

**Appendix 1. The proposed amendments and the associated reasons for the amendments.**

<b>Existing Policy</b>	<b>Proposed policy</b>	<b>Reason for change and impact</b>
<p><b>Appendix 2 (1.1)</b> Guidelines on the relevance of Convictions</p>	<p><b>Appendix 2 (1.1)</b> Guidelines on the relevance of Convictions, Cautions or any other relevant information including Complaints</p>	<p>For clarification and to extend the remit of the guidelines on the relevance of convictions so that they incorporate other relevant information. To ensure the safety of the travelling public.</p>
<p><b>Appendix 2 (1.3)</b> Other relevant factors</p> <ul style="list-style-type: none"> <li>• Mental Health Act Order</li> <li>• Inclusion on any register maintained for the purposes of safeguarding the public</li> <li>• Known association</li> <li>• Detoxification</li> </ul>	<p><b>Appendix 2 (1.3)</b> Other relevant factors</p> <ul style="list-style-type: none"> <li>• Mental Health Act Order</li> <li>• Inclusion on any register maintained for the purposes of safeguarding the public</li> <li>• Known association</li> <li>• Detoxification</li> <li>• Other relevant information disclosed</li> <li>• Any Complaints</li> </ul>	<p>For clarification and to extend the remit of the guidelines on the relevance of convictions so that they incorporate other relevant information. To ensure the safety of the travelling public.</p>
<p><b>Appendix 3.1(iii)</b> In the event that the vehicle's seating arrangements are modified from the arrangement when the</p>	<p><b>Appendix 3.1(iii)</b> In the event that the vehicle's seating arrangements are modified after the vehicle is licensed, the number of passengers permitted to be</p>	<p>To ensure the safety of the travelling public</p>

<p>vehicle was licensed, the number of passengers permitted to be carried for that journey will be amended accordingly.</p>	<p>carried for that journey will be amended accordingly, provided that number is less than the vehicle is licensed for. Any modification after licensing which increases the number of passengers able to be carried will require an additional vehicle inspection to be carried out prior to the necessary amendment of the licence.</p>	
<p><b>Appendix 3.1(x)</b> An adequate lighting, heating and ventilation system must be fitted for the driver and passengers.</p>	<p><b>Appendix 3.1(x)</b> A fully operational internal lighting, heating and ventilation system must be fitted and maintained for the driver and passengers.</p>	<p>To ensure the safety, welfare and comfort of the travelling public</p>
<p><b>Appendix 3.1(xi)</b> All body parts and trimmings must be fitted and maintained in good working order.</p>	<p><b>Appendix 3.1(xi)</b> All body parts and trimmings must be fitted and maintained in good working order both internally and externally.</p>	<p>For clarification and to ensure the safety of the travelling public</p>
<p><b>Appendix 3.1(xiv)</b> Any vehicle to be licensed must have a maximum step height of 43cm or an automatic step.</p>	<p><b>Appendix 3.1(xiv)</b> Any vehicle to be licensed must have a maximum height from a flat road surface to the first step of no more than 43cm or an automatic or semi automatic step.</p>	<p>For clarification and to ensure the safety of the travelling public</p>

<p><b>Appendix 3.1(xvii)</b> Advertising may be displayed inside the vehicle and on the rear doors, panels and boot, subject to prior written approval from the Council. It should not obscure the Council signage. Any advertising should not conflict with the Licensing Objectives and should comply with the requirements of the Advertising Standards Agency.</p>	<p><b>Appendix 3.1(xvii)</b> Advertising may be displayed inside the vehicle and on the rear doors, panels and boot, subject to prior written approval from the Council. It should not obscure the Council signage. Any advertising should not conflict with the Licensing Objectives and should comply with the requirements of the Advertising Standards Agency. Advertising in this context does not include such information as the name and contact details that relate to the private hire or hackney carriage company or proprietor that owns or operates the vehicle. Such details are to be regarded as self-promotional information. If self-promotional information is displayed on the vehicle it must not obscure the Council signage or adversely interfere with the driver's or the passenger's visibility.</p>	<p>For clarification and to ensure the safety of the travelling public</p>
<p><b>Appendix 3.1(xxiv)</b> All vehicles shall meet:</p> <ul style="list-style-type: none"> <li>a) Euro 4 Technology Standard in respect of passenger cars</li> <li>b) Euro 3 technology standard in respect of</li> </ul>	<p><b>Appendix 3.1(xxiv)</b> All vehicles shall meet the Euro 3 Technology Standard. Any passenger vehicle registered after the 1<sup>st</sup> of January 2005 shall meet the Euro 4 Technology standard.</p>	<p>It was originally considered that imposing the original emission standards would tackle concerns over carbon emissions and ensure that vehicles of a suitable quality were being licensed by the Council. In practice however, due to the vagaries of the vehicle registration process, this requirement has led to uncertainty to such an extent that the Council considers that it can not properly require the original standard still to be met.</p>

