

Governance & Regulation

Executive Head: Grainne O'Rourke

APPLICATION FOR COMBINED HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE DRIVER'S LICENCE STAGE 1

I thank you for your interest in applying for a combined hackney carriage and private hire driver's licence issued by the New Forest District Council.

Prior to making a formal application all applicants must satisfy the pre-qualifying conditions and pass the Council's Driver's Knowledge Test.

The following documents are attached to this letter for your assistance:

- Pre-Qualifying conditions of a drivers licence application;
- Policy relating to the relevance of convictions;
- Important information relating to an application for a drivers licence;
- Licence Conditions to be observed by all NFDC licensed drivers;
- The law on seatbelts - a brief synopsis;
- Driver Knowledge Test information including example test questions;
- Driver Knowledge Test booking form.

If you are satisfied you can meet the pre-qualifying conditions, please complete the Driver's Knowledge Test booking form in black ink and return it to this office with the fee of **£37**.

Applications can be submitted by post to Licensing services, New Forest DC, Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA or handed in at any NFDC local Information Office where you may pay by cash, card or cheque. Booking conditions do apply and if any part of the booking form is incorrect or incomplete, it may be rejected.

When your Driver's Knowledge Test booking form is accepted you will be allocated a test date and time by email or letter. You are required to confirm that you are able to attend on this date. You have the opportunity of changing the date without charge if you contact Licensing Services at least **two** clear working days before the booked test.

After passing the knowledge test, you must apply for a drivers licence within a 6 month period. Should you fail the Driver's Knowledge Test three times, you will have to wait a period of 12 months from the date of your last test before you can re-apply.

On passing the Council's Driver's Knowledge Test you will be provided with an information pack to apply for a drivers licence.

Licensing Services

Tel: 023 8028 5505

Email: DriverTest@nfdc.gov.uk

newforest.gov.uk

Appletree Court, Beaulieu Road, LYNDHURST, SO43 7PA



Local Government (Miscellaneous Provisions) Act 1976
Town Police Clauses Act 1847 / Road Traffic Act 1991

Before applying for a driver's licence the applicant must:-

- 1) Have attained the age of 21 years. Applicants who are 70 years of age or above must be prepared to undertake a driving assessment at their own expense.
- 2) Be a holder of a licence (not provisional) for at least 2 years prior to the date of application, granted under Part III of the Road Traffic Act 1972. As you should already be aware, it is an offence for which the maximum penalty is a £1000 fine, not to have your current name and address displayed on your DVLA driving licence. If your DVLA licence shows an incorrect name or address you should apply to the DVLA immediately to have the details changed. Any delay on your part may jeopardise the issue or continuity of your hackney carriage and private hire driver's licence.
- 3) A non UK licence should be registered with the DVLA.
- 4) Be able to produce evidence of a right to work in the UK. Refer to *Home Office Guidance for Licensing Authorities to Prevent Illegal Working in the Taxi and Private Hire Sector in England and Wales 1 December 2016* available at <https://www.gov.uk/> for the type of suitable documentation. This documentation is normally checked at the time of taking the Driver's Knowledge Test.
- 5) British Citizens have to produce evidence of 'Good Conduct' for any country other than the UK where they have lived during the past 5 years.
Refer to <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants> for guidance on obtaining criminal records checks.
Please note that not all countries are able to provide criminal record checks and where this is the case, you are advised NOT to apply for a licence.
- 6) Non British Citizens have to produce evidence of 'Good Conduct' for all the countries in which they have lived.
Refer to <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants> for guidance on obtaining criminal records checks.
Please note that not all countries are able to provide criminal record checks and where this is the case, you are advised NOT to apply for a licence.
- 7) **Successful completion of New Forest District Council's Drivers Knowledge Test in the preceding 6 months**
Apply to take this test by completing the enclosed driver knowledge test booking form and pay the current fee. Unless otherwise advised, or agreed beforehand, you will be allocated a slot on the next available testing day. Tests are held at the Council Offices, Appletree Court, Lyndhurst. Alternative test dates and times are available but you must be aware of the booking conditions relating to cancellation.
This pack contains information about the test and a sample of the type of questions asked. A licensed driver must be familiar with the other information contained in the pack and it will form part of the driver knowledge test. The test will be conducted in the English language. Should you foresee a difficulty in completing the test because of your standard of literacy, please contact the Licensing Team for further advice before submitting your booking form. Applicants who fail the driver's knowledge test 3 times must wait a period of 12 months from the date of the last test before they can re-apply.



