

Private Hire and Hackney Carriage Drivers Conditions

1. Standard of Service

During the period of the licence the driver shall at all times:

- (a) Be clean and tidy in both appearance in dress and person and shall behave in an orderly and civil manner towards every person seeking to hire, or hiring or being conveyed in the vehicle
- (b) Afford all reasonable assistance with luggage and be polite and civil
- (c) Wear at all times when on duty, the driver's badge issued by the Council, in a prominent position when driving the vehicle, so it can easily be seen by the passenger
- (d) Ensure that when a vehicle has been hired to attend at an appointed time and place the driver shall, unless delayed or prevented by sufficient cause, attend punctually and provide a receipt if requested
- (e) Ensure that any property left in a vehicle is taken to your Operator to make all relevant enquiries to reunite it with the owner.

2. Personal Conduct

- (a) It will be the responsibility of the driver to ensure that all current legislation is complied with in respect of the wearing of seat belts as per the Highway Code. Private Hire Drivers are not exempt
- (b) The driver shall not, without the consent of the hirer, drink, eat or permit noise to be emitted by any in car entertainment unit to the annoyance of the hirer. Drivers are not allowed to eat or drink whilst the vehicle is moving and under their control.
- (c) The driver shall not, except with the consent of the hirer, play any radio or sound reproducing equipment in the vehicle. In addition, they will not cause or permit any radio or sound reproducing equipment installed in the vehicle to be a source of nuisance or annoyance to any persons whether inside or outside the vehicle.

3. Notifications

A driver must inform the Council of the following in writing within the following periods:

- (a) A change of address shall be reported in writing within seven days
- (b) Any convictions for any offence incurred by him during the period of the licence reported in writing within seven days (this includes fixed penalty ticket offences warnings and cautions or speed awareness courses)
- (c) The details of any road accident in which a licensed vehicle has been involved shall be reported to the Council in writing or by email within 72 hours
- (d) A change of Private Hire Operator shall be reported in writing within seven days
- (e) Where a licence holder has been subject to arrest by the Police or Immigration Service, they for any matter they must inform the Council within 48 hours after release from custody and in any case as soon as practicable

4. Return of Drivers Badge

- (a) A driver must return his drivers badge to the Council as soon as the licence ceases to be in force.

5. Hiring - Private Hire Vehicles

The driver of a Private Hire Vehicle shall not ply for hire or otherwise:

- (a) Tout or solicit on a road or other public place any person to hire or to be carried for hire in any Private Hire Vehicle
- (b) Cause or procure any other person to tout or solicit on a road or other public place any person to hire or be carried for hire any Private Hire Vehicle
- (c) Offer the vehicle for immediate hire while the driver or that vehicle is on a road or public place
- (d) Accept an offer for the immediate hire of the vehicle whilst on a road or other public place except when such offer is FIRST communicated to the driver by telephone or other means fitted to the vehicle
- (e) Demand from any hirer of a Private Hire Vehicle without a meter, a fare in excess of any previously agreed for that hiring between the hirer and the Operator.

6. Licence

- (a) The driver shall deposit their (original, not copy) Private Hire/Hackney Carriage drivers' licence with the Private Hire Operator with whom he is currently working. On leaving the operator this must be collected by the driver and shown to the licensing authority before a new operator will be accepted.

7. Destination

- (a) The driver of a Hackney Carriage or Private Hire Vehicle when hired to drive to any particular destination shall not, without reasonable cause, unnecessarily prolong in distance or in time the journey for which the Hackney Carriage or Private Hire Vehicle has been hired.

8. Renewal/Application processes

- (a) During the term of a three-year licence the driver will undergo a six month Disclosure and Barring Service (DBS) and Driver and Vehicle Licensing Agency (DVLA) checks and the licence holder will be required to carry out the following:

Subscribe to the DBS Update Service to enable the Council to carry out the appropriate annual check.

Failure to comply with this requirement will result in the suspension of the licence until the result of such a check has been received, on the grounds that the Council cannot be satisfied that the driver is a fit and proper person.

9. Safeguarding & Disability Awareness Training

- (a) All applicants and licenced drivers must complete Safeguarding & Disability Awareness Training and pass the associated test.

New applicants and renewals for a driver's licence must complete the training and pass the associated test as part of the application process. Failure to do this will result in the application being refused

10. Penalty Points Scheme

- (a) The Council operates a Penalty Points Scheme to raise the awareness of conditions amongst licensed drivers and assist in the enforcement of the conditions attached to licences and other matters. The scheme will apply to drivers, vehicles and operators and should a breach of a condition or other matters be detected, points may be issued against the licence holder, up to a maximum of 12 points in a 36-month period. Should you, as a licence holder, accrue 12 points or more in a 36-month period you may be required to attend a hearing of the Licensing Committee who will review the status of your licence. You will be informed in writing of any points awarded against you and why they have been issued.

11. Drug / Alcohol / Vision Testing

To provide equity with drivers of other forms of public transport, the Council will conduct drug/alcohol/eyesight tests on drivers on an intelligence led and random basis. Selected drivers/applicants will be expected to either submit to any test deemed appropriate by the Licensing Service or to attend a medical practitioner chosen by the Council and submit to any test deemed appropriate. Positive test results or failing to comply with the test request may result in suspension or revocation of the licence.

Failure to comply with the conditions set out in this document may result in penalty points being awarded against you or your licence being suspended or revoked.