

**PRIVATE HIRE VEHICLE EXEMPTION FROM DISPLAYING PLATES/DECALS**

**THE POLICY**

Exemptions from displaying external identification plates (vehicle licence plates and decals) may be in respect of individual vehicles only. Applications for exemptions relating to a fleet of vehicles will not be allowed.

Each application will be assessed on its own merit and each vehicle will be inspected by an authorised council officer to ensure that it is fit for purpose.

Applications for exemption from the requirement to display an external identification plate and decals on the rear of a private hire vehicle may be considered where the following requirements are met:

- Vehicle models must be four door saloons;
- Vehicles must be under two years old when first presented for Licence;
- Vehicles may be of any colour;
- Vehicles must be of a standard of comfort and equipped to a level equal to or above luxury brands of vehicles such as 'S' and 'E' Class Mercedes Benz, 7 Series BMW, Lexus 'GS' or 'LS' models, Audi A8 series, Rolls Royce and Bentley saloons. (The highest specification executive type cars from other manufacturers may also be considered);
- The vehicle will be in pristine condition with no visible defects, dents or blemishes to the external bodywork or internal trim and seating;
- The type of work undertaken is 'Executive' in nature. This means that the vehicle is used specifically to provide transport under a written contract to a company or person, or by the type of clients who for security or personal safety reasons would not want the vehicle to be identifiable.

Applications may only be made by a person holding a private hire operator's licence issued by Wyre Forest District Council.

Where a proprietor wishes to make an application for a vehicle to be exempt from displaying an external identification plate/decals they will be required to complete the appropriate application form. The application form will be accompanied by documentation that supports the application.

A copy of the application form can be seen at Annexure A.

The Council may require applicants to provide any additional documentation as reasonably necessary to allow the Council to make an informed decision. Where such documentation is not provided to the satisfaction of the Council the application will be refused.

Wyre Forest District Council is entitled to recover its costs relating to the administration of applications for an exemption notice and the issue of the exemption notice where applications are granted.

The fee must accompany an application for an exemption notice.

Where an application is granted and a vehicle is exempted from displaying its external identification plate/decal an exemption notice will issued as soon as practical after the decision is made.

A copy of an exemption notice can be seen at Annexure B.

Where a vehicle is exempted from the requirement to display an external identification plate/decal the vehicle will also be exempted from the need to display the internal licence plate.

Irrespective of when an exemption notice is granted the initial exemption notice will expire on the same day as the expiration of the vehicles current private hire licence, unless it is otherwise surrendered or revoked. Thereafter any renewed exemption notice will last for a period of time that is coterminous with that vehicle's private hire licence unless either the licence or notice is otherwise surrendered or revoked.

Exemption notices may be renewed annually subject to the vehicle under going a re-inspection by a licensing officer to ensure that it continues to be fit for purpose.

The fee for a replacement plate or exemption notice will be £25.00

The authority to determine any application for an exemption notice is by virtue of this policy delegated to the Council's licensing officer(s).

In the event of an applicant being dissatisfied with the decision of the officer, the applicant may make a written application for a review of the decision by the Licensing and Environmental Committee.

Other than where to do so would conflict with the requirements of this policy, all vehicles granted an exemption notice must, in addition to the requirements of this policy, comply with the requirements for private hire vehicles contained within the Council's – Taxi and Private Hire Handbook and the Council's Bye Laws.