<p>light commercial vehicles</p>		<p>The date of registration of some vehicles may indicate they should meet the relevant standard but this is not always the case. Some cars built before the standard was adopted meet it even though their registration would indicate they do not.</p> <p>The Council is of the opinion that the uncertainty that this element of the policy is creating is disproportionate to the benefits it hoped to achieve through it, and accordingly recommends that the blanket requirement that passenger cars meet Euro 4 be removed.</p>
<p><b>Appendix 3.1(xxv)</b> Window tints shall comply with the following:</p> <ul style="list-style-type: none"> <li>a) front windscreen and front side windows shall allow at least 75% of light to be transmitted through them</li> <li>b) Other windows shall allow at least 70% of light to be transmitted through them</li> </ul>	<p><b>Appendix 3.1(xxv)</b> Window tints shall comply with the following:</p> <ul style="list-style-type: none"> <li>a) The front windscreen shall allow at least 75% of light to be transmitted through it.</li> <li>b) Other windows shall allow at least 70% of light to be transmitted through them.</li> </ul>	<p>It would appear when the policy was originally adopted, a typing error lead to the policy requiring a greater level of tint than that allowed by law for the front driver's side and front passenger side windows.</p> <p>Accordingly it is considered appropriate that the policy is revised to ensure that the level of tint permissible for the front driver's side and front passenger side windows is not more than that allowed by law.</p> <p>For clarification and to ensure the safety of the travelling public</p>

<p><b>Appendix 3.1(xxvii)</b> The vehicle must carry a suitable fire extinguisher sited in a readily accessible place known to the driver. A notice shall be posted in the vehicle within sight of passengers indicating its location. The appliance shall have a minimum content of 1 kilogram, conform to BSEN3 1996 and be of the dry powder or foam type, be kept in good condition and be fitted with a gauge which indicates the condition of its contents.</p>	<p><b>Appendix 3.1(xxvii)</b> The vehicle must carry a suitable fire extinguisher sited in a readily accessible place known to the driver. A notice shall be posted in the vehicle within sight of passengers indicating its location. The appliance shall have a minimum content of 1 kilogram, conform to BSEN3 1996 and be of the dry powder or foam type, be kept in good condition and be fitted with a gauge which indicates the condition of its contents. Every fire extinguisher to be permanently marked with the vehicle's licence number.</p>	<p>For clarification and to ensure the safety of the travelling public</p>
<p><b>Appendix 3.1(xxviii)</b> The vehicle must carry first-aid facilities in accordance with the Health &amp; Safety Executive Employment Medical Advisory Service recommendations.</p>	<p><b>Appendix 3.1(xxviii)</b> The vehicle must carry first-aid facilities in accordance with the Health &amp; Safety Executive Employment Medical Advisory Service recommendations. This shall be suitable in size for the number of passengers for which the vehicle is licensed. The container shall be permanently marked with the vehicle's licence number and replenished as necessary.</p>	<p>For clarification and to ensure the safety of the travelling public</p>

