

## **CONDITIONS ATTACHED TO A PRIVATE HIRE DRIVERS LICENCE**

By virtue of section 51(2) of  
the Local Government (Miscellaneous Provisions) Act 1976

In these conditions, unless the subject or context otherwise requires "the Driver" means the holder of a Private Hire Driver Licence, "the Council" means the Council of the City of Newcastle upon Tyne "the Licence" means a Private Hire Driver Licence issued by the Council and "the Act" means the Local Government (Miscellaneous Provisions) Act 1976.

### **1 Conduct of Driver**

The licensed driver shall:

- 1.1 At all times when a vehicle is being driven for hire, be clean and respectable in his dress and person and conduct himself/herself in an orderly manner with civility and propriety towards every person seeking to hire or hiring or being conveyed in such vehicle and to any authorised officer of the Authority.
- 1.2 Comply with every reasonable requirement of any person hiring or being conveyed in such vehicle.
- 1.3 Convey a reasonable quantity of luggage.
- 1.4 Afford reasonable assistance in removing such luggage to or from the entrance of any building, station or place at which he may take up or set down.
- 1.5 Take all reasonable steps to ensure the safety of passengers conveyed in, entering or alighting from the vehicle driven by him/her.
- 1.6 Not without the express consent of the hirer, play any radio or sound reproducing instrument or equipment he/she is driving and not to allow the same to be a source of nuisance or annoyance to any person, whether inside or outside of the vehicle.
- 1.7 Not importune any person to hire such vehicle and shall not make use of the services of any other person for the purposes of such importuning.

### **2 Passengers**

- 2.1 The licensed private hire driver shall not convey or permit to be conveyed in a private hire vehicle a greater number of persons than that prescribed in the licence for the vehicle.
- 2.1 The licensed private hire driver shall not convey any additional passenger(s) in the vehicle without the express consent of the hirer.

### **3 Private Hire Vehicle Licence Identification Plate & Markings**

- 3.1 The licensed private hire driver shall not wilfully or negligently cause or suffer the private hire vehicle licence plate or internal markings (decals) from public view or to be defaced that any figure or material particular is illegible.

### **4 Meter/Fare Calculating Device**

- 4.1 If a licensed private hire vehicle is fitted with a meter or other fare calculating or recording device, the driver shall not cause the fare recorded or displayed thereon to be cancelled or concealed until the hirer has had a reasonable opportunity of examining it and payment of fare is satisfactorily concluded.
- 4.2 The driver of a licensed private hire vehicle shall not require for such hiring a fare greater than that previously agreed. If the vehicle is fitted with a meter or other fare calculating or recording device and there has been no previous agreement as to the fare, that which is shown on the meter/fare calculating device shall be charged.
- 4.3 A driver should ensure during the continuance of such hiring
- The display face of the fare calculating device or meter is not concealed in any manner or by any means, and that such display is distinctly and plainly visible to any person hiring or being conveyed in the vehicle.
  - Any failure of the meter is immediately reported to the Licensing Authority.
  - If fitted with a meter, such meter is fitted with seals so that it is not practicable for any person to tamper with it.

### **5 Punctual Attendance**

- 5.1 The licensed driver of a private hire vehicle who has agreed to be or has been hired to be in attendance with a vehicle at an appointed time and place, shall, unless delayed or prevented by some sufficient cause, punctually attend with such vehicle at the appointed time and place

### **6 Lost Property**

- 6.1 After a hiring, the licensed private hire vehicle must be checked for any misplaced or lost property. If any identifiable property is left in a private hire vehicle by any person who is conveyed therein is found by or handed to the licensed driver, he/she shall take it forthwith or within 24 hours to the Lost Property Office Northumbria Police, Newcastle upon Tyne.

6.2 Northumbria Police shall not accept any lost property unless it is:

- Any item that is illegal to possess such as drugs or firearms;
- An identifiable item such as passports or driving licences;
- Items of high value or significant sentimental value;
- Items which store electronic data such as mobile phones, laptops etc;
- Large quantities of cash.

6.3 All other items of lost property should be returned to the Newcastle City Council licensed private hire operator registered office responsible for dispatching the fare to the driver.

## **7 Written Receipts**

7.1 The driver shall, if required by the hirer of a private hire vehicle, provide him with a written receipt for the fare paid.