Local Government (Miscellaneous Provisions) Act 1976

Town Police Clauses Act 1847

Road Traffic Act 1991

Hackney Carriage/Private Hire (combined) Vehicle Driver Licence

POLICY RELATING TO THE RELEVANCE OF CONVICTIONS

Each case will be decided on its own merits. A person with a current conviction for serious crime need not be permanently barred from holding/obtaining a licence but will be expected to remain free of conviction for 3 to 5 years, according to the circumstances, before an application is entertained. Some discretion may be appropriate if the offence is isolated and there are mitigating circumstances. However, the overriding consideration will be the protection of the public. The following is a general guide where convictions are admitted. This guidance applies where applications for a new private hire or hackney carriage vehicle driver's licence and revoking an existing licence are considered.

(a) Minor Traffic Offences

Convictions for minor traffic offences, e.g. obstruction, waiting in a restricted street, speeding etc., should not prevent a person from proceeding with an application and should not normally lead to the revocation of an existing licence. If sufficient points have been accrued to lead to a period of disqualification of the applicant's/licence-holder's driving licence then a licence may be granted after its restoration, but a warning will be issued as to future conduct.

(b) Major Traffic Offences

An isolated conviction for reckless driving without due care and attention etc. will normally merit a warning as to future driving and advice on the standard expected of HCV and PHV drivers. More than one conviction for this type of offence within the last two years will usually merit refusal/revocation and no further application will be considered until a period of 1 to 3 years free from convictions has elapsed.

(c) Drunkenness/Intoxication/Alcohol Abuse

A serious view will be taken of convictions for driving a motor vehicle with excess alcohol, being in charge of a vehicle with excess alcohol, failing to provide a specimen of blood, breath or urine as required, causing death by dangerous driving under the influence of alcohol, or any similar offence (referred to in this guidance as "drink driving offences").

Where an existing licence holder is convicted of a drink driving offence, they can expect to have their licence revoked.

An applicant with a conviction for a drink driving offence shall not normally be granted a licence: -

- (i) When the applicant has been disqualified for any period, until at least three years have elapsed from the date of conviction, or from restoration to him/her of a full United Kingdom driving licence, whichever is the longer period;
- (ii) Where the applicant was not disqualified from driving, until at least three years from the date of conviction.

Any alcohol related conviction (whether or not for a drink driving offence) may be deemed prima facie evidence of an alcohol problem and the Licensing Committee may require the applicant or existing licence-holder to provide medical or other evidence to enable the Committee to determine whether or not it is appropriate to issue a licence, or to revoke an existing licence. **Where an existing licence holder is convicted of an alcohol-related offence, the licence may be suspended pending a final decision about whether to renew the licence.**

(NOTE: Applicants/existing licence-holders who have been medically diagnosed as having an alcohol related problem cannot ordinarily expect to be licensed without medical evidence supporting their fitness)

(d) Drugs

A serious view will be taken of convictions of driving or attempting to drive a motor vehicle while under the influence of drugs, being in charge of a motor vehicle whilst unfit, failing to provide an evidential specimen, or causing death by dangerous driving under the influence of drugs (referred to in this guidance as “drug driving offences”).

Where an existing licence holder is convicted of a drug driving offence they can expect to have their licence revoked.

In the event of a conviction for a drug driving offence, an applicant should normally be able to show a period of at least three years free from conviction before an application is granted.

Any drug related conviction (whether or not for a drug driving offence) may be deemed prima facie evidence of a drug problem and the Committee may require the applicant or existing licence-holder to provide medical or other evidence to enable the Committee to determine whether or not it is appropriate to issue a licence, or to revoke an existing licence.

Where an existing licence holder is convicted of a drug related offence, the licence may be suspended pending a final decision about whether to revoke the licence.

(NOTE: Applicants who have been medically diagnosed as addicts cannot ordinarily expect to be licensed within five years of completion of treatment).

(e) Indecency Offences

As hackney carriage and PHV drivers often carry unaccompanied passengers, applicants with convictions for any sexual offence, will be refused until they can show a substantial period (at least 3 to 5 years from the date of conviction) free of such offences. Existing licence holders who are convicted of any sexual offence can expect their licence to be revoked. More than one conviction for a sexual offence will preclude consideration for a licence for at least 5 years. In either case if a licence is granted a strict warning as to future conduct will be issued.

