

## **BYLAWS & LICENSING CONDITIONS MADE WITH RESPECT TO HACKNEY CARRIAGES**

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## **INTRODUCTION**

This booklet is issued to give guidance on the legislation controlling the operation of hackney carriages in the district, and includes details of the bylaws and licensing conditions introduced by the Council to regulate these activities.

The Town Police Clauses Act 1847 empowers the Council to control the operation of hackney carriages in the whole or any part of its district. In the case of Runnymede Borough Council, the whole of the district has been prescribed as a controlled area and consequently all hackney carriage vehicles and drivers operating in its district must be licensed. It is under this Act that the Council is able to make bylaws to regulate the general standard of vehicles and the conduct and behaviour of the drivers and proprietors.

Part II of the Local Government (Miscellaneous Provisions) Act 1976 contains provisions which allow district councils, by resolution, to bring into operation in their areas, a comprehensive system of licensing controls over private hire vehicles together with additional powers in relation to the licensing of hackney carriages and their drivers. These powers were adopted by Runnymede Borough Council, and took effect from 1st April 1978. It is under this legislation that the Council imposes conditions on the various licences which it grants.

Details of these licence conditions and the Hackney Carriage Bylaws are set out in full in this booklet, together with a summary of the main provisions of the Acts concerned.

## HACKNEY CARRIAGE BYLAWS

BYLAWS made under section 68 of the Town Police Clauses Act 1847 and section 171(4) of the Public Health Act 1875 by the Borough Council of Runnymede with respect to hackney carriages in the District of the Borough of Runnymede.

### 1. Interpretation

Throughout these bylaws "the Council" means the Borough Council of Runnymede and "the District" means the District of the Borough of Runnymede.

### 2. Display and Condition of Vehicle Licence No. and Plate

Provisions regulating the manner in which the number of each hackney carriage, corresponding with the number of its licence, shall be displayed.

- (i) The Proprietor of a hackney carriage shall cause the number of the licence granted to him in respect of the carriage to be displayed on the outside of the vehicle by fixing the licence plate supplied by the Council for that purpose in such a position as to be readily visible whilst the carriage is standing or plying for hire, or whilst it is hired. The proprietor shall also cause the number of the licence to be displayed on the inside of the vehicle in a position where it can be clearly identified by any person hiring the carriage.
- (ii) A proprietor or driver of a hackney carriage shall:
  - (a) not wilfully or negligently cause or suffer any such number to be concealed from public view while the carriage is standing or plying for hire;
  - (b) not cause or permit the carriage to stand or ply for hire with any such plate or marking so defaced that any figure or material particular is illegible.

### 3. Standards for hackney carriages

The Proprietor of a hackney carriage shall:-

- (a) provide sufficient means by which any person in the carriage may communicate with the driver;
- (b) cause the roof or covering to be kept watertight;
- (c) provide any necessary windows and a means of opening and closing not less than one window on each side;
- (d) cause the seats to be properly cushioned or covered;
- (e) cause the floor to be provided with a proper carpet, mat or other suitable covering;
- (f) cause the fittings and furniture generally to be kept in a clean condition, well maintained and in every way fit for public service;
- (g) provide suitable means for carrying and securing luggage;
- (h) provide an efficient fire extinguisher of a type and size approved by the Council which shall be carried in such a position as to be readily available for use;
- (i) provide a suitably stocked first aid box which shall be kept in a position as to be readily available for use;
- (j) provide at least two doors for the use of persons conveyed in such carriage and separate means of ingress and egress for the driver.

