

## Private Hire Operator Licence – Number 136827

**Trading Name and Office address:**

Bolt Services UK Limited  
Sixth Floor Room 613, 120 Bark Street, Bolton, BL1 2AX

**Proprietors:**

Bolt Services UK Limited


**Licence Valid from: 12 August 2021                      to: 11 August 2022**

**Addresses from which bookings may be negotiated:**

Bolt Services UK Limited  
Sixth Floor Room 613, 120 Bark Street, Bolton, BL1 2AX

**Permitted Maximum number of vehicles which may be operated: 50+**

Dated: 12 August 2021



**Jon Dyson**  
**Director of Place**  
**Authorised Officer**

This Licence is subject to the provisions of the Local Government (Miscellaneous Provisions) Act 1976 and the conditions attached. The possession of this document does not guarantee that the licence is in force, it's validity may be established by **reference to the Council's Licensing Office. This Licence is not transferrable**

This licence is issued without prejudice. Issuing the licence to you does not confirm that Bolton Council is satisfied that you are a fit and proper person to hold a private hire operator licence and it does not confirm that you meet the fit and proper test as set out in the Local Government (Miscellaneous Provisions) Act 1976. There is an outstanding conduct matter recorded against you. This conduct matter must be considered by the Licensing and Environmental Regulation Committee or Sub-committee who are authorised by the Councils Scheme of Delegation to carry-out this function. The Committee or Sub-committees may revoke or suspend your licence if they consider you do not meet the fit and proper test.

## Terms and conditions

A variation to the terms and conditions attached to a licence to operator private hire vehicles was approved by the Licensing and Environmental Regulation Committee on the 14th July 2021.

### The variation applies to the standard condition 24(b), which is amended as follows:

Bookings will be automatically accepted at the Bolton Licenced Operating Centre through its cloud-based technology.

1. **Notices Etc.**

The following notices must be prominently displayed on the premises in an area to which the public have access or in a waiting room/area if provided:

- a. A copy of the operators licence
- b. A schedule of fares and charges
- c. A certificate of employers liability insurance
- d. A notice giving the address of the Licensing Office
- e. A notice complying with the Business Names Act 1985
- f. A notice indicating that a copy of the Local Government (Miscellaneous Provisions) Act 1976, these conditions and the conditions attached to Private Hire Vehicle and Driver Licences, are available for inspection

The documents referred to in 1(f) must be available for inspection by members of the public at all times and must be complete and in a readable condition.

2. **Convictions**

The Licensee must notify the Council, in writing of any conviction imposed on him within seven days of it being imposed.

3. **Complaints**

- a. The Licensee shall cause to be maintained a record of all complaints received and indicate what action has been taken or is proposed.
- b. All persons making a complaint shall be notified of the telephone number and address of the Licensing Office.
- c. All complaints shall be investigated immediately and the complainant notified of the outcome within reasonable time.
- d. Where a complaint has been investigated by an Authorised Officer of the Local Authority, the Licensee shall follow the directions of the Officer in the resolution of the complaint.
- e. Such records should be retained for at least six months.

4. **Touting etc**

The Licensee shall not:

- a. tout or solicit on a road or other public place any person to hire or be carried for hire in any private hire 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 vehicle.

Your attention is drawn to section 167 of the Criminal Justice & Public Order Act 1994 which makes touting a criminal offence.

5. **Advertisements**

No notice, sign or advertisement seeking to advertise or promote the business of a Private Hire Vehicle Operator, wherever it is displayed, shall consist of or include the words **TAXI** or **CAB**, whether in the singular or plural, or any words or devices which give any indication that the service to which the notice, sign or advertisement relates is that which can only be provided by a licensed Hackney Carriage.

Where a Private Hire Vehicle Operator also makes available for hire licensed Hackney Carriages, any notice, sign or advertisement indicating their availability must also indicate with equal prominence, that private hire vehicles are also available.

6. **Appeals**

If a Licensee is aggrieved by any of the terms and conditions attached to the issuance of a Private Hire Vehicle Operators Licence an appeal may be made via the Magistrates Court within 21 days of the issuance of this Licence (See Local Government(Miscellaneous Provisions) Act 1976, Sections 55 & 77 and Public Health Act 1936, Section 300)

7. **Other Legislation**

The requirements of any legislation which affects the carrying on of a business as a Private Hire Vehicle Operator shall be complied with and shall be regarded for all purposes as if they are terms and conditions of this licence

8. **Contact with Licensee**

The Licensee shall inform the Council, in writing, of an address and telephone number where he can be contacted at all reasonable times. Any changes to such details shall be notified in writing within seven days.

