

## Department of Place

Hackney Carriage & Private Hire Service  
Fleet & Transport Services  
Shearbridge Depot  
Shearbridge Road  
Bradford BD7 1PU

Tel: (01274) 434316

e-mail: [taxi.testing@bradford.gov.uk](mailto:taxi.testing@bradford.gov.uk)

Date: 23<sup>rd</sup> August 2017

Dear Licensed Operator / HC Proprietor,

I am writing to you following the meeting of the Regulatory and Appeals Committee on the 13<sup>th</sup> July 2017 when it approved five conditions that affect hackney carriages and private hire licensing. The conditions listed below are summarised for your ease of reference.

Please also remember to visit [www.bradford.gov.uk/taxiandprivatehire](http://www.bradford.gov.uk/taxiandprivatehire) where all conditions including these latest ones can be found. You will also find other relevant information can be found in our 'Latest News' segment.

### **New conditions 13th July 2017**

#### **(1) 1. Displaying CSE/Safeguarding Information to Customers in Licensed Vehicles**

Condition introduced requiring proprietors of licensed vehicles to display approved safeguarding material on the inside of a vehicles rear passenger window (nearside). The condition shall also require operators and drivers to ensure the sticker remains in place.

#### **(2) Suitability of Employees**

Condition introduced requiring operators/proprietors to conduct adequate background checks on non BMDC licensed employees and to also provide training for employees who work within their business. The condition shall also require a work activity record to be maintained showing the hours/shifts such employees work. All such information shall be made available to the Licensing Service on request.

#### **(3) 3. Employee Charter / Code of Conduct**

Condition introduced requires operators/proprietors to produce an employee charter/code of conduct. A code of conduct would lay out a set of rules outlining the expectations and guiding



principles for an individual's behaviour within a work environment. A code of conduct aims to promote good practice within the operator business.

**(4) Amendment to HCPH licensing policy following Deregulation Act 2015**

Issue Drivers HCPH licences for a one year period £81 or three year period £199.

Issue Operator's licences for a five year period £607 (1vehicle) £788 (More than 1vehicle).

**(5) Vehicle Safety and Maintenance**

Condition introduced requiring the proprietor of a licensed vehicle to provide a certificate of mechanical safety and vehicle maintenance (in accordance with the vehicle's user handbook) at the scheduled intervals. Also, that the certificates are retained to provide a history of the vehicles safety record.

<b>Current Retest Fees</b>		<b>New Retest Fees from 11 Sept 2017</b>	
Fail (1 to 4 minor faults)	Free	Fail (Max 2 minor faults)	Free
Fail Multiple (5+ minor faults)	£20	Fail Multiple (Max 4 minor faults)	£20
		Fail Multiple (5 minor faults)	£75
Fail Safety Critical (1 x defect)	£20	Fail Safety Critical (1 x defect)	£100
Fail Dangerous (2 x defects)	£100	Fail Dangerous (2 x defects)	£100 + suspension

Yours Sincerely

Licensing Service

