

APPENDIX 5

WATFORD BOROUGH COUNCIL HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES CURRENT AS AT APRIL 2015

POLICY REQUIREMENTS FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENCES	
Policy	Notes
No hackney carriage shall be licensed for the first time if it is more than 7 years old at the date of applying for the licence.	For this policy, the age of the vehicle refers to the year in which it was registered with the DVLA - for example, a vehicle first licensed in 2015 may not be registered earlier than 2008.
No age limit applies to private hire vehicles except for 'stretch' limousines, where no licence will be issued for a vehicle that is more than 10 years old. A plate for a 'stretch' limousine will only be issued for 6 months at a time.	Applications to licence any limousine which has been converted must be accompanied by an appropriate approval certificate.
Hackney carriages must be either: (1) a purpose-built London-style hackney carriage (meaning such vehicle has been approved for use by Transport for London for use as a hackney carriage), or a converted vehicle, which is capable of carrying a passenger whilst sitting in a wheelchair, providing such vehicle has the appropriate approval certificate; or (2) a saloon, hatchback, estate or multi-purpose people carrier capable of carrying a folded wheelchair, with at least 4 doors. Private hire vehicles must have at least 4 doors.	An 'appropriate approval certificate' will likely be in the form of a voluntary Individual Vehicle Approval (IVA). Obtaining an approval is based upon an inspection of the vehicle by the DVSA. Where the vehicle is imported as it was manufactured, it should only be necessary to have a 'basic' inspection. In all other cases, the vehicle will require a 'normal' IVA inspection. Further information is available from https://www.gov.uk/vehicle-approval/overview . All doors must be suitable to be used by passengers and a driver. Rear-seat passengers must be able to use a door other than the driver's or front passenger door. A purpose-built London-style vehicle will not be licensed as a private hire vehicle to avoid confusing the vehicle for a hackney carriage.
All other vehicle types will be subject to inspection on a case-by-case basis. No 'stretch' limousine will be licensed as a hackney carriage.	A licensing officer will need to approve any vehicles of unusual appearance or with unusual features. This can only be done <u>after</u> physically inspecting the vehicle. Our key concerns are passenger safety and comfort. If a vehicle fails, drivers will be told of the reasons why. Wheelchair ramps and lifts will not normally be considered as unusual features.
The Council is unable to licence any vehicle that can carry more than 8 passengers. Applications for any converted vehicles must be accompanied by an appropriate approval certificate.	
The maximum number of passengers which the vehicle will be	The logbook states the total number of people suitable to be carried in the vehicle. The

APPENDIX 5

WATFORD BOROUGH COUNCIL HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES CURRENT AS AT APRIL 2015

POLICY REQUIREMENTS FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENCES	
Policy	Notes
licensed to carry will be the number of seats recorded on the V5C registration document (logbook) as being suitable for carrying passengers.	number of passengers that can be carried will equal the sum of the total number of persons minus the driver. Where a logbook shows more seats than the physical number of seats in the vehicle, the driver will be required to address this issue. The logbook must accurately reflect the vehicle, in terms of size, any modifications, seating capacity, colour, and all other details which are recorded within the logbook.
Left-hand drive vehicles will not be considered as suitable for licensing on safety grounds as they will generally require front-seat passengers to step into the roadway to enter or exit the vehicle. Any vehicle which does not allow for safe near-side access and egress for passengers will also not be considered.	
On 19 March 2012 the Council set a maximum limit of 304 hackney carriage vehicle licences. This limit is a descending limit. When a licence is surrendered or revoked, the limit shall decrease by the number of licences which were surrendered or revoked.	Any exception to this strict policy will be considered on a case-by-case basis by the Head of Community and Customer Services in consultation with the Chair of the Licensing Committee. There is no limit on the number of private hire vehicle licences.
Vehicles will not be licensed unless: (1) there is in force a current insurance policy compliant with the Road Traffic Act 1988; (2) a valid MOT certificate is in force (issued within the previous 30 days), for vehicles registered with the DVLA for 12 months or more at the time the vehicle is presented for licensing; (3) it is, or will be, registered with the DVLA; (4) the vehicle is taxed (where applicable); and	A licence may also not be issued if no driver who is named on an insurance policy is present to drive the vehicle. The Council must ensure that both vehicles and drivers are legally allowed to be on the road. The insurance must also be for the proper purpose. Any vehicle which is less than 1 year old when presented for licensing is not required to have passed an MOT. Any vehicle that is more than 1 year old when presented for licensing (including renewals) must have passed an MOT before inspection, and this MOT must have been issued within the previous 30 days. Where vehicles have recently been purchased, the new keeper's supplement of the logbook will suffice to show that the vehicle is registered with the DVLA providing that the full logbook is presented once obtained from DVLA.