#### **4. Taximeters**

From 1st April 1982, the proprietor of a hackney carriage shall cause the carriage to be provided with a taximeter, so constructed attached and maintained as to comply with the following requirements, that is to say:-

- (i) the taximeter shall be fitted with a key or other device the operating of which will bring the machinery of the taximeter into action and cause the word "HIRED" to appear on the face of the taximeter;
- (ii) such key or other device shall be capable of being locked in such a position that the machinery of the taximeter is not in action and no fare is recorded on the face of the taximeter;
- (iii) the taximeter shall be regulated to show only the tariff fixed by the Council. When the machinery of the taximeter is in action there shall be recorded on the face of the taximeter, in figures clearly legible and free from ambiguity, a fare not exceeding the rate of fare which the proprietor or driver is entitled to demand and take for the hire of the carriage by distance in accordance with the said tariff;
- (iv) the word "FARE" shall be printed on the face of the taximeter in plain letters so as clearly to apply to the fare recorded thereon;
- (v) the taximeter shall be so placed that all letters and figures on the face thereof are at all times plainly visible to any person being conveyed in the carriage, and for that purpose the letters and figures shall be capable of being suitably illuminated during any period of hiring;
- (vi) the taximeter and all the fittings thereof shall be so affixed to the carriage with seals or other appliances that it shall not be practicable for any person to tamper with them except by breaking, damaging or permanently displacing the seals or other appliances.

#### **5. The Conduct of Drivers with regard to Taximeters**

The driver of a hackney carriage provided with a taximeter shall:

- (a) when standing or plying for hire, keep the key, or other device fitted in pursuance of the bylaw in that behalf locked in the position in which no fare is recorded on the face of the taximeter, but in which the words "FOR HIRE" are clearly visible and conveniently legible to persons outside the carriage;
- (b) as soon as the carriage is hired by distance, and before beginning the journey, bring the machinery of the taximeter into action by moving the said key or other device, so that the word "HIRED" is legible on the face of the taximeter and keep the machinery of the taximeter in action until the termination of the hiring;
- (c) cause the dial of the taximeter to be kept properly illuminated throughout any part of a hiring which is during the hours of darkness as defined for the purposes of the Road Traffic Act 1972, and also at any other time at the request of the hirer.

#### **6. Prohibition on the tampering with a Taximeter**

A proprietor or driver of a hackney carriage shall not tamper with or permit any person to tamper with any taximeter with which the carriage is provided with the fittings thereof or with the seal affixed thereto.

**7. Fares**

The proprietor or driver of a hackney carriage shall be entitled to demand and take for the hire of a carriage the fare rate or fare prescribed by the Tariff fixed by the Council referred to above, the rate of fare being calculated by distance and time. Provided that, save for any supplementary charges authorised by the said table which it may not be possible to record on the face of the taximeter, the proprietor or driver thereof shall not be entitled to demand and take a fare greater than that recorded on the face of the taximeter with which the carriage is provided.

**8. Conduct at Stands**

The driver of a hackney carriage shall, when plying for hire in any street and not actually hired:-

- (a) proceed with reasonable speed to one of the stands fixed by the Council in that behalf.
- (b) if a stand, at the time of their arrival, is occupied by the full number of carriages authorised to occupy it, proceed to another stand.
- (c) on arriving at a stand not already occupied by the full number of carriages authorised to occupy it, and where it is practicable, station the carriage immediately behind the carriage or carriages on the stand so as to face the same direction.
- (d) from time to time when any other carriage immediately in front is driven or moved forward, cause their carriage to be moved forward so as to fill the place previously occupied by the carriage driven off or moved forward.

**9. Prohibition on Touting**

A proprietor or driver of a hackney carriage, when standing, or plying for hire, shall not, by calling out or otherwise, importune any persons to hire such carriage and shall not make use of the services of any other person for the purpose.

**10. Behaviour of Drivers**

The driver of a hackney carriage shall behave in a civil and orderly manner and shall take all reasonable precautions to ensure the safety of persons conveyed in or entering or alighting from the vehicle.

**11. Prompt Attendance**

The proprietor or driver of a hackney carriage who has agreed or has been hired to be in attendance with the carriage at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such carriage at such appointed time and place.

**12. Route to Destination**

The driver of a hackney carriage when hired to drive to any particular destination shall, subject to any directions given by hirer, proceed to that destination by the shortest available route.

**13. Permitted Number of Passengers**

A proprietor or driver of a hackney carriage shall not convey or permit to be conveyed in such carriage any greater number of persons than the number of persons specified on the plate affixed to the outside of the carriage.

