

<b>Hackney Carriage Conditions</b>	
<b>1. Identification Plates and Roof Signs</b>	
1.1	The Proprietor shall ensure that a Roof Sign, of a type approved by the Council, shall be fixed to the vehicle and shall be lit up at all times when the vehicle is in service and is available for hire.
1.2	The fare card where issued by the Council shall at all times be kept and maintained inside the vehicle.
1.3	The external identification plate issued by the Council shall at all times be fixed to the outside rear of the Hackney Carriage by the proprietor to the place provided by the manufacturer or by means of a Council approved fixing kit. On the suspension of a vehicle licence and where a "Licence Expired" plate has been fitted to the vehicle that plate may only be removed by an Authorised Officer of the Council. The proprietor of the vehicle shall ensure the identification plates are maintained and kept in such a condition that the information contained on the plate is clearly visible to public view at all times. The identification plate remains the property of the Council and must be returned to the Council within 7 days of expiry of the vehicles licence if not renewed. Plates are not transferable except on application.
1.4	The Council will not licence a vehicle for hire & reward which is licensed by another Local Authority or allow or permit a Hackney Carriage identification plate issued by another Authority to be displayed upon the vehicle.
<b>2. Type of Vehicle</b>	
2.1	All vehicles submitted to the Council for licensing as Hackney Carriages shall meet the safety standards of one of the following ; M1 Category European Whole Vehicle Type Approval; British National Type approval; or British Single Vehicle Approval (before 29 April 2009); or Individual Vehicle Approval (from 29 April 2009).
2.2	The proprietor shall ensure that the Hackney Carriage vehicle shall only be of the type approved for Hackney Carriage use by the Council, namely a purpose-built/multi-purpose vehicle built to carry up to eight passengers with factory fitted seatbelts, subject to the following: Hackney Carriage vehicles are approved by way of a list that will specify as many different types of vehicles as possible.
2.3	The vehicle must have provision for a minimum of at least one wheelchair.
2.4	A certificate should be produced showing all of the fittings used to secure wheelchairs to the floor of the vehicle are to Department of Transport specifications.
2.5	The appropriate ramps and associated equipment for loading wheelchairs into the vehicle in the approved manner must be carried and used at all times.
2.6	The age limit for Hackney Carriage for purpose built vehicles is twelve years. The Council may waiver the age restriction in the case of individual purpose built vehicles where an application is made and the Council considers that the vehicle is of "exceptional condition". Where vehicles are of "exceptional condition" and continue to be licensed over the Council's age limit, the vehicle will be subject to 6 monthly compliance tests.  The age limit for multi-purpose vehicles is ten years. Vehicles to be tested every six months from five years of age in line with best practice guidance.

2.7	All Hackney Carriage vehicles must be fitted with manufacturers approved tyres of the same size and type including the spare wheel.
2.8	The Council shall refuse any vehicle submitted for licensing, which if fitted with tinted windows to the rear of the driver which are not factory fitted at the time of manufacture of the vehicle.
2.9	The proprietor of the taxi shall ensure that no non-standard unauthorised alterations or modifications are carried out to the vehicle or to the engine.
2.10	The proprietor of the taxi shall ensure that the exterior colour of the taxi is one of the manufacturer's colours. Vehicles which are of a colour other than that of the manufacturer must be approved by the Council.
<b>3.</b>	<b>Condition of Vehicle</b>
3.1	The proprietor shall ensure that the Hackney Carriage shall be maintained in a sound mechanical and structural condition at all times and be capable of satisfying the Council's mechanical and structural inspection at any time during the continuance of the vehicles licence. The interior and exterior of the Hackney Carriage shall be maintained in a clean, safe condition by the proprietor. The proprietor shall not allow the mechanical and structural specification of the vehicle to be varied without the consent of the Authorised Officer of the Council.
<b>4.</b>	<b>Fire Extinguisher and First Aid Kit</b>
4.1	Fire Extinguisher – Road Vehicle (Construction & Use) Regs. 1986 – Schedule 7 Must be suitable to the risk and is to be carried in the vehicle at all times and securely fixed in the approved manner and in such a position as to be readily available in any emergency.
4.2	First Aid Kit - Road Vehicle (Construction & Use) Regs. 1986 – Schedule 7 A standard size and type of first aid equipment which complies with the requirements laid down by the Department of Transport for taxis and minibuses, in accordance with Regulation 43 and must be carried on the vehicle at all times.
<b>5.</b>	<b>Child Safety Seats</b>
5.1	The Vehicle Proprietor in conjunction with the Operator and the Driver, shall provide and make available to any customer so requesting, an approved infant or booster seat or the provision of extra equipment to facilitate the safe conveyance of children during bookings or from Taxi Ranks. (The number of seats held by the company shall be determined by the Operator and the Vehicle Proprietor in accordance with an assessment of supply and demand). All seats provided shall conform to the United Nations standard, ECE Regulation 44.04 (or R 44.03) or to the new i-size regulation, R129.
5.2	The Vehicle Proprietor in conjunction with the company and/or the Driver shall ensure that any infant seat used during a Hackney Carriage journey shall be suitable for the child's weight and size and will be used in accordance with the manufacturer's instructions.
5.3	Based upon supply and demand, the Proprietor in conjunction with the Operator and Driver shall decide, whether or not the child safety seats provided by them are kept at the company base, and made available to drivers as and when required, or kept upon selected licensed vehicles or both.
<b>6.</b>	<b>Light Trailers</b>