APPENDIX 5

WATFORD BOROUGH COUNCIL HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES CURRENT AS AT APRIL 2015

POLICY REQUIREMENTS FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENCES	
Policy	Notes
(5) that an appropriate approval certificate has been issued where necessary.	Officers can check online via https://www.vehicleenquiry.service.gov.uk/ if a vehicle is taxed.
When vehicles are presented for inspection, the exterior of the vehicle (including the underside of the vehicle) and interior must be in a suitable clean condition to allow for proper inspection of these areas	Licensing officers must be able to carry out an inspection of the vehicle to ensure compliance with the Council's policies and conditions. If the vehicle is presented in such a condition to prevent a full inspection, the inspection will not be carried out.
Vehicle plates must be securely mounted on a bracket which is permanently affixed to the rear of the vehicle. The bracket must be clearly seen and must not obscure any rear lights or the vehicle index plate. The detachable plate slip which is issued once a vehicle is licensed must be displayed on the inside of the front windscreen where it can be seen by all passengers	Vehicle plates can only be displayed on a bracket attached to the rear of the vehicle. It is never acceptable to have a plate on display in the rear windscreen. A bracket which is not permanently attached is also not acceptable. If a plate or bracket is lost, stolen or damaged, drivers are expected to contact the licensing team immediately. Stolen plates will be required to be reported to the Police. A new plate number will be issued upon receipt of a crime reference number.
A taximeter must be securely fitted within any vehicle which is to be licensed as a hackney carriage. The meter must be visible from the rear passenger seats, and must not interfere with the safe operation of the vehicle.	The taximeter must be secured and visible to all passengers. Meters which hang loose, or which are damaged so that they either can not be used or are ineligible will fail. It is not necessary for private hire vehicles to have taximeters, but where they are used, the meter must still be visible, secure, and safe.
Taximeters in hackney carriages must be calibrated to the tariff set by the licensing authority, and must not show any other tariffs. The meter must be sealed, without showing signs of tampering or misuse.	A calibration certificate must be provided for all vehicles which are to be licensed for the first time. A taximeter which is not calibrated to the Council's tariff is not acceptable. Legally, the taximeter must be calibrated according to the Council's tariff. The meter can not be calibrated to any other tariff. The fare tariff must be clearly displayed inside the vehicle so that it is visible to all

APPENDIX 5

WATFORD BOROUGH COUNCIL HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES CURRENT AS AT APRIL 2015

POLICY REQUIREMENTS FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENCES	
Policy	Notes
	passengers. Missing or damaged sheets are not acceptable. Replacement tariff sheets are available from the licensing team for no charge.

