



**Civic Government (Scotland) Act  
1982**

**Handbook of Conditions**  
**of**  
**Taxi and Private Hire Car Operators'**  
**and Taxi and Private Hire Car**  
**Drivers' Licences**

**1998 (Amended 2005)**

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*1998 (Amended 2005)*



## Civic Government (Scotland) Act 1982

### **A** Conditions of Taxi and Private Hire Car Operators' Licences

#### **1** Definition

- 1.1 A 'taxi' is a hire car which is engaged by arrangements made in a public place between the person to be conveyed in it (or a person acting on his behalf) and its driver for a journey beginning there and then.
- 1.2 A 'private hire car' is a hire car other than a taxi.
- 1.3 A 'taxi-bus' is a taxi which is being used, under a special licence granted under Section 12 of the Transport Act, 1985, to provide a local service which is or requires to be registered under Part 1 of that Act, has been previously advertised and which has a destination and route which are not entirely at the discretion of the passengers.
- 1.4 'Exclusive' as applied to the hire of a taxi or private hire car means that a single fare is payable by any one passenger for the whole hire of the vehicle, whether or not more than one passenger is carried; and 'exclusive hire' shall be construed accordingly.

- 1.5 'Shared' as applied to the hire of a taxi or private hire car means that each passenger is carried at a separate fare, payable to the driver; and 'shared hire' shall be construed accordingly.

## **2 Specifications of taxis and private hire cars**

- 2.1 A taxi or private hire car shall be either:
- (a) *a saloon or estate car with four doors, an engine classification of not less than 1300cc, shall measure at least 48" (122cm) across the back seat and shall be large enough to carry no fewer than four and no more than five passengers (the seating capacity to be determined in accordance with Regulation 42 of the Road Vehicles (Registration and Licensing) Regulations 1971), or*
  - (b) *a vehicle permanently adapted to carry up to eight passengers with transverse seats in an approved layout and use for hire and reward.*
  - (c) *The luggage capacity of any taxi or private hire car should be a minimum of 11.5 cubic feet for vehicles carrying up to five passengers and should be increased by two cubic feet for each passenger above five that the vehicle is licensed to carry. The luggage compartment should*

*be of a convenient shape to accept at least one suitcase of not less than 2 feet by 1.5 feet by 0.67 feet for each passenger the vehicle is licenced to carry. When luggage is carried within the passenger compartment a suitable guard will be fitted to prevent luggage being thrown into the passenger area. No loose luggage other than hand luggage shall be carried within the passenger compartment other than that secured behind guards.*

- 2.2 A taxi or private hire car shall be no more than 7 years old from the date of first registration before being replaced with a vehicle no more than 5 years old. A purpose built taxi-cab meeting M1 specification shall be no more than 10 years old from the date of first registration before being replaced with a vehicle no more than 5 years old.

### **3 Annual vehicle inspection**

- 3.1 A taxi or private hire car operator shall require the vehicle to undergo and pass an annual inspection carried out by or on behalf of the Council. The operator shall receive notice in writing from the Council or the Council's agent and shall present the vehicle for examination at such time and place as may be reasonably required.

## **4 MOT Certificate**

- 4.1 A taxi or private hire car operator, whose vehicle is more than 3 years old from the date of first registration, shall produce an MOT Certificate to the Council each year. The MOT should be carried out six months after the date of the annual vehicle inspection. The operator shall be notified by the Council when an MOT Certificate is required and shall present to the Council within 28 days a valid Certificate issued within that period.

## **5 Substitution of vehicle**

- 5.1 A taxi or private hire car operator may substitute a taxi or private hire car with another vehicle which satisfies condition 2 above by submitting an application form to the Council accompanied by the appropriate fee. The operator shall then present the vehicle for examination by the Council or the Council's agent before the vehicle is used as a taxi or private hire car.

## **6 Operator not to alter licence**

- 6.1 A taxi or private hire car operator, on receiving a licence or duplicate thereof, shall not alter, or erase, or deface, or permit to be altered, or erased, or defaced, any such licence or other document issued by the Council and any such licence or other

document so altered, or erased or defaced shall be null and void.

