



Licence Application Hackney Carriage Vehicle

For office use only	Checked
Veh. Reg. Doc	
M.O.T. Cert.	
L.P.G. Conversion Cert	
Insurance	
EC Whole Type Approval Cert	
Test Date:	PASS / FAIL

RENEWAL

Please tick

NEW APPLICATION

TRANSFER OF
OWNERSHIP

VEHICLE PROPRIETOR(S)

If the vehicle is an insurer's hire car etc details of the licensed driver must be provided in Section 2

Name(s)	1. Proprietor / Registered Owner	2. Proprietor / Licenced Driver
Addresses:		
Tel: No(s):		

LICENCE DETAILS

Licence Plate Number	
Date Licence Expires	

VEHICLE SPECIFICATION

Registration Number:	
Make and type of Vehicle	
EC European Whole Type Approval (M1) Certificate Number (Copy Required)	
Cubic Capacity of Engine and Fuel Type (Diesel, Petrol, LPG) (If LPG - Conversion Certificate Required)	
Engine Number	
Manufacturers Chassis Number	
Coachbuilders Serial Number	
Number of fixed passenger seats	

Does the vehicle have a CCTV System fitted? Note all CCTV Systems must be approved by WCBC before installation	Yes / No
Date the CCTV System was approved by WCBC Licensing Enforcement Officers	

VEHICLE DOCUMENTS

Nature of Insurance and Date of Renewal	
M.O.T. Certificate Number	
Date and place of M.O.T. Test	

TAXIMETER

Make and type of taximeter	
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I / We Declare that the above particulars are correct in every respect, I Am / We are the sole proprietor(s) of the said vehicle and I Am / We are the sole person(s) concerned in keeping, employing or letting for hire of the said vehicle.

I / We have read and understood the Vehicle Requirements / Licence Conditions.

1. Signature..... Signature

Date: Date:

If you knowingly or recklessly make a false statement or omit any material information from this application you may be committing a criminal offence punishable on conviction by a fine of up to £400.

The information collected may be shared with other departments or organisations in order that we can provide a service to you. Further details are available on the Privacy Notice section of the Council's website.

All cheques should be made payable to Wrexham Council.

This form should be completed and emailed to taxiadmin@wrexham.gov.uk or posted to the Licensing Section, Environment Department Transport Depot, Abbey Road South, Wrexham Industrial Estate LL13 9PW.

(04/09/2020)

WREXHAM COUNCIL

HACKNEY CARRIAGE VEHICLE REQUIREMENTS

1. The vehicle must be purpose built for use as a Hackney Carriage and be approved by the Chief Officer Planning and Regulatory.
2. All Hackney Carriage Vehicles within the County Borough must be capable of transporting Disabled People in their wheelchairs.
3. The vehicle must not be more than 10 years old. (On new / first applications)
4. Vehicles must be presented for inspection in a clean and roadworthy condition and must be free from any rust.
5. No vehicle must be submitted for inspection with any accident damage and the Council must be informed of accident damage whilst the vehicle is licensed.
6. The vehicle must be right hand drive.
7. The minimum acceptable width of seat section per person is 16" (410 mm).
8. The vehicle and all its fittings and equipment must be in an efficient, safe, tidy and clean condition and must comply with all relevant statutory requirements, including in particular those contained in Motor Vehicles (Construction and Use) Regulations.
9. The seats in the vehicle must be properly cushioned or covered and free from damage.
10. The floor of the vehicle must be provided with a proper carpet or other suitable covering.
11. There must be adequate space within the vehicle for the carrying of passengers' luggage and this space must be clean and water tight. A roof rack may not be fitted.
 - b) A roof box may be fitted, providing :
 - i) It must comply with Road Traffic (construction and use) Regulations, and be appropriate for the type of vehicle used.
 - ii) The roof box must be of enclosed container construction (not an open roof rack with loose cover).
 - iii) The roof box must only be used for the purpose of extra luggage, such as golf clubs, large suitcases etc., and not for the carriage of goods or livestock.
 - iv) The hirer must be with the vehicle at the time the roof box is in use.
 - v) No part of the roof box or fittings to remain on vehicle when not being used for carrying extra luggage.
 - vi) No advertising, wording or numbers to be allowed on the roof box.
 - c) No trailers to be used by any Hackney Carriage Vehicle.
12.
 - i) The vehicle must be fitted with an efficient dry powder variety fire extinguisher of a minimum weight of 1 Kg. The extinguisher shall be securely fixed in a position so as not to interfere with the control of the vehicle and so as not to be tampered with by a member of the public.
 - ii) Each extinguisher to be serviced annually by a competent inspector and an appropriate dated inspection record to be available.

