



RIBBLE VALLEY BOROUGH COUNCIL PRIVATE HIRE DRIVER'S LICENCE (the "Driver's Licence")

The Council has the power to suspend, revoke or refuse to renew any Driver's licence if any of these standard conditions are not complied with.

The following standard conditions are attached to the issue of a Private Hire Driver's Licence (the "Driver's Licence") in the Ribble Valley.

REQUIREMENTS FOR THE ISSUE OF A DRIVER'S LICENCE

Age and qualifications of Driver

1. An applicant for a Driver's Licence must have attained the age of 21 years and for the twelve months immediately prior to the application either:
 - a. have been the holder of a licence (not being a provisional licence) granted under Part III of the Road Traffic Act 1988 ("**RTA**") (as amended from time to time or under any successor legislation); or
 - b. be authorised by virtue of Section 99 A(1) or Section 109(1) of the RTA (as amended from time to time or under any successor legislation) to drive a motor car in Great Britain.

Health of a Driver

2. A mandatory Group 2 Medical Certificate (which is a requirement of "Fitness to Drive: A Guide for Health Professionals" published in 2006 by The Royal Society of Medicine Press Limited on behalf of the Department for Transport) signed by your own doctor must be produced at the time of the initial application.
3. Applicants over the age of 60 years may be asked to submit themselves for examination by a Medical Practitioner nominated by the Council. The applicant must pay the costs of such an examination.
4. Drivers who are 65 or over will be subject to an annual medical examination.

5. In the event of the onset or worsening of a health condition likely to cause a driver to be a source of danger to the public, when driving either now or in the future they must inform the Council immediately.

Examples of health conditions, which must be reported, are:

- giddiness;
- fainting;
- black-outs;
- Epilepsy;
- Strokes;
- Multiple Sclerosis;
- Parkinson's Disease;
- heart disease;
- Angina;
- Coronaries;
- high blood pressure;
- Arthritis;
- disorder of vision;
- mental illness;
- alcoholism;
- drug taking and
- the loss of a limb or use of a limb.

THIS LIST DOES NOT INCLUDE ALL THE CONDITIONS THAT MUST BE REPORTED. THESE EXAMPLES ARE GIVEN ONLY TO INDICATE THE TYPES OF CONDITIONS.

Drivers, who are in doubt about whether or not their health condition is one, which should be reported, should consult their doctor.

Test of Fit and Proper Person

All applicants must satisfy the Council that they are a fit and proper person to hold a Driver's Licence. The following issues are considered when applying that test:

Disclosure and Barring Service check ("DBS check")

6. All applicants must apply for an enhanced DBS check, the contents of which will form part of the process of assessing whether an applicant is a fit and proper person.

Knowledge Test

7. Save as set out in condition 10 below all applicants must pass the Council's knowledge test before a Driver's Licence will be issued. The knowledge test can be taken either as a written test or as a mobile test in the applicant's vehicle. Applicants must contact the Council to make an appointment to take the knowledge test. An applicant will be allowed no more than four attempts to pass the knowledge test (see also condition 12 below).

Steering to Success Course

8. Save as set out in condition 13 below all applicant's must produce evidence of having passed the steering to success course at Rossendale College.

Address on driving licence

9. Applicants must ensure that their VOSA driving licence shows their current address.

THE LICENCE

Duration of Driver's Licence

10. Save as set out at condition 11 below, and subject to suspension and/or revocation a Driver's Licence will be valid for 12 months from the date of issue.

New Applicants for Driver's Licence

11. New applicants for a Driver's Licence may be issued with a temporary driver's licence, which will be valid for 6 months from the date of issue. Only 1 temporary licence will be issued to each driver.

12. Proof that an applicant is enrolled on the Steering to Success course will be required before a temporary licence is issued.
13. In order to obtain a Driver's Licence once the temporary licence expires an applicant must pass the knowledge test and the Steering to Success course at Accrington and Rossendale College **before** the end of the 6-month period.

Suspension/Revocation/Refusal to renew

14. A Driver's Licence may be suspended, revoked and/or not renewed by the Council if:
 - a. a driver fails to comply with these standard conditions;
 - b. a driver is convicted of an offence involving dishonesty, indecency or violence; or
 - c. on any other reasonable grounds.

DRIVER'S RESPONSIBILITIES

Driver's Badge/Licence

15. The driver of a Private Hire Vehicle **MUST** wear their Private Hire Vehicle Driver's Badge in a prominent position at all times whilst in the course of their duty.
16. The badge will serve as evidence of the driver's licence and they shall, if requested, show the badge to the hirer of the vehicle, a police officer or any authorised officer of the Council.
17. A badge relates only to the driver it was issued to, it **cannot** be transferred.
18. Upon expiry, revocation or suspension of a Driver's Licence, the driver shall return their badge to the Council within 7 days.
19. A driver must show their Driver's Licence to the operator/proprietor at the beginning of their employment as a private hire driver.