## **7 Production of licence**

A taxi or private hire car operator shall produce such licence or other document issued by the Council on demand to the Council or to any Constable.

## **8 Renewal of licence**

- 8.1 A taxi or private hire car operator's licence shall remain in force, unless suspended, for one year from the date of issue and may be renewed annually on the above date.

## **9 Variation of licence**

- 9.1 The Council may, at any time, vary the terms of a licence on any grounds which they consider reasonable. Notice will be given to the operator at least seven days before any proposed variation is considered. The operator will be given an opportunity to be heard by the Committee before any variation is made.

## **10 Suspension of licence**

- 10.1 The Council may order suspension of a licence if in their opinion:
- (a) *the operator is no longer a fit and proper person to be the holder of a licence,*

*whether because of convictions for offences which have taken place since the grant or renewal of the licence or for any other good reason,*

- (b) the business is being managed by or carried on for the benefit of a person other than the operator who would have been refused the grant or renewal of a licence,*
- (c) the carrying on of the business has caused, is causing or is likely to cause undue public nuisance or a threat to public order or safety, and*
- (d) a condition of the licence has been contravened.*

## **11 Return of the licence, taxi plate on disposal, sale or cease of use of vehicle as a taxi or private hire car**

11.1 A taxi or private hire car operator who:

- (a) disposes of or sells the vehicle to which the licence relates, other than where such vehicle is substituted by another duly approved vehicle or is transferred with the approval of the Council, or*
- (b) ceases to keep the vehicle for hire or to apply for hire, other than for a period of 21 days to allow necessary repairs thereon, shall immediately notify the Council and return the licence and*

*plate to the Council and such vehicle shall not be used again until it has been relicensed.*

## **12 Place of business or home address**

- 12.1 A taxi or private hire car operator who changes his place of business or home address shall within seven days, give notice thereof in writing and produce his licence to the Council to be amended.

## **13 Owner to hold registration documents etc**

- 13.1 A taxi or private hire car operator shall hold in his own name the requisite vehicle registration document and the certificate of insurance in relation to the vehicle as required by Part VI of the Road Traffic Act, 1972; where a non-natural name (company, firm or trade name) appears on the vehicle licence, the vehicle registration document and the certificate of insurance shall be in the name of at least one of the directors or partners whose name appears on the vehicle licence.

## **14 Registration of employed drivers**

- 14.1 A taxi or private hire car operator shall keep an up-to-date list of the names and addresses of all taxi/private hire car drivers operating taxis or private hire cars and shall produce this list on request by a Constable

or duly authorised Officer of the Council at all reasonable times.

**15 Operator not to ask drivers to breach conditions**

- 15.1 A taxi or private hire car operator shall not ask a taxi/private hire car driver to do anything which would result in the driver committing a breach of the conditions attached to the grant of the drivers licence.

**16 Operator not to permit unlicensed drivers to operate taxi or private hire car**

- 16.1 A taxi or private hire car operator shall not permit any person who does not have a current taxi/private hire car driver's licence to operate a vehicle as a taxi or as the case may be as a private hire car.

**17 Vehicle to be kept in good, safe and clean condition**

- 17.1 A taxi or private hire car operator shall ensure that the vehicle including all bodywork, upholstery and fittings, is in a safe and serviceable condition and, subject to prevailing road condition (see vehicle inspection checklist pages 33-37).

## **18 Damage to be inspected - unroadworthy vehicles may not be operated**

- 18.1 A taxi or private hire car operator, if the vehicle is damaged in a vehicular accident or by any other means, shall report the damage to the Council as soon as practicable and, if the vehicle is roadworthy, shall present it for examination within the next two working days (being days on which the testing facilities operate) after the occurrence. As soon as repairs to the vehicle have been completed, the vehicle shall be re-examined.

## **19 Display of plates, signs etc**

- 19.1 A taxi or private hire car operator shall ensure that while the vehicle is in use as a taxi or private hire car, the licence plate which has been issued by the Council for the purpose of indicating that the vehicle is a taxi or private hire car is displayed at all times in a position approved by the Council. An operator shall ensure that if the taxi is being used as a taxi-bus a sign which indicates that the taxi is being used as a taxi-bus is displayed on the taxi, in such a position and in such a form as prescribed by the Council.
- 19.2 The name of the taxi or private hire car operator of a taxi or private hire car and the number allotted to such vehicle shall be painted or printed on an adhesive sign in

a straight line on the outside of the driver's and front passenger's doors below the window frame, not more than nine inches below such window frame, in block letters and arabic numbers of not less than one and not more than 1.5 inches in height and of proportionate breadth in a colour conspicuously different from the ground colour of the vehicle.