**14. Driver's Badge**

The driver of a hackney carriage shall, when standing or plying for hire and when hired, wear the badge provided by the Council in such position and manner as to be clearly visible. Moreover the driver of a hackney carriage shall not lend the badge or knowingly allow it to be used by any other person.

**15. Luggage**

The driver of a hackney carriage so constructed as to carry luggage shall, when requested by any person hiring or seeking to hire the carriage:-

- (a) convey a reasonable quantity of luggage;
- (b) afford reasonable assistance in loading and unloading;
- (c) afford reasonable assistance in removing it to or from the entrance of any house, station, or place at which he may take up or set down each person.

**16. Conveyance of Dead Bodies**

Every proprietor or driver of a hackney carriage who shall knowingly convey in the carriage the dead body of any person shall, immediately thereafter, notify the fact to the Director of Technical Services of the Council.

**17. Display of Fare Tariff**

The proprietor or driver of a hackney carriage shall display a copy of the tariff fixed by the Council, where it is readily visible to any person hiring the carriage.

**18. Search for Lost Property**

The proprietor or driver of a hackney carriage shall, immediately after the termination of any hiring or as soon as practical thereafter, carefully search the carriage for any property which may have been accidentally left therein.

**19. Disposal of Lost Property**

The proprietor or driver of a hackney carriage shall, if any property accidentally left there by any person who may have been conveyed in the carriage be found by or handed to him:-

- (i) carry it within 48 hours, if not sooner claimed by or on behalf of the owner, to the Police Station at Addlestone or Egham, and leave it in the custody of the officer in charge of the Police Station on his giving a receipt for it;
- (ii) be entitled to receive from any person to whom the property shall be re-delivered an amount equal to five pence in the pound of its estimated value (or the fare for the distance from the place of finding to the Police Station, whichever be the greater but no more than five pounds).

**20. Penalties**

Every person who shall offend against any of these bylaws shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale of the Criminal Justices Act 1982 which, at the time of printing of this booklet was £500. In the case of a continuing offence, to a further fine not exceeding five pounds for each day during which the offence continues after conviction therefor.

**REPEAL OF BYLAWS**

The bylaws relating to hackney carriages in the district of the former Chertsey Urban District Council and the area added to the district of Runnymede by Article 4 of the Runnymede and Woking (Areas) Order 1977 which were made by the Runnymede District Council on 27th February 1978 and confirmed by one of Her Majesty's Principal Secretaries of State on 1st June 1978 and the bylaws relating to hackney carriages in the district of the former Egham Urban District Council, which were made by the Runnymede District Council on 5th July 1978, and confirmed by one of Her Majesty's Principal Secretaries of State on 25th August 1978 are hereby repealed.

Dated twenty-third day of February 1982

**The COMMON SEAL of  
RUNNYMEDE BOROUGH COUNCIL  
was hereunto affixed in  
the presence of:**

.....  
**Clerk and Chief Executive**

## **HACKNEY CARRIAGES - STATUTORY REQUIREMENTS**

In addition to the aforementioned bylaws, proprietors and drivers of hackney carriages must comply with the statutory requirements set out in the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976. They must also meet the requirements of any conditions attached to licences granted by the Council under the Act of 1976.

A summary of the principal requirements contained in the above legislation together with details of the licensing conditions are set out below, and unless specified otherwise the requirements of the Acts apply only to the "controlled district" which in this case is the Borough of Runnymede.

