

Hackney Carriage Licensing Policy
(Revised with effect 1st December 2017)

1. The Council will licence any suitable motor vehicle for use as a hackney carriage.
2. The licence will be granted for a period not exceeding twelve months.
3. The onus is on the vehicle owner to ensure the vehicle meets the following criteria; failure to do so, may lead to refusal of licence or suspension of that vehicle.
4. For the purposes of this policy a suitable motor vehicle means a fully enclosed four wheel passenger vehicle with a M.1 or M.2 European Community Whole Vehicle Type Approval (ECWVTA) or a UK Low Volume Approval, or an Individual Vehicle Approval (IVA) and which meets the following criteria;
 - manufactured from new as a right hand drive vehicle;
 - constructed or adapted to seat in comfort at least 4 passengers and not more than 8 passengers;
 - has sufficient doors of sufficient size to allow safe ingress and egress of passengers;
 - where only one passenger door is fitted, that door is on the near-side (kerbside) of the vehicle;
 - has an engine capacity of more than 1250cc;
 - has no side facing seats;
 - each provided seat has a minimum width of 431 mm (17 Inches) per passenger measured at the narrowest part of the seat and each passenger seat is fitted with a seat belt
 - the boot or luggage compartment is of sufficient size to carry a reasonable amount of luggage relative to the seating capacity;
 - the boot or luggage compartment is separated from the passenger compartment by a suitable barrier

5. ***Applications for additional licences for Hackney Carriages will be granted only to approved vehicles which are less than 6 years old (72 months), meet the European “M1” safety standards and have facilities for carrying a disabled person in a wheelchair within the vehicle.***
6. Vehicles that have been subject to conversion must have appropriate SVA / IVA type approval from VOSA.
7.
 - (1) replacement vehicles must be less than 6 years old (72 months) from the date of first registration of the vehicle as new by the Driver and Vehicle Licensing Agency.
 - (2) Vehicles more than 9 years old (108 months) from date of first registration of the vehicles as new by the Driver and Vehicle Licensing Agency will not normally be licensed. However, if vehicles are constructed or adapted to load and convey wheelchair bound passengers, they will be licensed up to 12 years old (143 months) from the date of first registration as new by the Driver and Vehicle Licensing Agency.
8. Any vehicles up to the age of 9 years will be subject to two vehicle inspection tests per year; over the age of 9 years the vehicle will be subject to three tests per year.

The age of the vehicle is reckoned from the date of first registration shown on the Vehicle Registration Certificate (V5 or V5c).

9. Applications be granted in respect of vehicles specifically intended for use as a taxibus as set out in paragraph 11.
10. Persons who hold existing hackney carriage vehicle licence be permitted to “transfer” those licences only to a vehicle of similar type (e.g. saloon car to saloon car), unless the replacement vehicle meets or is based on either the European “M1” safety standards or specification used by the Metropolitan Public Carriage Office, and has facilities for carrying a person with disabilities in a wheelchair within the vehicle
11. Suitable licensed hackney carriages specifically approved by the Borough Council which comply with the provisions of the Transport Act 1985 and notified and registered with the Traffic Commissioner may be approved for use as Taxi Buses with passengers permitted to travel at separate fares.
12. Before licensing a motor vehicle as a hackney carriage the authorised officer will also be satisfied that the following requirements are met:
 - The applicant must be the proprietor or part-proprietor of the vehicle. “Proprietor” means the legal owner (or part-owner) or the person (or registered company) having possession of the vehicle under the terms of a hire purchase agreement.

- The vehicle is not currently licensed by another local authority as a hackney carriage or private hire vehicle.
- The vehicle has valid certificate (or cover note) of motor insurance cover for public hire use.
- The vehicle must adhere to the National Inspection Standards, adopted by this Council and written by the Technical Officer Group in conjunction with the Public Authority Transport Network, the Freight Transport Association and endorsed by VOSA.
- The vehicle, if constructed or adapted for wheelchair bound passengers, can convey them securely in either the forward or rear facing position and all wheelchair restraints are BSI or CE marked, in good condition and operate correctly. Lifting equipment, if fitted for the purpose of loading passengers into the vehicle, complies with the requirements of the Lifting Operations and Lifting Equipment Regulations 1998 and is certified as safe.
- All requests for advertising are submitted by the owner for prior written approval by the authorised Officer. Advertising must not relate to alcohol tobacco or any matter which may cause an offense.
- The plate identifying the vehicle as a hackney carriage and stating the number of persons permitted to be carried therein, shall be securely fitted externally at the rear of the vehicle, be clearly visible and below the window line. A frame holder will be permanently fixed to the vehicle and the licence plate fitted to the holder in the prescribed manner.
- The vehicle if converted or modified after manufacture to run on an alternate fuel supply, a valid fuel conversion installation certificate or safety report is presented for inspection and any additional fuel cut-off switches are correctly identified.