

At: Aelodau'r Pwyllgor Trwyddedu

Dyddiad: 26 Tachwedd 2015

Rhif Union: 01824 712568

ebost: dcc_admin@denbighshire.gov.uk

Annwyl Gyngorydd

Fe'ch gwahoddir i fynychu cyfarfod y **PWYLLGOR TRWYDDEDU, DYDD MERCHER, 2 RHAGFYR 2015** am **9.30 am** yn **SIAMBR Y CYNGOR, NEUADD Y SIR, RHUTHUN.**

Yn gywir iawn

G Williams
Pennaeth Gwasanaethau Cyfreithiol a Democrataidd

AGENDA

RHAN 1 – GWAHODDIR Y WASG A'R CYHOEDD I FOD YN BRESENNOL AR GYFER Y RHAN HON O'R CYFARFOD

1 YMDDIHEURIADAU

2 DATGANIADAU O FUDDIANT

Dylai'r Aelodau ddatgan unrhyw gysylltiad personol neu gysylltiad sy'n rhagfarnu mewn unrhyw fater a nodwyd i'w ystyried yn y cyfarfod hwn.

3 MATERION BRYD FEL Y'U CYTUNWYD GAN Y CADEIRYDD

Rhybudd o eitemau y dylid, ym marn y Cadeirydd, eu hystyried yn y cyfarfod fel materion brys yn unol ag Adran 100B (4) Deddf Llywodraeth Leol, 1972.

4 COFNODION Y CYFARFOD DIWETHAF (Tudalennau 9 - 18)

Derbyn cofnodion y Pwyllgor Trwyddedu a gynhaliwyd ar 23 Medi 2015 (copi wedi'i amgáu).

5 POLISI ARFAETHEDIG CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT (Tudalennau 19 - 60)

Ystyried adroddiad gan y Pennaeth Cynllunio a Gwarchod y Cyhoedd (copi ynghlwm) yn ceisio cymeradwyaeth y Polisi Arfaethedig Cerbydau Hacni a Cherbydau Hurio Preifat ar gyfer ymgynghoriad.

6 BLAENRAGLEN WAITH Y PWYLLGOR TRWYDDEDU (Tudalennau 61 - 62)

Ystyried adroddiad gan y Pennaeth Cynllunio a Gwarchod y Cyhoedd (copi ynghlwm) yn cyflwyno rhaglen gwaith i'r dyfodol y pwyllgor i'w gymeradwyo.

RHAN 2 - MATERION CYFRINACHOL

Argymhellir, yn unol ag Adran 100A (4) Deddf Llywodraeth Leol 1972, y dylid gwahardd y Wasg a'r Cyhoedd o'r cyfarfod yn ystod trafod y materion canlynol oherwydd y tebygolrwydd y caiff gwybodaeth eithriedig, fel y diffinnir ym mharagraffau 12 ac 13 Rhan 4 o Atodlen 12A y Ddeddf, ei datgelu.

7 CAIS AM DRWYDDED I YRRU CERBYD HACNI A CHERBYDAU HURIO PREIFAT - YMGEISYDD RHIF 15/1074/TXJDR (Tudalennau 63 - 78)

Ystyried adroddiad cyfrinachol gan y Pennaeth Cynllunio a Diogelu'r Cyhoedd (copi ynghlwm) yn gofyn i aelodau benderfynu ar gais gan Ymgeisydd Rhif 15/1074/TXJDR.

8 ADOLYGIAD O DRWYDDED I YRRU CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT - GYRRWR RHIF 15/1142/TXJDR (Tudalennau 79 - 92)

Ystyried adroddiad cyfrinachol gan y Pennaeth Cynllunio a Diogelu'r Cyhoedd (copi ynghlwm) yn gofyn i aelodau adolygu trwydded i yrru cerbydau hacni a cherbydau hurio preifat o ran Gyrrwr Rhif 15/1142/TXJDR.

9 ADOLYGIAD O DRWYDDED I YRRU CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT - GYRRWR RHIF 15/0833/TXJDR (Tudalennau 93 - 116)

Ystyried adroddiad cyfrinachol gan y Pennaeth Cynllunio a Diogelu'r Cyhoedd (copi ynghlwm) yn gofyn i aelodau adolygu trwydded i yrru cerbydau hacni a cherbydau hurio preifat o ran Gyrrwr Rhif 15/0833/TXJDR.

AELODAETH

Y Cynghorwyr

Cefyn Williams (Cadeirydd)

Barry Mellor (Is-Gadeirydd)

Joan Butterfield
Bill Cowie
Richard Davies
Stuart Davies
Hugh Irving

Win Mullen-James
Pete Prendergast
Arwel Roberts
Huw Williams

COPIAU I'R:

Holl Gynghorwyr er gwybodaeth
Y Wasg a'r Llyfrgelloedd
Cynghorau Tref a Chymuned

Mae tudalen hwn yn fwriadol wag

**PWYLLGOR TRWYDDEDU
GWEITHDREFN ER MWYN PENDERFYNU AR GEISIADAU AM
DRWYDDEDAU GYRWYR CERBYDAU HACNI A CHERBYDAU HURIO
PREIFAT AC ADOLYGU GYRWYR TRWYDDEDIG PRESENNOL**

CAM	DISGRIFIAD
1.	Dylai'r Cadeirydd groesawu a chyflwyno'r ymgeisydd/deilydd y drwydded i bawb sy'n bresennol.
2.	Dylai'r Cyfreithiwr ofyn i'r ymgeisydd/deilydd y drwydded i gadarnhau ei fod/bod wedi derbyn yr adroddiad a gweithdrefnau'r Pwyllgor. Os yw'r ymgeisydd yn ateb yn gadarnhaol, dylid symud ymlaen at gam 4.
3.	Pe digwydd i'r ymgeisydd/deilydd y drwydded ddweud nad yw wedi derbyn yr adroddiad, yna dylid cyfarch y mater yn awr. Gallai'r Aelodau fod eisiau ystyried gohirio'r mater, am gyfnod byr, er mwyn i'r ymgeisydd/deilydd y drwydded gael cyfle i ddarllen yr adroddiad.
4.	Dylai Pennaeth Cynllunio a Diogelu'r Cyhoedd (neu gynrychiolydd ar ei ran) gyflwyno'r cais/adolygiad yn fras
5.	Gofynnir i'r ymgeisydd/deilydd y drwydded gyflwyno ei achos/hachos Gall yr ymgeisydd/deilydd y drwydded alw unrhyw dyst y mae'n eu dewis i gefnogi ei gais/chais, a dylid rhoi rhybudd ymlaen llaw i'r Swyddogion Trwyddedu ynglŷn â hynny.
6.	Gall Aelodau'r Pwyllgor holi'r ymgeisydd/deilydd y drwydded ac /neu ei dystion ei thystion.
7.	Gwahoddir swyddogion technegol i gyflwyno unrhyw ganfyddiadau (Gorfodaeth Trwyddedu/Cymunedol, Tîm Cyswllt Cyntaf (y Gwasanaethau Cymdeithasol), Cludiant Ysgolion.)
8.	Gall Aelodau'r Pwyllgor ac yna'r ymgeisydd/deilydd y drwydded ofyn cwestiynau i'r swyddogion technegol
9.	Gwahoddir yr ymgeisydd/deilydd y drwydded i gyflwyno sylwadau i gloi, os ydynt yn dymuno gwneud hynny.
10.	Gofynnir i'r canlynol adael y cyfarfod tra trafodir y cais/yr adolygiad gan yr Aelodau - yr ymgeisydd/deilydd y drwydded, pob trydydd parti, Pennaeth Cynllunio a Diogelu'r Cyhoedd, swyddogion technegol. DS yr unig rai a ddylai fod yn weddill yw – Aelodau'r Pwyllgor, cyfieithydd, cynghorydd cyfreithiol y pwyllgor a'r sawl sy'n cymryd y cofnodion.

