



CARMARTHENSHIRE COUNTY COUNCIL

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976

CONDITIONS OF LICENCE FOR PRIVATE HIRE VEHICLE OPERATORS

General

1. The operator must be a fit and proper person in the opinion of the Council
2. Operators' licences will remain in force until the expiry of one year from the last day of the month preceding the month of issue.
3. 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.
4. Operators' licences are NOT transferable but must be returned to the Council's authorised officer.
5. The operator shall furnish to the Council details of the premises from which his/her hire business is being or will be carried on and of the facilities provided for the repair and maintenance of vehicles and shall satisfy the Council that those premises comply with all planning and other statutory requirements relating to such premises, and if those premises are now or were formerly Council houses then consent for that use must be provided in the case of a current tenancy, and confirmation of there being no breach of any restrictive covenant in the case of a sold Council house.
6. The operator shall ensure that he/she operates his/her business in such a manner that is not detrimental to the amenities of the neighbourhood; and that he/she ensures that no nuisance arises as a result of his/her activities.
7. Operators shall as far as possible ensure that the conditions attached to the licences of all vehicles and drivers within their control shall be fully observed at all times.

Records

8. The record required to be kept by the operator under Sections 56(2) of the Local Government (Miscellaneous Provisions) Act 1976 shall (in a form specified by the Council) 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/her:

- a) the time and date of the booking;
 - b) The name and address of the hirer
 - c) How the booking was made (i.e. by telephone, personal call etc)
 - d) The time of pick-up
 - e) The point of pick-up
 - f) The destination
 - g) The time at which a driver was allocated to the booking
 - h) The registration number of the vehicle allocated for the booking
 - i) Remarks (including details of any sub-contract)
9. The operator shall keep records of the particulars of all private hire vehicles operated by him/her, which particulars shall include details of the owners, registration numbers and drivers of such vehicles, date of purchase, alterations in design or construction, date of sale/destruction, and a name and address of new purchaser.
10. 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 and must be produced upon request to any authorised officer of the council or a Constable for inspection.

Standard of Service

11. 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 ensure that :-
- a) 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 that appointed time and place
 - b) Any premises which the operator provides and to which the public have access, whether for the purpose of booking or waiting, is kept clean, adequately heated, ventilated and lit.
 - c) Any waiting area provided by the operator has adequate seating facilities.
 - d) Any telephone facilities and radio equipment provided are maintained in a sound condition and that any defects are repaired promptly.
 - e) Any radio equipment provided by the operator is inspected at his/her expense at least once a year by a company approved by the Council and that a certificate that the equipment is in a sound condition is submitted to the Council within one month of the inspection.

Complaints

12. The operator shall immediately upon receipt notify the Council in writing of any complaints complaining a contract for hire or purported contract for hire relating to or arising from his/her business and of the action (if any) which the operator has taken or proposes to take in respect thereof.

Change of Address

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

Notification of Convictions

14. The operator shall within seven days disclose to the council in writing details of any conviction imposed on him/her (or if the operator is a company or partnership, on any of the directors or partners) during the period of the licence.