6.1	All Trailers must be of a design such that when close coupled to the prime mover (the vehicle towing it) it does not interfere in any way whatsoever with the operation of any rear door, emergency exits or wheelchair access ramps etc.
6.2	If the unladen weight of any Trailer submitted for testing exceeds 1,200 kgs, a prescribed Ministry Plate must be fitted to the nearside of the Trailer except where said Trailer is fitted with parking brakes and brakes that act automatically on the overrun of the Trailer.
6.3	In any case all Trailers shall meet the braking requirements in accordance with the type and size of said Trailer.
6.4	All such Trailers shall not exceed the gross weight limit of 3,500 kgs but in all cases the proprietor should consult the vehicle handbook regarding manufacturer's recommendations particularly where unbraked trailers may be in use.
6.5	All Trailers will be subjected to a Compliance Standards check and if found to be satisfactory, issued with a one year certificate.
6.6	The Trailer shall be fitted with a rigid hard top and shall be sealed against rain and water to protect luggage and goods.
6.7	The owner/operator of the Trailer shall ensure that the material facts are disclosed to the Insurer and that adequate insurance cover is arranged for the carriage of luggage and/or goods and proof of such cover is to be provided to the council.
<b>7.</b>	<b>Signage</b>
7.1	The following signs and notices will be displayed on licensed Hackney Carriages during the currency of the Licence:-
7.1.2	Notices issued from time to time by Telford & Wrekin Council for the information of the travelling public.
7.1.3	A sign stating 'Seat Belt Regulations – Seat Belts must be worn'.
7.1.4	A sign bearing the words 'First Aid Kit Carried' fixed to the rear body work of the vehicle.
7.1.5	A sign issued by the council inside the rear of the vehicle regarding No Smoking.
7.1.6	A sign (the nationally recognised symbol) confirming that the taxi is wheelchair accessible and caters for the needs of the disabled.
7.1.7	A sign (if applicable) confirming that the driver of the vehicle accepts travel tokens.
7.1.8	A certificate (if applicable) confirming that the driver named on such certificate is exempt on medical grounds from carrying wheelchair bound passengers.
7.1.9	A certificate, if applicable, confirming that the driver is exempt on medical grounds from carrying approved Guide Hearing and other Assistance Dogs.
7.1.10	Hackney Carriages should display a replica Hackney Carriage Licence plate issued by the Council, affixed to the inside of the vehicle, in the prescribed manner, so that it can be clearly seen by fare paying passengers.
<b>8.</b>	<b>Advertisements</b>
8.1	Commercial advertisements may be displayed on the exterior of the front doors of licensed vehicles (although advertising may be considered on other areas) but in any case all advertising must comply with the following requirements;
8.1.2	The Council's written permission is required before the display of any advertisement,
8.1.3	Any advertisements shall not advertise unsuitable material, such material to be at the sole discretion of the Council.

8.1.4	No advertisement shall relate to or advertise alcohol or tobacco or be of a political nature.
8.1.5	No sign shall exceed 51 centimetres wide by 8 centimetres high (although this condition only relates to internal signs);
8.1.6	A sign shall not display anything other than the name of a firm, radio circuit or association and/or telephone number;
8.1.7	No sign shall refer to any firm, radio circuit or association or telephone number which is outside the Telford & Wrekin Council area;
8.1.8	No such sign shall be illuminated.
<b>9.</b>	<b>Council Notices</b>
9.1	The proprietor when asked by the Council shall display any sign or notices so that they may be clearly seen by passengers.
<b>10.</b>	<b>Taximeters</b>
10.1	The proprietor shall fit the vehicle with an automatic tariff changing taximeter approved by the Council and for it to be located within the vehicle in accordance with the reasonable instructions of an Authorised Officer of the Council.
10.2	The proprietor shall ensure that any meter fitted shall be technically capable of accepting any restrictions or fare scales that the council wishes to programme into that meter.
10.3	Any Hackney Carriage vehicle so fitted with a meter must be equipped with the standard size tyres as approved by the manufacturer of the vehicle. Retro-fitted low profile tyres which will affect the performance and accuracy of a meter are not acceptable if fitted after the meter has been tested and sealed. Any such tyres of a low profile type must be fitted before the meter is tested. Any contravention of this condition will result in the immediate suspension of a Hackney Carriage licence.
<b>11.</b>	<b>Fare Tables</b>
11.1	The proprietor shall ensure that a copy of the current fare table supplied by the Council is exhibited inside the vehicle at all times in the location provided by the manufacturers of the vehicle or in accordance with the reasonable instructions of an Authorised Officer of the Council.
<b>13.</b>	<b>Insurance</b>
13.1	Insurance certificates or cover notes issued to cover “any vehicle” or “any driver” must be accompanied by “any vehicle and/or any driver” schedule(s) together with a signed statement of undertaking by the insurance policy holder that the schedule(s) does not contain information or details relating to vehicles and drivers which would fall into exemptions stipulated by the Insurance Company when the policy was issued.
13.2	Proprietors shall provide to the Council proof of Public Liability Insurance to the value of £5,000,000.
<b>14.</b>	<b>Convictions</b>
14.1	The Licence holder shall notify the Council in writing of any conviction, caution, warning or charge recorded against him/her by any Authority within 7 days of such a conviction, caution or charge being imposed. All licence holders will be subject to a Criminal Record Disclosure check every three years.