11.	Dylai aelodau'r pwyllgor roi ystyriaeth i'r cais/adolygiad gan roi cyfrif am y dystiolaeth a glywyd.
12.	Pe bai'n angenrheidiol i Aelodau'r Pwyllgor alw unrhyw barti yn eu holau i'w holi neu i ofyn iddynt ddarparu rhagor o wybodaeth neu egluro rhywbeth, gwahoddir pawb a fydd wedi ymneilltuo o'r cyfarfod yn eu holau. Wedi i'r cwestiwn (cwestiynau) gael eu hateb gofynnir i bob trydydd parti ymneilltuo unwaith eto er mwyn i'r Aelodau gael ystyried y dystiolaeth i gyd.
13.	Pan fo'r Aelodau wedi dod i benderfyniad, gelwir yr holl bartïon yn eu holau a chaiff yr ymgeisydd/deilydd y drwydded wybod beth yw penderfyniad yr Aelodau gan y Cadeirydd.
14.	Bydd y Cadeirydd yn rhoi gwybod i'r ymgeisydd/deilydd y drwydded o'r penderfyniad y daethpwyd iddo. Bydd hyn yn cynnwys unrhyw amodau neu gosbau sydd wedi eu gosod. Os oes angen, dylai Cyfreithiwr y Cyngor gyflwyno eglurhad pellach ynglŷn â'r penderfyniad a'i oblygiadau i'r ymgeisydd/deilydd y drwydded.
15.	Os mai'r penderfyniad yw gwrthod neu os oes penderfyniad i atal neu ddirymu, dylai Cyfreithiwr y Cyngor roi gwybod i'r ymgeisydd/deilydd y drwydded am yr hawl i apelio i Lys Ynadon (bydd y llythyr penderfyniad hefyd yn cynnwys y manylion hyn).
16.	Ar gyfer gyrrwr sydd eisoes wedi ei drwyddedu (a bod y drwydded wedi ei rhoi gan Sir Ddinbych), a bod penderfyniad y Pwyllgor yn ymwneud ag atal neu ddirymu'r drwydded bresennol, gall yr Aelodau wneud hynny naill ai o dan: 1. Adran 61 (2A) Deddf Llywodraeth Leol (Darpariaethau Amrywiol) 1976. 2. Adran 61 (2B) Deddf Llywodraeth Leol (Darpariaethau Amrywiol) 1976. Daw'r penderfyniad hwn i rym YN SYTH ac ni ellir ei ddefnyddio ond pan fo'r sail dros atal/dirymu yn fater sy'n ymwneud â diogelwch y cyhoedd. Bydd y Cyfreithiwr yn esbonio goblygiadau'r penderfyniad wrth ddeilydd y drwydded.
17.	Caiff yr ymgeisydd/deilydd y drwydded ei hysbysu o'r penderfyniad yn ysgrifenedig cyn gynted ag y bo'r ymarferol bosibl.
18.	Caiff yr ymgeisydd/deilydd y drwydded ei wahodd/gwahodd i drafod unrhyw fater y mae'n ansicr yn ei gyloch gyda Swyddogion Trwyddedu yn dilyn y Pwyllgor.

DEDDF LLYWODRAETH LEOL 2000

Cod Ymddygiad Aelodau

DATGELU A CHOFRESTRU BUDDIANNAU

Rwyf i,
(enw)

*Aelod /Aelod cyfetholedig o
(*dileuer un)

Cyngor Sir Ddinbych

YN CADARNHAU fy mod wedi datgan buddiant ***personol / personol a sy'n rhagfarnu** nas datgelwyd eisoes yn ôl darpariaeth Rhan III cod ymddygiad y Cyngor Sir i Aelodau am y canlynol:-
(*dileuer un)

Dyddiad Datgelu:

Pwyllgor (nodwch):

Agenda eitem

Pwnc:

Natur y Buddiant:

(Gweler y nodyn isod)*

Llofnod

Dyddiad

Noder: Rhowch ddigon o fanylion os gwelwch yn dda, e.e. 'Fi yw perchennog y tir sy'n gyfagos i'r cais ar gyfer caniatâd cynllunio a wnaed gan Mr Jones', neu 'Mae fy ngŵr / ngwraig yn un o weithwyr y cwmni sydd wedi gwneud cais am gymorth ariannol'.

Mae tudalen hwn yn fwriadol wag

PWYLLGOR TRWYDDEDU

Cofnodion cyfarfod o'r Pwyllgor Trwyddedu a gynhaliwyd yn Siambr y Cyngor, Ty Russell, Y Rhyl, Dydd Mercher, 23 Medi 2015 am 9.30 am.

YN BRESENNOL

Cynghorwyr Joan Butterfield, Bill Cowie, Hugh Irving, Barry Mellor (Is-Gadeirydd), Win Mullen-James, Pete Prendergast, Arwel Roberts a Cefyn Williams (Cadeirydd)

HEFYD YN BRESENNOL

Pennaeth Gwasanaethau Cyfreithiol, AD a Democrataidd (GW), Rheolwr Busnes Gwarchod y Cyhoedd (IM), Swyddogion Trwyddedu (NJ a JT), Swyddog Gorfodi Trwyddedu (HB), Uwch Swyddog Gorfodi Diogelwch Cymunedol (TWE) a Gweinyddwr y Pwyllgor (KEJ)

PWYNT O SYLW

Cytunodd y Cadeirydd i amrywio trefn y rhaglen i ddarparu ar gyfer swyddogion ac unigolion sy'n mynychu ar gyfer eitemau penodol.

1 YMDDIHEURIADAU

Cynghorwyr Richard Davies a Huw Williams

Byddai'r Cynghorydd Pete Prendergast yn cyrraedd yn hwyr ar gyfer y cyfarfod.

2 DATGAN CYSYLLTIAD

Ni ddatganwyd unrhyw gysylltiad personol na chysylltiad sy'n rhagfarnu.

3 MATERION BRYN FEL Y'U CYTUNWYD GAN Y CADEIRYDD

Ni chafwyd unrhyw faterion brys.

4 COFNODION Y CYFARFOD DIWETHAF

Cyflwynwyd cofnodion cyfarfod y Pwyllgor Trwyddedu a gynhaliwyd ar 10 Mehefin 2015.

***PENDERFYNWYD** derbyn a chadarnhau cofnodion y cyfarfod a gynhaliwyd ar 10 Mehefin 2015 fel cofnod cywir.*

Gwahardd y wasg a'r cyhoedd

***PENDERFYNWYD** - dan ddarpariaethau Adran 100A Deddf Llywodraeth Leol 1972 i wahardd y Wasg a'r Cyhoedd o'r cyfarfod ar gyfer yr eitemau busnes a ganlyn, ar y sail ei bod yn debygol y bydd gwybodaeth eithriedig yn cael ei datgelu, fel y'i diffinnir ym*

5 ADOLYGIAD O DRWYDDED I YRRU CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT - GYRRWR RHIF 14/0859/TXJDR

Cyflwynwyd adroddiad cyfrinachol gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddsbarthwyd yn flaenorol) ynglŷn ag –

- (i) addasrwydd Gyrrwr Rhif 14/0859/TXJDR i ddal trwydded i yrru cerbydau hacni a cherbydau hurio preifat yn dilyn croniad o 37 pwynt cosb o dan gynllun pwyntiau cosb y Cyngor, am barcio cerbyd trwyddedig wrth dorri rheoliadau parcio, gyrru cerbyd heb ei drwyddedu a gyrru'r cerbyd gyda dau deiar diffygiol;
- (ii) mae manylion am y digwyddiadau'n rychwantu Mai - Gorffennaf 2015 wedi'u cynnwys yn yr adroddiad (crynodeb o ffeithiau ynghyd â datganiadau tyst cysylltiedig a dogfennaeth ynghlwm wrth yr adroddiad), a
- (iii) gwahoddwyd y Gyrrwr i ddod i'r cyfarfod i gefnogi ei adolygiad o'i drwydded ac i ateb cwestiynau'r aelodau ar hynny.

Cadarnhaodd y Gyrrwr ei fod wedi cael yr adroddiad a gweithdrefnau'r pwyllgor. Cyflwynodd y Swyddog Gorfodi'r adroddiad gan fanylu ar ffeithiau'r achos. Mewn achosion pan fo 20 neu fwy o bwyntiau cosb wedi eu cronni mewn cyfnod o 24 mis caiff y mater ei gyfeirio at y Pwyllgor i'w adolygu.

Cyflwynodd y Gyrrwr ei achos ac eglurodd nad oedd wedi ceisio'n fwriadol i dwyllo ond wedi esgeuluso'r ffaith bod trwydded ei gerbyd wedi dod i ben ac nid oedd modd gweld diffygion y teiars yn glir am eu bod wedi gwisgo ar y tu mewn. O ran y tocyn parcio eglurodd ei fod wedi aros yn hwyrach na'r amser a ganiatawyd. Cyfeiriodd at ei gofnod di-fai blaenorol ac ymddiheurodd am ei gamymddygiad. Pan gafodd ei holi, dywedodd y Gyrrwr ei fod yn berchennog / gyrrwr y cerbyd trwyddedig ond yn gweithredu drwy gyfrwng cwmni tacsï. Wrth wneud ei ddatganiad terfynol, dywedodd y Gyrrwr mai gyrru tacsï oedd ei fywoliaeth ac ni allai fforddio atal neu ddiddymu'r drwydded hon.