9. **Change of Ownership and Licensee**

A Private Hire Vehicle Operators Licence is not transferable. Where ownership of the business changes, the Council shall be informed in writing within seven days of the change. Such change must be supported by written confirmation by the previous owner or such other documentation as will confirm the change.

Where the Licensee changes a new application for a Private Hire Vehicle Operators Licence must be made. Where such an application is made whilst an existing licence for the firm remains current, it will **not** be granted unless it is supported by written confirmation by the previous Licensee or written confirmation by the owner or owners or such other documentation as will confirm to the satisfaction of the Director of the Chief Executives Department that the interests of the original Licensee have been respected.

10. **Names of Operators**

The name in which a licence will be issued must be one which, in the opinion of the Director of the Chief Executives Department, is sufficiently distinct from the name of any other operator currently licensed in the Borough, so as to eliminate any risk of the businesses being confused.

11. **Inspections**

Access to the licensed premises shall be given to an Authorised Officer of the Council or a Police Constable at all reasonable times and all records which are required to be kept by this licence shall be held on the premises to which the licence relates and available for inspection.

**PREMISES**

12. **Facilities for Passengers**

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- a. The Licensee shall ensure that where any passenger waiting area or room is provided, it is kept physically separate from any driver rest area and the operations room.
- b. The Licensee shall ensure that members of staff, drivers and vehicle proprietors do not congregate in any passenger waiting area or room.
- c. The Licensee shall ensure that staff, drivers, vehicle proprietors' passengers or prospective passengers are not allowed to congregate on a public road, footpath or any other public place adjacent to the licensed premises whilst waiting for the arrival of vehicles.
- d. Where a waiting area or room is provided for the use of passengers or prospective passengers, the Licensee shall:
  - i. provide adequate seating for the use of those passengers or prospective passengers so far as is reasonably practicable; and
  - ii. ensure that such room or area is kept clean, adequately heated, ventilated and lit; and
  - iii. ensure that the interior and exterior of the premises is kept in good repair, to the satisfaction of the Borough Environmental Health Officer.
- e.
  - i. In any waiting room or area provided by the Licensee no amusement machine, gaming machines, television or video machines, or other similar equipment shall be installed without the prior consent of the Council; and
  - ii. any such equipment as is referred to above (i) installed in driver rest areas or operations room shall not be accessible to persons other than drivers, proprietors, the operator or staff.

**13. Planning Permission**

Premises used by the Licensee for the purposes of their business as a Private Hire Vehicle Operator must have the appropriate planning permission for such use and any conditions or restrictions contained in the granting of planning permission shall be complied with fully

**14. Change of Address**

The Licensee must notify the Council in writing of any change of address within 7 days of such a change taking place.

## **VEHICLES**

**15. Condition**

The Licensee shall ensure that each Private Hire Vehicle which is operated under the terms of this licence:

- a. is kept clean on both the interior and the exterior
- b. carries all the notices and identification required by the Bolton Council Licence
- c. Is insured for the purposes of hire or reward
- d. Is licensed as a Vehicle by Bolton Council
- e. Is maintained in such mechanical and structural condition as will ensure continued compliance with the conditions relating to a Vehicle Licence.
- f. The operator shall not operate any vehicle for private hire work which is not subject to a current Vehicle Licence granted by Bolton Council.

**16. Records**

The Licensee shall cause to be kept a written record of the following details of each Private Hire Vehicle Licence operated under the terms of this licence:

- a. Date of registration
- b. Registered Number
- c. Make and Model
- d. Chassis Number
- e. Engine Number
- f. Plate Number
- g. Year of Manufacture if different from (a)
- h. Whether or not a taximeter is fitted
- i. The date the vehicle started work
- j. The date on which the vehicle ceased work
- k. The name of the owner of the vehicle

**17. Notification**

The Licensee shall immediately notify the Council, in writing, of each Private Hire Vehicle which commences or ceases working under the terms of this licence by completion and return of 'Operators Private Hire Vehicle Notification' form.