- 19.3 A taxi or private hire car operator shall not display any notice, advertisement or printed sign or any names, letters or numbers upon the outside or inside of any taxi or private hire car other than the name, lettering and numbers referred to in condition 19.2 above without the prior approval of the Council. The Council may grant permission to suitable advertising material being displayed subject to private hire cars also displaying a disclaimer notice, which will be supplied by the Council, on both front doors. Application for permission to display advertising shall be made in writing to the Council enclosing a copy of the intended advertising material and the appropriate fee.

## **20 Plates, licences etc which are lost, broken etc to be replaced**

- 20.1 A taxi or private hire car operator shall not conceal, remove, deface or alter, or cause, or permit to be concealed, removed,

defaced, or altered any names, letters, or numbers on a taxi or private hire car or on the taximeter if fitted. If any such plate or licence etc, becomes obliterated or defaced so as not to be distinctly visible or legible or if any such plate or licence etc, is lost, the operator shall report this to the Council as soon as practicable in order to obtain from the Council a replacement plate or licence etc. A fee will be payable for the issue of a replacement plate.

## **21 Illuminated roof sign**

- 21.1 A taxi operator shall display upon the roof of his taxi a sign of a type approved by the Council and bearing the word 'taxi' for the purpose of identifying the vehicle as a taxi. The sign of proprietary make shall be centrally mounted in a position approved by the Council and while the taxi is available for shared hire, the operator shall display in such position as approved by the Council, a sign of a type approved by the Council for the purpose of indicating that the taxi is available for shared hire. No roof sign of any kind shall be displayed on a private hire car.

## **22 Taximeter to be fitted**

- 22.1 A taxi operator and private hire car operator (operating within Perth City) shall have affixed to, and use on, a taxi or private hire car taximeter which has been tested and

approved by the Council as appropriate to the type of hire (whether exclusive or shared) for which the taxi or private hire car is available or on which it is engaged prior to use. This condition shall not apply to any taxi while it is in use as a taxi-bus. A private hire car operator operating outwith Perth City, may have affixed to and use on a private hire car a taximeter which must be tested and approved by the Council as appropriate to the type of hire (whether exclusive or shared) for which the private hire car is available or on which it is engaged prior to use.

- 22.2 A taxi or private hire car operator shall ensure that the taximeter fitted to the taxi or private hire car, where appropriate, is in a position approved by the Council.

## **23 Wheel circumference to relate to taximeter**

- 23.1 A taxi or private hire car operator shall not use, or allow to be used on a taxi or private hire car, where appropriate, a road wheel or tyre of a different circumference or pressure from that for which the taximeter affixed to the vehicle was designed, geared and has been tested and passed by the Council or Council's agent.

## **24 Taximeter seal not to be broken or tampered with**

- 24.1 A taxi or private hire car operator shall only use a taximeter which has been stamped or sealed by or on behalf of the Council after testing and approval as to distance and time in accordance with the approved taxi fares and other charges. Once a taximeter is fitted to the vehicle, he shall not tamper with the taximeter, or break or tamper with any seal or stamp on such taximeter, or any attachment affixed thereto by the manufacturer or Council, except to remove the taximeter for repair or replacement. Should the seal be broken, the taximeter shall be retested and passed by or on behalf of the Council before being used again.

## **25 Taxi not to be used with damaged/faulty taximeter**

- 25.1 A taxi operator shall not knowingly use, or allow a taxi to be used, other than as a taxi-bus or private hire car, during any period that the seals affixed to the taximeter and, where so affixed to the taxi are broken or detached.
- 25.2 A taxi or private hire car operator shall not knowingly use, or allow to be used, a taximeter which is in any way defective.