Gohiriwyd y pwyllgor i ystyried yr achos a -

PHENDERFYNWYD diddymu trwydded yrru cerbyd hacni a cherbydau hurio preifat gyrrwr rhif 14/0859/TXJDR ar sail diogelwch y cyhoedd ar unwaith.

Roedd y rhesymau dros benderfyniad y Pwyllgor Trwyddedu fel a ganlyn -

Rhoddodd yr Aelodau ystyriaeth ofalus i'r dystiolaeth a gyflwynwyd a'r sylwadau a wnaed gan y Gyrrwr i gefnogi ei achos. Canfuwyd bod y Gyrrwr wedi methu cyflwyno'r cerbyd ar gyfer gwiriad cydymffurfio, wedi gyrru'r cerbyd rhyw dri mis ar ôl i'r drwydded ddod i ben ac felly heb yswiriant, a bod y cerbyd mewn cyflwr diffygiol a pheryglus pan gafodd ei archwilio. Cyfrannodd y ffactorau hyn at ganfyddiad y dylid diddymu'r drwydded ar unwaith er lles diogelwch y cyhoedd. O ganlyniad i ymddygiad y Gyrrwr, ystyriodd yr Aelodau iddo fod yn risg i ddiogelwch

y cyhoedd ac nid yn berson addas a phriodol i ddal trwydded gyrrwr cerbydau hacni / cerbydau hurio preifat.

Cafodd penderfyniad y pwyllgor a'r rhesymau eu cyfleu felly i'r Gyrrwr a chafodd wybod am ei hawl i apelio yn erbyn y penderfyniad i Lys yr Ynadon.

[Ni chymerodd y Cynghorydd Pete Prendergast unrhyw ran yn y drafodaeth na phleidleisio ar y mater gan nad oedd wedi bod yn bresennol am yr eitem gyfan]

6 CAIS AM DRWYDDED I YRRU CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT - YMGEISYDD RHIF 14/0123/TXJDR

Cyflwynwyd adroddiad cyfrinachol gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddsbarthwyd yn flaenorol) ynglŷn â –

- (i) chais a dderbyniwyd gan Ymgeisydd Rhif 14/0123/TXJDR am drwydded i yrru cerbydau hacni a cherbydau hurio preifat;
- (ii) swyddogion heb fod mewn sefyllfa i ganiatáu'r cais o ystyried y collfarnau a ddatgelwyd yn ymwneud â thair trosedd rhwng 1989 a 2014;
- (iii) yr Ymgeisydd wedi cael trwydded yn flaenorol ac wedi bod gerbron y Pwyllgor Trwyddedu ar achlysur ar wahân i ateb ar gyfer y gollfarn ddiweddaraf yn 2014 – roedd rhybudd terfynol wedi'i gyhoeddi ar yr achlysur hwnnw;
- (iv) polisi cyfredol y Cyngor mewn perthynas â pherthnasedd collfarnau, a
- (v) gwahoddwyd y Gyrrwr i ddod i'r cyfarfod i gefnogi ei gais ac i ateb cwestiynau'r aelodau ar hynny.

Roedd y Gyrrwr yn bresennol ynghyd â'i gynrychiolydd a chadarnhaodd ei fod wedi derbyn yr adroddiad a gweithdrefnau'r pwyllgor. Cyflwynodd y Swyddog Trwyddedu (NJ) yr adroddiad ac eglurodd fod yr Ymgeisydd wedi bod gerbron y pwyllgor yn flaenorol ynghylch ei gollfarn fwyaf diweddar ac wedi'i ganfod i fod yn addas a phriodol i ddal trwydded. Fodd bynnag, oherwydd bod y drwydded wedi dod i ben, ac yn sgil y collfarnau, roedd y cais newydd angen cymeradwyaeth y pwyllgor.

Esboniodd cynrychiolydd y Gyrrwr fod aelodau eisoes wedi dyfarnu ar yr achos hwn ac wedi caniatáu i'r Gyrrwr gadw ei drwydded. Fe dystiodd hefyd i gymeriad da'r Gyrrwr a dywedodd ei fod yn aelod gwerthfawr o'r gweithlu. Derbyniodd y Gyrrwr gyfrifoldeb am ei fethiant i adnewyddu'r drwydded ac ymddiheurodd am yr esgeulustod. Yn ei ddatganiad lliniaru, nid oedd wedi cael nodyn atgoffa i adnewyddu gan yr awdurdod trwyddedu. Cadarnhaodd y swyddogion efallai y bu anghysondeb dros ohebiaeth, ond deiliad y drwydded oedd yn gyfrifol am sicrhau bod cyflwyniad amserol o gais adnewyddu. Wrth wneud datganiad terfynol siaradodd y Gyrrwr am ei ofid bod yn rhaid i'r mater gael ei ddwyn gerbron y pwyllgor a chadarnhaodd nad oedd unrhyw ddigwyddiadau wedi digwydd ers ei gollfarn yn 2014.

Gohiriwyd y pwyllgor i ystyried yr achos a -

PHENDERFYNWYD bod y cais am drwydded i yrru cerbydau hacni a cherbydau hurio preifat gan ymgeisydd rhif 14/0123/TXJDR yn cael ei roi.

Roedd y rhesymau dros benderfyniad y Pwyllgor Trwyddedu fel a ganlyn -

Wrth ystyried y cais, roedd aelodau wedi cymryd i ystyriaeth ganfyddiad blaenorol y Pwyllgor Trwyddedu bod yr Ymgeisydd yn berson addas a phriodol i ddal trwydded. Nid oedd yr Aelodau ag unrhyw faterion ers hynny i newid y farn honno ac fe wnaethant benderfynu caniatáu'r cais ar y sail bod y rhybudd blaenorol a roddwyd i'r Ymgeisydd ynghylch ei ymddygiad yn y dyfodol yn aros. Cyngorwyd yr Ymgeisydd hefyd, waeth bynnag a oedd nodyn atgoffa i adnewyddu'n cael ei anfon ai peidio gan yr awdurdod trwyddedu, ei gyfrifoldeb ef oedd sicrhau adnewyddu ei drwydded yn amserol.

Cafodd penderfyniad y pwyllgor a'r rhesymau felly eu cyfleu i'r Gyrrwr.

7 ADOLYGIAD O DRWYDDED I YRRU CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT - GYRRWR RHIF 15/0896/TXJDR

Cyflwynwyd adroddiad cyfrinachol gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddsbarthwyd yn flaenorol) ynglŷn ag –

- (i) addaswyd Gyrrwr Rhif 15/0896/TXJDR i ddal trwydded i yrru cerbydau hacni a cherbydau hurio preifat yn dilyn cronid o 9 pwynt cosb ar ei Drwydded Yrru DVLA;
- (ii) manylion y collfarnau moduro a ddarparwyd yn rhychwantu cyfnod 2013 - 2015 yn cynnwys goryrru a thorri gofynion ynghylch rheoli'r cerbyd;
- (iii) polisi cyfredol y Cyngor mewn perthynas â pherthnasedd collfarnau, a
- (iv) gwahoddwyd y Gyrrwr i ddod i'r cyfarfod i gefnogi ei adolygiad o'i drwydded ac i ateb cwestiynau'r aelodau ar hynny.

Cadarnhaodd y Gyrrwr ei bod wedi cael yr adroddiad a gweithdrefnau'r pwyllgor. Cyflwynodd y Swyddog Gorfodi'r (JT) adroddiad gan fanylu ar ffeithiau'r achos.

FFe wnaeth y Gyrrwr annerch y pwyllgor a derbyniodd gyfrifoldeb am y collfarnau moduro. Rhoddodd esboniad manwl o'r amgylchiadau o gwmpas pob trosedd foduro, mynegodd edifeirwch dros y digwyddiadau, a rhoddodd sicrwydd ynghylch ei hymddygiad yn y dyfodol. Fe ymatebodd i gwestiynau aelodau ynglŷn â'i hanes gyrru ac eglurodd agweddau penodol ar y troseddau moduro. Pan roddwyd y cyfle i wneud datganiad terfynol, cadarnhaodd y Gyrrwr nad oedd ganddi unrhyw beth i'w ychwanegu.

