	Details of the Misconduct	Points	Driver	Vehicle
		Applicable		Owner or
				Operator
1	Providing false or misleading information on	6	✓	✓
_	licence application form / failing to provide			
	relevant information or pay the relevant fee			
2	Failure to notify, in writing, the Council of a	3	✓	✓
	change of address within 7 calendar days			
3	Refusal to accept hiring without reasonable	6	✓	
	cause			
4	Unreasonable prolongation of journeys or any	6	✓	
	misconduct regarding the charging of fares			
5	Plying for hire by Private hire drivers or Hackney	9	✓	✓
	Carriage drivers plying for hire outside the			
	district			
6	Private hire vehicle parking or waiting on a taxi	9	✓	✓
	rank			
7	Inappropriate behaviour at a taxi rank	1-12	✓	
8	Leaving a taxi unattended at a rank	4	✓	
9	Using unlicensed vehicle or using a licensed	12	✓	✓
	vehicle without insurance or without a valid			
	MOT			
10	Failure to produce relevant documents within	4	✓	✓
	timescales when requested by an Authorised			
	Officer			
11	Unsatisfactory condition of vehicle, interior or	4	✓	✓
	exterior			
12	Failure to undergo the MOT on time	6		✓
13	Failure to provide proof of insurance cover	6		✓
	when requested			
14	Failure to produce Hackney Carriage or Private	4		✓
	Hire vehicle for testing when required			
15	Using a vehicle subject to a suspension order	12	✓	✓
	issued by an Authorised Officer or a police			
	officer			
16	Using a vehicle for which the licence has been	12	✓	✓
	suspended or revoked			
17	Failure to report, in writing, within 72 hours,	4	✓	✓
	accident or damage to licensed vehicle, which			
	would cause the vehicle to breach licence			
	conditions	_		
18	Carrying more passengers than stated on the	6	✓	
4.0	vehicle licence	_		
19	Failure to display external/internal licence plate	6	✓	~
	in a fixed position or failure to display			
	appropriate door signs	43	/	
20	Carrying an offensive weapon in the vehicle	12	Y	
21	Failure to notify a transfer of Private Hire or	4		~
	Hackney Carriage vehicle licence within 14 days			
22	of transfer	4	1	./
22	Failure to carry fire extinguisher	4		v

	Details of the Misconduct	Points	Driver	Vehicle
		Applicable		Owner or
		_		Operator
23	Failure to carry first aid kit	3		√
24	Displaying unsuitable or inappropriate sited	3		✓
	signs or unauthorised advertisements in or on			
25	the vehicle Failure to use authorised roof light	4	✓	
26	Failure to maintain records in a suitable form of	4	,	✓
20	the commence and cessation of work of each	7		
	driver each day			
27	Failure to produce on request records of	4		√
	drivers' work activity			
28	Using a non-approved or non-calibrated	6	✓	✓
	taximeter			
29	Obstruction of an authorised officer or police	12	✓	✓
	officer wishing to examine a licensed vehicle			
30	Evidence of smoking in vehicle	3	✓	✓
31	Eating whilst a passenger is in the vehicle	3	✓	✓
32	Displaying any feature on private hire vehicle	6		✓
	that may suggest that it is a Hackney Carriage			
33	Using a vehicle, the appearance of which	6		✓
	suggests that it is a Taxi			
34	Failure to carry an assistance dog without	12	✓	✓
25	requisite medical exemption certificate	12	✓	✓
35	Driver not holding a current DVLA licence	12	v	V
36	Failure to have the driver's badge clearly displayed	4	•	
37	Failure to notify, in writing, a change in medical	6	✓	
37	circumstances			
38	Unsatisfactory appearance of driver	4	✓	
39	Failure to observe rank discipline	3	✓	
40	Failure to maintain proper records of private	3		√
	hire vehicles			
41	Failure to keep or produce records of Private	6		✓
	Hire bookings or other documents required to			
	be kept or produced			
42	Misleading use of the words 'Taxi' or 'Cab' on	3		✓
	advertising materials			
43	Failure to issue receipt on request	6	√	√
44	Using a licensed vehicle in a dangerous	9	✓	~
4-	condition			
45	Failure to return vehicle licence plate within 7	4		•
	days after due notice following expiry,			
46	revocation or suspensions of such licence Unsatisfactory behaviour or conduct of a driver	1-12	✓	
46	Failure to notify the Council in writing, of any	6	, , , , , , , , , , , , , , , , , , ,	
4/	motoring or criminal convictions within 21 days			
	or conviction or cautions during period of			
	current licence			

	Details of the Misconduct	Points Applicable	Driver	Vehicle Owner or
		''		Operator
48	Failure to behave in a civil and orderly manner,	1-12	✓	√
	or bringing the trade into disrepute			
49	Failure to provide reasonable assistance to a passenger	1-12	✓	✓
50	Carrying two or more separate fares without	9	√	✓
	the appropriate consent			
51	Failure to display a correct up to date fare card	3	✓	√
52	Failure to carry a legal spare wheel (or	4	✓	✓
	appropriate alternative) and the necessary tools			
	to fit the spare wheel			
53	Failure to attend punctually at appointed time	4	✓	✓
	and place without sufficient cause			
54	A licensed vehicle with a bald or dangerous or	4	✓	✓
	defective tyre (4 points per tyre)			
55	Failure to submit licence renewal application	6	✓	✓
	including documents and attendance at a			
	vehicle inspection			
56	Failure to display an applicable fare card AND	3	✓	✓
	the Councils valid fare card together			
57	Waiting or stopping on a double yellow area,	3	✓	
	bus stop or private land (without the owner's			
	permission) unless requested by a paying			
	customer present in the vehicle			
58	Driving whilst using a mobile phone	12	✓	

^{*-} discretionary points up to a maximum of 6 points can be issued by officers, but greater awards of points can only be issued by the Licensing Panel.

Officers may refer any mandatory award of points to Members where there are aggravating features to any case.

Ticks indicate potential recipients of points for infringements, but are not limited to those only. Certain cases may result in drivers and/or proprietors and/or operators receiving penalty points. Points may be awarded to one or several persons depending upon the circumstances of the case, but each case will be considered on its individual merits.