**18. Private Hire Vehicle Licences**

The Licensee must retain on the licensed premises at all times the current Private Hire Vehicle Licence for each vehicle which is operated under the Authority of this licence.

Where applicable, the Licensee shall return immediately on demand, the Private Hire Vehicle Licence referred to above.

## **DRIVERS**

**19. Licences Private Hire Vehicle Driver**

The Licensee must retain on the licensed premises at all times:

- a. the current Driver Licence issued by the Council for each driver who drives a vehicle under the authority of this licence.
- b. On leaving employment, the Licensee shall return immediately, on demand, the Driver Licence referred to above.

**20. Notifications**

The Licensee shall immediately notify the Council in writing of each Driver who is employed or works under the terms of this licence by completion and return of an 'Operators Private Hire Driver Notification' form.

**21. Provision**

The Licensee shall ensure that sufficient drivers are available to ensure that all bookings are fulfilled and that the advertised service can be provided.

**22. Conduct**

The Licensee shall ensure that all drivers are fit to drive and are not excessively tired, due to work carried out driving a Private Hire Vehicle or for any other reason.

The Licensee shall ensure that all drivers behave in a courteous manner towards customers, the general public and other road users.

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## **HIRINGS**

### **23. Standard of Service**

The Licensee shall ensure that a prompt, efficient and reliable service is provided to members of the public at all reasonable times and in accordance with levels of service advertised and in particular:

- a. Ensure that when a vehicle has been hired, the vehicle is in attendance at the appointed time and place, unless delayed or prevented by sufficient cause.
- b. The vehicle despatched to a hiring shall be licensed for use as a Vehicle by Bolton Council.
- c. The vehicle shall be driven by a person who is the holder of a current, valid Driver Licence issued by Bolton Council.

### **24. Acceptance of Hirings**

- a. The Licensee shall ensure that adequate staff and telephones are available to provide an efficient service.
- b. No hiring shall be accepted other than by staff based at the premises from which the Licensee is permitted to operate his business by this Licence, and who are employed for that purpose.
- c. The use of 'call forwarding' facilities or any other variation from 24(b) shall not be permitted except with the written permission of the Council

### **25. Records of Hiring**

When a hiring is accepted the Licensee shall immediately cause to be made (before commencement of the journey), a permanent record of the details of the hiring. Such record shall contain **all** the details prescribed below in full and, where the record is written it must be made in ink:

- i. The day and date
- ii. The full name of the person or organisation making the booking
- iii. The name of the person travelling and the number of passengers
- iv. How the booking was received
- v. Time of pick-up
- vi. Point of pick-up
- vii. Destination
- viii. Information to indicate vehicle used and driver
- ix. Remarks including details of any sub-contract
- x. The person taking the booking
- xi. If a fare is agreed for the journey, the amount

The records detailed above shall be kept for a period of not less than six months from the date to which the latest record relates.

## **STANDARD FARES**

### **26. Fares**

The Licensee shall inform the Council, in writing, of the normal scale of fares which will be charged by all vehicles operated under the authority of this Licence.

The method of calculation of fares shall be from point of picking up to point of dropping off.

'Round Trip' or 'Office to Office' methods of calculating fares shall **not** be permitted.

The Licensee shall give the Council at least seven working days notice in writing of any changes to the scale of fares or method calculation.

### **27. Agreed Fares**

Fares for all hirings shall be calculated in accordance with the method detailed in paragraph 26 above **unless** a fare is agreed at the time the hiring is made and such fare is recorded in accordance with paragraph 25.

## **DEFINITIONS**

**28.** "Authorised Officer" has the same meaning as in Section 80 of the Local Government (Miscellaneous Provisions) Act 1976.

"The Council" means the Bolton Council.

"The Operator" means a person holding a licence to operate Private Hire Vehicles issued pursuant to Section 55 of the Local Government (Miscellaneous Provisions) Act 1976.

"Private Hire Vehicle" has the same meaning as in Section 80 of the Local Government (Miscellaneous Provisions) Act 1976 and is the same meaning as "Hire Car".

"Hackney Carriage" has the same meaning as in the Town Police Clauses Act 1847

"Vehicle" means either a private hire vehicle or a hackney carriage.

"Employ" means to use the services of, whether under a contract of service or a contract for services or otherwise, and employee, employer and employed shall be construed accordingly.

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