

Hackney Carriage Vehicle Licence Conditions of Licence



1. All vehicles must be presented for inspection when and where required, and must comply with all current statutory requirements for road vehicles and with the non-statutory requirements imposed by the Council. This condition is without prejudice to the powers granted under Section 68 of the Local Government (Miscellaneous Provisions) Act 1976.
2. All vehicles must be fitted with a right hand drive and four doors.
3.
 - (a) Vehicle plates must be fixed on the outside rear of the vehicle in a clear and conspicuous manner either directly above or directly below or directly to the left or right hand side of the vehicle registration number plate.
 - (b) The plate must be securely fixed directly onto the vehicle by either nuts and bolts, self-tapping screws or rivets, or indirectly by means of a bracket that is similarly fixed to the vehicle.
 - (c) The interior plate shall be fixed on the inside of the vehicle in such position as to be easily observed by the passengers.

Both plates shall be returned to the Council on the expiry of a Licence. A returnable deposit will be charged and a charge will be made for any replacement plates.

4. No fittings, except those approved by the Council shall be attached to the inside or outside of the vehicle.
5. **Display of signs and advertisements**

No signs or advertisements, except those approved by the Council shall be attached to the inside or outside of a vehicle. The following conditions apply.

5.1 Hackney Carriage Saloon Cars

- a) Exterior advertising is permitted on the outside front door panel, provided it does not exceed the dimensions of the panel, and is restricted to one advertisement only with no other form of advertising displayed on the exterior of the vehicle.
- b) Rear windscreen advertising in the form of transparent “innervision” type signs not exceeding 8” (20cm) in depth are permitted provided no other form of advertising is displayed on the vehicle.
- c) External advertising in the form of hubcap display is approved subject to the advertisement being approved by the authority, in writing, prior to its use and that the hub cap display and any other advertisement on the vehicle being for the same single product or service.

- d) External advertising in the form of illuminated roof signs affixed to the vehicle in an approved manner is approved subject to the advertisement being approved by the authority, in writing, prior to its use.

5.2 Hackney Carriage Purpose Built Vehicles

- a) Exterior advertising is permitted on the outside front door panels provided it does not exceed the dimensions of the door panel and is restricted to one advertisement only, with no other form of advertising displayed on the exterior of the vehicle.
- b) Exterior advertising is permitted on the double doors of purpose built Hackney Carriage Vehicles provided only one advert covers both doors, does not exceed the dimensions of the two door panels with no other form of advertising displayed on the exterior of the vehicle.
- c) Rear windscreen advertising in the form of transparent “innervision” type signs not exceeding 8” (20cm) in depth are permitted provided no other form of advertising is displayed on the vehicle.
- d) Interior advertising is permitted on the underside of the drop seats and must not exceed 14” (35cm) x 14” (35cm) in size.
- e) Interior advertising on the interior bulkhead panel is permitted and must not exceed 39” (100cm) x 4” (10cm).
- f) Full external advertising livery for one product is permitted on the whole of the vehicle subject to the advertisement being approved by the authority, in writing, prior to its use. This condition applies only to purpose built vehicles which meet the Metropolitan Police Conditions of Fitness.
- g) External advertising livery for one product is permitted on the whole sides of the vehicle in superside or megaside format subject to the advertisement being approved by the authority, in writing, prior to its use.
- h) External advertising in the form of hubcap display is approved subject to the advertisement being approved by the authority, in writing, prior to its use and that the hub cap display and any other advertisement on the vehicle being for the same single product or service.
- i) A screen displaying scrolling or moving advertisements may be securely fitted within the vehicle, provided that the screen shall not be within the vision of the driver of the vehicle, one slide must indicate that the advertisements will be switched off at the request of a passenger, and subject to each individual advertisement being approved by the Authority, in writing prior to its use. This condition applies to the purpose built vehicles which meet the Metropolitan Police Conditions of Fitness.
- j) External advertising in the form of illuminated triangular roof signs affixed to the vehicle in an approved manner is approved subject to the advertisement being approved by the authority, in writing, prior to its use.

- 5.3 All advertisements must conform with the standards of the Advertising Standards Council in all matters relating to good taste, both in content and appearance and must not relate to matters concerning tobacco, alcohol or matters of a sexual nature.