Gohiriwyd y pwyllgor i ystyried yr achos a -

PHENDERFYNWYD bod y cais wedi'i adnewyddu am drwydded i yrru cerbydau hacni a cherbydau hurio preifat gan yrrwr rhif 15/0896/TXJDR yn cael ei ganiatáu, gyda rhybudd ffurfiol ynghylch ymddygiad yn y dyfodol.

Roedd y rhesymau dros benderfyniad y Pwyllgor Trwyddedu fel a ganlyn -

Ystyriodd yr Aelodau'r adroddiad a'r esboniad a roddwyd gan y Gyrrwr yn yr achos hwn. Roedd y pwyllgor o'r farn bod y Gyrrwr yn agored ac yn onest gyda'r esboniadau ac wrth ateb cwestiynau ac wedi cael sicrwydd o ran hymddygiad yn y dyfodol. O ganlyniad, ystyriodd yr aelodau bod y Gyrrwr yn berson addas a phriodol i ddal trwydded a chytunwyd i roi rhybudd ffurfiol yn yr achos hwn yn sgil y collfarnau moduro a dderbyniwyd.

Cafodd penderfyniad y pwyllgor a'r rhesymau felly eu cyfleu i'r Gyrrwr.

Ar y pwynt hwn (10.50 am) cafwyd egwyl ar gyfer lluniaeth.

SESIWN AGORED

Ar ôl cwblhau'r busnes uchod, aildechreuodd y cyfarfod mewn sesiwn agored.

8 CYFLWYNIAD GAN Y GWASANAETHAU FFLYD AR DDIOGELWCH A THRWDDEDU CERBYDAU

Cyflwynodd y Rheolwr Cludiant (RhC) gyflwyniad PowerPoint ar ei rôl a'i gyfrifoldebau yn ogystal â'r Gwasanaethau Fflyd, cyn egluro'r perthnasedd i drwyddedu tacsis a cherbydau hurio preifat. Er bod rhai gweithredwyr trwyddedig da yn Sir Ddinbych, roedd angen gwella'r ffordd roedd gweithredwyr yn rheoli ac yn cynnal eu cerbydau yn gyffredinol. O ganlyniad, argymhellodd y RhC fabwysiadu safon ofynnol ar gyfer gweithredwyr fel rhan o amodau polisi, gan ddefnyddio system goleuadau traffig yn debyg i'r system sgorio gweithredwyr Asiantaeth Safonau Gyrrwyr a Cherbydau (DVSA) neu'r system fwyd. Byddai system o'r fath yn galluogi gweithgareddau gorfodi i dargedu performwyr gwael.

Yn ystod trafodaeth fanwl, cododd yr aelodau gwestiynau gyda'r RhC ynghylch agweddau amrywiol ar reoli fflyd a'r dull a ddefnyddir gan Sir Ddinbych gyda'i gyfrifoldebau fflyd cludiant a rheoli eu hunain. Wrth ystyried materion yn ymwneud yn benodol â thrwyddedu tacsis a cherbydau hurio preifat, myfyriodd yr aelodau ynghylch mesurau a gyflwynwyd er mwyn codi safonau megis y system pwyntiau cosb. Croesawyd cynllun i ddarparu dull cyson ynghylch gosod safonau cerbydau gofynnol trwy reoli a chynnal cerbydau, i godi safonau tacsis a cherbydau hurio preifat a drwyddedir gan Sir Ddinbych ymhellach.

Canolbwyntiodd y prif faterion trafod ar y canlynol -

- a oedd gwrthdaro buddiannau mewn achosion lle'r oedd cwmnïau tacsis â'u garejys eu hunain ar gyfer profi MOT, ac yn yr un modd, ar gyfer y Cyngor wrth roi profion MOT ar ei gerbydau ei hun – roedd y RhC yn ffafrio'r Cyngor yn profi pob cerbyd trwyddedig i sicrhau dull cyson ond derbyniodd y gallai achosi anawsterau o ystyried maint y sir. Cafodd y drefn MOT ei gweinyddu'n

annibynnol gan arholwr DVSA ym mhob achos, ond plât trwydded cyngor Sir Ddinbych oedd ar y cerbyd a yn adlewyrchu ar yr awdurdod, ac roedd profion yn fwy goddrychol os ydynt yn cael eu gwneud mewn nifer o wahanol garejis

- roedd achosion a ddaeth gerbron y pwyllgor ynghylch safonau cerbydau gwael yn tueddu i ymwneud â pherchennog / gyrrwr gyda chwmnïau tacsis mwy o faint â rhyw fath o system cynnal a chadw ar waith; codwyd pryderon bod y cyfrifoldeb am gyflwr cerbydau trwyddedig yn parhau i fod gyda'r perchennog/gyrrwr yn unig, gyda chwmnïau tacsî'n is-gontractio gwaith gan eu rhyddhau o unrhyw gyfrifoldeb
- cefnogodd yr aelodau'r broses o herio gweithredwyr gwael a thynnwyd sylw at yr angen i addysgu perchnogion cerbydau am eu cyfrifoldebau i sicrhau bod cerbydau'n bodloni'r holl ofynion o ddydd i ddydd ac i beidio â defnyddio'r MOT fel prawf cynnal a chadw
- mynegwyd rhywfaint o gefnogaeth ar gyfer defnyddio cerbydau safonol a chynlluniau lliw fel modd o godi safonau a chytunodd swyddogion i edrych ymhellach i'r mater - awgrymwyd hefyd y gallai cerbydau arddangos arwydd sy'n darparu manylion am brofion er mwyn darparu sicrwydd i gwsmeriaid
- pwysleisiwyd yr angen am gerbydau trwyddedig o ansawdd uchel i sicrhau safonau cerbydau uchel a chyfleu delwedd broffesiynol o Sir Ddinbych. Eglurodd y RhC mai newidiadau i bolisi ac amodau a threfn orfodi effeithiol i dargedu gweithredwyr gwael fyddai'r ffordd orau o gyrraedd y nod hwnnw. Argymhellodd Rheolwr Busnes Gwarchod y Cyhoedd ddull cydweithredol gyda'r Gwasanaethau Fflyd er mwyn gweithredu proses gadarn i wella safonau.

Diolchodd y Cadeirydd i'r Rheolwr Cludiant am ei gyflwyniad llawn gwybodaeth.

PENDERFYNWYD nodi'r cyflwyniad a gafwyd gan y Gwasanaethau Fflyd.

[Yn y fan hon o'r gweithrediadau, gadawodd y Cynghorydd Hugh Irving y cyfarfod].

Gwahardd y wasg a'r cyhoedd

PENDERFYNWYD - dan ddarpariaethau Adran 100A Deddf Llywodraeth Leol 1972 i wahardd y Wasg a'r Cyhoedd o'r cyfarfod ar gyfer yr eitemau busnes a ganlyn, ar y sail ei bod yn debygol y bydd gwybodaeth eithriedig yn cael ei datgelu, fel y'i diffinnir ym Mharagraff 12, o Ran 4, Atodlen 12A o'r Ddeddf.

9 ADOLYGIAD O DRWYDDED I YRRU CERBYDAU HACNI A CHERBYDAU HURIO PREIFAT - GYRRWR RHIF 14/0892/TXJDR

Cyflwynwyd adroddiad cyfrinachol gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddsbarthwyd yn flaenorol) ynglŷn ag –

- (i) addaswyd Gyrrwr Rhif 14/0892/TXJDR i ddal trwydded i yrru cerbydau hacni a cherbydau hurio preifat yn dilyn cronni 20 o bwyntiau cosb o dan gynllun pwyntiau cosb y Cyngor am gyflwyno cerbyd trwyddedig i'w profi mewn cyflwr anniogel a pheryglus;

- (ii) roedd manylion y diffygion a nodwyd yn dilyn cyflwyno'r cerbyd am brawf Cydymffurfio/MOT wedi'u cynnwys yn yr adroddiad ynghyd â datganiadau tyst a dogfennau cysylltiedig, a
- (iii) gwahoddwyd y Gyrrwr i ddod i'r cyfarfod i gefnogi ei adolygiad o'r drwydded ac i ateb cwestiynau'r aelodau ar hynny.

Nid oedd y Gyrrwr yn bresennol ac roedd wedi methu cysylltu â swyddogion ynghylch ei adolygiad trwydded. Cadarnhaodd swyddogion fod yr hysbysiad angenrheidiol wedi'i anfon ac ar y sail honno roedd yr aelodau'n fodlon gwrando ar yr achos yn absenoldeb y Gyrrwr. Cyflwynodd y Swyddog Gorfodi'r adroddiad a rhoddodd fanylion ar ffeithiau'r achos. Mewn achosion pan fo 20 neu fwy o bwyntiau cosb wedi eu cronni mewn cyfnod o 24 mis caiff y mater ei gyfeirio at y Pwyllgor i'w adolygu.

