

**PRIVATE HIRE VEHICLE LICENCES**  
**CONDITIONS OF APPLICATION**

Chorley Council will not issue a Hackney Carriage 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.
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 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 and be marked with the private hire plate number. The fire extinguisher shall be maintained in good working order at all times.
  - h) Every estate type vehicle be fitted with the manufacturer's 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, of 1220mm (48").
- j) The minimum width between the back of the driver's seat and the front of the rear seating, measured when the driver's seat is fully pushed back, must **not** be less than 180mm (7").
- k) The height as measured between the rear seat and the height to the roof lining in a vertical plain, must be **not** less than 860mm (34").
- l) No vehicle will be licensed if the passenger has to climb over seats or luggage to gain 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.
- m) 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;
  - (h) provide if possible within the constraints of Construction and Use Regulations, at least two doors for the use of persons conveyed in such a vehicle and a separate means of ingress and egress for the driver.
- n) Any person applying for a hackney carriage 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. With the exception given at (c) above.

**7. With effect from 1st November 2008 New vehicles and vehicles up to 3yrs old from date of first registration**

Pay for 12 month licence and have MOT/Taxi Test every 12 months or

Pay for 6 month licence and have MOT/Taxi 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, as defined by a vehicle safety inspection report and further considered by an officer in regards to vehicle type, class, colour, condition, service history, passenger numbers and suitability.

**Vehicles 3yrs to 8yrs old from date of first registration**

Pay for 6 month licence and have MOT/Taxi Test every 6 months

Also must produce and pass a vehicle safety report annually.

**Where a vehicle is 6yrs or older from date of first registration and it FAILS the MOT/TAXI TEST OR HAS ADVICE NOTES ISSUED then**

Pay for 4 month licence and have MOT/Taxi Test every 4 months

Also must produce and pass a vehicle safety report annually.

**Vehicles over 8yrs from date of first registration**

Pay for 4 month licence and have MOT/Taxi Test every 4 months

Also must produce and pass a vehicle safety report annually.

Where vehicles over 8 years old apply for the grant or renewal of a hackney carriage / private hire vehicle licence and the vehicle fails the MOT/Taxi Test it will not be eligible for licensing.

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

No vehicles that have been categorised as 'write offs' by any insurance company at any level will not be considered for licensing.

A) AT FIRST APPLICATION (Grant)

The Vehicle Safety Report (VSR) must not be more than 7 days old at the time of testing and the vehicle must not have completed more than 500 miles from the time of the VSR completion.

The completed VSR must be presented to the Taxi Test examiner prior to the start of the taxi test.

B) RENEWALS

On the vehicle's anniversary of 3 years from the date of first registration, or on the vehicles next application to renew, a PH/HCVL after that date the proprietor shall ensure that the vehicle is in possession of a completed VSR at the time of the taxi test and the conditions at (A) above will apply.

C) Or at the time of Application 'Grant or Renewal' the arrangements for the completion of the VSR are made at the time of application with the council and the VSR can then be conducted at the same time as the taxi test.

D) DOCUMENTATION

Proprietors must produce the following documents at the time of testing on

- i) Current VSR where applicable
- ii) 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.
- iii) An LPG Gas Association Safety Certificate, where applicable.

8. The vehicle shall display the Council's approved door signs on the front passenger and drivers doors and the rear external and internal licence plates. 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.

9. 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

10. Any trailer presented for testing must be presented at the same time as the proposed vehicle for the purpose of taxi testing. The trailer shall conform to existing construction and use regulations. It must be water tight and lockable. It must be clearly identifiable, by a permanently fixed serial number or other permanent marks. Please record all identifiable marks on the test sheet.

Only trailers presented at the time of testing with the proposed vehicle shall be used in conjunction with that licensed vehicle.