

## Hackney Carriage & Private Hire Licensing Conditions & Procedures (January 2016) - Summary of Changes

Condition Number	Summary of Change
2.8	Introduction of 'Right to Work Check'. Licences will not be issued to persons who do not have a right to work in the UK.
2.17	Vehicle insurance certificates do not have to be emailed direct from insurance company provided the email sent to licensing originated from insurance company (i.e. forwarded to <a href="mailto:ehlicensing@west-norfolk.gov.uk">ehlicensing@west-norfolk.gov.uk</a> )
2.23	Death of Licence holder – 3 months to transfer vehicle licence.
3.11	Change in Age/Mileage Policy to allow vehicles up to 5 years/70k miles. Also changes to vehicles classified as 'exceptional'.
3.22 & 3.38	Altered vehicles (not M1 spec) require Driver and Vehicle Standards Agency (DVSA) Individual Vehicle approval (IVA) or Voluntary Individual Vehicle Approval (VIVA). Cat A and B write offs will not be licensed.
3.30	No bull bars
3.50	CCTV will only be allowed when outward facing, no audio and for insurance purposes
3.73	Introduction of capability to have trailers (for luggage) and trailer plate.
5.2	Reinstatement of vehicle licences – previously within 12 months, now within 3 months.
5.4	Private hire vehicle signage – Option of two designs: either with operator name or 'Pre-Booked Only – Insurance invalid unless booked with operator'.
7.6	Combined Driver's licences will be issued for 3-years but individual requests for 1-year licence will be considered on case by case basis.
7.34	Passenger Transport badge holders to inform BCKLWN if suspended or revoked.
7.35	The use of Electronic Cigarettes (e-cigs), Personal Vaporizers (PV) and Electronic Nicotine Delivery Systems (ENDS) only permitted when not carrying fare paying passengers.
7.36	Suspension of driver/vehicle licenses for failure to provide required information, i.e. Medical/DBS/DVLA etc.
8.1	Private Hire Operator's licences will be issued for 5-years but individual requests for shorter period will be considered on case by case basis.
8.26	Private Hire Operators must ensure that non-licensed staff, i.e. controllers, cleaners etc. behave in a civilised and appropriate manner when involved in the operation of the business. This includes discussion on social media sites.
10.4 (PP33-PP35)	Addition of penalty points for Road Traffic Act offences, defective lights etc. and failure to comply with HC/PH legislation
Annex A	New accident/damage notification form.
Annex B	New 'guidelines relating to the relevance of convictions' policy.
Annex D	Compliance Testing Standards – vehicles less than 3 years old no longer require MOT test at same time as compliance test.