

## Appendix 4

### **Conditions attached to Private Hire Car Licence – Revised by Working Group:**

- (1) The holder of a private hire car licence shall be not less than 18 years of age.
- (2) The holder of a private hire car licence must hold the requisite vehicle registration document, or such other document deemed appropriate to the Licensing Authority, in the name of the licence holder or trading name of the licence holder. The holder of a private hire car must also hold a certificate of insurance in relation to the private hire car as required by Part VI of the Road Traffic Act 1988 in the name of the licence holder or all the named directors/partners 'trading as' the licence holder for the currency of the licence, and any named drivers. The holder of a private hire car licence must exhibit the said insurance when presenting his vehicle for inspection at the Council's Taxi and Private Hire Inspection Centre.
- (3) The holder of a private hire car licence who changes contact details (which includes mobile telephone number, email address, business and/or home address) shall within 28 days thereafter give notice thereof to the Licensing Authority at [licensingenquiries@glasgow.gov.uk](mailto:licensingenquiries@glasgow.gov.uk) or by letter to the Licensing Authority, City Chambers, George Square, G2 1DU.
- (4) The holder of a private hire car licence shall keep or cause to be kept an up-to-date list of the names and addresses of all private hire car drivers whether for payment or otherwise, who are authorised by the holder of the private hire car licence to use the private hire car for the purpose of conveying fare paying passengers.
- (5) The holder of a private hire car licence shall use as a private hire car any vehicle approved by the Licensing Authority.
- (6) The holder of a private hire car licence shall ensure that the private hire car, including all body work, upholstery and fittings, is in a safe and serviceable condition and that it is kept in a clean condition both internally and, subject to prevailing road conditions, externally.
- (7) No notice, advertisement, printed bill or other thing shall be displayed on the outside or inside of a private hire car without the prior consent of the Licensing Authority.
- (8) The holder of a private hire car licence shall ensure that, while the private hire car is in use as such, any plates or other things which have been issued by the Licensing Authority for the purpose of indicating that the vehicle is a private hire car, are displayed at all times in positions approved by the Licensing Authority.
- (9) The holder of a private hire car licence shall require the private hire car to undergo and pass inspection as required by the Licensing Authority.

- (10)The holder of a private hire car licence shall not display on his vehicle any signs for the purpose of advertising its services as a private hire car other than those approved by the Licensing Authority.
- (11)The holder of a private hire car licence, if the private hire car has been structurally damaged (steering, suspension, braking and/or lighting) in a vehicular accident or by any other means, shall report the structural damage to the Licensing Authority by email to [licensingenquiries@glasgow.gov.uk](mailto:licensingenquiries@glasgow.gov.uk) or by letter to the Licensing Authority, City Chambers, George Square, G2 1DU within 5 working days of the damage occurring.
- (12)The holder of a private hire car, whose private hire car is fitted with a taximeter, shall only have affixed to and used on the private hire car a taximeter which has been approved by the Licensing Authority and shall only use the taximeter in accordance with the terms of the Licensing Authority.
- (13)The holder of a private hire car licence shall not ask the driver of a private hire car to do anything which would result in the driver committing a breach of the conditions attached to the driver's licence.
- (14)The holder of a private hire car licence who ceases to act as a private hire car operator shall, within seven days thereafter, surrender his licence to the Licensing Authority in writing by email to [licensingenquiries@glasgow.gov.uk](mailto:licensingenquiries@glasgow.gov.uk) or by letter to the Licensing Authority, City Chambers, George Square, G2 1DU and deliver to the Licensing Authority the private hire car licence and any plates or other thing issued in relation to the said licence.
- (15)If during the currency of the licence the holder is convicted of any offence, they shall, within 28 days, provide full details of such convictions to the Licensing Authority by email to [licensingenquiries@glasgow.gov.uk](mailto:licensingenquiries@glasgow.gov.uk) or by letter to the Licensing Authority, City Chambers, George Square, G2 1DU.
- (16)The holder of a private hire car shall not carry out modifications to the private hire car unless the modification has been approved by the Licensing Authority.
- (17)The holder of a private hire car must not install or use any CCTV within the private hire car that has not been approved by the Licensing Authority.
- (18)If the holder of a private hire car has had the installation and use of CCTV approved by the Licensing Authority, the holder of the private hire car shall comply with the Licensing Authority's Installation and Use of CCTV Systems in Licensed Taxis and Private Hire Cars Policy.
- (19)The holder of a private hire car licence who wishes to install a protective screen within the private hire car must provide the Licensing Authority with the following information prior to the screen being fitted:

- a) The licence holder's intention to fit a protective screen/partition into the licensed vehicle;
- b) Confirmation that the proposed protective screen/partition complies with the requirements set out in the Scottish Government's Non-Statutory Guidance – Partition Screens in Taxis and Private Hire Cars – July 2021; and
- c) Written evidence from their insurer confirming that the necessary insurance would be unaffected by the proposed installation of the protective screen/partition in the licensed vehicle.

(20)The holder of a private hire car licence must not obstruct an authorised officer of the Licensing Authority or police officer from carrying out their lawful duties under the Civic Government (Scotland) Act 1982.

(21)The holder of a private hire car licence shall use as a private hire car any vehicle approved by the Licensing Authority and that vehicle shall not be more than 5 years old from the date of first registration when first licensed by the Licensing Authority, unless the vehicle has previously been a licensed private hire car within this Licensing Authority in the last year, and shall be taken out of service and replaced when it becomes 10 years old from the date of first registration.