APPENDIX 5

WATFORD BOROUGH COUNCIL HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES CURRENT AS AT APRIL 2015

CONDITIONS FOR VEHICLES		
Conditions	Notes	Licence type
Cleanliness		
The exterior of the vehicle must be kept in a suitable and clean condition at all times such that road dirt, mud or other detritus does not excessively obscure any paintwork, lights, windows, licence plates or number plates.	Drivers are expected to keep their cars to a generally good standard. Dirt or other marks on the vehicle will be required to be removed as soon as reasonably practicable.	Both
The vehicle must be maintained in a manner satisfactory for public service at all times, without evidence of corrosion, damage, unsatisfactory repairs and/or unsatisfactory modifications.	<p>Dull paintwork constitutes a fail. A mismatch of paint also constitutes a fail. However, officers should use discretion on paintwork provided the correct colour code has been used and the overall standard is good.</p> <p>A single rust scab or blemish larger than 10mm x 10mm constitutes a fail. Allowance should be made for small stonechips which are not showing signs of rust</p> <p>Dents over 40mm in diameter at its widest point and over 2mm deep constitutes a fail. A single dent within this tolerance, or even several that are not on the same panel, may not always be a fail.</p> <p>A scratch over 300mm long constitutes a fail.</p> <p>Visibly poor or unsatisfactory repairs or modifications constitute a fail. Unsatisfactory items will include (but are not limited to) affixing side mirrors with duct tape, or damaged or peeling window tints. Window tints are only permitted as long as they are allowed within normal MOT tolerances. If the vehicle already has a licence and is to be modified to include a window tint, permission must be obtained from the licensing authority first.</p>	Both
The interior of the vehicle must be kept in a suitable and clean condition at all times without accumulations of dust, dirt, litter, general debris, staining, excessive unpleasant odours or excessive	A vehicle which is in a dirty condition with an excessive accumulation of dust, litter, debris or other similar items will fail.	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
wear.	<p>Excessive staining to the carpets or upholstery will also fail, as will any mark or stain which could mark a passenger or luggage.</p> <p>Upholstery which is excessively worn, holed or torn will also fail, as will any trip hazards. Discretion should be used where the fabric has been repaired to a satisfactory standard. Unsatisfactory repairs will constitute a fail.</p> <p>Unpleasant odours will include (but will not be limited to) vomit, waste food, cigarette smoke, or other similar contaminants.</p>	
Seat cushions and back rests must be adequately maintained in good condition and offer proper support to passengers.	A seat cushion or back rest which is in a poor condition and/or offers poor support to a passenger constitutes a fail.	Both
Driver Identification		
The large driver's badge must be displayed inside the vehicle where it can be seen by passengers.	Replacement badges can be requested from the licensing team, subject to a fee.	Both
Vehicle Identification		
Hackney carriages must be fitted with a roof sign which meets the approval of the Council's officers. A vehicle other than one with an integral "Taxi" sign must be fitted with a roof sign which is white in colour with the words "Taxi" in black writing on a white background on the front and "For Hire" in black writing on a red background on the reverse. The roof sign must be maintained in good working order.	<p>No roof sign at all, a damaged, cracked, or broken sign, constitutes a fail.</p> <p>A sign which can not be securely fixed to the vehicle will also fail.</p> <p>A roof sign that does not bear the wording approved by the Council, or if the words are not legible, constitutes a fail.</p> <p>Private hire vehicles should have no roof signs to avoid confusion with hackney carriage vehicles.</p>	Hackney Carriage only
The roof-sign must be capable of being lit, and must cease to be lit when the taximeter is brought into operation.	A roof sign which does not light up, or can not be turned off when the meter is being used, constitutes a fail.	Hackney Carriage only
Vehicles capable of carrying passengers in a wheelchair and/or of		Hackney