(f) Violence

As hackney carriage and PHV drivers maintain close contact with the public, a firm line will be taken with applicants who have convictions for violent offences. An applicant should normally be able to show a period of at least three years free from conviction for a violent offence before an application is granted. An existing licence-holder convicted of a violent offence can expect to have their licence revoked.

(g) Dishonesty

Hackney carriage and PHV drivers are expected to be persons of trust. The widespread practice of delivering unaccompanied property is indicative of the trust that business people place in drivers. Moreover, it is comparatively easy for a dishonest driver to defraud the public by demanding more than the legal fare etc. Overseas visitors can be confused by the change in currency and become “fair game” for an unscrupulous driver. For these reasons a serious view will be taken of any conviction involving dishonesty. In general, a period of 3 to 5 years free of conviction will be required before entertaining an application. An existing licence holder, who is convicted of an offence involving dishonesty, can expect to have their licence revoked.

Local Government (Miscellaneous Provisions) Act 1976
Town Police Clauses Act 1847
Road Traffic Act 1991

IMPORTANT INFORMATION RELATING TO YOUR
APPLICATION FOR COMBINED HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE DRIVER'S
LICENCE

All hackney carriage and private hire vehicle driver licences are valid for three years from the date they were issued.

If you give false information or leave out any correct information, we may revoke or refuse your licence. The local authority is entitled to make further enquiries relating to your application, if it thinks this is necessary.

When working as a driver licensed by New Forest District Council the driver must only drive vehicles which are also licensed with NFDC.

An NFDC licensed driver cannot take private hire bookings unless he/she is also an NFDC licensed operator.

If an NFDC licensed driver wants to operate his own vehicle as a Taxi (Hackney Carriage) said vehicle must be licensed with New Forest District Council as a Hackney Carriage.

Applicants applying for a new Hackney Carriage plate should be aware that all new applications for Hackney Carriage vehicles must be wheelchair accessible.

An NFDC licensed driver can only take private hire work from a NFDC licensed operator. It is illegal to do otherwise

An NFDC licensed driver working a hackney carriage can only do so from Taxi Ranks within the New Forest District Council area. A driver of a private hire vehicle is prohibited from using all taxi ranks.

DEFINITIONS

- a) A **private hire vehicle** is a vehicle that can carry passengers for hire or reward, but only by being pre-booked. It is not allowed to stand or ply for hire on the taxi ranks or in the street of the New Forest District.
- b) A **hackney carriage** is a vehicle that can stand on the taxi ranks or ply for hire in the streets of the New Forest District.

LICENCE CONDITIONS TO BE OBSERVED BY ALL NFDC LICENSED DRIVERS

1. In these Conditions:
'Authorised Officer' means any officer of the Council authorised in writing by the Head of Public Health and Community Safety for the purposes of these Conditions.
'The Council' means the New Forest District Council.
'Wireless Telegraphy' has the meaning assigned to it in Section 19 of the Wireless Telegraphy Act 1949.
'Road' means any highway and any other road to which the public has access, and includes bridges over which a road passes.

2. The Licensee shall observe and perform the following Conditions:-
 - 2.1 The Licensee shall not assign or in any way part with the benefit of the Licence, which is personal to the Licensee.
3. The Licensee shall:-
 - 3.1 Afford all reasonable assistance with passengers' luggage.
 - 3.2 At all times be clean and respectable in his dress and person and behave in a civil and orderly manner.
 - 3.3 Take all reasonable steps to ensure the safety of passengers conveyed in, entering or alighting from the vehicle driven by him.
 - 3.4 Not without the express consent of the hirer whilst he is being conveyed in the vehicle drink or eat in the vehicle.
 - 3.5 Not without the express consent of the hirer whilst he is being conveyed in the vehicle play any radio or sound reproducing instrument or equipment in the vehicle other than for the purpose of sending or receiving messages in connection with the operation of the vehicle.
 - 3.6 At no time cause or permit the noise emitted by any radio or other previously mentioned equipment in the vehicle which he is driving to be a source of nuisance or annoyance to any person whether inside or outside the vehicle.
4. The Licensee shall not:-
 - 4.1 Convey or permit to be conveyed in the vehicle a greater number of persons than that prescribed in the licence for the vehicle.
 - 4.2 Allow there to be conveyed in the front seat of the vehicle:
 - (a) more than one child below the age of ten years; or
 - (b) more than one person above that age.
 - 4.3 Without the consent of the hirer of a vehicle convey or permit to be conveyed any other person in that vehicle.
5. Lost Property:-
 - 5.1 The Licensee shall immediately after the termination of any hiring of a licensed vehicle, or as soon as practicable thereafter, carefully search the vehicle for any property which may have been accidentally left there; and
 - 5.2 If any property accidentally left in a licensed vehicle by any person who may have been conveyed therein is found by or handed to the Licensee, take the same to any Police Station.
6. The Licensee shall if requested by the hirer of a licensed vehicle provide him with a written receipt for the fare paid.
7. The Licensee of a licensed vehicle shall, if he is aware that the vehicle has been hired to be in attendance at an appointed time and place or he has otherwise been instructed by the operator or proprietor of the vehicle to be in attendance at an appointed time and place, punctually attend at that appointed time and place, unless delayed or prevented by sufficient cause.
8. The Licensee shall at all times when driving a licensed vehicle carry with him a copy of these conditions and shall make it available for inspection by the hirer or any other passenger on request.