### **Town Police Clauses Act 1847**

1. All hackney carriages must be licensed and registered by the Council.
2. A hackney carriage proprietor must notify the Council of any change of address.
3. It is an offence for a proprietor to permit a vehicle to be used as a hackney carriage:-
  - (a) unless the licence plate issued by the Council is openly displayed,
  - (b) if the vehicle is not licensed, or
  - (c) while the licence is suspended.
4. It is an offence for a person to act as a driver of a hackney carriage or for a proprietor to employ a person if that person is not licensed by the Council to drive a hackney carriage.
5. The Act also requires a proprietor employing any driver to retain that person's hackney carriage driving licence until such time as the employment is terminated.
6. Following a conviction for a second or subsequent offence under the provisions of this Act or its bylaws the Council may suspend or revoke the licence of a proprietor or driver.
7. The number of persons permitted to be carried in a hackney carriage must be displayed on the outside of the vehicle and it is an offence for a driver to refuse to carry the permitted number without reasonable excuse.
8. It is also an offence for a driver to refuse, without reasonable excuse, to accept a hiring for any journey within the boundaries of the district.
9. It is an offence to charge for a journey in excess of the rate set out in the authorised "Table of Fares".
10. A driver must also honour any agreement on cost or distance made with the hirer before the journey commences.
11. The Act also makes it an offence for a driver or proprietor to permit any person to be carried in the hackney carriage without the consent of the hirer.
12. Penalties are also imposed by the Act in the case of obstruction or misconduct by drivers.
13. The Act also makes provision for unpaid fares to be recovered through the courts and allows a proprietor to seek compensation from a person who when using the hackney carriage is responsible for causing wilful damage to the vehicle.

### **Local Government (Miscellaneous Provisions) Act 1976**

#### **1. Submission of Information - Section 57**

The Council can require an applicant for a licence to submit information as may be considered reasonably necessary to enable an application to be determined.

**2. Licence Conditions - Section 47**

The Council may attach to the licence such conditions as they may consider reasonably necessary. Any person aggrieved by any conditions attached to such licence may appeal to a Magistrates' Court.

**3. Vehicle Identification - Section 47**

The Council may require any hackney carriage licensed by them to be of such design or appearance or bear such distinguishing marks as shall clearly identify it as a hackney carriage.

**4. Transfer of Vehicle - Section 49**

A proprietor of a hackney carriage shall within 14 days give notice in writing to the Council of the transfer of their interest in the hackney carriage licence and specify the name and address of the person to whom the licence has been transferred.

**5. Inspection of Vehicle and Documents - Section 50**

- (a) Without prejudice to the provisions of Section 68 of this Act, the proprietor of a licensed hackney carriage shall present it for inspection and testing by the Council within such period and at such place within the area of the Council as they may by notice reasonably require (but not more than three inspections during any one period of twelve months).
- (b) The proprietor of a licensed hackney carriage may be required to give the Council in writing the address of every place the vehicle is kept when not in use and afford to them such facilities as may be reasonably necessary to enable them to inspect and test the vehicle there.
- (c) The proprietor of a licensed Hackney Carriage shall at the request of an authorised officer of the Council produce for inspection the vehicle licence and the certificate of the policy of insurance.

**6. Accidents - Section 50**

- (a) The proprietor of a licensed hackney carriage shall report to the Council as soon as reasonably practicable and in any case within 72 hours of the occurrence thereof, any accident to the vehicle causing damage materially affecting the safety, performance or appearance of the vehicle or the comfort or convenience of the persons carried therein.
- (b) Contravention of the provision of this Section shall be an offence.

**7. Return of Plate on Revocation, Expiry or Suspension of Licence - Section 58**

- (a) On revocation, expiry or suspension of a licence the Council may by notice require the proprietor of that licensed hackney carriage to return to them within seven days after the service on him of that notice, the plate issued to him by the Council.
- (b) if any proprietor fails without reasonable excuse to comply with the items of this notice
  - (i) he shall be guilty of an offence, and
  - (ii) any authorised officer of the Council or constable may remove and retain the plate.

**8. Suspension, Revocation or Refusal to renew Licence - Section 60**

- (a) If a vehicle is unfit for hackney carriage use or the operator or driver commits any offence or fails to comply with this part of this Act or of the Town Police Clauses Act 1847 or for any other reasonable cause the Council may suspend, revoke or refuse to renew a vehicle licence. Notice to be given to the proprietor of the vehicle of the grounds within fourteen days.
- (b) A proprietor aggrieved by a decision under this Section may appeal to a Magistrates' Court.