## **26 Removal of taximeter from private hire car**

- 26.1 A private hire car operator, whose private hire car is fitted with a taximeter, shall, within five working days, inform the Council of the removal of the taximeter from the private hire car. He shall not refit a taximeter on a second or subsequent occasion without the prior permission of the Council, except when the private hire car is due to be annually tested by the Council or the Council's agent.

## **27 Internal lighting**

- 27.1 A taxi or private hire car operator shall provide and maintain an efficient light or lights constructed and fitted to give when lit, sufficient internal illumination of the vehicle, to the satisfaction of the Council or the Council's agent.

## **28 Fire appliance**

- 28.1 A taxi or private hire car operator shall carry in a suitable fastener, a fire extinguisher of a type and in a position approved by the Council or the Council's agent, so as to be readily available to the driver in an emergency. The minimum requirement is for 1½lb or 682g fire extinguisher.

## **29 First Aid Kit**

- 29.1 A taxi or private hire car operator shall carry a first aid kit in compliance with the current Health and Safety Regulations to the satisfaction of the Council or the Council's agent.

## **30 Approved taxi and taxi-bus fares**

- 30.1 A taxi operator shall obtain from the Council a notice or notices detailing the approved maximum taxi fares and charges appropriate to exclusive or to shared hire of the vehicle and shall display the notice or notices as appropriate in the passenger compartment of the vehicle in such a position that it or they will be readily visible to the passengers being carried. A taxi operator shall, at any time when the taxi is being used as a taxi-bus, display in the taxi, in such a position and in such a form as may be prescribed by the Council so that it is clearly legible to passengers, a fare table containing sufficient information to enable a passenger to ascertain the fare for his journey or the manner in which that fare is calculated. No other table or tables of fares and charges shall be displayed.

### **31 Hirer to be informed if fares not regulated by Council**

31.1 A taxi, if the taxi is not being used as a taxi-bus, or private hire car operator shall, unless the cost of the journey is regulated by the Council's fare structure, ensure that any potential hirer of his taxi or private hire car is informed, prior to acceptance of the hire:

(a) *that the fare is not so regulated, and*

(b) *the cost or method of calculating the cost of the proposed journey.*

### **32 Obligation to fulfil engagement to hire taxi or private hire car**

32.1 A taxi or private hire car operator shall be bound to fulfil, or cause to be fulfilled, at the time and location specified, an engagement to hire his taxi or private hire car which he has accepted, unless prevented by sufficient cause. A private hire operator shall ensure that each potential hirer of his private hire car consents, at the time of the arrangement of the hire, to an exclusive hire or a shared hire, as the case may be.

### **33 Handbook of conditions for taxi and private hire car operators and drivers**

33.1 A taxi or private hire car operator shall ensure that a clean and legible copy of the Handbook is kept in the vehicle and is

available on request by any Constable or authorised officer of the Council or by any person who has hired or used the vehicle or is about to do so.

## **B Conditions of Taxi and Private Hire Car Drivers' Licences**

### **1 Licence to be carried at all times**

- 1.1 A taxi/private hire car driver shall at all times, while he is in charge of a taxi or private hire car, carry the taxi/private hire car driver's licence issued by the Council and shall exhibit such licence and badge/photo-identity card on demand by any passenger, Constable or authorised Officer of the Council. The licence/photo-identity card, issued by the Council shall include the driver's name, a recent photograph showing his true likeness and the date on which the licence expires. The driver shall wear the badge/photo-identity card on his/her outer garment or shall display it conspicuously in the vehicle with the lettered side outermost and completely visible. A replacement badge/photo-identity card will be issued on payment of £5 if it becomes illegible, is broken or lost.

## **2 Driver not to alter or lend licence**

- 2.1 A taxi/private hire car driver shall not alter, deform or wilfully damage a licence issued to him by the Council or exhibit a licence on which the lettering is not distinctly legible, nor lend or permit any other person to use the licence nor exhibit any other identification other than issued by the Council.

## **3 Driver not to operate unlicensed vehicle**

- 3.1 A taxi/private hire car driver shall not knowingly drive or take charge of an unlicensed taxi or private hire car.

## **4 Change of address**

- 4.1 A taxi/private hire car driver who changes his home address shall, within seven days, give notice thereof in writing to the Council.

