided for the exclusive use of passengers.

(b) **Height (inside)** - The height above the front and rear seats of the vehicle must not be less than 32 inches (812mm) measured from the top of the seat cushions to the roof.

(c) **Knee space** - The distance between the rear of the front seats and the front edge must not be less than 8 inches (203.2mm).

(d) **Seats (width)** - The width of the rear seat from the back to the front edge must not be less than 18 inches (457mm).

(e) **Rear seat (length)** - The length of the rear seat measured along the centre of the seat must be at least 16 inches (406.4mm) per person.

(f) **Body shell/structure** - Including doors, panels, wings bumpers to be in good condition, free from rust, holes, broken metal or any other visible damage.

If a vehicle is found to be a 'major damage write-off' then letters of declaration will

be required; one from the vehicle manufacturer, or an authorised HPI inspection centre, stating the vehicle has been repaired to the manufacturer's specification, and they were aware that the vehicle was once a total loss, and were still prepared to provide the necessary insurance.

If at any time whilst the vehicle is licensed it becomes a major damage write-off the licence will be suspended, until such time as the declarations indicated above have been received. In instances where the vehicle is not recorded as being a "major damage write-off" through the HPI check, but where on inspection by the Council's testing mechanic major structural repairs are apparent e.g. to the monocoque construction, a licence will not be issued, or if previously issued suspended, until letters of declaration as stated above have been received.

- (g) **Paint work** - To be uniform one or two colours and to be of the colour recorded on the Registration Book. (NB: The vehicle shall not be white with a black bonnet).
- (h) **Seat coverings** - To be in good condition, clean and free from any tears, damage, grease or any other contamination.
- (i) **Floor coverings** - To be in good condition, clean and free from any contamination.
- (j) **Interior trim** - To be in good condition, clean and free from any tears, damage, grease or any other contamination.
- (k) **Door hinges and locks** - To be in good order all working, and doors to be seated correctly when closed.
- (l) **Windscreen and windows** - To be in good clean condition.
- (m) **Spare wheel, brace and jack** - Each vehicle is to carry a spare wheel to be in good condition and to be carried in an easily accessible position on all vehicles, or an alternative arrangement regarding the replacement of wheels should first be submitted to the Council in writing and accepted and approved by the Council.
- (n) **Boot or luggage compartment** - To be clean and free for the accommodation of passengers luggage.
- (o) **Oil leaks** - Engine to be free from oil leaks.
- (p) **Interior and exterior fittings** - No fittings or signs to be attached inside or outside vehicles unless approved by the Council.
- (q) **Underseal** - Shall not extend beyond the upper limit of the sill on any vehicle unless applied as part of the original manufacturing process.

**Appearance of the vehicle not to be altered without consent of the Council** 13.No alterations shall be made to the appearance of the vehicle without the prior written consent of the Council.

**Vehicle to be presented for examination upon renewal and as required by the** 14.The vehicle shall be presented for examination on application for a renewal of the licence. The vehicle shall also be presented for examination at

**Council** such other times and at such places as required by the Council. Vehicles will be accepted for testing up to ten days prior to and including the exact date on which the test is required. This condition is without prejudice to the powers Local Government (Miscellaneous Provisions) Act, 1976.

**Council to be informed when vehicle sold** 15. Within 14 days of the transfer of the vehicle to another person or persons the Council shall be furnished in writing with the name(s) and address(es) of the transferee(s).

**Certain accidents to be reported to Council** 16. Any accident causing damage materially affecting the safety, performance or appearance of the vehicle or the comfort or convenience of the passengers carried therein shall be reported to the Council as soon as reasonably practicable and in any case within seventy-two hours of the occurrence thereof.

**Scanners/CB radios** 17. A frequency scanner shall not be fitted into or carried within any vehicle. If a citizens band radio is fitted or carried within a vehicle, it must be licensed and must not be used when carrying passengers except in an emergency..

18. A copy of the current insurance certificate must be carried in the vehicle at all times.

**Note 1:** Any authorised officer of the Council or any constable has the power at all reasonable times to inspect and test for the purpose of ascertaining its fitness, any hackney carriage or private hire vehicle licensed by a District Council or any taximeter affixed to such a vehicle, and if he/she is not satisfied to the fitness of the hackney carriage or private hire vehicle or as to the accuracy of its taximeter he/she may by notice in writing require the proprietor of the hackney carriage or private hire vehicle to make its taximeter available for further inspection and testing at such reasonable time and place as may be specified in the notice and suspend the vehicle licence until such time as an authorised officer or constable is so satisfied.

**Note 2:** The licence is issued subject to the provisions of Part II of the Local Government (Miscellaneous Provisions) Act 1976 and the proprietor is strongly advised to make himself/herself aware of the relevant provisions.

**Note 3.** The proprietor of the vehicle shall not allow as the driver thereof for the purpose of any hiring any person who does not have in force a current private hire vehicle driver's licence.

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