Ymatebodd y Swyddog Gorfodi i gwestiynau gan gadarnhau mai'r Gyrrwr oedd yn berchen ar y cerbyd dan sylw, ond yn gweithredu drwy gyfrwng cwmni tacsî. Cadarnhaodd fod gwiriad cydymffurfio chwe mis blaenorol y cerbyd wedi'i gynnal ac nid oedd gan y Gyrrwr unrhyw bwyntiau cosb blaenorol.

Ar y pwynt hwn torrodd y pwyllgor i ystyried yr achos a -

PHENDERFYNWYD diddymu trwydded yrru cerbydau hacni a cherbydau hurio preifat gyrrwr rhif 14/0892/TXJDR ar sail diogelwch y cyhoedd ar unwaith.

Roedd y rhesymau dros benderfyniad y Pwyllgor Trwyddedu fel a ganlyn -

Yn ystod trafodaethau, ystyriodd yr aelodau'r dystiolaeth a gyflwynwyd yn yr achos hwn yn ofalus. Mynegodd y pwyllgor bryderon difrifol ynghylch cyflwr anniogel y cerbyd trwyddedig fel y'u cyflwynwyd ar gyfer ei brofi, a'r peryglon a berir i'r cyhoedd o ganlyniad. Roedd aelodau wedi canfod bod cyflwr y cerbyd mor ddirifol fel y byddai gyrrwr cyfrifol wedi gwybod bod yna broblem gyda'r cerbyd, a dylai fod wedi cymryd mesurau digonol i fynd i'r afael â hynny. Roedd y Gyrrwr wedi gweithredu'r cerbyd mewn cyflwr anniogel heb ystyriaeth briodol i ddiogelwch y cyhoedd ac yn absenoldeb unrhyw sylwadau gan y Gyrrwr, nid oedd modd cael unrhyw sicrwydd ynghylch ei ymddygiad yn y dyfodol. O ganlyniad, canfu'r pwyllgor nad oedd y Gyrrwr yn berson addas a phriodol a phenderfynodd diddymu'r drwydded am resymau diogelwch y cyhoedd.

10 ADOLYGIAD O DRWYDDED I YRRU CERBYDAU HURIO PREIFAT - GYRRWR RHIF 15/0123/TXPHD

Cyflwynwyd adroddiad cyfrinachol gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddsbarthwyd yn flaenorol) ynglŷn ag –

- (i) addaswyd Gyrrwr Rhif 15/0123/TXJDR i ddal trwydded i yrru cerbydau hurio preifat yn dilyn cronni 20 o bwyntiau cosb o dan gynllun pwyntiau cosb y Cyngor am yrru cerbyd heb ei drwyddedu;

- (ii) manylion a'r amgylchiadau yn gysylltiedig â'r drosedd (crynodeb o ffeithiau ynghyd â datganiadau tyst cysylltiedig a dogfennaeth ynghlwm wrth yr adroddiad), a
- (iii) gwahoddwyd y Gyrrwr i ddod i'r cyfarfod i gefnogi ei adolygiad trwydded ac i ateb cwestiynau'r aelodau ar hynny.

Cyflwynodd yr Uwch Swyddog Gorfodi Diogelwch Cymunedol yr adroddiad a rhoddodd fanylion ar ffeithiau'r achos. Mewn achosion pan fo 20 neu fwy o bwyntiau cosb wedi eu cronni mewn cyfnod o 24 mis caiff y mater ei gyfeirio at y Pwyllgor i'w adolygu.

Roedd y Gyrrwr wedi cyflwyno llythyr lliniaru i'r pwyllgor (a gylchredwyd yn y cyfarfod) gan nad oedd yn gallu bod yn bresennol. Eglurodd fod ei gweithredoedd wedi digwydd yn y fan a'r lle yn fyrfyr ac wedi'u gwneud gyda'r bwriadau gorau.

Eglurodd y swyddogion faterion penodol mewn ymateb i gwestiynau ar hynny, gan gynnwys gweithdrefnau priodol i'w dilyn mewn achosion o'r fath yn ymwneud â gwaith contract.

Ar y pwynt hwn torrodd y pwyllgor i ystyried yr achos a -

PHENDERFYNWYD rhoi rhybudd ffurfiol i Yrrwr Rhif 15/0123/TXPHD ynglŷn â'i ymddygiad yn y dyfodol.

Roedd y rhesymau dros benderfyniad y Pwyllgor Trwyddedu fel a ganlyn -

Ystyriodd yr Aelodau'r dystiolaeth a gyflwynwyd a'r llythyr lliniaru a roddwyd gan y Gyrrwr yn yr achos hwn. Roedd gan y pwyllgor farn ddifrifol dros ben dros ddefnyddio cerbyd heb drwydded ac nid oeddent yn cymeradwyo defnydd o'r fath o gwbl. Fodd bynnag, gan ystyried y dystiolaeth a'r camau lliniaru a ddarparwyd, gan gynnwys amgylchiadau penodol yr achos hwn ac ymdrechion a wnaed i gyflawni'r contract, ystyriodd yr aelodau bod y Gyrrwr yn berson addas a phriodol i ddal trwydded. Serch hynny, teimlai'r pwyllgor y dylai'r Gyrrwr fod wedi cymryd camau pellach i wneud trefniadau eraill i ddatrys y sefyllfa ac o ystyried difrifoldeb y drosedd, roedd yn briodol rhoi rhybudd llym o ran ymddygiad yn y dyfodol ac y dylid atgoffa'r Gyrrwr bod y pwyntiau cosb yn aros yn ddilys am ddwy flynedd. Roedd y pwyllgor hefyd yn awyddus i'r Gyrrwr fod yn ymwybodol o'r camau amgen i'w cymryd mewn sefyllfa o'r fath, heb yr angen i droi at ddefnyddio cerbyd heb ei drwyddedu.

SESIWN AGORED

Ar ôl cwblhau'r busnes uchod, aildechreuodd y cyfarfod mewn sesiwn agored.

11 ADOLYGIAD ARFAETHEDIG O'R DATGANIAD POLISI TRWYDDEDU

Cyflwynodd y Swyddog Trwyddedu (JT) adroddiad gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddosbarthwyd yn flaenorol) yn cyflwyno Datganiad drafft o'r Polisi Trwyddedu i'w gymeradwyo ar gyfer ymgynghoriad ffurfiol. Er mwyn

cydymffurfio â'r amserlenni statudol, rhaid i'r Polisi diwygiedig fod yn effeithiol o Ionawr 2016.

Fe wnaeth y Datganiad Polisi Trwyddedu sefydlu fframwaith lleol ar gyfer gwneud penderfyniadau wrth ystyried ceisiadau am ganiatâd neu amrywiadau perthnasol i delerau ac amodau presennol. Hysbyswyd yr aelodau o ddull cydweithredol gan awdurdodau Gogledd Cymru wrth baratoi ar gyfer yr adolygiad Polisi, ynghyd â diwygiadau arfaethedig gan ystyried newidiadau deddfwriaethol. Roedd disgwyl y byddai'r drafft terfynol yn barod ar gyfer ymgynghoriad cyhoeddus erbyn Hydref / Tachwedd 2015.

Cyfeiriodd y Cynghorydd Bill Cowie at baragraff 3.2.1 a gofynnodd a ddylai Hysbysiadau Digwyddiadau Dros Dro hefyd fod yn ddarostyngedig i amodau i adlewyrchu unrhyw strategaethau neu fentrau atal troseddau lleol. Cytunodd y swyddogion i ymgynghori â chydweithwyr yn hynny o beth a diwygio yn ôl yr angen. Nododd yr aelodau ddiwygiad i'r argymhelliad i adlewyrchu'r ffaith yn well y gellir newid y polisi drafft o ganlyniad i'r dull cydweithredol parhaus. O ganlyniad -

PENDERFYNWYD bod y Datganiad drafft o'r Polisi Trwyddedu yn cael ei gymeradwyo ar gyfer ymgynghoriad cyhoeddus a bod pŵer yn cael ei ddirprwyo i Bennaeth Cynllunio a Gwarchod y Cyhoedd i gytuno ar unrhyw newidiadau sy'n codi o'r prosiect cydweithredu cyn ymgynghori.

