

PRIVATE HIRE VEHICLE LICENSES
CONDITIONS OF APPLICATION

Chorley Council will not issue a Private Hire Vehicle licence unless it is satisfied that the person applying for the licence is the proprietor, and all proprietors connected to the vehicle have been declared at the time of application.

1. Has completed and submitted the application on the prescribed form.
2. Has satisfied the Council that he is a fit and proper person to hold such a licence and to operate a Private Hire Vehicle.
3. Has satisfied the Council that the vehicle is registered under the Vehicles (Excise) Act 1949 or the Vehicles (Excise) Act 1971 or any statutory amendments of those Acts by producing the vehicles registration document at the time of application bearing the name of the proprietor. Where the vehicle is new (not previously registered within the UK) a vendors bill of sale will be acceptable detailing the name , address, date of purchase, and vehicle chassis number will be acceptable , the proprietor of the vehicle will produce to the council the V5 document within 7 days of him receiving it.
4. Has satisfied the Council that there is in force, in relation to the use of the vehicle as a Private Hire Vehicle, a policy of insurance or security complying with the provisions of Part VI of the Road Traffic Act 1972, which covers third party liability both in respect of physical injury or death and also in respect of damage to personal belongings. The policy/certificate of insurance or security must be produced before a licence may be granted.
5. Will present the vehicle for inspection at such place and at such time as the Council may by notice require.
6. Has satisfied the Council that the vehicle is suitable for use as a Private Hire Vehicle for this purpose the proprietor must satisfy the Council that the vehicle complies with the following requirements:-
 - a) It must have at least two rear side doors for the boarding and alighting of passengers in addition to a separate door for the driver and it must be fitted with at least four road wheels and be a right-hand drive vehicle. Except for stretch limousines and similar vehicles.
 - b) The engine capacity must be adequate for the loads to be carried. Accordingly, the vehicle should have an engine capacity of at least 1200cc.
 - c) Only one passenger may be accommodated in the front of the vehicle next to the driver in cases where the vehicle is designed to take only one front seat passenger.
 - d) Door catches must be secure at all times whilst being capable of easy operation by passengers.
 - e) Forward mounted driving mirrors must be fitted on both sides of the vehicle and an interior rear mirror must be fitted. The mirrors must be maintained all times.
 - f) The vehicle must be a suitable colour other than white, except for stretch limousines or similar. Bizarre or garish colour schemes will not be permitted.
 - g) A 1kg (2.2lb) British standards fire extinguisher of the dry powder type shall be fitted to the vehicle so as to be readily available for use at all times. The fire extinguisher shall be maintained in good working order at all times.
 - h) Every estate type vehicle be fitted with the manufacturers approved or other universal type approved grille, securely fixed to the frame of the vehicle between the passenger area and load (luggage) carrying area.

- i) Seating for each passenger must be not less than 400mm (16") with a minimum width, measured between the arm rests, or any other point that is protruding into passenger seating area, and a overall width be measured between the rear side passenger doors of not less than 1220mm (48").
- j) There shall be a minimum gap of 180mm (7") between the back of any forward seat and the front edge of any rear seating; this shall be measured when the front seating is in its furthest pushed back position. (Seating relates to the base of the seat as opposed to the back support of the seating arrangement).
- k) Where the manufacturer's vehicle design allows the whole of the rear passenger seating to be moveable, the seating arrangement must be capable of providing a minimum of 180mm (7") between the back of any forward seating and the front edge of any rear seating in any configuration.
- l) All seats must be fitted with the manufacturer's head restraints.
- m) No vehicle with rear or side facing seating will be considered for licensing except where that vehicle has been purposely constructed to accommodate such seating and holds a suitable vehicle type approval awarded prior to first UK registration as detailed at 12 below. In any event any vehicle presented with such seating arrangements will be licensed at the discretion of the council.
- n) Any vehicle application received for a Private Hire Vehicle license for more than 4 passenger seats, shall have been purposely constructed to accommodate such seating and hold a suitable vehicle type approval, awarded prior to first UK registration as detailed at 12 below. The vehicle shall be of the original manufactures design and specification, every seat shall be regarded as a permanent seat, and no seating shall be capable of being stowed within the confines of the body of the vehicle.
- o) Where any seating is made readily removable by the manufacturers design, that vehicle shall be fitted with the manufacturers approved restraint, securely fixed to the frame of the vehicle between the passenger area and load (luggage) carrying area so created by the removal of any seating. Such fixings shall be presented at the time of testing. Where no such approved manufacturers luggage securing device exists or is fitted then there should be a suitable means of securing luggage provided to the satisfaction of the Council.
- p) No vehicle presented for licensing shall by any design or feature of that vehicle be capable to offer seating for more than the number of passengers as stated on the Private Hire vehicle license application. Any modifications made to satisfy this requirement shall be made to the satisfaction of the council.
- q) Vehicle head room. The height as measured between the rear seat and the roof lining in a vertical plane must be not less than 860mm (34"). This shall be measured at the center of a passenger seat situated between the two rear passenger doors.
- r) No vehicle will be licensed if the passenger has to climb over seats or luggage to gain access or egress, or where such entrance or exit is sited over a fuel tank, high sill, or has been fitted with handles which are not clearly visible and of a type consistent with those fitted to all other doors of the vehicle.
- s) The proprietor of a private hire vehicle shall
 - (a) Provide sufficient means by which any person in the vehicle may communicate with the driver;
 - (b) Cause the roof or covering to be kept watertight;
 - (c) Provide any necessary windows and a means of opening and closing with not less than one window on each side;
 - (d) Cause the seats to be properly cushioned or covered;
 - (e) Cause the floor to be provided with a proper carpet, mat, or other suitable covering;