- 5.4 An external sign may be placed on the bonnet of a Hackney Carriage which displays the words 'Out of Town Journeys Charged on the Meter' in black lettering on a gold background.
- 5.5 Interior CCTV equipment of a type previously approved by the Authority may be fitted in accordance with the manufacturer's instructions, subject to:
- a) A sign indicated that recording equipment is in use being clearly displayed within the vehicle, and;
 - b) All images downloaded from the camera being made available to the Police and Authorised Officers, upon request.
6. All vehicles must be constructed and maintained so as to be safe and comfortable and the doors must open sufficiently wide so as to allow easy access to and egress from the vehicle and cause no inconvenience to passengers.
7. All vehicles other than purpose built Hackney Carriages must meet the following minimum dimensions without modification to the manufacturer's specification internally:-
- a) Height**

From the top of the seat cushions (without compression) at the lowest part of the roof at the lowest part must be not less than 32 inches.
 - b) Knee Space**

The measurement between the rear of the front seats and squab of the back seat must be not less than 30 inches. Where the front seats are capable of adjustment, the measurement is to be made in the mid-position.
 - c) Seats (width)**

The width of the back seat from the squab to the front edge must be not less than 18 inches.
 - d) Rear seat (door to door panel)**

The distance between the internal panels of the two rear doors measured in a straight line lengthways at its widest part must be not less than 54 inches.
 - e) Engine Capacity**

The engine capacity of the vehicle shall be not less than as recorded on the original registration document other than in cases approved by the Licensing Committee.

8. All vehicles must be either purpose-built as Hackney Carriages or be cars suitably converted prior to presentation for licensing. All conversions must include:-
 - a) Heavy duty matting in the foot wells.
 - b) Ashtrays to be fitted in the rear compartment.
 - c) Interior lighting operated either automatically when the rear doors are opened or by a separate switch located near the driver.
 - d) An illuminated luggage compartment.
 - e) Provision for the fitment of a taximeter clearly visible to all passengers without affecting passenger comfort or infringing construction and use regulations.
 - f) Extended concealed wiring for a roof mounted sign and taximeter drive.
 - g) A suitable fire extinguisher and first aid kit.
9. All vehicles must be coloured black as from new or be professionally resprayed black including the boot and door edges and frames and the bonnet coloured white prior to licensing except vehicles that meet the Metropolitan Conditions of Fitness which must be all black subject to condition 5.2.
10. All vehicles (except those vehicles which the Council recognises as being purpose built) shall be fitted with a roof sign of approved design with black letters of the same type and size, and shall be kept in a good clean condition.
11. No vehicle licence will be issued until the appropriate fee is paid. Where payment is made by cheque which is subsequently dishonoured, any licence issued will be null and void.
12. No vehicle may be substituted for that licensed except in accordance with the approved procedure.
13. A copy of the current Insurance Certificate must be conspicuously displayed inside the vehicle without contravening the Road Vehicles Construction and Use Regulations.
- 14(1). As a Policy Guideline:-
 - (a) Vehicles presented for first time licensing must be under 25 month old, and will not be relicensed if they are over 6 years old.
 - (b) Purpose built Hackney Carriage and prestige vehicles when presented for first time licensing must not be more than 10 years old, and will not be relicensed if more than 10 years old.
- 14(2). Testing of Vehicles
 - (a) Vehicles under the age of 4 years from date of first registration will require an annual test and on passing the test will be issued with a 12 month licence.

- (b) Vehicles over the age of 4 years from date of first registration will require a test every 6 months and on passing the test will be issued with a 6 month licence.
 - (c) Vehicles which the Council recognises as purpose-built vehicles be subject to annual licensing and testing up to a maximum age limit of 10 years.
15. All vehicles must be fitted with a taximeter of approved design, properly sealed and tested and all such taximeters must be kept in repair and proper working order.
 16. A GPS taxi management & dispatch system consisting of a mobile vehicle data head and a central dispatch system, of a type approved by the City of Cardiff Council, may be fitted in accordance with the manufacturer's instructions. The GPS system is not a taximeter. It can be used alongside the vehicle's approved taximeter but must not replace it.
 17. All vehicles which the Council has recognised as being purpose built first licensed must be fitted with an approved Central Door Locking System.
 18. A vehicle licence will not be renewed where a transfer takes place in the preceding year except where approved by the Council. This restriction is only to apply to vehicle licences for a period of three years from the date of first issue.
 19. The Licensee/Proprietor of a licensed Hackney Carriage Vehicle shall not rent, hire, lease or loan their vehicle to any person who does not hold a current Hackney Carriage/Private Hire Drivers Licence issued by Cardiff County Council.
 20. The Licensee/Proprietor of a licensed Hackney Carriage Vehicle shall not employ any person to drive their vehicle who does not hold a current Hackney Carriage/Private Hire Drivers Licence issued by Cardiff County Council.
 21. In the case of Licensees/Proprietors who rent, lease, hire or loan their Hackney Carriage Vehicles, the Licensee/Proprietor shall provide and keep a suitable register in which he/she shall enter the following particulars relating to the details of the driver to whom the vehicle has been rented, hired, leased or loaned.
 - a) The name and address of the driver.
 - b) The Badge number and expiry date of the Hackney Carriage/Private Hire Drivers Licence relating to the driver.
 - c) The plate number and registration number of the vehicle rented, hired, leased or loaned.
 - d) The date(s) and time(s) the vehicle was rented, hired, leased or loaned by the driver.