12 ADOLYGIAD O BOLISI A GWEITHDREFN BRESENNOL PWYNTIAU COSB

Cyflwynodd Rheolwr Busnes Gwarchod y Cyhoedd adroddiad gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddosbarthwyd yn flaenorol) yn ceisio cymeradwyaeth o'r Polisi a'r Weithdrefn Pwyntiau Cosb diwygiedig ar gyfer ymgynghoriad ffurfiol. Roedd y ddogfen yn manylu ynghylch sut yr ymdriniodd y Cyngor â mân achosion o dorri rheolau mewn perthynas â thrwyddedu tacsis.

Roedd y Pwyllgor Trwyddedu wedi cymeradwyo'r Polisi a'r Weithdrefn Pwyntiau Cosb ym mis Medi 2014, a gofynnwyd am adroddiad cynnydd blynyddol ar ei weithrediad. Roedd dadansoddiad o'r pwyntiau a ddyfarnwyd wedi'i gynnwys yn yr adroddiad a thynnwyd sylw'r aelodau at nifer o faterion a godwyd ers cyflwyno'r cynllun, gan gynnwys lefel y pwyntiau a ddyfarnwyd am dorri rheolau penodol. O ganlyniad, roedd diwygiadau i'r cynllun wedi'u cynnig a oedd angen ymgynghoriad ffurfiol. Tynnwyd sylw arbennig at y cynnig ar gyfer ymdrin â rheolau a dorri sy'n arwain at ddyfarniad sengl o 20 pwynt cosb a oedd ar hyn o bryd yn cael eu cyflwyno i bwyllgor. Er mwyn ymdrin â materion mewn modd amserol, cynigiwyd bod yr achosion hynny'n cael eu hystyried gan naill ai'r Pennaeth Cynllunio a Gwarchod y Cyhoedd neu Bennaeth y Gwasanaethau Cyfreithiol, AD a Democrataidd, mewn ymgynghoriad â Chadeirydd neu Is-gadeirydd y Pwyllgor Trwyddedu.

Rhoddodd yr Aelodau ystyriaeth i'r ddogfen a nodwyd y cynnydd arfaethedig yn y pwyntiau cosb am dorri rheolau penodol a hefyd cynigiwyd y diwygiadau a ganlyn -

- oherwydd y cynnydd mewn diffygion diogelwch cerbydau a adroddwyd i'r pwyllgor ac o ystyried yr angen i godi safonau cerbydau a sicrhau diogelwch y

cyhoedd, teimlai'r aelodau y dylai cynnydd i 10 pwynt cosb gael ei gymhwyso i droseddau sy'n ymwneud â cherbydau diffygiol lle'r oedd mater diogelwch brys. Roedd y dyfarniad hwn yn berthnasol i bwyntiau 1a), 1b), 1c), 1d), 1e) ac 1m) o fewn y raddfa pwyntiau cosb (tudalen 25 o'r adroddiad), a

- ystyriodd yr aelodau bod gyrrwr trwyddedig cerbyd trwyddedig â dyletswydd gofal am y cerbyd waeth p'un a oeddent yn berchen ar y cerbyd neu beidio - o ganlyniad, cytunwyd y gallai'r gyrrwr, perchennog a / neu weithredwr y cerbyd trwyddedig fod yn atebol am reolau a dorrir, yn dibynnu ar amgylchiadau'r drosedd, y dylid eu hadlewyrchu o fewn y ddogfennaeth.

Yn sgil y diwygiadau uchod i'r polisi drafft, cytunwyd y dylid dwyn y drafft terfynol yn ôl gerbron y pwyllgor i'w gadarnhau yn ffurfiol, waeth bynnag a fyddai unrhyw sylwadau perthnasol mewn ymateb i'r ymgynghoriad ffurfiol.

PENDERFYNWYD -

- (a) *bod y wybodaeth a ddarperir am y dadansoddiad o'r pwyntiau a gyhoeddwyd fel y manylwyd yn yr adroddiad yn cael ei chydabod.*
- (b) *yn amodol ar y newidiadau uchod bod swyddogion yn cael eu hawdurdodi i ddechrau ymgynghoriad ffurfiol ar y diwygiadau arfaethedig i'r Polisi a'r Weithdrefn Pwyntiau Cosb fel y nodwyd yn yr adroddiad, ac*
- (c) *yn dilyn ymgynghoriad, bod adroddiad ar y drafft terfynol o'r Polisi a'r Weithdrefn Pwyntiau Cosb, ynghyd ag unrhyw sylwadau perthnasol, yn cael eu cyflwyno gerbron y pwyllgor eto i'w cymeradwyo'n ffurfiol.*

13 RHAGLEN GWAITH I'R DYFODOL Y PWYLLGOR TRWYDDEDU 2015/16

Cyflwynwyd adroddiad gan Bennaeth Cynllunio a Gwarchod y Cyhoedd (a ddosbarthwyd eisoes) ar raglen gwaith i'r dyfodol y Pwyllgor Trwyddedu ar gyfer 2015/16.

Byddai eitem ar y cynllun i osod safonau gofynnol ar gyfer cerbydau trwyddedig, fel y trafodwyd yn gynharach ar y rhaglen, yn cael ei chynnwys yn y rhaglen waith ar gyfer naill ai Rhagfyr neu Fawrth.

PENDERFYNWYD cymeradwyo rhaglen waith y Pwyllgor Trwyddedu.

Daeth y cyfarfod i ben am 1.00pm.

ADRODDIAD I'R:	Pwyllgor Trwyddedu
DYDDIAD:	2 Rhagfyr 2015
SWYDDOG ARWEINIOL:	Andy Lewis, Pennaeth Cynllunio a Diogelu'r Cyhoedd
SWYDDOG CYSWLLT:	Uwch Swyddog Technegol (Trwyddedu) licensing@denbighshire.gov.uk 01824 706433
TESTUN:	Polisi Arfaethedig ar gyfer Cerbydau Hacni a Cherbydau Hurio Preifat

1. PWRPAS YR ADRODDIAD

- 1.2 Cyflwyno polisi arfaethedig i'r Aelodau ar gyfer Cerbydau Hacni a Cherbydau Hurio Preifat.

2. CRYNODEB GWEITHREDOL

- 2.1 Yn unol â'r Rhaglen Waith i'r Dyfodol, a gytunwyd ym mis Mawrth 2014, gofynnwyd am gael cynnal adolygiad llawn o'r polisi presennol ar gyfer Cerbydau Hacni a Cherbydau Hurio Preifat.
- 2.2 Gofynnir am gymeradwyaeth yn awr i gyflwyno'r drafft hwn o ddogfen bolisi er mwyn cynnal ymgynghoriad arno â'r diwydiant, y cyhoedd sy'n teithio a chyrrff cynrychioliadol eraill.

3. PŴER I WNEUD Y PENDERFYNIAD

- 3.1 Deddf Llywodraeth Leol (Darpariaethau Amrywiol) 1976 a Deddf Cyfrifoldebau Heddluoedd Trefol 1847

4. GWYBODAETH GEFNDIR

- 4.1 Mae gan dacsis a cherbydau hurio preifat ran benodol i'w chwarae mewn system drafnidiaeth integredig. Gallant ddarparu gwasanaethau mewn sefyllfaoedd lle nad oes trafnidiaeth gyhoeddus ar gael (er enghraifft, mewn ardaloedd gwledig, neu y tu allan i oriau gweithredu "arferol", fel gyda'r nos neu ar y Sul), neu i rai sy'n ei chael hi'n anodd symud.
- 4.2 Mae'n siŵr y bydd yr aelodau'n cofio bod adroddiad wedi cael ei gyflwyno'n ôl ym mis Mehefin 2015, yn amlinellu Cynllun Gweithredu i gynorthwyo Swyddogion i gynnal adolygiad llawn o'r polisi presennol ar gyfer Cerbydau Hacni a Cherbydau Hurio Preifat, (gan gynnwys manyleb ac amodau). Roedd hyn yn cynnwys dwy sesiwn gweithdy lle bu unigolin o'r diwydiant tacsis, Aelodau Etholedig a Gwasanaethau Fflyd yn cymryd rhan, a chyflwyniad wedi hynny gan y Gwasanaethau Fflyd i Aelodau o'r Pwyllgor Trwyddedu.

- 4.3 Canlyniad y broses adolygu yw'r drafft hwn o'r Polisi ar gyfer Cerbydau

Hacni a Cherbydau Hurio Preifat, sy'n nodi'r polisïau, manylebau'r cerbydau, yr amodau a'r gweithdrefnau y mae'r Cyngor yn dymuno eu gweithredu wrth arfer ei swyddogaeth trwyddedu cerbydau. Ceir hyd i gopi o'r Polisi drafft yn Atodiad 1, ynghyd â thabl sy'n dangos y prif newidiadau er rhwyddineb yn Atodiad 2.