- (f) Cause the fittings and furniture generally to be kept in a clean condition, well maintained and in every way fit for public use;
- (g) Provide means for securing luggage;
- t) At the time of booking the operator shall establish the luggage requirements of the fare and ensure that the vehicle or vehicles provided are sufficient to safely and securely accommodate the fares luggage requirements within the vehicle(s) without compromising the safety of passengers, driver and other road users.
- u) Any person applying for a private hire vehicle licence with regards to the grant/renewal or transfer of a vehicle licence, the proposed vehicle shall be subjected to the approval of the council.
- v) any vehicle incorporating a lifting device shall at first application provide a certificate of conformity issued in accordance with the LOLER Regulations 1998, and produce at any subsequent renewal a certificate of safety issued in accordance with LOLER Regulations 1998 guidance to the satisfaction of the council.

7. With effect from 4th January 2010 all vehicles on first application and on renewal for a vehicle licence will:

Pay for 6 month vehicle licence and have MOT/ Vehicle Inspection & Safety Test every 6 months.

No vehicle will be accepted at first licensing unless it is less than three years old at first registration, or unless it is in exceptionally good condition, and considered by an officer in regards to vehicle type, class, colour, condition, service history, passenger numbers and suitability.

8. No 'Q' plated vehicles will be considered for licensing.

Vehicles that have been categorised as 'write offs' by any insurance company at any level will not be considered for licensing.

9. DOCUMENTATION

Proprietors must produce the following documents at the time of testing

- i) The DVLA V5 'log book' or other certificate or document that the proprietor declares the first date of registration. Only vehicles declared as new at first registration in the UK will be considered for licensing, except stretched limos etc. Such vehicles will be licensed at the discretion of the Council.
- ii) An LPG Gas Association Safety Certificate, where applicable.

10. The vehicle shall display the Council's approved door signs on the front passenger and drivers doors. The internal disc must be fixed to the windscreen outside the swiped area not obscuring the driver's view with the expiry date information visible from the vehicle exterior. Any additional livery must not be above 12" measured from the bottom of the door, and in any case must not protrude higher than the bump bar strip fitted to the door, this area will be regarded as the lower panel of the door.

11. Any vehicle presented for Private Hire licensing shall meet the technical standards for type approval to

- a) European Whole vehicle type approval
- b) British National type approval

- c) British Single vehicles approval or
 - d) British Low volume type approval
12. Vehicles presented at first licensing from 5th October 2010 intended to provide Disability access shall for the purpose of Type 1 Disability Access will have the following.
- a) A means of permitting access & egress to the rear interior of the vehicle for a occupied adult wheelchair.
 - b) Has a British National type Approval (sec (1) of the RTA 1998) certificate issued prior to first UK registration, in conjunction with type approval as detailed at 11 above.
 - c) The vehicle shall be able to accommodate 2 additional passengers in permanent seats in addition to the provision of a wheel chair.
 - d) The vehicle shall be of a suitable design to accommodate a wheelchair and passengers in comfort.
 - e) Any and all modifications shall be to E1 type Approved and marked accordingly or equivalent.
 - f) The vehicle shall be designed to accommodate all equipment securely and safely.
 - g) Handles and grips should be sufficient to aid the access and egress of passengers and be brightly coloured.
13. Vehicles presented at first licensing from 5th October 2010 intended to provide Disability access shall for the purpose of Type 2 Disability Access will have the following.
- a) Handles and grips should be sufficient to aid the access and egress of passengers and be brightly coloured.
 - b) Offer suitable space to accommodate a folded wheelchair and will not protrude into the cabin space and be safely secured
14. All vehicles of Type 1 or 2 Disability Access shall display the appropriate disability emblem in a prominent position on the vehicle.