

## HACKNEY CARRIAGE VEHICLE LICENCES

### IMPORTANT

If you are using a private vehicle for Hackney Carriage use **ALL persons who drive the vehicle must be licensed by Eastleigh Borough Council to drive a Hackney Carriage vehicle.**

The vehicle cannot be driven by any persons who are not so licensed, to do so is a prosecutable offence.

Before a private hire vehicle licence is renewed the application must:-

1. Complete and submit to the Council an application completed and signed by the applicant in the form prescribed by the Council.
2. Produce for examination:-
  - 2.1. Vehicle registration document or bill of sale
  - 2.2. Current vehicle insurance certificate for hire and reward
  - 2.3. Vehicle inspection certificate
  - 2.4. Current vehicle MOT test certificate
  - 2.5. Colour photographs of the vehicle (front/nearside and rear/offside) **or** Statutory declaration form that the vehicle has not changed since the last photos were taken. **This will be acceptable for a 3 year period only, Every 3<sup>rd</sup> year new up to date photos will need to be supplied.**
3. Pay to the Council the appropriate fee

**NOTE:-** Applicants should allow at least 10 - 14 working days for the Council to process an application.

#### **VEHICLE INSPECTION**

**All vehicles are subject to a full mechanical and visual inspection at the Councils Hedge End Depot on initial application and annually thereafter.**

To arrange an inspection telephone Mr White on 01489 781615 or  
023 8068 8388.

**NOTE:** Before presenting the vehicle for inspection the following items should be particularly noted.

1. Presence of fire extinguisher and first aid kit (identified to that vehicle).
2. Condition of passenger areas.
3. Safety and security of doors.
4. Condition of tyres.
5. General appearance of vehicle.
6. Display of plate and licence particulars (if previously licensed).

After the vehicle has been passed roadworthy you must pay the inspection fee at the Depot.

The Council is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form within the council for the prevention and detection of fraud. It may also share this information, for the prevention and detection of fraud, with other bodies administering or auditing public funds.

For office use		NEW / RENEW/ TRANSFER VEHICLE / TRANSFER NAME				
	Registration Certificate	Insurance	Inspection	MOT	Fee	Receipt Number
Date						

	Plate Number	Photos	Statutory Dec.	Appointment Date: Appointment Time: 1 <sup>st</sup> Check form filled in by (initials):
Date				

### APPLICATION FOR HACKNEY CARRIAGE VEHICLE LICENCE

APPLICATION MUST BE: Made in person and by appointment only  
 Completed in block capitals  
 Completed by the applicant

**All questions must be answered. Failure to do so will result in your application being returned to you for completion and a new appointment being made.**

Name in full .....

Maiden name.....

Address .....

.....

Post code..... Email Address:.....

Telephone number (home).....(work).....

Mobile Number.....

Hackney Carriage badge number (if applicable)

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1. PARTICULARS OF VEHICLE

Registration Number .....

Make ..... Model .....

Year of Registration ..... Colour .....

Seating capacity (excluding driver) .....seats  
 Chassis/frame No ..... Engine No.....  
 Horsepower/cc ..... Speedometer Reading .....  
 Hackney Carriage Vehicle Licence Number (if already licensed)  
 .....

2. Has the vehicle been adapted for wheelchair access? **YES/NO**

3. Has the vehicle been adapted for other disabled use? **YES/NO**

4. Are you the sole owner of this vehicle? Yes/No

5. If no, please give details below of who has part ownership of the vehicle (including your own details if different from overleaf)

<u>Name and Address</u>	<u>Telephone Number</u>
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.....	.....
.....	.....
.....	.....

6. If the vehicle owner is a company or partnership, please give details below of who the Directors and Company Secretary are or who your partner is.

(insert name and full address together with telephone number) .....

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**I HEREBY DECLARE that I am the registered keeper of the above vehicle and am mainly concerned in the plying for hire of such vehicle and that to the best of my knowledge and belief the answers given above are true. If a licence is granted I undertake to comply with the conditions attached on the grant of the licence and the Byelaws in respect of Hackney Carriages.**

Signed..... Dated.....

## **Ethnic Monitoring Of Applicants**

### **Why do we need to do it?**

The Race Relations Act 1976 as amended in 2000 requires public authorities (like the Council) to:

- Eliminate unlawful discrimination;
- Promote equality of opportunity  
and
- Promote good relations between people of different racial groups.

In order to do this the Council has a duty to monitor the impact of its policies and services on racial equality.

Without ethnic monitoring we cannot tell whether the Council's race equality policy is working. It can tell us whether we are offering equality of opportunity and treatment to all ethnic groups and allows us prove this to others.

### **What Services Are Monitored?**

The Council has a racial equality strategy which outlines our plans for the next three years. The strategy includes plans to continue and extend monitoring. The sorts of services involved already are housing and environmental health.

Monitoring can take different forms:

- We monitor ethnicity when people apply to the Council for services or employment;
- We monitor ethnicity when people complain about services;
- We monitor ethnicity on an ongoing basis through surveys or customer satisfaction cards.

### **What Will Be Monitored?**

Each new applicant for a licence will be asked for information about his or her ethnicity. We will also ask people their about their ethnicity when they apply for a renewal.

It is not compulsory for you to provide this information and it will not affect the outcome of your application. The information you provide will be kept confidential and will only be used in collated form for monitoring purposes.

Thank you for your assistance.

To which of these groups do you consider you belong to?

PLEASE TICK ONE BOX

<b>WHITE</b>	<b>BLACK OR BLACK BRITISH</b>
British <input type="checkbox"/>	Caribbean <input type="checkbox"/>
Irish <input type="checkbox"/>	African <input type="checkbox"/>
Any other white background (PLEASE WRITE IN) <input type="checkbox"/>	Any other black background (PLEASE WRITE IN) <input type="checkbox"/>
.....	.....
<b>MIXED</b>	<b>ASIAN OR ASIAN BRITISH</b>
White & Black Caribbean <input type="checkbox"/>	Indian <input type="checkbox"/>
White & Black African <input type="checkbox"/>	Pakistani <input type="checkbox"/>
White & Asian <input type="checkbox"/>	Bangladeshi <input type="checkbox"/>
Any other mixed background (PLEASE WRITE IN) <input type="checkbox"/>	Any other Asian background (PLEASE WRITE IN) <input type="checkbox"/>
.....	.....
Chinese <input type="checkbox"/>	Other ethnic group <input type="checkbox"/>
	(PLEASE WRITE IN)
	.....
Unwilling to respond <input type="checkbox"/>	<b>GRANTED/REFUSED</b>