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PART 1

HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES

18. Dual Plating

Cambridge City Council will not grant a Hackney Carriage or Private Hire Vehicle Licence for any vehicle already licensed by another authority.

No vehicle will be granted a licence if it is licensed by another authority due to the difficulties of meeting the variance of conditions applied in different districts and the enforcement of those conditions in the cases of non-compliance (i.e. signs, meters, suspensions or revocations).

Obtaining a vehicle licence from any other authority automatically invalidates any vehicle licence issued by Cambridge City Council.

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PART 2

HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER LICENCES

20. Safeguarding and Knowledge Tests (SAKT)

All new applicants for a driver licence must undertake and pass the Safeguarding and Knowledge Tests (SAKT) prior to completing the application process.

The process for becoming a Taxi Driver can be found at **Appendix J**.

A SAKT session will consist of the following:

- Delivery of the Customer Awareness: Safeguarding, Equality and Protection training course;
- Sitting of the Safeguarding Test; and
- Sitting of the Knowledge Test

The tests are administered electronically and the applicant will undertake the test under supervision using a computer. Further information on the tests is available in **Appendix K**. An applicant will only need to sit the Customer Awareness training session once. There is a one-off fee for attending the course. Each applicant may make a maximum of ~~three~~^{four} attempts at passing the tests. Each time the applicant applies to sit the Knowledge Test they must pay the current fee. Further re-sits of the Safeguarding Test are free of charge.

Details of our fees are available in **Appendix F**.

If the applicant fails ~~three~~^{four} tests, their application will be rejected and they are recommended to wait to reapply for a period of 6 months from the date of their last attempt at passing the test.

If after a year from your Safeguarding and Knowledge Test Registration you have not completed all elements then your details will be removed from our system.

Further details on the Safeguarding and Knowledge Tests can be found at **Appendix**

K.

APPENDICES

Appendix B - Licence Conditions

PRIVATE HIRE VEHICLE LICENCE CONDITIONS

Maintenance of Vehicle

The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire be kept in an efficient, safe, tidy and clean condition and to relevant statutory requirements including in particular those contained in the Motor Vehicles (Constructions and Use) Regulations shall be fully complied with.

Alteration of 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.

Identification Plate

The plate identifying the vehicle as a Private Hire Vehicle is required to be exhibited on the vehicle pursuant to Section 48(6) of the Local Government (Misc. Provisions) Act 1976 shall be securely fixed to the external front and rear of the vehicle in a conspicuous position and in such manner as to be easily visible by an authorised officer of the Council, or a Police Officer. Fixing kits will be provided for this purpose.

Interior Signs

The proprietor shall cause to be clearly marked and maintained inside the vehicle in such a position as to be clearly visible at all times to persons conveyed therein:

- The number of the licence
- The number of passengers prescribed in the licence
- The name and company address of the operator
- The statement in legible letters at least 1cm high "Complaints should be referred to the proprietor in the first instance, and then if necessary, to the Environmental

Health Manager, Cambridge City Council, Cambridge CB1 0JH quoting all the fact including the number of the Private Hire Vehicle”

- The current fare table applicable to the licensed vehicle in legible lettering not less than 0.6cm high

Safety Equipment

There shall be provided and maintained in good working order in the vehicle at all times when it is in use or available for hire a suitable and efficient fire extinguisher and a suitable first aid kit containing appropriate first aid dressings and appliances.

Signs and Notices

All Private Hire Vehicles ~~must have~~shall displayed on both the driver and front passenger doors, in a prominent position, the name and contact details of the Operator fulfilling the booking along with a sign in 1” lettering the words: ‘**Private Hire Vehicle – Pre Booked Only**’.

Meters

Meters must comply with Directive 2004/22/EC of the European Parliament and of the Council of 31 March 2004 on measuring instruments as implemented into UK law by The Measuring Instruments (Taximeters) Regulations 2006, be programmed to calendar control and be sealed by lead or plastic means to meet the required minimum standard.

Meters need to meet the Public Carriage Office specification, be programmed to calendar control and be sealed by lead or plastic means to meet the required minimum standard.

Transfer of Ownership

The Council must be informed of any transfer of plate ownership within 14 days.

Change of Address

The proprietor of the licensed Private Hire Vehicle shall notify the Council in writing of any change of address during the period of the licence within 7 days of such change.

Convictions

The proprietor shall, within seven days, disclose to the Council in writing details of any conviction imposed on him or if the proprietor is a company on any of its directors during the period of the licence.

Surrender of Licence

If the proprietor decides to cease the use of a licensed vehicle for Private Hire purposes, he shall surrender the licence by returning it together with the licence plate (which belongs to Cambridge City Council) to the Environmental Health Manager.

IT IS AN OFFENCE FOR ANY PERSON OTHER THAN A PRIVATE HIRE DRIVER LICENSED BY CAMBRIDGE CITY COUNCIL TO DRIVE A PRIVATE HIRE VEHICLE LICENSED BY CAMBRIDGE CITY COUNCIL.