13. The vehicle must be equipped with a first aid box containing :
 - i) six individually wrapped sterile adhesive dressings (plasters)
 - ii) one large sterile unmedicated dressing
 - iii) two triangular bandages
 - iv) two safety pins
 - v) individually wrapped moist cleaning wipesshall be carried in the vehicle at all times securely fixed in the boot of the vehicle for use in case of emergency. There shall be no obligation on the Driver to administer first aid treatment.
14. The vehicle must be equipped with sufficient tools and equipment to enable damaged or punctured tyres to be quickly replaced.
15. a) The meter for recording fares fitted in the vehicle must be in such a position as not to be visible from the outside of the vehicle but clearly visible to passengers.
b) Taximeters must display appropriate "CE" or "M" marks and have provision to accommodate the Wrexham County Borough Council Approval Seal.
16. If the vehicle is currently licensed by the Council as a hackney carriage the licence plate issued by the Council must be securely fixed externally to the rear of the vehicle in a conspicuous position and in such a manner as to be removable.
17. No signs, notices, advertisements, plates, marks, numbers, letters, figures, symbols, emblems or devices whatsoever should be displayed on, or from the vehicles except as may be required by any statutory provision, byelaws or permitted or required by any condition of a hackney carriage licence issued by the Council in respect of the vehicle.
18. If the vehicle is currently licensed by the Council for hackney carriage the number of the licence and the number of passengers permitted by the licence to be carried in the vehicle must be clearly marked inside the vehicle as to be visible at all times to passengers carried in the vehicle.
19. There must be in force, in relation to the vehicle, a policy of insurance or such security as complies with the requirements of Part VI of the Road Traffic Act, 1988.
20. There must be in force, in relation to the vehicle, a valid MOT test certificate (if appropriate) and a current road fund licence.
21. Hackney Carriage Vehicles may be of any colour supplied by the vehicle manufacturer. Applications for any other colours will be referred to the Environmental Licensing Committee.
22. Advertising – The Chief Officer Planning and Regulatory in consultation with the Chair and Vice-Chair of the Committee are authorised to approve each advertisement to be displayed on Wrexham Hackney Carriages.
23. The holder of the licence must notify the Licensing Authority in writing prior to installing a CCTV System in the vehicle. CCTV Systems in vehicles will not record audio and must comply with the terms of "Policy On The Installation and Operation of CCTV Systems in Private Hire and Hackney Carriage Vehicles". The proprietor of the vehicle will ensure that appropriate signage is displayed within the vehicle, so as to be visible inside and outside the vehicle in accordance with the policy.

Wrexham County Borough Council

Approved Vehicle List and specifications for Hackney carriages.

“The following applies to all new Hackney Carriage Licences issued after 18 May 2015 and does not affect the renewal of vehicles licensed prior to this date.”

Approved Hackney Carriage vehicles must have-

EC Whole Vehicle Type Approval - M1 (listed as Vehicle Category on V5C logbook) **The vehicle must have EC Whole Vehicle Type Approval (M1) for the vehicle in its modified state, this is known as Stage 2 Certification.**

Applicants must be able to prove that the vehicle is EC Whole Vehicle Type Approved, this should be **demonstrated by VCA Certification and VIN Plating on the Vehicle Chassis.** These are obtained from the company making the modifications.

Approved list of vehicles

- LTI – London Taxi International / LTC – London Taxi Company
- Cab Direct/Allied Vehicles – Peugeot Expert E7; Mercedes Vito M8, Peugeot Expert Euro Taxi, Ford Tourneo Custom 'Pro Cab' (Feb 2021)
- Voyager Multipurpose Vehicles Ltd – Renault Trafic NX8; Vauxhall Vivaro VX8; Fiat/Citroen LC7, Ford Transit Tourneo Taxi
- Sentinel/SVA Ltd- Fiat Scudo Hackney, Peugeot Expert Hackney, Citroen Dispatch Hackney
- Penso Technologies Ltd- TTW Fiat Scudo Hackney (added October 2016)
- Scotcab- Fiat Scudo (added December 2016)

On the 19 December 2016, the Committee concluded:

‘that delegated authority be given to the Chief Officer Planning and Regulatory, in consultation with the Chair and Vice Chair of the Environmental Licensing Committee, to amend the list of approved hackney carriages as and when required.’

Guidance notes:

The Council approves vehicles from specific manufacturers/suppliers/ converters. Before purchasing a vehicle, you must be satisfied that the vehicle was manufactured/converted by an approved source.

In the case of used vehicles, conversion certificates are vitally important. **Vehicles without certificates proving the origin of the conversion will not be accepted.** Purchases based on the make/model alone are not sufficient and may result in the licence application being refused.

From time-to-time, manufacturers alter their vehicle specifications. The Council reserves the right to refuse to licence any vehicle if it is deemed that there has been a material change to the design, appearance and/or specification since the model was last approved and certified. Should there have been changes to the design, appearance and/or specification; further approval may be required before the grant of any licence.

Vehicles presented to the Council for licensing must be accompanied by original documentation to prove the vehicles type approval issued to the vehicle (European whole type vehicle), the details of the vehicle and the converter.

You are advised not to purchase a vehicle without adequate valid documentation. If you are unsure whether the vehicle will be licensed, you are strongly advised to check with the Council's licensing team prior to entering into any finance agreement or prior to committing to the purchase of any vehicle. These requirements apply to all new or used vehicles (not currently licensed) that are presented for licensing as a hackney carriage vehicle.

Mandatory Signage and roof light

- The word "TAXI" or "TACSI" must be displayed on all four exterior sides of Hackney Carriage Vehicles
- Signage to be in capital letters sized between 3" – 6" in a contrasting colour to the vehicle colour

The above signage condition shall not apply to LTI Vehicles (traditional hackney carriage.)

- The factory fitted TAXI roof sign must not be removed or modified

Environmental Licensing Committee 18 May 2015

(20/08/2020)