<p><b>Appendix 3.1(xxxiv)</b> Any LPG tank must be fitted with a multi-valve tank and be fitted with a sealed tank box made from aluminium and vented to the atmosphere.</p>	<p><b>Appendix 3.1(xxxiv)</b> Any LPG tank must be fitted with a multi-valve tank. The multi-valve block shall be securely covered and sealed and vented to the atmosphere.</p>	<p>For clarification and to ensure the safety of the travelling public</p>
<p><b>Appendix 4.3</b> Executive vehicles. In addition to the standard conditions for special vehicles, extra conditions apply to executive vehicles as set out in this section. Where the conditions for executive vehicles conflict with the standard conditions, these extra conditions will apply.</p> <ul style="list-style-type: none"> <li>(i) The vehicle must be an executive style car, such determination to be made by the Council.</li> <li>(ii) The chauffeur must be dressed in an appropriate uniform or</li> </ul>	<p><b>Appendix 4.3</b> Executive Vehicles – Exemption from Displaying Licence Plates and Door Stickers</p> <p>Section 75(3) of the Local Government (Miscellaneous Provisions) Act 1976 allows local authorities to specify certain occasions when a licence plate and other livery do not have to be displayed on a private hire vehicle. The Council have decided that where private hire vehicles are used exclusively for chauffeur services or executive hire, it may be appropriate to consider a request not to display a licence plate and other identification livery.</p> <p>For the purpose of this policy, the Council consider executive hire to be the use of a higher standard and more luxurious vehicle specifically provided for a business on a reasonably regular basis for the</p>	<p>The Original policy in respect of executive vehicles was brief. In practice, it has raised more questions than it solved, and accordingly it is recommended that the revised policy is adopted so that all parties know what the Councils approach is to the licensing of Executive Hire vehicles. For clarification and to ensure the safety of the travelling public</p>

<p>(iii)</p>	<p>business suit. The vehicle's Exemption Certificate/Notice is carried in the vehicle at all times and produced on request to any Police Officer or Authorised Officer of the Council.</p>	<p>transportation of its customer's visitors and staff.</p> <p>The Council will not exercise its discretion in granting the exemption for any vehicle which is to be used on regular private hire bookings. The booking of a high standard vehicle by private individuals for transportation to special events, celebrations or nights out is considered to be regular private hire work.</p> <p>If the owner of a vehicle wishes to ask the Council to exercise its discretion to exempt the vehicle from displaying a licence plate and other identification livery they must apply to the Council in writing, providing evidence to support the application.</p> <p>Applications for exemptions will be determined by the duly authorised officer in consultation with the Chairman or Vice Chairman of the Licensing Committee.</p> <p>An exemption from displaying a plate and other identification livery is a privilege rather than a right and the benefit of the exemption will be granted at the Councils discretion. The Council has the power to withdraw the exemption if the related</p>	
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	<p>conditions are not complied. Council Officers will periodically check booking records to ensure compliance with the policy.</p> <p>Where such an exemption is granted, these following additional vehicle licence conditions will apply:</p> <ul style="list-style-type: none"><li>(i) The vehicle will operate only in accordance with contracts entered into with companies for a chauffeur type executive level of service.</li><li>(ii) The chauffeur must wear a suite, shirt and tie</li><li>(iii) Tinted rear windows of less than 70% light transmittance will be permitted if:<ul style="list-style-type: none"><li>a. The vehicle is an executive or novelty hire vehicle, or stretched limousine, and</li><li>b. The vehicle is not used in any contract or provision for carrying school children or any unaccompanied children under the age of 18 years (the driver may not act as an accompanying adult)</li></ul></li><li>(iv) No advertising or identification</li></ul>	
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	<p>(including company logos) may be displayed on or in the vehicle at any time</p> <p>(v) The Council's exemption disc will at all times be displayed on the front windscreen.</p> <p>(vi) The private hire vehicle licence plate must be securely fixed in a visible position inside the luggage compartment.</p> <p>(vii) The vehicle's Exemption Certificate/Notice must be carried in the vehicle at all times and produced on request to any Police Officer or Authorised Officer of the Council.</p>	
<p><b>Appendix 4.1 (xxiv)</b> Window tints for special vehicles. Window tints shall allow at least 75% of light to be transmitted through them.</p>	<p><b>Appendix 4.1 (xxiv)</b> Excluding the windscreen (minimum light transmission of 75% is required) and front seat driver and passenger windows (minimum light transmission of 70% is required), tinting of less than 70% light transmission to other vehicle windows will only be permitted if:</p> <ul style="list-style-type: none"> <li>• The vehicle is an executive or novelty hire vehicle, or stretched limousine, operating under an</li> </ul>	<p>For clarification and to ensure the safety of the travelling public. The conditions in the original policy were too brief and were incorrect.</p>

	<p>Exemption Notice, and</p> <ul style="list-style-type: none"><li>• The vehicle is not used in any contract or provision for carrying school children or any unaccompanied children under the age of 18 years (the driver may not act as an accompanying adult); and</li><li>• Written approval has been granted by the Council.</li></ul>	
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