



Private Hire Operators Licence Conditions

Private Hire Operators are required to ensure compliance with the following conditions at all times.

1. RECORDS

- (1) The record required to be kept by the operators under Section 56(2) of the Local Government (Miscellaneous provisions) Act 1976 shall be kept in a suitable book the pages of which are numbered consecutively and the operator shall enter or cause to be entered therein, before the commencement of each journey, the following particulars of every booking of a Private Hire Vehicle invited or accepted by him:
 - (a) The time and date of the booking
 - (b) The name and address of the hirer
 - (c) The time of pick-up
 - (d) The point of pick-up
 - (e) The destination
 - (f) The registration number of the vehicle and driver allocated for the booking
 - (g) Remarks including details of any sub-contract
- (2) The operator shall also keep records of the particulars of all private hire vehicles operated by him, which particulars shall include details of the owners, registration numbers and drivers of such vehicles, together with any radio call sign used.
- (3) All records kept by the operator shall be preserved for a period of not less than six months following the date of the last entry.

2. STANDARD OF SERVICE

The operator shall provide a prompt, efficient and reliable service to members of the public at all reasonable times and for this purpose shall in particular:

- (1) Ensure that when a private hire vehicle has been hired to be in attendance at an appointed time and place, the vehicle shall unless delayed or prevented by sufficient cause, punctually attend at the appointed time and place.
- (2) Keep clean, adequately heated, ventilated and lit any premises which the operator provides and to which the public have access, whether for the purpose of booking or waiting.
- (3) Ensure that any waiting area provided by the operator has adequate seating facilities.
- (4) Ensure that any telephone facilities and radio equipment provided are maintained in a sound condition and that any defects are repaired promptly.

3. CHANGE OF ADDRESS

The operator shall notify the Council in writing of any change of his address (including any address from which he operates or otherwise conducts his business as an operator) during the period of the licence within seven days of such change-taking place.

4. CONVICTIONS

The proprietor shall within seven calendar days disclose to the Council in writing details of any conviction(s), caution(s) or Fixed Penalty Notices for crime or endorsable offences, ASBO's or penalty notices for disorder, imposed on him or her during the period of the licence, (or, if the operator is a company or partnership, on any of the directors or partners) including all motoring offences or pending proceedings.

5. C.B. RADIO

The operator shall not employ, nor permit his drivers to employ, the use of C.B. or other public radio circuits for the control or direction of vehicles or drivers.

6. NOISE

- (1) The operator shall ensure that the use of the licensed premises for the purposes of the operation of private hire vehicles shall not cause disturbance to the occupiers of neighbouring properties through the use of radio equipment or vehicle movements.
- (2) The operator shall instruct licensed private hire vehicle drivers under his operation to exercise due care with regard to vehicle movements and the use of radio equipment so as not to cause disturbance to others.