



Appendix F

Private Hire Driver's Licence Conditions

1 Conduct of Driver

- 1.1 The holder of a private hire driver's licence ("the driver") shall comply with the following conditions, which should be read in conjunction with the Code of Good Conduct set out in **Appendix H**.
- 1.2 The driver shall be respectably dressed and clean and tidy in appearance.
- 1.3 The driver shall not allow the badge granted to him to be used by any other person or cause or permit any other person to wear it and on termination or surrender of the driver's licence, shall return the badge to the Authority immediately.
- 1.4 The driver shall behave in a civil, polite and orderly manner at all times in the course of carrying out business and shall take all reasonable precautions to ensure the safety of persons conveyed in or entering or alighting from the vehicle.
- 1.5 The driver shall not wilfully or negligently cause or permit the vehicle licence plates to be concealed from public view.
- 1.6 The driver who has agreed or has 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 such appointed time and place.
- 1.7 The driver when hired to drive to a particular destination shall, subject to any directions given by the hirer, proceed to that destination by the shortest route.
- 1.8 The driver shall not convey or permit to be conveyed in such vehicle any number of persons greater than the number of persons specified in the licence and also referred to on the vehicle licence plate.
- 1.9 The driver shall convey a reasonable amount of luggage and provide reasonable assistance in loading and unloading luggage.
- 1.10 The driver shall not solicit, by calling out or otherwise importune, any person to hire or be carried for hire, and shall not accept an offer for the hire of the vehicle except where that is first communicated to the driver by the operator.
- 1.11 The vehicle shall be presented in a clean and tidy condition for each journey.
- 1.12 The private hire vehicle shall only be driven by licensed private hire drivers who have the consent of the proprietor of the vehicle.
- 1.13 The driver shall comply with any hirer's request not to drink or eat in the vehicle, or play any radio or sound equipment, which is not connected with the operation of the business.
- 1.14 The driver shall not operate the horn as a means of signalling that the vehicle has arrived for a hire.



2 Fares and journeys

2.1 The driver shall, if requested by the hirer, provide a written receipt for the fare paid. Each receipt should show the date of journey, driver badge number and amount paid.

- 2.2 If the private hire vehicle is fitted with a taximeter, then the driver of the vehicle shall unless the hirer expresses at the commencement of the journey his desire to engage by time, bring the meter into operation at the commencement of the journey;
- (i) bring the machinery of the taxi meter into action by moving the said key, flag or other device, so that the word 'HIRED' is legible on the face of the taximeter before beginning a journey for which a fare is charged for distance and time, and keep the machinery of the taximeter in action until the termination of the hiring;
 - (ii) cause the dial of the taximeter to be kept properly illuminated throughout any part of a hiring which is during the hours of darkness as defined for the purposes of the Road Traffic Act 1972, and also at any other time at the request of the hirer; and
 - (iii) not demand from any hirer of a Private Hire vehicle a fare in excess of any previously agreed for that hiring between the hirer and the operator or, if the vehicle is fitted with a fare meter, the fare shown on the face of the meter.

3 Duties of Licence Holder

- 3.1 The driver's licence must be made available for inspection, on request, by any authorised officer of the Authority or any Police Officer.
- 3.2 The driver must notify the Authority, within 14 days of starting or terminating employment, as to the name and address of the operator and/or proprietor concerned, and the date when the employment either started or ended.
- 3.3 The private hire driver's licence or copy thereof must be presented to the proprietor/operator at the beginning of an employment.
- 3.4 All licences and badges issued remain the property of the Authority at all times. They must be returned forthwith when employment as a licensed driver ceases or if the licence expires and is not renewed or where the licence is suspended or revoked.
- 3.5 The driver must notify the Authority in writing, within fourteen days, of any change of name or address.
- 3.6 The driver must notify the Authority, within a period of fourteen days of any conviction for a criminal offence, police caution and motoring offence.



- 3.7 The driver shall keep a copy of these driver conditions in the licensed vehicle being used by that driver.
- 3.8 The driver shall inform the Authority, in writing, immediately, of any deterioration in health or injury that would affect the ability to drive a private hire vehicle.

4 Lost Property

- 4.1 A driver shall after the termination of each hiring or as soon as practicable thereafter, carefully search the vehicle for any property which may have been accidentally left therein, carry it as soon as possible and in any event within 48 hours to the nearest Police Station and leave it in the custody of an authorised officer on his giving a receipt for it.



5 The Carriage of Animals

- 5.1 A driver shall not carry in a private hire vehicle any animal, which belongs to, or is being looked after by, themselves, the proprietor or operator of the vehicle.
- 5.2 Animals in the custody of passengers may be carried, at the driver's discretion, provided they are restrained in a safe manner.
- 5.3 A driver shall, however, carry assistance dogs. Assistance dogs include guide dogs for the blind or partially sighted, hearing dogs for the hard of hearing, and other assistance dogs, which assist disabled people with a physical impairment.
- 5.4 Any driver with a medical condition, which may be exacerbated by such dogs, may apply for exemption from the condition in paragraph 5.3 to the Authority. A certificate of exemption will be supplied on production of suitable medical evidence.

6 Wheelchair Accessible Vehicles

- 6.1 All drivers of wheelchair accessible vehicles must:-
- be fully conversant with the correct method to operate ramps, lifts and wheelchair restraints that can be fitted to the vehicle;
 - ensure that all wheelchairs are firmly secured to the vehicle using an approved restraining system and that the brakes of the wheelchair have been applied prior to the vehicle setting off; and
 - ensure that any wheelchairs, equipment and passengers are carried in such a way that no danger is likely to be caused to any passenger in accordance with the Road Vehicles (Construction & Use) Regulations 1986.

Appendix G

Hackney Carriage Byelaws