LICENCE CONDITIONS TO BE OBSERVED BY ALL NFDC LICENSED DRIVERS

9. If the Licensee is permitted or employed to drive a licensed vehicle of which the proprietor is someone other than himself, he shall before commencing to drive that vehicle deposit this licence with that proprietor for retention by him until such time as the driver ceases to be permitted or employed to drive the vehicle or any other vehicle of his.
10. The Licensee shall notify the Council in writing of any change of his address during the period of the licence within seven days of such change taking place.

11. The Licensee shall, when driving a licensed vehicle wear in a conspicuous position the driver's identity licence badge issued to the Licensee by the Council bearing the number corresponding with the number assigned to the Licensee in the register kept by the Council for that purpose. The identity licence badge which is provided by the Council, must be returned to the Council immediately the driver ceases to be licensed by the Council.
12. The driver's identity licence badge referred to in Condition 11 shall remain the property of the Council and if the driver's licence is not renewed, or is otherwise revoked or suspended such badge shall be returned by the Licensee to the Council within seven days of a notice by the Assistant Director of Environmental Health Services requesting the Licensee so to do.
13. The Licensee shall at the request of any authorised officer of the Council or any police officer produce for inspection his driver's licence either forthwith or before the expiration of 5 days beginning with the day following the date of request:-
 - (a) in the case of a request of an authorised officer, at the Council Offices, Lyndhurst;
 - (b) in the case of a request of a police officer at any Police Station within the Council's area.
14. The Licensee shall within seven days disclose to the Council in writing details of any conviction, police caution, or fixed penalties, imposed or issued on him during the period of the licence.

Additional Licence Conditions when driving a Hackney Carriage Vehicle

15. The driver of a Hackney Carriage Vehicle shall:-
 - 15.1 If the taximeter is fitted with a flag or device bearing the words 'FOR HIRE':-
 - (a) when standing or plying for hire keep such flag or other device locked in the position in which the words are horizontal and legible;
 - (b) as soon as the carriage is hired by distance, and before commencing the journey, bring the machinery of the taximeter in action by moving the flag or other device so that the words are not conveniently legible and keep the machinery of the taximeter in action until the termination of the hiring;
 - 15.2 If the taximeter is not fitted with a flag or other device bearing the words 'FOR HIRE':-
 - (a) when standing or plying for hire keep the taximeter locked in the position in which no fare is recorded on the face of the taximeter and operate the sign provided in pursuance of byelaw 5 so that the words 'FOR HIRE' are clearly and conveniently legible by persons outside the carriage;
 - (b) as soon as the carriage is hired whether by distance or by time operate the said sign so that the words 'FOR HIRE' are not conveniently legible by persons outside the carriage;
 - (c) as soon as the carriage is hired by distance, and before commencing the journey, bring the machinery of the taximeter into action by moving the key or other device fitted for the purpose so that the word 'HIRED' is legible on the face of the taximeter and keep the machinery of the taximeter in action until the termination of the hiring.
 - 15.3 Cause the dial of the taximeter to be kept properly illuminated throughout any part of the hiring which is during the hours of darkness as defined for the purposes of the Road Traffic Act 1972, and also at any other time at the request of the hirer.
16. The Licensee shall not demand from any hirer of a Hackney Carriage vehicle a fare in excess of that shown on the taximeter and there has been no previous agreement as to the fare.