- 4.4 Mae gan yr Adran Drafndiaeth (DFT) gyfrifoldeb cenedlaethol am ddeddfwriaeth ar gyfer tacsis a cherbydau hurio preifat y tu allan i Lundain yng Nghymru a Lloegr. Anelir Canllawiau Arfer Gorau'r DFT at awdurdodau lleol yng Nghymru a Lloegr sy'n gyfrifol am drwyddedu tacsis a cherbydau hurio preifat. Mae'r ddogfen yn cynrychioli safbwyntiau ystyriol yr Adran Drafndiaeth ynghylch yr hyn sy'n "Arfer Gorau neu Arfer Da" o ran trwyddedu cerbydau hacni a cherbydau hurio preifat. Fe'i defnyddiwyd felly fel offeryn gwerthfawr er mwyn helpu i lunio'r Polisi hwn.

5. **YMGYNGHORI**

- 5.1 Fodd bynnag, cyn mabwysiadu'r Polisi, mae'r Cyngor yn dymuno ymgynghori â'r rhai y gallai'r Polisi effeithio arnynt. Y mae wedi ymrwymo i ystyried unrhyw sylwadau a wneir o ganlyniad i'r ymgynghoriad ac, os oes angen, i ddiwygio'r drafft yn sgil y sylwadau hynny.
- 5.2 Os caiff drafft y ddogfen bolisi ei gymeradwyo gan y Pwyllgor Trwyddedu, bydd ymgynghoriad cyhoeddus yn cael ei gynnal arno dros gyfnod o 8 wythnos. Byddwn yn cysylltu â holl aelodau'r diwydiant (gyrwr / perchnogion / gweithredwyr) yn rhoi cyfle iddynt weld drafft y ddogfen bolisi, naill ai 'ar-lein' drwy ddarparu dolen gyswllt, neu drwy ddarparu copi caled, ac yn eu hannog i gyflwyno sylwadau. Byddwn yn ymgynghori â chyrrff cynrychioliadol, hy Grwpiau Anabledd, Cynghorau Tref a Chymuned ac ati, a chynigir y dylid cyhoeddi datganiad i'r wasg sy'n cynnwys manylion yr ymgynghoriad a sut i weld copi ohono.
- 5.3 Yn dilyn yr ymgynghoriad, bydd Swyddogion yn ystyried yr holl ymatebion perthnasol. Bwriedir cyflwyno adroddiad sy'n amlinellu'r ymateb a gafwyd a'r ddogfen bolisi (wedi'i diwygio fel bo'r angen) gerbron y Pwyllgor Trwyddedu yn 2016.

6. **ARGYMHELLIAD**

- 6.1 Bod yr Aelodau'n cymeradwyo'r polisi arfaethedig ar gyfer Cerbydau Hacni a Cherbydau Hurio Preifat, a geir yn Atodiad 1, ar gyfer ymgynghoriad cyhoeddus
- 6.2 Yn dilyn yr ymgynghoriad, bod adroddiad ar ddrafft terfynol y Polisi ar gyfer Cerbydau Hacni a Cherbydau Hurio Preifat, ynghyd ag unrhyw sylwadau perthnasol a ddaw i law, yn cael eu cyflwyno eto gerbron y pwyllgor i'w cymeradwyo'n ffurfiol.

1. HACKNEY CARRIAGE VEHICLE POLICY

1.1 limitation of numbers

1.2 Many local Licensing Authorities, including Denbighshire, do not impose any quantitative restrictions for Hackney Carriages and the DfT regards this as best practice. Should an Authority elect to impose restrictions on numbers, the DfT guidance states that such a decision should be re-considered frequently, taking into account whether the restrictions should continue.

1.3 Where quantitative restrictions are imposed, vehicle licence plates can command a premium. This tends to suggest that there are people who want to enter the market and provide a service to the public but who are being prevented from doing so by the limitations of numbers. It may be difficult to justify a quantitative control in such circumstances.

1.4 If the Local Authority takes the view that a quantity restriction can be justified in principle, the DfT Guidance advises that the level at which the limit should be set be addressed by means of a survey, which would involve hefty costs

1.5 The Council has, at this time, decided not to set a limit on the number of Hackney Carriage Vehicles.

1.6 To apply for a new vehicle licence, the applicant must be able to supply a suitable vehicle and provide proof that the applicant can maintain the vehicle. The applicant must also provide a statement, including documentary evidence, as to why they believe there is a demand for another Hackney Carriage in the County.

2. SPECIFICATIONS AND CONDITIONS

2.1 Local Authorities have a wide range of discretion over the types of vehicles that they can licence as Hackney Carriage vehicles. Government guidance suggests that local licensing authorities should adopt the principle of specifying as many different types of vehicles as possible and encouraged to make use of the “type approval” rules within any specifications they determine.

2.2 Hackney Carriages, will generally be licensed for the carriage of 4 passengers, but applications in relation to larger vehicles that can accommodate up to eight passengers will be considered provided that they comply with the manufacturer’s specifications applicable to such vehicles.

2.3 All Hackney Carriage vehicles will be black.

2.4 All existing licensed vehicles will have “grandfather rights” up to 5 years after the implementation of this policy, by which time all existing licensed

vehicles must be able to comply with 2.3 above eg all vehicles that are not black must have been replaced with one that complies with 2.3 above. This will only be relevant to vehicles that have had a continuous licence. Vehicles that are not renewed before the expiry date of the existing licence will be treated as a new vehicle and 2.3 above will apply. This also applies to any vehicle that is transferred or replaced eg licensed vehicle that has been involved in a road traffic collision.

- 2.5 The Authority shall impose such conditions, as it considers reasonably necessary, on Hackney Carriage vehicle licences. These vehicles provide a service to the public, so it is appropriate to set a criteria for the standard of the external and internal condition of the vehicle, provided that these are not unreasonably onerous.
- 2.6 Appendix 1 sets out the specification and minimum standards in respect of Hackney Carriage vehicles.

3. ACCESSIBILITY

- 3.1 The Authority fully supports the view of the Equality and Human Rights Commission that,
“making successful journeys is critical to the social inclusion of disabled people. Without the ability to travel, disabled people are denied access to life opportunities. Their access to education, shopping, employment, healthcare, as well as social and family life is significantly improved when journeys become accessible”
- 3.2 For this reason, the Authority considers it important that people with disabilities have access to all forms of public transportation. In addition to the general conditions, accessibility for disabled people including, but not limited to, people who need to travel in a wheelchair, is an important consideration.
- 3.3 Different accessibility considerations should apply to Hackney Carriages as opposed to Private Hire vehicles, as Hackney Carriages can be hired immediately in the street or at a Hackney Carriage Rank by the customer dealing directly with the driver, whereas Private Hire vehicles can only be used by pre-booking, usually through an Operator. On the basis that those with disabilities must have equal access to transport services, it is considered to be particularly important for a disabled person to be able to hire a Hackney Carriage vehicle on the spot with the minimum of delay or inconvenience and having accessible Hackney Carriages available helps make that possible.
- 3.4 Licensed Taxi drivers have a duty under Section 37 of the Disability Discrimination Act 2005 to carry guide, hearing and other prescribed assistance dogs in their taxis without additional charge. Drivers who have a medical condition that is aggravated by exposure to dogs may apply to Denbighshire County Council for an exemption from the duty on medical grounds. Any other driver who fails to comply with this duty could be prosecuted through a Magistrates’ court and would be liable to a fine and could be deemed not to be a fit and proper person to hold a

Hackney Carriage or Private Hire Driver's licence. Further guidance on this matter can be found on the Department for Transport web-site <https://www.gov.uk/transport-disabled/taxis-and-minicabs>.

4. MAXIMUM AGE OF VEHICLES

- 4.1 The Authority shall consider how far its Policy can and should support any local environmental initiative and future initiatives, such as setting vehicle emissions standards or promoting cleaner fuels, as well as ensuring a modern standard of its licensed vehicles.
- 4.2 All vehicles licensed under a new application must be a maximum of 3 years old and, if compliant with the requirements for licence, shall therefore be granted a renewal of a vehicle licence until the age of 10 years, whereupon the vehicle must be replaced with one of a maximum age of 3 years. This also applies to any licensed vehicle that is transferred/replaced or been involved in a road traffic collision.
- 4.3 All existing licensed vehicles will have "grandfather rights" for 5 years after the implementation of this policy, by which time all existing licensed vehicles must be able to comply with 4.2 above eg all licensed vehicles aged 10 years or over must have been replaced with one of a maximum age of 3 years. This will only be relevant to vehicles that have had a continuous licence. Licensed vehicles that are not renewed before the expiry date of the existing licence will be treated as a new vehicle and 4.2 above will apply.