<b>15.</b>	<b>Transfer of Licence</b>
15.1	The Proprietor of a Licensed Hackney Carriage wishing to replace a licensed vehicle with another vehicle must apply for a new vehicle licence. The proprietor will be required to supply to the Council all relevant information relating to the new vehicle.
<b>16.</b>	<b>Equipment</b>
16.1	The proprietor shall ensure that all Hackney Carriages must carry at all times a warning triangle and an appropriate set of vehicle spares (e.g. spare bulbs etc).
<b>N.B.</b>	<b>Additional Notes</b>
1.	This list of conditions should be read in conjunction with Telford & Wrekin Council's Hackney Carriage & Private Hire Licencing Policy, the Council's Taxi (Hackney Carriage) and Private Hire Licensing Policy for Determining the Suitability for a Person to hold a Licence and the Council's Manual of Inspection Standards.
2.	Any requirements of legislation which effect the operations being carried out under the terms of this licence shall be regarded as if they are conditions of this licence. Wherever there appears in the licence Conditions or Policy, a summary of any statutory provision you are advised that such summary is not exhaustive. If you are in any doubt about any information contained in this document please contact the Licensing Service for advice on 01952 381818, email <a href="mailto:licensing@telford.gov.uk">licensing@telford.gov.uk</a>

## **Criteria for “Exceptional Condition” – Hackney Carriages**

1. Exceptional condition, relates to the standard of the vehicle only and does not include circumstances pertinent to the proprietor.
2. Any request for an exemption due to a licensed vehicle being in “exceptional condition” would normally be granted for a maximum 12-month period, after which time the decision must be reconsidered against the agreed standards.
3. That the consideration for an exemption to the age limit would normally only be considered for vehicles currently licensed with the Council.
4. That any vehicle licensed outside of the standard age limit policy should be subject to 6 monthly vehicle compliance tests at the owner’s expense.
5. Any vehicle inspection resulting in a fail due to any major item or more than 3 minor items, as defined in Telford & Wrekin Council’s Manual of Inspection Standards for Licensed Vehicle Testing and Compliance Standards, will usually result in the vehicle no longer being classed as in exceptional condition upon expiry of the licence. However, if after testing, the vehicle fails on one major fault, the driver will be allowed to rectify this. If after a further compliance check the vehicle again fails, then the said vehicle will not be relicensed.
6. As an indicator, it is not normally expected that vehicles that have accrued higher than average mileage for the particular type of vehicle will be able to meet the required standard for “exceptional condition. A good average mileage for a purpose built vehicle working 6 days a week is 35000 miles per annum.

### **In determining “Exceptional Condition” the following standards should usually be attained:**

1. The vehicle must pass Telford & Wrekin Council’s compliance test, except where the failure was the result of no more than three minor items (as stipulated in the licensed vehicle testing manual of inspection standards).
2. The bodywork should be in near perfect condition with no signs of panel age deterioration, dents, scratches, stone chips or rust or any other abrasions that may detract from the overall appearance of the vehicle.
3. The general paint condition should not show signs of fading, discolouration or mismatching that may detract from the overall appearance of the vehicle.
4. The interior trim, panels, seating and carpets etc should be in excellent condition clean, free of damage and discoloration and as manufactured, i.e. no seat covers.
5. The vehicle service record can be used as supporting evidence of exceptional condition in that a vehicle of exceptional condition would normally be expected to demonstrate regular servicing and maintenance in accordance with the manufacturer's service specification.

6. The vehicle to be in excellent mechanical condition and in all respects safe and roadworthy with no signs of corrosion to the mechanical parts, chassis, underside or body work.
7. The boot or luggage compartment to be in good condition, clean and undamaged.
8. Passenger areas should be free from damp or any other odours that may cause passenger discomfort.
9. The ramp and any other accessible features should be shown to be in full working order and showing no signs of rust or excessive wear to components.