The records shall be kept for a minimum of 12 months, be in chronological order and must be produced on request to an authorised officer of the Council or a police constable for inspection.

22. The non-statutory requirements for Hackney Carriage Vehicles referred to in paragraph (1) as requirements imposed by Council are as follows:-

1. **Bodyshell**

Including doors, panels, wings bumpers, and interior floor area to be in good condition, free from rust, holes, broken metal or any other visible damage.

2. **Paint work**

Hackney Carriages to be of a colour scheme required by the Council.

3. **Seat Coverings**

To be in good condition, clean and free from any tears, damage, grease or any other contamination.

4. **Floor Coverings**

To be in good condition, clean and free from any contamination.

5. **Interior Trim**

To be in good condition, clean and free from any tears, damage, grease or any other contamination.

6. **Door Hinges**

To be in good order, all working, and doors to be seated correctly when closed.

7. **Windscreen & Windows**

To be in a good clean condition and free from damage. All windows must comply with relevant legislation in respect of light transmission. Only original vehicle manufactured tints are permitted on the rear windows.

8. **Side Windows & Winders**

To be in good order and all working correctly.

9. **Fire Extinguisher, Spare Wheel, Brace & Jack**

- a) A fire extinguisher in good condition should be carried in an easily accessible position on the vehicle; and
- b) Unless the vehicle is fitted by the manufacturers approved run flat tyres or has an emergency tyre repair kit a spare wheel of full or compact design in good condition must be carried together with the appropriate tools to change a wheel.

- c) If the vehicle has to be used with a space saver spare wheel fitted to complete a hiring, it may not be used for any further hirings until the wheel has been replaced.
- d) Where a tyre has been repaired using an emergency tyre repair kit to complete a hiring, the vehicle shall not be driven at a speed or distance that exceeds the manufacturer of the repair kit's instructions. The vehicle may not be used for any further hirings until the tyre is repaired or replaced and a replacement repair kit is purchased.

10. **Boot or Luggage Compartment**

To be clean and free for the accommodation of passengers luggage. An LPG tank installed within the luggage compartment of the vehicle as a result of fuel conversion must have a maximum volume capacity no larger than 100 litres, and be positioned between the wheel arches. Only with written approval of the Council may a larger size be fitted.

11. **Oil Leaks**

Engine to be free from oil leaks.

12. **Interior & Exterior**

No fittings or signs to be attached inside or outside vehicle unless approved by the Council.

The above requirements are in addition to the minimum standards set by the Department of Transport's roadworthiness examination (MOT Test).

23. Nothing in these conditions shall detract from the Council's duty to consider each case on its merits and these conditions shall be construed and applied accordingly.

Licensed Holders are reminded that the Local Government (Miscellaneous Provisions) Act 1976 makes the following provisions that apply to Hackney Carriages.

- (a) Vehicles must be presented for inspection when and where required.
- (b) Must present registration document, valid certificate of insurance issued under Part VI of the Road Traffic Act 1972 and current MOT certificate at the time of application for vehicle test, renewal or issue of licence.
- (c) A licence holder on being notified in writing of a defect which in the opinion of the authorised officer renders a vehicle as unsuitable for public service, must remove that vehicle from service entirely or until the defect has been remedied to the satisfaction of the authorising officer.
- (d) A licence holder shall notify the authorising officer of any alteration in design or construction in or of any damage to his vehicles within 72 hours of the occurrence thereof.