Additional Licence Conditions when driving a Private Hire Vehicle

17. The Licensee shall observe and perform the following Conditions:-
 - 17.1 The Licensee shall not while driving or in charge of a Private Hire Vehicle:-
 - (a) offer that vehicle for immediate hire while the Licensee of that vehicle is on a road or other public place provided that merely parking that vehicle on a road or other public place shall not of itself be deemed to be a breach of this condition, or

- (b) accept an offer for the immediate hire of that vehicle while the Licensee of that vehicle is on a road or other public place except where such offer is first communicated to the Licensee by telephone or by apparatus for wireless telegraphy fitted to that vehicle.
18. The Licensee shall not demand from any hirer of a Private Hire Vehicle a fare in excess of any previously agreed for that hiring between the hirer and the operator or, if the vehicle is fitted with a taximeter and there has been no previous agreement as to the fare, the fare shown on the face of the taximeter.
19. The Licensee shall not while driving or in charge of a Private Hire licensed vehicle:-
- (a) tout or solicit on a road or other public place any person to hire or be carried for hire in any Private Hire licensed vehicle, or
 - (b) cause or procure any other person to tout or solicit on a road or other public place any person to hire or be carried for hire in any Private Hire licensed vehicle.

Additional Licence Conditions that apply to all licensed drivers when driving a Wheel Chair Accessible Vehicle (WAV)

All new and existing drivers in charge of wheelchair accessible vehicles {Private Hire Vehicle or Hackney Carriage Vehicle} are required to undertake a minimum competency certificate from a recognised training provider which has been approved by the Council.

Please Note: Where any reference has been made in these conditions to gender the masculine shall include the feminine and neuter genders and vice versa.

Local Government (Miscellaneous Provisions) Act 1976
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THE LAW ON SEATBELTS; A BRIEF SYNOPSIS

- You must wear a seat belt in cars and goods vehicles where one is fitted. There are very few exceptions to this. The driver is liable to prosecution if a child under 14 years does not wear a seat belt or child restraint.
- You must not carry an unrestrained child in the front seat of any vehicle.
- Children up to 135cms in height must use the appropriate child restraint when travelling in any car, van or goods vehicle - there are very few exceptions.
- A child may use an adult belt when they reach 135cm or the age of 12.
- In buses and coaches with seat belts fitted, passengers aged 14 years and above must use them. Passengers on vehicles used for public fare-paying passengers on 30mph roads are exempt.
- There are some other exemptions – see reverse

The law is summarised in the table below.

	Front seat	Rear seat	Who is responsible
Driver	Seat belt must be worn if fitted		Driver
Child under 3 years of age	Correct child restraint must be used	Correct child restraint must be used. If one is not available in a taxi, may travel unrestrained	Driver
Child from 3rd birthday up to 135cms in height (approx 4'5") (or 12th birthday, whichever they reach first)	Correct child restraint must be used	Correct child restraint must be used where seat belts fitted. Must use adult belt in rear seat if correct child restraint not available: - in a taxi/private hire vehicle; or - for a short distance in an unexpected necessity; or - if two occupied child restraints prevent fitting of a third	Driver
Child 12 or 13, or over 135cms (approx 4ft 5ins) in height	Adult seat belt must be worn if available	Adult seat belt must be worn if available	Driver
Adult passengers	Seat belt must be worn if available	Seat belt must be worn if available	Passenger

Further notes and exemptions: For more information go to www.think.direct.gov.uk

The driver of the vehicle is responsible for ensuring that children under 14 years use the seat belts or child restraints available (except in a taxi with a fixed partition).

In addition, the revised regulations also say that rear facing baby seats MUST NOT be used in a seat protected by a frontal air-bag unless the air-bag has been de-activated manually or automatically.

* Children under 3 years **MUST** use the child restraint appropriate for their weight in all cars, vans and other goods vehicles, with the single exception for the rear of taxis. They cannot travel otherwise. This means for example that they may not travel in cars, vans or goods vehicles which do not have seat belts installed.

** Examples. A 7 year old who is 140cms tall is over the height for a child restraint and may use an adult seat-belt. A 12 year old who is 130cms tall is over the age threshold and therefore may use an adult seat-belt.

*** If no seat-belts are fitted in the front, then children under 135cms in height (who are also under 12 years of age) cannot travel in the front.