## **5 Return of licence**

- 5.1 A taxi/private hire car driver who ceases to act as a driver for the remaining period of his licence or whose licence has been suspended or revoked or expired or who has been disqualified from driving a motor car in respect of any conviction in terms of the Road Traffic Acts shall, within forty-eight hours, deliver his licence and badge/photo-identity card to the Council.

## **6 Identification of vehicles**

- 6.1 A taxi/private hire car driver shall not conceal, or remove or deface, or alter, or cause, or permit to be concealed, removed, defaced or altered any name, number or lettering on a taxi or private hire car or on any licence plate thereon or taximeter, if fitted.

## **7 Driver to be clean, tidy and polite**

- 7.1 A taxi/private hire car driver while plying for hire or carrying a passenger(s), shall be clean and tidy in his person and clothing, shall conduct himself in a proper and civil manner and shall not smoke.

## **8 Vehicle to be kept in good, clean and safe condition**

- 8.1 A taxi/private hire car driver shall ensure before plying for hire or carrying a passenger(s) that the vehicle including all bodywork, upholstery and fittings, is in a safe and serviceable condition and, subject to prevailing road conditions, is in a clean condition.

## **9 Obligation to fulfil engagement to hire vehicle**

- 9.1 A taxi/private hire car driver shall be bound to fulfil, or cause to be fulfilled, at the time and location specified an engagement to hire

his vehicle which he has accepted, unless prevented by sufficient cause. A taxi/private hire car driver shall operate on shared hire only with the consent of the first hirer or passenger, even if there is displayed on the vehicle a sign or other thing approved by the Council indicating that the vehicle is available for shared hire; but he shall not be required to operate on shared hire if no such sign or other thing is displayed on the vehicle at the time of the initial hiring.

## **10 Driver to take shortest or quickest route**

10.1 The driver of a taxi or private hire car which has been hired shall drive to the destination by the shortest practicable route unless otherwise instructed by the hirer.

## **11 Other passengers to be conveyed only on hirer's request**

11.1 The driver of a taxi or private hire car which is on exclusive hire may not, under any circumstances, pick up or convey another passenger without the consent of the original hirer(s) or passenger(s).

## **12 Driver not to be accompanied by any other person or pet**

12.1 A taxi/private hire car driver, while plying for hire or carrying a passenger(s) shall not be accompanied by any other person or animal.

### **13 Number of passengers to be carried**

13.1 A taxi/private hire car driver shall not at any time carry in the vehicle more than the number of passengers the vehicle is licensed to carry. For the purpose of this condition:

(a) *the first two children under 12 years shall be reckoned as one passenger, and*

(b) *no account shall be taken of any children under 2 years, provided that each child under 2 years is accompanied by an adult.*

### **14 Hirer to be conveyed to any place within licensed area**

14.1 Subject to conditions 15 and 16 below a taxi/private hire car driver shall not refuse to drive a passenger to any place within the licensed area.

### **15 Reasons for refusing to carry a passenger**

15.1 A taxi/private hire car driver need not convey any hirer or passenger who is drunk or otherwise not in a fit and proper state to be carried, or whose condition or clothing is offensive or likely to cause damage to the interior of the vehicle, or who refuses to cease smoking in the vehicle when requested to do by the driver, or is accompanied by any animal which is likely to damage or soil the interior of the vehicle, or for any other good reason.

15.2 A taxi/private hire car driver on shared hire may decline to accept a further passenger on the grounds that his intended destination could not be served without an excessive or unreasonable addition to the journey distance of the existing passenger or passengers, or that the further passenger's luggage cannot be accommodated safely within the luggage compartment of the vehicle.

**16 Vehicle not to be used for illegal or immoral purposes or for conveyance of filthy articles etc**

16.1 A taxi/private hire car driver shall not knowingly allow the vehicle to be used for illegal or immoral purposes, permit to be carried in the vehicle any article of a dirty, filthy or noxious nature or an explosive or dangerous nature, or permit to be carried in the vehicle any passenger who has vermin on his person.