Conduct of Driver

20. The Driver shall:
 - a. at all times be clean and respectable in their dress and person and behave in a civil and orderly manner;

- b. ensure that the vehicle driven by them is kept in a clean and tidy condition;
- c. take all reasonable steps to ensure the safety of passengers conveyed in, entering or alighting from the vehicle driven by them;
- d. not without the express consent of the hirer, eat or drink in the vehicle;
- e. not smoke in the vehicle or permit any passenger to smoke in the vehicle;
- f. not use a non-hands free mobile phone whilst driving;
- g. not without the express consent of the hirer, play any radio or other sound reproducing instrument or equipment in the vehicle, other than for the purpose of sending or receiving messages in connection with the operation of the vehicle;
- h. not cause or permit the noise emitted by any radio or other previously mentioned equipment in the vehicle which they are driving, to be a source of nuisance or annoyance to any person, whether inside or outside the vehicle;
- i. convey a reasonable quantity of luggage on behalf of the hirer and/or passengers;
- j. afford reasonable assistance with loading or unloading luggage;
- k. afford reasonable assistance in removing luggage to or from the entrance of any building, station or place at which they may take up or set down the hirer and/or passenger(s).
- l. if they are aware that the vehicle has been hired, to be in attendance at an appointed time and place, or they have otherwise been instructed by the Operator or proprietor of the vehicle to be in attendance at an appointed time and place, attend at that appointed time and place unless delayed or prevented by sufficient cause.
- m. Not operate the horn of the vehicle as a means of signalling that the vehicle has arrived.

Plying for hire

21. A driver shall not whilst driving or in charge of a Private Hire Vehicle, tout or solicit on a road or other public place any person to hire or to be carried for hire in a Private Hire Vehicle.

22. The driver must not allow the vehicle to stand in such a position as to suggest it is plying for hire, or use a hackney carriage stand.

Lost Property

23. A driver of a Private Hire Vehicle shall, immediately after the termination of any hiring or as soon as practicable thereafter, carefully search the vehicle for any property which may have been accidentally left therein.

24. A driver of a Private Hire Vehicle shall, on finding such lost property, take it as soon as possible and in any event within 48 hours if not claimed by its owner, to a Police Station within the district where they should report it to the officer in charge of the station.

Passengers

25. A driver shall not convey or permit to be conveyed in a Private Hire Vehicle, a greater number of persons than that prescribed in the Private Hire Vehicle Licence.

26. A driver shall not convey or allow there to be conveyed in the front seat of a Private Hire Vehicle:

- a. any child below the age of 10 years; or
- b. more than one person above that age.

27. The driver of a Private Hire Vehicle shall not permit any person to be conveyed in the vehicle without the consent of the hirer.

Unauthorised/Uninsured/unlicensed Drivers

28. No person being unauthorised, uninsured or unlicensed shall drive a private hire vehicle.

29. The holder of a Driver's Licence shall not permit an unauthorised, uninsured or unlicensed person to drive a private hire vehicle.

Advertisement

30. Save with the consent of the Council, a driver of a Private Hire Vehicle shall not place or allow to be placed any printed, written or other matter by way of advertisement on any part of the vehicle.

Shortest Route

31. Subject to any directions given by the hirer, a driver of a Private Hire Vehicle, when hired, shall drive to the hirer's required destination, by the shortest available route.

Licence Plate

32. The Private Hire Vehicle Licence plate provided by the Council, which identifies the vehicle as a Private Hire vehicle, must remain attached to the vehicle by the method and in the position specified in the Private Hire Vehicle **AT ALL TIMES** (including when the vehicle is not in use) and should not be removed unless required to do so by an authorised officer of the Council or by the police.
33. The driver of a Private Hire Vehicle shall not wilfully or negligently cause or suffer any licence plate to be concealed from public view at any time or to be defaced.

Licence Conditions

34. A driver shall at all times when driving a private hire vehicle keep a copy of these Conditions within the vehicle and shall make them available for inspection by the hirer or any other passenger on request.

Fare to be demanded

35. A driver shall not demand from a hirer a fare in excess of any fare previously agreed for that hiring between the hirer and the Operator.
36. A driver shall, if requested by the hirer of a private hire vehicle, provide them with a written receipt for the fare paid.

Animals

37. Under the Equality Act 2010, a driver of a private hire vehicle must not fail or refuse to carry out a booking accepted by the operator:
 - a. if the booking is made by or on behalf of a disabled person or a person who wishes to be accompanied by a disabled person, and
 - b. the reason for the failure or refusal is that the disabled person is accompanied by an assistance dog¹.

¹ assistance dog" means—

(a) a dog which has been trained to guide a blind person;

38. An exemption to this obligation can only be given on medical grounds.
39. Failure to comply with this obligation will lead on summary conviction to a fine not exceeding level 3 on the standard scale, currently **£1,000**.
40. A driver shall not convey in a private hire vehicle any animal belonging to or in the custody of himself or the proprietor of the vehicle.
41. A driver shall ensure that any animal carried in the private hire vehicle at the request of the hirer/passenger is properly secured before the journey commences.

Accident to Vehicle

42. If a driver of a private hire vehicle is involved in an accident or incident the driver **MUST** report this to the Council as soon as reasonably practicable, but in any case within 72 hours of the accident or incident. Compliance with this condition does not exempt the driver from his statutory liability to report all accidents to the police.

DISCLOSURE OF INFORMATION

Convictions

43. Any person who holds a Driver's Licence **MUST** disclose to the Council, within **seven days**, in writing full details of any conviction and/or police caution received or imposed on them.

Change of Address

44. Any person holding a Driver's Licence **MUST** notify the Council in writing of a change to their address within seven days.

Change of Employment

(b) a dog which has been trained to assist a deaf person;

(c) a dog which has been trained by a prescribed charity to assist a disabled person who has a disability that consists of epilepsy or otherwise affects the person's mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects;

(d) a dog of a prescribed category which has been trained to assist a disabled person who has a disability (other than one falling within paragraph (c)) of a prescribed kind

45. Any person holding a Driver's Licence **MUST** notify the Council within seven days of the commencement or termination of employment of the name and address of the Operator or proprietor and the date when the employment either started or ended.