In **buses and coaches (including mini-buses)**, seated passengers aged 14 years and above will have to use seat-belts where they are fitted. Regulations requiring children 3 years to 13 years to use seat-belts (or child restraints if they are available) in these vehicles will be brought forward as soon as practicable. The regulations will not include any obligation for anyone to provide child restraints in these vehicles. Bus and coach (including mini-bus) operators need to notify their passengers that seat-belt wearing is compulsory.

SOME EXEMPTIONS

Three exceptions allow children 3 years to 135 cms in height to travel in the rear and use an adult belt:

- In a licensed taxi/private hire vehicle, if the right child restraint is not available; or
- For unexpected necessity over a short distance, if the right child restraint is not available; or
- Where two occupied child seats in the rear prevent the fitment of a third child seat.

Children under 3 years may travel in the rear of a taxi unrestrained if no child restraint is available.

HACKNEY CARRIAGE DRIVERS: When you do not have to wear a seat belt?

If you are the driver of a Hackney Carriage which is being used for seeking hire, or answering a call for hire, or carrying a passenger for hire, you will only be exempt if you display the plate showing your vehicle is licensed as a Hackney Carriage.

PRIVATE HIRE DRIVERS When you do not have to wear a seat belt?

If you are the driver of a Private Hire car vehicle which is being used to carry a passenger for hire, you will only be exempt if you display or carry the plate showing that your vehicle is licensed as a Private Hire car vehicle.

HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE DRIVER KNOWLEDGE TEST INFORMATION

Please read carefully before booking your test date

The Hackney Carriage & Private Hire Vehicle Driver Knowledge Test is designed as a general test for driver licence applicants to ensure a working knowledge of the New Forest District Council area and the Hackney Carriage & Private Hire Trade.

- There are three sections to the drivers knowledge test, as follows:

Module 1 Written Test

Section 1 Hackney Carriage & Private Hire Regulations and the Law

Section 2 General Driving and Highway Code, Basic English & Numeracy and Geographical Knowledge of the New Forest District

Module 2 Computer Based Learning and Assessment

Section 3 Safeguarding

- 40 minutes is allowed for completion of each module
- There is an 80% pass mark which must be achieved for each of the 3 separate sections.
- There will be a number of applicants taking the test at the same time and the test will take place under exam conditions. You must not talk or confer with other applicants. No personal reference books or notes are allowed into the room at the time of the test and mobile phones must be turned off during the test.
- Results are not available over the phone and will be sent by email/post, wherever possible, within 7 days of the test date.

EXAMPLES OF QUESTIONS

General Driving and Highway Code (10 multiple choice questions)

Example:

If a police officer orders your car to stop and he finds that you have a faulty tyre, who is responsible?

- | | |
|-----------------------|-----------------------------------|
| a) You, the driver | b) Whoever services the car |
| c) The previous owner | d) Whoever issued the current MOT |



What is the meaning of this road sign?

- | | |
|---------------------------|----------------------------|
| a) Road deviates to left | b) Zebra crossing ahead |
| c) Road deviates to right | d) Risk of poor visibility |

Hackney Carriage / Private Hire Regulations and Law (10 multiple choice questions)

Example:

How many passengers are you permitted to carry in a private hire vehicle?

- | | |
|----------|--|
| a) Four | b) Five |
| c) Eight | d) The number of passengers printed on the licence and plate |

English and Numeracy (10 multiple choice questions)

Example:

The cost of a journey is £8.50. The passenger gives you a £10.00 note and tells you to keep the change. How much will your tip be?

- | | |
|----------|----------|
| a) £1.50 | b) £2.00 |
| c) £2.50 | d) £3.00 |

Geographical Knowledge of the New Forest District (20 multiple choice questions)

Questions are based on geographical knowledge of the New Forest District and include questions regarding the road names where supermarkets, railway stations, Police stations and main medical centres are found, the location of public houses and hotels, market days in the main towns and locations of tourist attractions.

Examples:

From which road is Appletree Court accessed?

- | | |
|---------------------|-------------|
| a) Southampton Road | b) New Road |
| c) Beaulieu Road | d) Old Road |

Leaving Ringwood on the Salisbury Road will take you to which public house?

- | | |
|----------------------|----------------------------|
| a) Fishermans Haunt | b) The Fish Inn |
| c) The Old Beams Inn | d) The Original White Hart |

In which location is a Sainsbury's supermarket?