APPENDIX 5

WATFORD BOROUGH COUNCIL HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES CURRENT AS AT APRIL 2015

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
having accommodation for wheelchairs must incorporate a sign into the roof sign indicating their purpose		Carriage only
Door signs, of a type and style approved by the Council's officers, must be displayed on the front doors of the vehicle, unless explicitly authorised by the Council's officers.	If door signs are not displayed, or are not available for inspection, then this constitutes a fail. Signs must be positioned in the centre of the front door. There must be two signs available – one for each front door of the vehicle. Hackney carriage door signs will contain the Watford Borough Council logo, and the words "Licensed Taxi". Signs which advertise hackney carriage firms which are based in Watford and recognised by the Council are permitted, but not on the front doors. Private hire door signs must contain the words "Private Hire - Advance Bookings Only"; the operator's name and/or telephone number, but may not contain the words "Taxi" or "Cab", or in any way lead the public to confuse the vehicle with a hackney carriage that can be hailed or picked up off of the street. Any other sign must be approved by the Council first prior to use. Signs without approval will be required to be removed until such time as approval for their use has been given. Advertising signs can only be displayed on the vehicle with the Council's permission and only in the manner permitted when approval is given.	Both
Drivers must not, without reasonable excuse, fail to display such signs at all times that the vehicle is hired, plying for hire (including waiting on a rank), on the way to collect a passenger or otherwise used as a hackney carriage or private hire vehicle.	For hackney carriages, if the roof light is on the vehicle, then it will also be expected that the door signs will be on the vehicle too. Only when the vehicle is not working as a hackney carriage is it ever acceptable to remove the magnetic door signs. It would also be expected that the roof sign, and any approved company signage, be removed too,	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
	<p>so that it is obvious that the vehicle is not working as a hackney carriage.</p> <p>For private hire vehicles, door signs do not need to be on the vehicle where an exemption certificate has been issued for certain contract work. However, whenever the vehicle is not being used for that contract work, then the vehicle must display door signs. Any magnetic door signs allowed under contract work must be marked with the licence plate number of the vehicle which uses them.</p> <p>Where no exemption certificate has been issued, the door signs must remain on a private hire vehicle at all times.</p>	
Door signs must be maintained in a clean, readable and undamaged state.	<p>Damaged, peeling, torn, or ineligible signs will constitute a fail.</p> <p>Replacement hackney carriage door signs are available from the licensing team subject to a fee.</p>	Both
The exterior licence plate and interior licence plate (also referred to as the detachable slip) issued by the Council must be clearly visible and the details legible at all times. The exterior licence plates must be securely fixed to a bracket in a manner approved by the Council's officers.	<p>Vehicle plates can only be displayed on a bracket attached to the rear of the vehicle. It is not acceptable to display a plate in the rear windscreen.</p> <p>A bracket which is not permanently attached is also not acceptable. The bracket must remain on the vehicle at all times.</p> <p>The detachable plate slip must be displayed on the inside of the windscreen and be visible to all passengers.</p> <p>Replacement plates and brackets are available from the licensing team for a fee.</p>	Both
Advertising		
No advertisement or sign of any nature can be displayed on the vehicle other than an advertisement or a sign of a type authorised	Door signs that advertise the name of a taxi or private hire firm may not be used unless the Council has first given its approval.	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
by the Council.	Any other sign must be approved by the Council first prior to use. Signs without approval will be required to be removed until such time as approval for their use has been given. Advertising signs can only be displayed on the vehicle with the Council's permission and only in the manner permitted by the Council.	
Other Vehicle Signs		
You must display at least one "No Smoking" sign on at least one near-side and one off-side window to be clearly visible to passengers before entering the vehicle.	Missing, defaced or damaged signs will constitute a fail. Signs which are peeling or ineligible will also fail. A limited supply of replacement stickers are available from the licensing team, subject to demand.	Both
<p>You may only display the following window stickers or signs providing that they do not obscure vision:</p> <ul style="list-style-type: none"> (a) the Council's official plate (the detachable slip) (b) the name and telephone number of a Watford hackney carriage or private hire firm, recognised by the Council (c) an authorised parking permit (d) membership of a recognised motoring organization or a hackney carriage or private hire association (e) disability awareness signs. 	<p>Windscreen stickers advertising a taxi or private hire firm are allowed provided that they only contain the name of the firm and a contact telephone number, and do not encroach more than 40mm into the windscreen (or 10mm into the area of the windscreen immediately in front of the driver). An identical sign bearing the same words and of the same dimensions may also be displayed in the same position in the rear windscreen providing that adequate rear view vision is maintained.</p> <p>Window stickers on private hire vehicles must not contain the words 'taxi' or 'cab', or imply that the vehicle can be hired without pre-booking.</p> <p>Authorised parking permits include residents' parking permits and other permits such as a Watford Junction permit.</p>	Both
Tyres		
You must ensure that the vehicle has, at all times, appropriate equipment and/or tools to repair or replace a punctured or damaged tyre.	Equipment or tools will be either a spare wheel, a space saver wheel, or a canister which fills the damaged tyre with foam or another substance to allow the vehicle to be driven to a garage for repairs.	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
	<p>If a canister is provided, there must be sufficient pressure within the canister to allow the canister to be used (found by checking the gauge on the canister), and the canister should not be damaged, leaking, or rusted.</p> <p>If a wheel is provided, driver must also have access to a jack and a wheel wrench. The wheel should also not be flat or unroadworthy.</p> <p>All items must be able to be securely stowed within the vehicle.</p>	
Taxi Meters	<p>You may not use a taximeter unless it is of a type, and secured in a position, approved by the Council's officers.</p> <p>A meter must be fitted to all hackney carriages and must be secured. If a meter is not present, then this constitutes a fail. Meters which hang loose, or which are damaged so that they either can not be used or are ineligible will fail.</p> <p>Meters must be sealed to prevent tampering or misuse. A missing or broken seal will fail.</p> <p>The meter must show the correct minimum fare and be calibrated to the Council's tariff.</p> <p>The meter must be fitted in a location which is visible from the rear passenger seats.</p> <p>Where meters are fitted in private hire vehicles, officers do not need to check the correct minimum fare and the meter does not need to be calibrated to the Council's tariff. However, the meter must still be visible, secured, and safe</p>	Both
Non-Factory Fitted Equipment	<p>You may not use non-factory fitted equipment (for example, radios, PDAs, sat-nav systems) unless they are installed in positions</p> <p>No equipment can obstruct driver or passenger movement in or out of the vehicle, affect passenger comfort, obstruct the driver's vision, or impede</p>	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
approved by the Council's officers.	the driver's ability to control the vehicle.	
You must notify the Council before installing any non-factory fitted equipment so that the equipment and proposed position may be tested in relation to safety and comfort. The vehicle must not be used before approval has been given.	If the vehicle already has a licence and is to be modified to allow the use of a PDA, radio, or other such equipment, permission must be obtained from the licensing authority first.	Both
Wheelchair Access		
A three-point seatbelt assembly together with suitable wheelchair restraints must be provided for the use of wheelchair occupants in vehicles capable of carrying passengers in their wheelchairs. Anchorage must be provided for the wheelchair and chair bound disabled person to the latest industry standard. Restraints for wheelchair and occupant must be independent of each other.	Missing or damaged equipment constitutes a fail and will need to be addressed before the vehicle can be licensed. It is expected that a vehicle which can carry wheelchair-bound passengers always has suitable equipment to take such passengers, and therefore broken or missing equipment should never be given as an excuse for refusing a fare.	Hackney Carriage only (where wheelchair accessible)
Anchorages must be provided for the safe stowage of a wheelchair when not in use, whether folded or otherwise, if carried within the passenger compartment. All anchorages and restraints must be so designed that they do not cause any danger to other passengers at any time.		Hackney Carriage only (where wheelchair accessible)
A ramp(s) for the (un)loading of wheelchair passengers must be available at all times for the safe access and egress of passengers. Adequate locating device(s) must be fitted to ensure that the ramp(s) do not slip or tilt when in use. The ramp(s) must be of sufficient strength and stability such that they will not bend and will remain stable during use and must be of a safe working limit of at least 300 kg over its entire length. The ramp(s) must be capable of being stowed away securely and safely when not in use.		Hackney Carriage only (where wheelchair accessible)
Ramps must be permanently legibly marked with the registration		Hackney