**9. Hackney Carriage used for Private Hire - Section 67**

- (a) No hackney carriage shall be used in the district under a contract or purported contract for private hire except at a rate of fare or charge not greater than that fixed, and when being so used the fare or charge shall be calculated from the point in the district at which the hirer commences his journey.
- (b) Contravention of the provisions of this section shall be an offence.
- (c) In sub-section (a) of this section "contract" means a contract made other than when the hackney carriage is plying for hire in the district or standing on an approved rank, or made otherwise than with or through the driver of the vehicle while it is so plying or waiting.

**10. Fitness of Vehicle and Meter - Section 68**

- (a) Any authorised officer of the Council or constable shall have power to inspect and test any licensed hackney carriage or the taximeter fitted thereto for the purpose of ascertaining the fitness of the vehicle and/or the accuracy of the taximeter and if not satisfied give notice in writing to the proprietor to make the vehicle and/or taximeter available for further inspection at such reasonable time and place as specified in the notice and suspend the licence until such time as he is so satisfied.
- (b) If the authorised officer or constable is not satisfied before the expiration of a period of two months the licence shall be revoked.
- (c) Any proprietor aggrieved by a decision of the Council may appeal to a Magistrates' Court.

**11. Offences due to fault of other persons - Section 72**

Where an offence is committed by a person as a result of the Act or default of another the latter may be charged and convicted whether or not proceedings are taken against the first-mentioned person.

**12. Obstruction of Authorised Officers - Section 73**

Any person who -

- (a) wilfully obstructs an authorised officer or constable acting in pursuance of this Act or the Act of 1847, or
- (b) without reasonable excuse fails to comply with any requirement properly made to them by such officer or constable, or
- (c) without reasonable cause fails to give such officer or constable so acting any other assistance or information which they may reasonably require of such person for the purpose of the performance of their function, shall be guilty of an offence.

If any person giving such information as is mentioned above makes any statement which they know to be false they shall be guilty of an offence.

**13. Penalties - Section 76**

Where there is no express penalty provision a fine for any offence shall not exceed Level 3 on the Standard Scale, which at the time of publication of this document was £1,000.

**14. Appeals - Section 77**

Where there is a right of appeal against a Council decision, until the time for appealing has expired or a lodged appeal is disposed of or withdrawn no proceeding shall be taken in respect of any failure to execute any works required by the decision and the person may continue to carry on their business. Appeals to Magistrates Courts must be made within 21 days of receipt of the notification of suspension, revocation, refusal to renew or implementation of conditions.

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - PART II**

**CONDITIONS OF HACKNEY CARRIAGE VEHICLE LICENCE**

The following conditions are in addition to those requirements set out in the statutory provisions controlling hackney carriages. The proprietors must, therefore, ensure that they are familiar with such provisions particularly those requirements set out in the Council's Bylaws, The Town Police Clauses Act of 1847 and the Local Government (Miscellaneous Provisions) Act 1976.

**1. Interpretations**

In these conditions unless the subject or context otherwise requires:-

The "Council" means the Council of the Borough of Runnymede;  
The "Proprietor" means the holder of a hackney carriage vehicle licence;  
The "Licence Plate" means the plate issued by the Council for the purposes of identifying the vehicle as a hackney carriage duly licensed by the Council;  
The "Vehicle" means the hackney carriage in respect of which the licence is issued.

**2. Condition of the Vehicle**

Every Proprietor of a vehicle shall ensure that:-

- a) The vehicle is fitted with an external driving mirror;
- b) The vehicle is provided with satisfactory interior lighting;
- c) A spare wheel is carried, together with suitable tools to fit same when required; or alternative device where fitted as standard by the manufacturer
- d) The vehicle and all its fittings and equipment are kept at all times when the vehicle is in use or available for hire in a watertight, mechanically sound, efficient, safe, clean and tidy condition, and that all relevant statutory requirements are fully complied with including in particular those contained in the Motor Vehicles (Construction and Use) Regulations.

**3. Alteration of the Vehicle**

No material alteration or change in the specification, design, condition or appearance of the vehicle shall be made without the approval of the Council at any time while the licence is in force.