## **8 Private Hire Driver Identity Badge and Licence**

8.1 All licensed private hire drivers shall wear the private hire identity badge supplied by the Licensing Authority when on duty. The identity badge must be worn in such a manner as to be clearly visible.

8.2 The private hire identity badge and licence always remain the property of the Council.

8.3 The licensed private hire driver shall upon the expiry, revocation or suspension of this licence forthwith return to the Licensing Authority the identification badge and licence issued. The driver will not be required to return the identification badge and licence if they have the right to appeal or have appealed against the revocation or suspension of their licence.

8.4 The driver shall, before commencing employment, deposit a copy of his/her private hire driver's licence with the private hire operator for retention by him/her until such time as the driver ceases to be permitted or employed to drive the vehicle for that operator.

## **9 Change of Address**

9.1 The licensed private hire driver shall notify the Licensing Authority in writing of any change of his address during the period of the licence within seven days of such change taking place.

## **10 Medical Fitness**

10.1 The licensed private hire driver must inform the Licensing Authority immediately if he/she has any change in medical condition or disability that may adversely affect his/her ability to drive a private hire vehicle.

10.2 A licensed private hire driver or prospective licensed driver who receives medical treatment or medical consultation shall confirm with their medical attendant whether they are fit to undertake the duties of a private hire driver. Where any medical attendant specifies that a licensed private driver or prospective licensed driver should not drive for a determinate or indeterminate period, he/she shall notify the Licensing Authority in writing of such medical provision. Notification must be sent to [ncclicensing@newcastle.gov.uk](mailto:ncclicensing@newcastle.gov.uk) Council's email address immediately (or in any case within 48 hours) of the relevant diagnosis or change to medical condition.

## **11 Convictions, Cautions, Fixed Penalties, Community Resolutions or On-Going Investigations**

11.1 The licensed private hire driver shall within seven days disclose to the Licensing Authority in writing details of any conviction (including all motoring offences), caution, fixed penalty or community resolution received during the period of the licence. The licensed driver shall notify the Licensing Authority in writing within seven days if he/she has been charged with an offence or has been released by the police on bail or under investigation.

## **12 Licensees who have spent time overseas**

12.1 Existing licensed private hire drivers must notify the Licensing Authority in writing when they intend to leave the country for an extended period of 3 months or more. He/she must also notify on their return and complete a statutory declaration provided by the Licensing Authority.

12.2 Those who confirm that they have lived in a country other than the UK for one or more periods of three months or more, within the last three years, will be required to produce a Certificate of Good Conduct issued by the relevant non-UK country.

12.3 A 'Certificate of Good Conduct' is an extract from the judicial record, or an equivalent document issued by a competent judicial or administrative authority in the relevant country.

12.4 In order to obtain a Certificate of Good Conduct and for up-to-date information on any costs involved, you should contact the Embassy or High Commission of the country in question.

## **13 Guide Dogs**

13.1 At the request of the hirer, the driver shall convey any hearing, guide or assistance dog(s) accompanying a disabled person. The charge for such journey shall be in accordance with the Private Hire Operator's table of fares, as deposited with the Licensing Authority.

- 13.2 The Licensing Authority may exempt a licensed private hire driver from the requirement to carry hearing, guide and assistance dogs accompanying disabled people, if that driver has a severe medical condition which is aggravated by contact with dogs, an allergic reaction to dogs, or an acute phobia of dogs. The licensed private hire driver must hold a certificate of exemption on medical grounds issued under the Equality Act 2010.

#### **14 Wheelchair Accessible Private Hire Vehicles**

- 14.1 All licensed private hire drivers of private hire vehicles must:

be fully conversant with the correct method of operation of all ramps, lifts, wheelchair and person restraints fitted to the vehicle;

before any movement of the vehicle takes place ensure that all wheelchairs are secured to the vehicle using the approved restraining system and the brakes of the wheelchair have been applied.

Ensure that any wheelchairs, equipment and passengers are carried in such a manner that no danger is likely to be caused to those passengers or to anyone else, in accordance with The Road Vehicles (Construction and Use) Regulations 1986.

#### **15 Disclosure & Barring Service (DBS)**

- 15.1 A driver upon receipt of the DBS certificate, shall subscribe to the DBS update service and further provide the update service certificate code and DBS certificate to the Council within 30 days of receipt.