**17 Hirer to be informed if fares not regulated by Council**

17.1 The driver of a taxi, not being used as a taxi-bus, or private hire car shall, unless the cost of the journey is regulated by the Council's fare structure, inform the hirer or passenger before the journey commences:

(a) *that the fare is not so regulated, and*

(b) *the cost, or the method of calculating the cost, of the proposed journey.*

## **18 Luggage to be conveyed**

18.1 A taxi/private hire car driver shall not refuse to carry luggage providing that the said luggage can be accommodated safely within the luggage compartment of the vehicle.

## **19 Driver to assist with loading and unloading luggage**

19.1 A taxi/private hire car driver shall give such assistance as he is able to give with loading and unloading luggage when required to do so but he shall not be required to leave the immediate proximity of the vehicle in doing so.

## **20 Lost property**

20.1 A taxi/private hire car driver at the end of his shift, shall search the vehicle for any property which may have been left therein. Any property found by the driver shall, within 24 hours, be returned to the owner of the property if known or such property shall be handed in by the driver to any Police station.

## **21 Commencement of hire**

21.1 When a taxi or private hire car is engaged by telephone or otherwise the hiring shall be deemed to have commenced when the taxi/

private hire car driver arrives at the premises or other place to which he has been directed to uplift the passenger when he shall forthwith set the taximeter in motion and carry out the engagement. Extra charges may only be made in accordance with the Council's approved Fare Tariff.

## **22 Return journey**

- 22.1 A taxi/private hire car driver shall not demand or receive, over and above his fare, any sum for or by way of back fare for the return of his taxi or private hire car from the place at which the passenger terminates the hire.

## **23 Breakdown of vehicle**

- 23.1 In the event of the taxi or private hire car breaking down or in any way becoming unfit to convey the passenger to the destination for which the vehicle is engaged, the taxi/private hire car driver shall not be entitled to charge any fare for the distance already travelled, provided that, should the passenger elect to wait until repairs are completed, or to use a substitute vehicle provided within a reasonable time, the full fare for the completed journey shall be due, less the amount of fare chargeable for waiting as fixed by the Council.

## **24 Assistance dogs**

- 24.1 When a taxi or private hire car has been hired by or for a disabled person who is accompanied by a guide dog, a hearing dog or an assistance dog of that person; or by a person who wishes such a disabled person to accompany that person in a taxi, and no exemption has been issued to the driver, he shall carry the disabled person's dog and allow it to remain with the disabled person and shall not make any additional charge for doing so.

## **C Specific Conditions for Drivers Operating Taxis**

### **25 Not to canvass for employment**

- 25.1 The driver of a taxi while he is in charge of a taxi may ply for hire in any public place or street but shall not canvass or importune for employment, except, where the taxi is being operated on shared hire, to such an extent as is reasonably required to ascertain whether there are any prospective further passengers (in addition to an existing passenger or existing passengers) who wish to participate in the shared hire of a taxi.

## **26 Taximeter to be operated at all times within district**

- 26.1 The driver of a taxi shall ensure that the taximeter fitted in the vehicle in his charge shall be operated at all times, within the licensed area, in accordance with the detailed requirements imposed by the Council.
- 26.2 The driver of a taxi shall from time to time, and at least once in each day in which he used the vehicle, inspect the seals on the taximeter to ensure that they are intact. On discovering that the seals have become broken or damaged, or that the taximeter has ceased to function correctly, the driver of a taxi shall immediately withdraw the vehicle from service.

## **27 Taxi stances - arrangement of vehicles**

- 27.1 Unless the Council makes specific arrangements for particular stances, the driver of a taxi shall take up his station on the stance in order of arrival and at such distance from the vehicle in front that persons walking may conveniently pass between them and when a vehicle is driven off a stance, the driver of the vehicle immediately behind shall draw up his vehicle to take the place vacated, and the taxi drivers on the stance behind shall draw up their vehicles in a like manner.

27.2 The driver of a taxi which is being operated on shared hire may wait no more than 5 minutes for any other potential passengers unless the first passenger is prepared to wait longer. The driver may charge the passenger at the exclusive rate if the passenger insists on departing without waiting.

## **28 Taxi stances - driver to remain with vehicle**

28.1 The driver of a taxi, when the vehicle is hired or standing for hire, shall either sit in the driving seat of the taxi or stand in immediate proximity thereto except during any period he may be absent to announce the arrival of his taxi to the hirer or when assisting the hirer with luggage to or from the vehicle or for any other necessary purpose.