**4. The Licence Plate**

The Licence Plate shall be affixed and displayed outside and on the rear of the vehicle immediately above or below the bumper, but in such a position that the vehicle's registration mark is not obscured and with the details of the Licence Plate clearly visible.

The Licence Plate shall remain the property of the Council and where a licence lapses or is suspended or revoked, shall be returned immediately to the Council. Any deposit which may,

from time to time, be determined by the Council, shall be refunded upon the plate being returned in a satisfactory condition.

**5. Display of Licence Details and Table of Fares**

The proprietor shall cause to be clearly displayed and maintained inside the vehicle in such a position as to be visible at all times to persons conveyed therein the licence number with the number of passengers prescribed in the licence and a copy of the current "Table of Fares".

**6. Taxi Sign**

The proprietor shall ensure at all times when the vehicle is in use or is applying for hire that a sign, of a type approved by the Council, bearing the word "TAXI" and capable of being properly illuminated, shall be displayed on the roof of the vehicle.

**7. Change of Address**

In the event of a proprietor of a vehicle changing his address, he shall, within fourteen days of the change taking place, give notice in writing to the Council's Director of Technical Services of their new address.

**8. Change of Vehicle**

Where a proprietor wishes to transfer their licence to another vehicle they must first notify the Director of Technical Services and arrange for that vehicle to be mechanically inspected by the council at such time and place as may be required by the Officer.

**9. Disclosure of Conviction**

The proprietor shall, within seven days, disclose to the Council in writing details of any conviction imposed on them (or, if the proprietor is a company or partnership, on any other directors or partners) during the period of the licence.

**10. Display of Signs, Notices and Advertisements**

When a vehicle is in use or plying for hire no signs, notices or advertisements shall be displayed on, in or from the said vehicle except in accordance with the Council's statutory requirements, bylaws or approved conditions of licence. However, this condition shall not apply to any sign which contains no words or numbers other than the name, address and telephone number of the proprietor or the name under which he carries on his business.

**11. Insurance (June 1999)**

- (a) The minimum period of insurance cover shall be not less than 30 days.
- (b) Evidence of renewal of insurance cover shall be submitted, by the proprietor, to the Director of Technical Services, within 7 days of the expiry of the previous certificate of insurance.

## **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976**

### **CONDITIONS OF HACKNEY CARRIAGE DRIVER'S LICENCE**

The following conditions are in addition to those requirements set out in the bylaws and Part II of the Local Government (Miscellaneous Provisions) Act 1976, in respect of Hackney Carriages. Drivers are expected to be familiar with such requirements.

#### **1. Interpretations**

In these conditions unless the subject or context otherwise requires:-

The "Driver" means a person holding and acting in accordance with a Hackney Carriage Driver's licence issued by the Council.

The "Council" means the Council of the Borough of Runnymede.

"Vehicle" means Hackney Carriage licensed by the Council.

#### **2. Display of Licence Plate and Taxi Sign**

The driver shall ensure that the licence plate number and the sign marked "Taxi", attached to the vehicle, are clearly displayed when the vehicle is being operated in accordance with the requirements of the bylaws and the above Act.

#### **3. Disclosure of Convictions**

In the event of a driver being convicted of any offence they must within seven days notify the Council's Director of Technical Services, in writing, and supply any details which may be required.

#### **4. Change of Address**

In the event of a driver changing his address they shall within fourteen days notify the Council's Director of Technical Services of their new address.

## LICENSING PROCEDURES

### Requirements in respect of vehicles

An application for a hackney carriage licence will not be considered if the vehicle concerned does not satisfy the definition of a hackney carriage (a car constructed or adapted to seat fewer than nine passengers) and does not meet the following requirements:-

- (a) the vehicle is of a four door saloon or estate car type but does not include a convertible or soft top vehicle;
- (b) if fitted with a sun roof this must not exceed 50% of the roof area;
- (c) has an engine capacity of a minimum of 1300 cc's;
- (d) has a minimum seat width of 41 cm per passenger;
- (e) passengers must have clear access and egress from every seat for which the vehicle is licensed.
- (f) each seat to have a 3 point lap and diagonal seat belt.

