

# Hackney Carriage/Private Hire Scheme of Delegation

Matter to be dealt with	Full Licensing Committee	Sub-Committee	Officers
<p>1 Determination of all policy matters relating to the hackney carriage and private hire undertaking</p> <p>To include determining the number of hackney carriages licensed to ply for hire within the city AND</p> <p>If mindful of retaining a fixed number of hackney carriages to appoint appropriate consultants' to carry out any future "unmet demand" surveys</p>	In all cases <sup>13</sup>		
<p>2 Determination and approval of all standard conditions for operators, vehicles and drivers to include any variations and amendments.</p> <p>Determination of "numeric thresholds" against vehicle proprietors, operators and drivers for the purposes of a sub-committee appearance resulting from the penalty points scheme and to vary, substitute or modify the penalty points scheme</p>	In all cases		
<p>3 Determination and approval of hackney carriage byelaws to include any proposed variations and amendments for consideration by the Secretary of State</p>	In all cases		
<p>4 Determination of all fees* and charges in respect of the private hire and hackney carriage undertaking</p> <p>*but for the head of service to authorise such refunds or amendments to respective operator, vehicle or driver fees as appropriate.</p>	In all cases		
<p>5 Grant or renewal of hackney carriage vehicle licence to include a temporary use licence</p>			In all cases
<p>6 Refusal to grant, renew, suspend* or revoke a hackney carriage vehicle licence including a temporary vehicle licence</p> <p>*under section 60 of the 1976 act</p>		In all cases	
<p>7 Grant or renewal of hackney carriage driver licence</p>			In all cases
<p>8 Refusal to grant, renew or to revoke* a hackney carriage driver licence</p> <p>*but see 24 post</p>		In all cases	
<p>9 Grant or renewal of private hire operator licence</p>			In all cases
<p>10 Refusal to grant, renew, suspend or revoke a private hire operator licence</p>		In all cases	

11	Grant or renewal of private hire vehicle licence to include a temporary use licence			In all cases
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Matter to be dealt with		Full Licensing Committee	Sub-Committee	Officers
12	Refusal to grant, renew, suspend* or revoke a private hire vehicle licence including a temporary vehicle licence *under section 60 of the 1976 act		In all cases	
13	Grant or renewal of private hire driver licence			In all cases
14	Refusal to grant, renew or to revoke* a private hire driver licence *but see 24 below		In all cases	
15	Grant or refusal/revocation of a notice of exemption for hackney carriage or private hire driver from carrying guide, hearing or assistance dogs on medical grounds – Disability Discrimination Act 1995 as amended			In all cases and subject to satisfactory medical enquiry and reports being received
16	Determination of whether a vehicle is deemed “silver” or not and to refuse to grant or renew or to suspend a respective hackney carriage or private hire vehicle licence on these grounds accordingly			In all cases
17	Determination of passenger seating capacity for a hackney carriage or private hire vehicle			In all cases
18	Design of private hire operator paper licences			In all cases
19	Design of hackney carriage and private hire vehicle paper licences, windscreen licence discs, licence plates and all internal notices			In all cases
20	Design of hackney carriage and private hire driver paper licences and their respective badges			In all cases
21	Design of approved internal and external corporate livery for both hackney carriage and private hire vehicles and to grant or refuse permission for any other external or internal sign(s)			In all cases but in consultation with corporate communications
22	Design and content of all hackney carriage and private hire application forms to include any other required form(s) or notices commensurate with the provisions of the 1847 and 1976 acts. ‘Content’ includes the receipt of any further information that the Licensing Manager considers appropriate in order to determine whether a person is “fit and proper”.			In all cases

<p>23 Suspension* of hackney carriage or private hire vehicle licences pursuant to section 68 of the 1976 act</p> <p>*with the sub-committee considering vehicle suspensions pursuant to section 60 of the 1976 act</p>			In all cases
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Matter to be dealt with	Full Licensing Committee	Sub-Committee	Officers
<p>24 Suspension of hackney carriage or private hire driver licences pursuant to section 61 of the 1976 act and/or to revoke, with immediate effect, an existing hackney carriage or private hire driver licence having regard to the “interests of public safety”<sup>14</sup></p>			In all cases
<p>25 Determination of application for exemption from the requirements to have CCTV in a private hire vehicle – NO EXEMPTION FOR HACKNEY CARRIAGES</p>			In all cases
<p>26 Determination of application for plate and/or livery exemption for private hire vehicles – NO EXEMPTION FOR HACKNEY CARRIAGES</p>			In all cases
<p>27 The grant or renewal, after consideration on individual merit, of a hackney carriage or private hire driver licence for a limited duration</p>		If necessary	In all cases
<p>28 The imposition of special conditions for private hire operator, private hire vehicle, hackney carriage vehicle or private hire driver licences as appropriate</p>			In all cases but not to amend the standard conditions for the time being in force

<p>29 The refusal to grant or renew a hackney carriage or private hire driver licence in certain EXCEPTIONAL circumstances</p>			<p>In all cases BUT only by reason of:</p> <ol style="list-style-type: none"> <li>1. Evidenced repeated knowledge test failure</li> <li>2. Evidenced poor communication skills</li> <li>3. Evidenced medical concerns<sup>1</sup> 5</li> <li>4. Failure of prescribed driving and or other competency tests as prescribed</li> </ol>
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Matter to be dealt with		Full Licensing Committee	Sub-Committee Officers	
30	Fixing of hackney carriage fares <sup>16</sup>	To receive trade proposals and to make such recommendations to the cabinet as appropriate		
31	Appointment of hackney stands (to include proposed variations and revocations to such stands) <sup>17</sup>	To receive trade proposals and to make such recommendations to the cabinet member for Traffic & Transportation as appropriate		
32	To determine and appoint hackney carriage and private hire trade representatives and to rescind any appointment if appropriate <sup>18</sup>			In all cases
33	Any changes to the committee's prescribed vehicle mechanical and cosmetic inspection testing report for hackney carriage and private hire vehicles <sup>19</sup>			In all cases and after discussion with the council's appointed vehicle testing contractor

34	Penalty points scheme – power to issue points		If necessary	In all cases
35	Consideration of any disciplinary action against licence holders for reaching the appropriate penalty points “thresholds”		In all cases	
36	To instruct the City Solicitor to commence proceedings for any offences and/or to offer a simple caution or attendance by an applicant or licence holder at any training course(s)			In all cases