## **29 Hire from stance or public place**

29.1 When a taxi is engaged by the hirer in person at a stance or while plying for hire in a public street or other public place the hiring shall be deemed there and then to have commenced and the driver shall forthwith set the taximeter in motion and carry out the engagement.

## **D Specific Conditions for Drivers Operating Private Hire Cars**

### **30 Operating of taximeter where fitted**

30.1 The driver of a private hire car shall ensure that the taximeter, if fitted in a private hire car in his charge shall be operated at all times in accordance with the detailed requirements imposed by the Council.

### **31 Not to canvass or ply for employment**

31.1 The driver of a private hire car, while he is in charge of the private hire car, shall not ply for hire or canvass or importune in any public place or street for employment. The driver of a private hire car shall not cause his private hire car to stand or wait between hires in any street or public place except during such period or periods when the private hire car shall be unattended and any radio or other means of communicating within the private hire car shall have been rendered inoperative.

## Part II

### Summary of Main Offences Under the Civic Government (Scotland) Act 1982 and Penalties Applicable on Summary Convictions

	<b>Maximum Fine</b>
<b>1</b> If any person operates a vehicle as a taxi or private hire car in an area where either the vehicle or the driver is not licenced, but requires to be licenced.	£2,500 (Level 4)
<b>2</b> If the holder of a taxi or private hire car licence permits an unlicensed driver to operate the vehicle as a taxi or private hire car.	£2,500 (Level 4)
<b>3</b> If any person demands fares or other charges in respect of the hire of a taxi or a private hire car fitted with a taximeter in excess of the fares approved by the Council.	£2,500 (Level 4)
<b>4</b> If any person without good cause breaks the seal on a taximeter fitted to a taxi or to a private hire car, or drives a taxi or private hire car knowing the seal has been broken *(and/or 60 days imprisonment).	£2,500 (Level 4)

	<b>Maximum Fine</b>
<b>5</b> If any person causes any vehicle other than a taxi to use or wait on a taxi stance.	£500 (Level 2)
<b>6</b> If the holder of a private hire car operates a vehicle on which any word, sign, notice, mark, illumination or other feature (other than anything issued by the Council) suggests that the vehicle is available for hire as a taxi.	£1,000 (Level 3)
<b>7</b> If any other condition attached to a licence is not complied with or if all due diligence was not used to prevent the commission of the offence, the holder of the licence is liable.	£1,000 (Level 3)
<b>8</b> If any person makes any statement which he knows to be false or recklessly makes any statement in which is false in a material particular in any application to the Council.	£2,500 (Level 4)
<b>9</b> If any licence holder fails to notify the Council of a material change of circumstances or, without prior authorisation or reasonable excuse, makes any material change to any vehicle without notifying the Council.	£1,000 (Level 3)

	<b>Maximum Fine</b>
<b>10</b> If any licence holder fails to deliver his licence to the Council when reasonably required to do so.	£200 (Level 1)
<b>11</b> If any person fails to produce, when required to do so, any vehicle or equipment, records or other documents required by the Act, or obstructs an authorised Officer of the Council or any Constable from entering or inspecting any vehicle or premises etc.	£1,000 (Level 3)
<b>12</b> In addition to the above penalties, the Council may impose extra conditions on, suspend or refuse to renew a licence:	
<b>a</b> <i>if the licence holder is convicted of any offence either under the Civic Government (Scotland) Act, 1982 or under any other legislation.</i>	
<b>b</b> <i>if the licence holder is or becomes unsuitable to hold a licence.</i>	
<b>c</b> <i>if the licence holder does not comply with the terms and conditions of his licence whether or not there has been a conviction in that respect.</i>	
<b>d</b> <i>for any other good reason.</i>	

## Part III

### A List of Taxi Ranks

<b>Ranks</b>	<b>No of Spaces</b>
Mill Street, Perth	13
South Street, Perth <i>(Outside Tesco)</i>	6
Pomarium, Perth <i>(East Side at Bus Station)</i>	5
Perth Railway Station <i>(Private Rank)</i>	8
Wellmeadow, Blairgowrie <i>(South Side)</i>	6

## B Vehicle Inspection Checklist

### Items to be inspected

Applicants must ensure before a vehicle is presented for test that the bodywork and interior are clean and that the engine and other mechanical parts are free from excessive oil, grease and dirt so as to enable a proper inspection to be made. Any vehicle which does not satisfy this requirement will not be tested at that time and a further appointment (for which a further fee will be payable) will have to be made.