(g)

	<b><i>New Licence &amp; Replacement Vehicle</i></b>	<b><i>Renewal of currently licensed vehicle</i></b>
From 1 April 2008	Up to 4 years old	Up to 7 years old or until 8 <sup>th</sup> anniversary of registration.
	<b><i>Wheelchair Accessible Vehicles</i></b>	<b><i>Renewal of currently licensed vehicle</i></b>
From 1 April 2008	Up to 4 years old	Up to 9 years old or until 10 <sup>th</sup> anniversary of registration

- (h) MOT certificate obtained 6 monthly at any VOSA approved garage not more than 5 days prior to licence or licence renewal.

### Before a hackney carriage licence will be granted the vehicle must be fitted with:-

- (i) an approved, calendar controlled taximeter;
- (j) a "TAXI" sign displayed on the roof;
- (k) a fire extinguisher which meets the bylaw requirements;
- (l) a suitably stocked first aid box.

### Advertisements are permitted on hackney carriage vehicles subject to the following conditions:-

- (m) no advertisement shall be displayed on the boot, the front elevation (i.e. radiator grill and the area either side of it), the windows and any other glass areas, the wheels and bumpers of the Hackney Carriage.
- (n) all advertisements shall conform with the rules of the British Code of Advertising Practice;
- (o) no advertisement related to the promotion of alcoholic drinks, tobacco or any of its derivatives shall be displayed on any part of the hackney carriage.

When a licence is granted the licence plate issued by the Council must be fitted and displayed on the vehicle in accordance with the bylaws and licensing conditions.

## Requirements in respect of drivers

1. To be considered for a licence to drive a hackney carriage the applicant must satisfy the Council that they are a fit and proper person and have been the holder for at least two years of a licence granted under Part III of the Road Traffic Act 1972 authorising them to drive a motor car and have reached the age of 21 years.
2. The applicant should be aware that the licensing authority is empowered by law to check with the Criminal Records Bureau (CRB) for the existence and content of any criminal record held in the name of an applicant. Information received from the CRB will be kept in strict confidence while the licensing process takes its course and will be retained for no longer than is necessary (Section 47, Road Traffic Act 1991).
3. The applicant must supply consent for a DVLA subject enquiry to be carried out.
4. The applicant must supply the names and addresses of two persons with whom the Council may communicate for the purpose of obtaining references. One of the persons concerned must be the applicant's last employer whilst the other should have known the applicant for at least three years.
5. The applicant must also produce a certificate signed by their registered medical practitioner to the effect that the applicant is physically fit to be the driver of a hackney carriage. Such certificates are required to be produced every five years up to the age of 60 years and thereafter every twelve months.
6. Applicants must provide evidence of having passed a Driving Standards Agency test of competency to drive a Hackney Carriage/Private Hire vehicle.
7. The applicant must provide their birth certificate or current passport for examination, together with four recent passport sized photographs taken without sunglasses.
8. An applicant must be able to demonstrate that they possess a good working knowledge of the district and regulations for the type of licence for which the application is made.
9. Where a person has been disqualified because of a serious conviction for a motoring offence, it is the Council's policy not to consider a licence application for a period of 5 years from the date on which the period of disqualification expired.
10. The applicant is required to declare any foreign convictions. If the applicant has lived abroad during the previous 5 years prior to making the application, they are required to facilitate obtaining evidence from a foreign Embassy if necessary.
11. Where a person has been convicted of a serious criminal offence, it is the Council's policy not to consider a licence application for a suitable period from the date of conviction.

## HACKNEY CARRIAGE STANDS

The following stands have been appointed for hackney carriages within the Borough of Runnymede:-

	<b>Number of Vehicles Permitted on the Stand</b>	<b>Situation of Stand</b>
	2	Addlestone Station
Council)	2	Virginia Water Station (adjoining Public Car Park provided by the Borough
Station	6	Egham Station (in the Service Area near the Building)
Station	2	Chertsey Station (opposite entrance to the Building)
	3	Thorpe Park
	3	Egham Precinct Car Park