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
mark of the vehicle for which they are provided.		Carriage only (where wheelchair accessible)
Drivers of Wheelchair Accessible Vehicles		
Where a hackney carriage is capable of carrying a passenger sitting in a wheelchair in the vehicle, the driver of the hackney carriage must have passed the wheelchair exercise element of the Driving and Vehicle Standards Agency test or have attended a disability awareness course approved by the Council.	<p>Courses that are currently accepted are:</p> <ul style="list-style-type: none"> • the disability awareness course run by the City & District of St Albans Council • the disability awareness course run for licensed drivers by Herts Fire Training • other nationally-recognised training such as MIDAS or PAT passenger assistant transport training. <p>The course must include a practical element with regards to loading and unloading wheelchairs. Courses which are done only online are therefore not satisfactory.</p>	Hackney Carriage only (where wheelchair accessible)
Receipts		
<p>The driver of the vehicle must offer to each passenger (or, if there is more than one passenger, at least one of those passengers) at the end of their journey a receipt containing the following information:</p> <ol style="list-style-type: none"> (a) the date (b) the fare for that journey (c) the number of the badge issued by the Council to that driver (d) other information that may be specified in writing to you 	<p>No facility to provide any receipts constitutes a fail.</p> <p>It may be acceptable for drivers to have to manually write down their badge number on the receipt, and it is not necessary for all information to be pre-printed. However, where drivers have to manually write their badge number, they must remember to do this every time that a receipt is issued.</p>	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
by Council officers.		
Luggage Compartment		
You must ensure the luggage compartment is kept free from corrosion, dirt, dust, grease, litter or water penetration etc that may stain or damage any luggage which may come into contact.	Corrosion to the floor of the boot, inner wing panels or lid constitutes a fail. Inadequate floor covering, or accumulations of dirt, grease, rubbish etc. in the boot which could soil or damage luggage stored in the boot also constitutes a fail.	Both
You may not carry any tools or other equipment in the luggage compartment unless related to maintenance of the vehicle and securely stowed.	Containers for the storage of oil, petrol or any flammable or corrosive material shall not be carried in the vehicle. Such materials could contaminate passengers luggage, taint food, or generally be hazardous. Any tools or other items not adequately secured, or which would hinder the storage of luggage, constitutes a fail. Loose tools are not acceptable, particularly within a front footwell.	Both
Large Packages		
You must not allow any packages or other luggage etc to protrude from the luggage compartment over any of the seats which may be occupied, or outside the vehicle.		Both
Tail Gate or Rear Doors		
All doors which allow access to the luggage compartment (e.g. a tailgate, boot, or rear doors) must be locked shut when the vehicle is in motion.	A tail gate, rear door, or any other door which allows access to the luggage compartment must be capable of being opened and closed. When closed, the door must be capable of being locked.	Both
First Aid Kit		
You must ensure that a First Aid Kit, meeting the requirements of the Health and Safety (First-Aid) Regulations 1981 (as amended or superseded) is carried in a secure position at all times.	No First Aid Kit constitutes a fail. A kit which is not suitable for use (for example, one which is empty, which only contains expired or open items, or whose contents are contaminated) will also fail.	Both