#### 1 Documents

- Certificate of Insurance  
*(in the name of the operator)*
- Registration Document  
*(in the name of the operator)*

#### 2 Emission testing

- Petrol Engines for carbon monoxide
- Diesel Engines for smoke

#### 3 Lights

- Head *(main/dip beam correct alignment)*
- Front
- Rear
- Brake
- Reverse
- Fog
- Reflectors

- Number Plate
- Direction Indicators and Repeaters
- Interior (*illuminated rear passenger compartment*)
- Lamp Lenses to be free of damage
- Headlamp Reflectors to be free of discoloration and moisture
- Hazard Warning (*including interior repeater*)
- Rear Fog (*including interior*)

#### **4 Steering**

- Steering Wheel (*for cracks, alignment and condition*)
- Steering Column Bushes
- Steering Coupling
- Steering Box/Idlers/Mountings
- Steering Rack/Rubber Boots/Mountings
- Steering Ball Joints
- Power Steering (*for leaks or damaged hoses*)

#### **5 Suspension**

- Springs
- Mountings and Bushes
- Suspension Ball Joints
- Shock Absorbers and Mountings

#### **6 Wheels/Tyres/Hubs**

- Wheels (*for correct size and damage*)
- Tyres (*for correct size and damage*)
- Spare Wheel

- Wheel Bearings (*front and rear*)
- Drive Shaft Boots

## **7 Brakes**

- Footbrake efficiency
- Handbrake efficiency
- Brake Pipes (*corrosion*)
- Brake Hoses (*cracking*)
- Brake Master Cylinder (*failing to hold pressure*)
- Fluid Leaks (*at connection etc*)

## **8 Chassis/Body Light**

*Corrosion in -*

- Chassis Members
- Inner Mudwings
- Door Sills
- Lower Edges of Doors
- Wheel Arches
- Lower Body Panels (*front and rear*)
- Bonnet Edges
- Boot Lid Edges
- Boot and Passenger Compartment Floor
- Body Panels where suspension is mounted
- Cracking in door panels adjacent to door locks
- Door Hinges
- Door Handles (*must operate both inside and outside*)
- Locks

- Window Wipers working and all parts intact
- Edges of doors
- Sills

## **9 Interior**

- Seats
- Ashtrays clean
- No sharp edges
- Free from rust
- Upholstery clean and free from stains, cuts, rips, abrasive edges, securely fastened
- Carpets and mats clean, intact, not excessively worn
- Paintwork clean, free from excessive scratches
- Boot to be clean and tidy
- Exterior bodywork to have clean polished finish, free from rust, dents and unsightly scratches
- Paintwork to be of uniform colour
- Bumper and other trim finishes to be intact and free from damage

## **10 General Items**

- Exhaust
- Windscreen Wipers
- Windscreen Washers
- Horn
- Speedometer
- Seat Belts

- Registration and Licence Plates (*free from cracks and damage*)
- Fire Extinguishers (min 1½lbs or 682g)
- First Aid Kit (*up to 5 passengers - Scale 1, over 5 passengers - Scale 2, Health & Safety (First Aid) Regulations 1981*)
- Roof Sign (*taxi/taxi-bus only*)
- Name and licence number on both front doors
- Radio fittings to be in safe location
- Fuel System (*pipework and tank*)
- Windscreen (*free from cracks and defects*)

## **11 Meter Test**

- Fares for distance check
- Waiting time check
- Meter fare lamp in working order
- Meter to be mounted in safe position
- Fare card to be displayed

**Note** The vehicle will be road tested to check the engine, transmission, brakes, steering, etc, operate to a satisfactory level.

All repair work to have a professional finish. Repairs to body panels involving welding to be left exposed in order that standard of weld-repair can be inspected before final finishing.

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