- | | |
|--------------|------------------|
| a) Ringwood | b) Lymington |
| c) Lyndhurst | d) Fordingbridge |

Safeguarding (computer based learning and multiple choice assessment)

This section of the test consists of an e-learning session exploring what is meant by Safeguarding and your role and responsibilities in complying with this.

The session will provide you with an opportunity to explore the terms vulnerable adults, children and people at risk underpinned with scenario based learning.

Following completion of this session, you will be required to complete a competency test based on the learning.

The test will consist of both scenario led and multiple choice questions with a pass rate for this module set at 80% or above.

You may find the following websites of assistance in preparing for this section of the test:

Link to the Hampshire Safeguarding Adults Board, information on abuse:
<http://www.hampshiresab.org.uk/>

Link to Childrens Safeguarding Board:
<http://www.hampshiresafeguardingchildrenboard.org.uk/>

Link to Hampshire Police, Domestic abuse:

<https://www.hampshire.police.uk/advice/protecting-yourself-and-others/domestic-abuse/>

HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE DRIVER KNOWLEDGE TEST

Local Government (Miscellaneous Provisions) Act 1976
Town Police Clauses Act 1847 / Road Traffic Act 1991

BOOKING FORM

ALL questions must be answered

Section 1

Full Name	
Address	
Home Tel No	
Email Address	
Mobile Tel No	
Date of Birth	
Place of Birth	
Nationality	

Do you hold a British Passport?	Yes/No
If Yes how long have you held a British Passport?	

Section 2

Have you applied to a Private Hire or Taxi company for work?	Yes/No
If you have answered yes to the question above, please give the name of the company.	

Section 3

Have you ever been convicted of any motoring or criminal offence **in the UK or another country?**

Yes/No – If yes, please give details below; continue on separate sheet if necessary.

Please include any Conviction, Caution or Pending Prosecutions. All offences **must** be declared.

If you make a false statement you are liable to prosecution and your application may be refused.

Date	Offence	Court	Sentence
.....
.....

Section 4

Have you ever lived outside the UK for any period? (Excluding time spent in HM forces) (If you were BORN outside of the UK you have therefore lived outside of the UK)	Yes/No
If you have answered yes, please detail below all periods of time you lived outside the UK, <i>including time from birth.</i>	

Dates FROM and TO	Full address (<i>including country</i>)	Occupation

Please continue on a separate sheet if necessary

Booking Conditions

Once I accept a test date and time I undertake to give **two clear working days' notice of cancellation**. I understand that I will **not** be entitled to a refund or a new test date if the correct notice has not been given to Licensing Services. **The full Cancellation Policy will be given on the test confirmation email/letter.**

The test can only be retaken by making a further booking and payment of the current booking fee.

I understand that if I fail the test three times I will have to wait a period of 12 months from the date of the last test before I can re-apply. I also agree to take the knowledge test again if I wish to apply for a driver's licence after 6 months has elapsed from the date of passing the test.

Declaration

I understand that this information will form part of my application for the grant of a Hackney Carriage and Private Hire Vehicle Drivers' Licence and hereby declare that to the best of my knowledge and belief the answers given on this questionnaire are true and I have read and understood the Booking Conditions.

Signed _____ Date _____
(Applicant)

The information you provide will be held in accordance with the Data Protection Act 1998, and statutory requirements including the Licensing Act 2003 and the Gambling Act 2005. It will not be used for any purpose that is not compatible with the purpose for which it was collected. New Forest District Council is under a duty to protect the public funds it administers, and to this end may share information collected internally, and with other councils and government agencies including other bodies responsible for auditing or administering public funds, for the prevention and detection of fraud.

Our Privacy Notice is available at <http://www.newforest.gov.uk/licensing>

If you have provided any information which is special category data (relating to health, race, ethnic origin, religion, politics, genetics, biometrics, trade union membership, sex life or sexual orientation) then you must give your consent for us to process the data by ticking the box.

PLEASE RETURN THIS FORM and make PAYMENT (**£37.00**) at any of the Council's offices;
 Appletree Court, Lyndhurst; Town Hall, Lymington; Civic Offices, Totton; The Grove, Hythe; Kings Yard,
 Fordingbridge; Jubilee Hall, Fawley; Town Hall, New Milton; Ringwood Gateway
 OR post (enclosing a cheque payable to New Forest District Council) to
**Licensing Services, New Forest District Council, Appletree Court, Beaulieu Road,
 Lyndhurst, SO43 7PA**

PLEASE DO NOT SEND CASH THROUGH THE POST