



THE CITY OF LIVERPOOL PRIVATE HIRE PROPRIETORS CONDITIONS OF LICENSING

1 VEHICLE INSPECTION

Vehicles submitted for inspection, as required by Liverpool City Council, must be in good condition with the engine, chassis, body, paintwork, wheels, fittings, furniture, steering and braking mechanisms, in perfect repair and order, clean and free from mud, oil and road dirt.

2 VEHICLE CONSTRUCTION AND EQUIPMENT

Only vehicles complying with the following conditions will normally be considered for licensing as Private Hire Vehicles: -

- a) Fitted with four door and four wheels.
- b) Right Hand Drive.
- c) Constructed to carry at least four passengers and not more than eight passengers, in addition to the driver. Where the passenger seating is comprised of bench seats a complete length of 406mm (162) measured in a straight line along the front of the seat, must be allowed for each passenger.
- d) Equipped with a minimum of two rear view mirrors, one of which shall be fitted internally and the other externally on the offside.
- e) Equipped with an efficient fire extinguisher, of one of the following type, mounted in such position as to be readily available for use:-
 - (i) Halon e.g. BCF;
 - (ii) Carbon Dioxide, 2.5 kg; or (iii) Dry Powder, 3kg.
- (f) Carry a spare wheel, capable of use on either axle, with at least the minimum legal depth of tread, a wheel nut spanner and jack.

(g) The door windows must be constructed so that they can be easily raised or lowered by the hirer and all windows must be etched with the registration number of the vehicle.

(h) There must be adequate space of luggage within the vehicle, available for use at all times.

3 LICENSED VEHICLES

a) All vehicles licensed by Liverpool City Council must be kept in perfect repair and order, clean and fit in every way for use as a private hire vehicle, and driver only be persons issued with a current Liverpool City Council private hire driver's licence.

b) The Proprietor of the vehicle is responsible for its insurance. The certificate of insurance which must be produced before the vehicle is licensed and at the request of an Authorised Officer or Police Officer. It must be in the name of the licence holder and must include the name of the licence holder, and the names of all licensed drivers who will use the vehicle.

c) A Private hire vehicle must be associated with a licensed private hire operator and may only be used on private hire bookings accepted by that licensed operator.

d) Accident damage must be reported to the City Council within 72 hours of Occurrence.

4 GENERAL LICENSING CONDITIONS

A) Any radio communication equipment shall be securely attached to the private hire vehicle and shall be of a type recognised as private mobile radios by the Department of Trade and Industry.

b) The proprietor or part-proprietor of a licensed private hire vehicle shall disclose to the Council, in writing, and within seven days of conviction, details of any convictions imposed while the licence is in force.

c) The proprietor or part-proprietors must notify the Council of any change of address or of any change of name within seven days of such change.

d) The licence plate identifying the vehicles as a private hire vehicle must be secured to the rear of the vehicle so as to be easily seen, in a location approved by an Authorised Officer of Liverpool City Council.

e) The proprietor or driver of a private hire vehicle shall not negligently or willfully cause the licence plate to be concealed while the vehicle is being used for hire.

- f) No proprietor shall dispose of, or lend, the private hire licence plate issued in respect of a vehicle.
- g) The proprietor shall display a statement of fares or mileage inside the vehicle so as to be clearly visible to any hirer.
- h) The proprietor or driver of a private hire vehicle who has agreed to be in attendance with the vehicle at an appointed time and place shall punctually attend at the agreed time and place.
- i) Should the private hire vehicle fail to complete a journey for any cause, whatever, the circumstances and cause of the failure must be reported to the Council within 24 hours, and no fare or part fare shall be demanded in respect of the distance traveled.
- j) No roof signs, fitting, lights, advertisements or signs of any description may be displayed on a licensed private hire vehicle other than those approved by the Council.
- k) A fare metre, if fitted, shall be of a type previously approved by the Council, fitted in a position where it is not easily visible from outside the vehicle and shall not display an lettering or wording other than the fare registered.
- l) The licence plate should be immediately returned to the Council on the expiry of the licence or during any period when the licence is suspended or revoked.
- m) If, after the service of a Statutory Notice requiring the return of a licence plate, the request is not complied with, an Authorised Officer, or Police Officer, may remove and retain the licence plate.
- n) If the proprietor of the private hire vehicle, commits suffers or permits any breach of these conditions, the licence may be revoked, suspended or not renewed, at the Council's discretion.
- o) The Liverpool door sign shall be displayed when the vehicle is being used for private hire, on both front doors and shall be either permanently or magnetically affixed.
The sign should be of a maximum 24"x10", containing the information in words using red letters of at least one and a half inches on a white background, in accordance with the following format.

LIVERPOOL CITY COUNCIL
PLATE NUMBER xxxxx

PRIVATE HIRE ONLY