APPENDIX 5

**WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015**

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type
	<p>There does not need to be a sign indicating where the First Aid Kit is stored, but it should be able to be inspected by a licensing officer.</p> <p>A First Aid Kit which is marketed as being suitable for use in vehicles will generally be acceptable.</p>	
The registration mark of the vehicle shall be permanently and legibly written on the First Aid Kit.		Both
Fire Extinguisher		
You must ensure a suitable, efficient and accessible fire extinguisher is fitted and kept maintained in the vehicle.	<p>A 1kg (2.2lb) dry powder type extinguisher must be provided within the vehicle.</p> <p>The extinguisher should be pressurised and ready and able to be used. A damaged, empty, or leaking extinguisher will fail.</p> <p>The extinguisher must be secured within the vehicle. Secured can include being kept in the load compartment. The extinguisher should not be loose anywhere within the passenger compartment. Loose extinguishers in the driver's footwell are never acceptable.</p> <p>The extinguisher must be permanently and legibly marked with the registration number of the vehicle.</p>	Both
Any other reasonable matter		
Discretionary to the officer inspecting the vehicle for items that are neither covered by an MOT Test nor vehicle inspection scheduled above – e.g. oil leaks, warning lights, leaking/blowing exhaust or any other item that the officer considers not necessarily dangerous but nevertheless actually or potentially detrimental to the vehicle's overall condition and which could lead to a failure	Generally speaking, licensed vehicles are expected to be of a high standard, and so items normally considered to be insignificant, even by an MOT, should be rectified in order to pass inspection and to be licensed.	Both

APPENDIX 5

WATFORD BOROUGH COUNCIL
HACKNEY CARRIAGE & PRIVATE HIRE EXPLANATORY NOTES
CURRENT AS AT APRIL 2015

CONDITIONS FOR VEHICLES

Conditions	Notes	Licence type

Note:

These explanatory notes may be modified from time to time in the light of experience, and will be regularly reviewed to ensure that the policy and conditions are interpreted accurately.

Date issued: 06/04/2015