



## **CONDITIONS OF OPERATORS LICENCES**

1.    A    The Operator shall enter in a suitable book, the pages of which are numbered consecutively, particulars of every private hire booking, and the particulars shall be entered in the book at the time the booking is received and shall include the following:-
  - (i)    The time and date of each booking;
  - (ii)   By what method the booking was received, ie telephone or personal call;
  - (iii)   Journey from.....to.....
  - (iv)   The name of the hirer;
  - (v)    The Private Hire Licence Plate number of the vehicle given the booking.
- B    An alternative method of record keeping may be used with the approval of the Council.
- C    The records shall be kept for a period of not less than two years, or longer if required to do so, by an Authorised Officer of the Council.
- D    These records shall be produced on request to any Constable or Authorised Officer of the Council.
2.    A    The Operator shall maintain at his premises, particulars of all vehicles operated by him which shall include the following:-
  - (i)    The licence plate number;
  - (ii)   The registration number;
  - (iii)   The name and address of the proprietor;
  - (iv)   The name(s) and address(es) of the driver(s) of above vehicles;
  - (v)    The badge number(s) of the driver(s).
  - (vi)   Licences for all vehicles and drivers.
- B    The above records are to be produced on request to any Constable or authorised officer.

C The Council must be informed in writing, within 7 days of any changes in particulars mentioned in item 2A above.

3. The holder of an Operator's Licence shall not permit any person who is drunk, or is behaving in a disorderly manner, to remain upon the premises in respect of which the licence is in force.
4. No Operator of a private hire vehicle which is licensed by the Authority under this Act shall invite or accept a booking for such vehicle, or control or arrange a journey to be undertaken by such vehicle, without first making available in writing, or giving orally, to the person making the booking, information as to the basis of charge for the hire of the vehicle.
5. Every Operator of Private Hire vehicles who accepts a booking for a Private Hire vehicle for an appointed time and place, shall give the booking to a vehicle, allowing sufficient time for the vehicle to punctually attend.
6. If provision is made by the Operator on his premises for the reception of members of the public proposing to hire a vehicle, he will ensure that his premises are at all times in a clean and tidy condition and that adequate arrangements are made for the seating of customers within the premises.
7. The Operator in his capacity as Operator and without prejudice to any other liabilities imposed under the Local Government (Miscellaneous Provisions) Act 1976 shall use his best endeavours to ensure that drivers of vehicles owned, controlled or operated in association with the Operator shall observe and perform the conditions of their Private Hire Driver's Licence and that vehicles shall conform to their Private Hire Vehicle Licence.
8. Only Hackney Carriages, Hackney Carriages operating as Private Hire vehicles and Private Hire Vehicles licensed by the Council, may operate from the licensed premises.
9. The maximum number of vehicles which the Operator may operate is that shown on the Licence. The Operator may not operate vehicles in excess of this number unless he has first paid the required fee to the Council. The maximum number of vehicles referred to includes vehicles licensed as hackney carriages where these vehicles are being operated for private hire.
10. The Operator shall not, knowingly without the prior written consent of the Council, employ or be employed by, engage in partnership with, or allow or suffer any involvement in the management of the operator hereby licensed:-
  - (i) any person who has been convicted of an offence under the Local Government (Miscellaneous Provisions) Act 1976 or any other legislation relating to private hire and hackney carriage licensing.
  - (ii) any person who, for the purposes of Part 11 of the said Act, has been found by any Licensing Authority not to be a fit and proper person to hold a driver's or operator's licence.

11. The Operator, when accepting bookings under the terms and conditions of this licence shall only operate drivers and vehicles licensed by the Council.
12. Any advertisement indicating that a vehicle can be hired on application to a specified address or telephone number, being the address or telephone number of premises in the District, or on or near any such premises, indicating that the vehicle can be hired at those premises shall NOT include the word "taxi" or "cab" whether in singular or plural or any word of similar meaning or appearance to either of those words and whether alone or as part of another word.
13. If in the event that the operator dismisses a driver, for whatever reason, that the details be reported to the Council in writing, within seven days of the dismissal.
14. For licences issued for more than one year but less than five years the licence holder will sign and submit a declaration to the Council in relation to their circumstances at the end of each 12 month period. If this condition is not complied with the licence holder will be brought before the Environment and Licensing Committee.

### **PENALTIES**

The Local Government (Miscellaneous Provisions) Act 1976 provides that any person who acts in contravention of the provisions of Part 11 of the Act, shall be guilty of an offence and liable to summary conviction to a fine currently not exceeding £1,000 (One thousand pounds). In addition, such action may lead to the suspension or revocation of an existing Licence or the failure to renew such a Licence.

NB: Your attention is drawn to the various provisions contained in the 1976 Act, which you are advised to obtain and read carefully.