

ANGUS COUNCIL

Civic Government (Scotland) Act 1982

Taxi/Private Hire Car Licence

The attached application form for a taxi licence or private hire car licence should be completed and returned to the Service Leader – Legal & Democratic, Angus Council, Angus House, Orchardbank Business Park, Forfar, DD8 1AN. Payment must be submitted with the application.

On receipt of your application form a copy of the form will be forwarded to Police Scotland in order that they may carry out checks into your suitability to hold a licence and this will include a check on any convictions/offences. The Revenues and Benefits Service will also be consulted to check whether you have any outstanding debts due to the Council. This process will take a statutory minimum period of four weeks.

Should the Police have any comments on your application, this will require to be considered by the next available Civic Licensing Committee which generally meets on a six weekly cycle.

TAXI OR PRIVATE HIRE CAR – WITH METER (includes lodging, granting and plate fees)		
NEW GRANT £537	RENEWAL – 1 YEAR £457	RENEWAL – 3 YEARS £1073
FEE FOR TAXI OR PRIVATE HIRE CAR – WITHOUT METER (includes lodging, granting and plate fees)		
NEW GRANT £477	RENEWAL – 1 YEAR £404	RENEWAL – 3 YEARS £924

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CIVIC GOVERNMENT (SCOTLAND) ACT 1982

APPLICATION FOR:-

(Please tick appropriate box)

GRANT OF A TAXI PRIVATE HIRE CAR LICENCE

RENEWAL OF A TAXI PRIVATE HIRE CAR LICENCE

PLEASE COMPLETE THE RELEVANT QUESTIONS IN BLOCK CAPITALS

Section 1 (to be completed by all applicants)

1	Full name of applicant (including maiden name if applicable)	
2.	Home Address	
3.	Postcode	
4.	Email Address (<i>mandatory</i>)	
5.	Telephone Number(s)	
6.	Date and Place of Birth	
7.	Applicant's Driving Licence Number	

PLEASE COMPLETE ALL PAGES OF FORM

FOR OFFICE USE ONLY

Date, Amount and Receipt Number	Date Passed to Consultees		Date Observations Received
			Police..... Finance.....
Date of Decision	Decision	Expiry Date	Licence Number and Date of Issue

Section 2 (to be completed by all applicants)

8. Are you applying for a licence as an individual or on behalf of a company or firm?	<input type="checkbox"/> INDIVIDUAL (Go to Section 3) <input type="checkbox"/> COMPANY OR FIRM (Go to next question)
9. Full name of Company or Firm	
10. Company Registration Number (if registered with Companies House)	
11. Full address of Principal or Registered Office	
12. Full names, private addresses and dates and places of birth of all directors, partners and other persons responsible for the management of the business (including maiden names if applicable) (Continue on a separate sheet if necessary)	
13. State driving licence numbers of persons named in 12 above	
14. Full name (as on driving licence), private address and place and date of birth of the employee or agent who is to carry on the day to day management of the vehicle	

Section 3 (to be completed by all applicants)

15. Address of premises from where the vehicle will be operated as a licensed taxi or private hire vehicle				
16. Operational Zone applied for (Please tick appropriate box)	Monifieth/ Sidlaw <input type="checkbox"/>	Forfar/ Kirriemuir <input type="checkbox"/>	Arbroath/ Carnoustie <input type="checkbox"/>	Montrose/ Brechin <input type="checkbox"/>
17. In terms of conditions attached to taxi/ private hire car licences, the registered keeper of the vehicle must be the applicant (individual) or one of the persons named at question 12 (Company or Firm)	Please detail the registered keeper of the vehicle			
18. Description of vehicle – this information must be completed Indicate the number of passengers to be carried in the licensed vehicle <input type="text"/> Does your vehicle have a meter? Is your vehicle wheelchair accessible?	Colour, Type and Model	Registration Number	Date of First Registration	No of Doors
19. Has the vehicle been previously licensed in Angus as a taxi or private hire car? <u>If yes</u> , give details of type of licence and plate number	YES/NO			
20. Is the applicant licensed with another Council? If Yes, please state name of Council	YES/NO			
21. State below particulars of any convictions or offences against the applicant and/or against any person named in questions 3 and 5 overleaf (whether traffic related or not). Please note that these convictions and any future convictions may be referred to the Civic Licensing Committee and may be dealt with in public. Convictions which are spent under the Rehabilitation of Offenders Act 1974 do not have to be included but may also, in certain circumstances, be referred to by the Committee:- (continue on separate sheet if necessary):-				
Name of Person	Date	Court	Offence	Sentence/Fine

DECLARATIONS:-

Angus Council is under a duty to protect the public funds it administers. As a result, the information you have provided or the information provided about you by a third party will be passed to the Council's Revenues and Benefits Service to check whether you have outstanding debts with the Council in relation to such matters as Council tax and non-domestic rates. The Council may also share information about you with other Departments of the Council and with other bodies administering public funds for the prevention of crime and the detection of fraud, such as Government departments and other local authorities.

The information you have provided on this Application form, and from supporting documentary evidence – where applicable, will be processed by Angus Council (the “data controller”) for the purposes of the General Data Protection Regulation and the Data Protection Act 2018 (UK GDPR) in order to process your Licensing Application.

For the purpose of dealing with your application, we will share your information in accordance with the Civic Government (Scotland) Act 1982, other licensing legislation and with relevant internal services of Angus Council

The Council may also check information provided by you, or information about you provided by a third party such as NHS Tayside, Scottish Fire and Rescue Service, Scottish Ambulance Service and Police Scotland with other information held by us. We may also get information from those third parties or share your information with them in order to check its accuracy, prevent or detect crime, protect public funds or where required by law.

Please note that you should read this service specific Privacy Notice in conjunction with the council's Full Privacy Statement which is accessible on the council's website at:

https://www.angus.gov.uk/council_and_democracy/council_information/information_governance/angus_council_full_privacy.

Data Protection Act 2018

The information on this form may be held on an Electronic Register which may be available to members of the public on request.

PLEASE NOTE – IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b)

I understand that Angus Council are permitted to accept applications for the grant or renewal of this licence; objections or representations; and notifications of any change to the licence, by means of electronic communication. Applications, objections, representations or notifications can be sent to the Council by email to LAWLicensing@angus.gov.uk.

I permit Angus Council to give notice and provide reasons in relation to granting, refusing, renewing, changing, altering, varying, suspending, and revoking the licence by means of email. I authorise the email address provided by me on this application to be used for this purpose.

I declare that the particulars given by me on this form are correct to the best of my knowledge and belief. I authorise the use of all information which I have provided for the above purposes. I hereby make application to Angus Council for the grant or renewal of the licence applied for.

Date.....

Signature of Applicant.....

NOTES

- 1. The application will not be processed without payment of the appropriate lodging fee. A further fee will be required on the granting of this application by the Council.**
- 2. Any person who in, or in connection with, the making of this application makes a statement which he knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £2,500.**