

## **Criteria to be considered in the allocation of Hackney Carriage Vehicle Proprietors Licence waiting list**

- 1 From 11<sup>th</sup> March 2021, Torbay Council will introduce an annual waiting list for a Hackney Carriage Vehicle Proprietors Licence (HCVPL) which will be used, should a licence become available.
- 2 Criteria to be considered for inclusion on to the HCVPL waiting list, an applicant will have to fulfil the following requirements:
  - a) Reside within Torbay. This information will be checked against the Council Tax and Electoral Register for validation.
  - b) Have held a Torbay Council Licensed drivers licence for a minimum of 3 years to the date of application.
  - c) Not be under criminal investigation, or have any criminal cautions or convictions which have not yet been considered and determined by the Licensing Authority.
  - d) Not hold, or have ever been named the proprietor, or part proprietor of a licensed Hackney Carriage vehicle, in Torbay.
  - e) Be working full time in the Hackney Carriage, or Private Hire trade, in Torbay. If the applicant is successful, the applicant must demonstrate, to the satisfaction of the Licensing Authority evidence of this, before being issued with a licence.
  - f) Be prepared to accept the attached conditions of the licence. The conditions which are to be attached to the Hackney Carriage vehicle proprietors licence, are set out in paragraph 9 below.
  - g) Have any relevant individual circumstances which you wish to bring to the Licensing Authorities attention if you do not meet any of the criteria a to f above.
- 3 The waiting list shall be in place from 1<sup>st</sup> January to 31<sup>st</sup> December. If an applicant wishes to remain on the waiting list for the following year, they must notify the Licensing Authority in writing of this request, by the 31<sup>st</sup> December. Failure to do so by the specified date, will result in that person's name being removed without notification.
- 4 Applications will only be accepted on the prescribed form which will be made available through Torbay Councils website at [www.torbay.gov.uk](http://www.torbay.gov.uk)
- 5 The waiting list will be kept in date order of receipt of a valid application.
- 6 On receipt of a valid application, the applicants name will be entered onto the waiting list.
- 7 When a Hackney Carriage vehicle proprietors licence is made available, it will be allocated to the first person named on the effective waiting list.
- 8 Upon being notified of the available licence, the applicant will have 60 days to ensure that a suitable vehicle is attached to the licence. Failure to do so,

will result in the next person on the waiting list being offered the licence and the 60 days will restart for that applicant. This will continue until the licence has been issued.

- 9 Conditions to be attached to the Hackney Carriage vehicle proprietors licence:
- a) The vehicle must at all times comply with Torbay Councils current Hackney Carriage & Private Hire Vehicle Policy, in respect of vehicle specification and livery policy etc.
  - b) The vehicle must be a zero emission vehicle.
  - c) The issued Hackney Carriage vehicle proprietors licence will require a permanent zero emission vehicle attached to the licence, at all times. No other type of vehicle will be accepted, even in the case of a temporary vehicle.
  - d) Failure to renew the allocated Hackney Carriage vehicle proprietors licence as required, will result in the licence being re-issued through this waiting list policy.