

**Conditions relating to
Private Hire Car Driver's Licences**

**Licensing conditions
Last updated in 27 April 2006.**

These conditions replace any previous conditions.

Conditions

1. When you are using your vehicle for private hire, you must display your private-hire driver's licence issued (or other identification issued by us) in a prominent position in the vehicle so passengers can see it. You must also show your private-hire car driver's licence or other identification to any passenger, police officer or authorised officer of the Council who ask to see it. Any identification we give you will include your name, a recent photograph of you and the date your licence runs out.
2. If you accept a fare, you must provide the service (or arrange for the service to be provided) at the agreed time and location unless you are prevented from doing so by a good cause. You must accept all fares unless you have a good reason not to.
3. While you are carrying a passenger or passengers, you must never pick up or carry another passenger without permission from all the passengers who are already in the vehicle.
4. You must never carry more passengers than your vehicle is licensed to carry.
5. For any fare, you must travel to the final destination by the shortest route possible, unless the passenger tells you to take or avoid a particular route. If passengers you are carrying at the same time but for separate fares are being picked up from or taken to different destinations, you must take the shortest route possible to serve all the passengers.
6. If the cost of a journey is not regulated by our fare structure, before the journey starts you must tell the passenger (or the person hiring you if not the passenger) before the journey:
 - that the fare is not regulated; and
 - the cost of the proposed journey or the way the cost is calculated.
7. If you have a meter fitted in your vehicle, you must use it at all times in the licensed area and in line with the requirements set by us.
8. At least once a day you must inspect the seals on the meter to make sure they are not damaged. If you discover that any seal is broken or damaged, or that the meter has stopped working correctly, you must immediately stop using the vehicle for private hire.
9. You do not have to carry any passenger:
 - who is drunk or otherwise not in a fit state to be carried;
 - whose condition or clothing is offensive or likely to damage the inside of your vehicle;
 - who is with any animal (other than a guide dog, hearing dog or assistance dog) which is likely to damage or dirty the inside of your vehicle; or
 - for any other good reason.

10. You must not refuse to carry any luggage that can be carried safely in the boot or luggage compartment of your vehicle.
11. You must not smoke within the private hire car nor allow any passenger to smoke.
12. You must help to load and unload a passenger's luggage when necessary, but you do not need to move far from your vehicle to do so.
13. If you are carrying a disabled person travelling with their guide dog, hearing dog or assistance dog, unless you have a 'notice of exemption' issued under regulation 5 of the Private Hire Car Drivers' Licences (Carrying of Guide Dogs and Hearing Dogs) (Scotland) Regulations 2004, you must:
 - carry the dog;
 - allow it to stay with the disabled person; and
 - not make an extra charge for carrying the dog.
14. When you finish work (either for the day or for a break), you must search your vehicle to see if any property has been left in it. If you find any property you must, within 24 hours, return it to the owner (if you know who that is) or to any police station.
15. While you are carrying a passenger, you must keep to our current dress code and behave in a proper and polite way.
16. You must not knowingly allow your vehicle to:
 - be used for illegal or immoral purposes;
 - carry any dirty, poisonous, explosive, dangerous or unpleasant item; or
 - carry any person who has vermin (such as rats) with him or her.
17. You must make sure your vehicle, including all bodywork, upholstery and fittings, is in good condition and, depending on road and weather conditions, is clean.
18. If you change your address or place of business, within 14 days of the change you must give us written notice. You must also take your licence to the Head of Legal Services of Renfrewshire Council so the change of details can be noted on it.
19. You must be at least 21 to get a licence. If you are 65 or over, within 14 days of each birthday you must provide us with a medical certificate to confirm you are fit to hold a private-hire car driver's licence.
20. If you stop working as a private-hire car driver while your licence is still in force, or if your licence has run out, within three months you must tell us about this and return your licence and driver's identification to the Head of Legal Services of Renfrewshire Council.
21. While you are in charge of your vehicle you must not:
 - try to pick up fares other than those already booked; or
 - do anything to make people think your vehicle is available for hire for a journey starting there and then.