5. VEHICLE TESTING

- 5.1 Prior to the granting of a licence, each vehicle shall be examined and tested at a designated testing station, approved by the Authority.
- 5.2 Hackney Carriage vehicles are used for hire and reward purposes and as such are subject to much higher annual mileages and more arduous driving than normal private vehicles. Therefore, in the interests of passenger and other road user's safety, a more stringent maintenance and testing regime is required. This Policy Statement considers the MOT inspection Manual for Car and Light Commercial Vehicle Testing issued by DVSA as a basic inspection standard for Hackney Carriage vehicles. However, in addition to the DVSA standards, it is a requirement for all vehicles to conform to the Council's Hackney Carriage and Private Hire Vehicle Inspection Guidance. Therefore, when assessing the mechanical condition of a vehicle, it is more likely an item which would ordinarily pass an MOT test with an advisory note, could fail the Hackney Carriage and Private Hire vehicle test.
- 5.3 All Hackney Carriage vehicles must be maintained to no less than the standards set out in the DVSA publication 'MOT Inspection Manual – Car and Light Commercial', ISBN 0-9549239-0-1 as amended and the Council's Hackney Carriage and Private Hire Vehicle Inspection Guidance.

5.4 The purpose of the Hackney Carriage vehicle test is to confirm vehicles meet the more stringent standards set out in this Policy Statement. Vehicles must be submitted fully prepared for the test. It is not intended that the test be used in lieu of a regular preventative maintenance programme. It is an offence under the Vehicle Construction and Use Regulations 1986 to use an unroadworthy vehicle on the public highway. Hackney Carriage drivers/proprietors who fail to maintain their vehicles in a safe and roadworthy condition may have their licence(s) suspended, or revoked by the Council.

5.5

AGE OF VEHICLE (from date of first registration)	NUMBER OF MOT/COMPLIANCE TESTS	TEST VENUE
ALL NEW TO FLEET VEHICLES (irrespective of age)	2 x MOT to include Compliance Tests	Initial MOT and Compliance to take place at County's Fleet Services All further Compliances (up to the age of 5 years) to take place at any Designated Testing Station
Licensed Vehicles under 5 years old	2 x MOT and Compliance Tests (every 6 months)	At any Designated Testing Station
Licensed Vehicles 5 years and over and up to 10 years old	2 x MOT and Compliance Tests (every 6 months)	1 at Fleet Services and 1 at any Designated Testing Station

5.6 Vehicles that are presented for their MOT and Compliance tests in a condition that would result in a failure, will be subject to a re-test fee, to be determined by the Designated Testing Station.

5.7 The inspection regime for vehicles has not been designed so as to create difficulties for the Hackney Carriage and Private Hire trades, but to promote vehicle and road safety. The Council therefore considers the inspection requirements to be justified by the risks it aims to address.

5.8 Any authorised Officer of the Council or any Police Constable has the power at all reasonable times to inspect and test for the purpose of ascertaining its fitness, any Hackney Carriage vehicle licensed by Denbighshire. If the Officer feels the licensed vehicle is unfit for use as a Hackney Carriage, or the licensed vehicle is in breach with taxi legislation or the Council's Licensing Policy and Conditions, the vehicle licence may be suspended, revoked or not renewed.

6. SIGNAGE/PLATES AND ADVERTISING

- 6.1 It is important that the public should be able to identify and understand the difference between a Hackney Carriage and a Private Hire vehicle.
- 6.2 Vehicle identification plates are a key feature in helping to identify vehicles that are properly licensed. All licensed vehicles shall display one plate at the front and one on the rear of the vehicle
- 6.3 A Hackney Carriage licensed by the Council must carry an illuminated roof-mounted sign. The roof sign must state "Taxi/Tacsi" and must be illuminated when plying for hire.
- 6.4 Only one advert is permitted on Hackney Carriage vehicles. Details of any signs or advertising shall be submitted to the Senior Technical Licensing Officers for due consideration as to content. If the advertising is not approved by the Officer then the advertising request will be referred to the Licensing Committee for its consideration

7. SECURITY/CCTV

- 7.1 The Hackney Carriage trade provide a valuable public service particularly late at night when other forms of public transport are not available. Security for drivers and passengers is of paramount importance. CCTV can be a valuable deterrent as well as protection for the driver from unjustified complaints.
- 7.2 It is not proposed that such measures such as CCTV should be required, as part of the licensing regime, as it is considered that they are best left to the judgement of the owners and drivers themselves.
- 7.3 In any licensed vehicle where a CCTV security system is fitted, the proprietor shall ensure that the system is properly maintained and serviced to ensure clear images are recorded. It will be the driver/proprietor's responsibility to comply with all aspect of the law regarding such surveillance equipment. Please refer to Appendix (to be confirmed) for guidance.

8. APPLICATION PROCEDURES

- 8.1 The procedure for applying for a Private Hire vehicle licence is not prescribed but shall be made on the specified application form in accordance with the application procedure set out in Appendix (to be confirmed)

9. CONSIDERATION OF APPLICATIONS

- 9.1 The Council shall consider all applications on their own merits once it is satisfied that the appropriate criteria have been met and the application form and supporting documents are complete.

10. RENEWAL OF LICENCE

- 10.1 Application forms, appropriate fees, and supporting documentation, as set out in Appendix (to be confirmed) shall be produced at the Licensing Office. It is the licence holder's responsibility to ensure that licences are renewed prior to their expiry.
- 10.2 Licences will not be renewed after expiry. If a licence holder fails to renew their licence on or before the respective expiry date, the licence will lapse and become invalid. Licence holders should note that if they allow their licence to expire, they will be required to make a new application in full. This will obviously incur a potentially significant time delay, and dependant upon the age of the existing licensed vehicle, it may require a change in vehicle to meet the age and colour requirements set out in Sections 2 and 4 of this policy. The cost implications of failing to renew a licence could therefore be significant, and licence holders are therefore strongly advised to ensure that they renew their licence before the expiry date. If the licence holder is aware of any reason that they may not be able to renew their licence before the expiry date, they must inform the Licensing Section immediately.

11. TRAILERS

- 11.1 Hackney Carriage Vehicles are prohibited to tow a trailer.

12. ACCIDENTS

- 12.1 A licence will be suspended if, upon reporting an accident to a vehicle, the Council is of the opinion that the damage caused materially effects the safety, performance or appearance of the vehicle or the comfort or convenience of passengers carried therein.

SPECIFICATION AND CONDITIONS OF LICENCE FOR HACKNEY CARRIAGE VEHICLES

1. SPECIFICATION OF VEHICLES

1.1 General

All vehicles shall have an appropriate "Type Approval" which is either a European Whole Vehicle Type Approval (EWVTA) or UK Low Volume Type Approval (UKLVTA). Vehicles shall not have been altered since that approval was granted. A Single Vehicle Type Approval (SVTA) or a Independent Vehicle Approval (IVA) may be accepted for wheelchair accessible vehicles. Vehicles presented for approval, and while in use, shall comply with the Road Vehicles (Construction and Use) Regulations 1986 and any subsequent amendments or re-enactments thereof.

- 1.2 No fittings, other than those approved, may be attached to, or carried on, the inside or outside of the vehicle.
- 1.3 A Hackney Carriage vehicle shall be capable of carrying at least 4 and no more than 8 passengers.
- 1.4 All vehicles must be right hand drive unless specifically exempt by the Council
- 1.5 All vehicles shall be less than 3 years old for new licences and less than 10 years old from the date of manufacture for existing licences.
- 1.6 All vehicles must be maintained to no less than the standards set out in the VOSA publication 'MOT Inspection Manual" – Car and Light Commercial', ISBN 0-9549239-0-1 as amended and the Council's Hackney Carriage and Private Hire Vehicle Inspection Guidance
- 1.7 The following sections provide the outline requirements of the Council's specification for Hackney Carriage vehicles prior to examination and testing by a designated testing station authorised by the Council. A list of authorised testing stations can be found at Appendix (to be confirmed) .

2. BODY

- 2.1 The vehicle shall have no exterior visible signs of previous significant accident damage
- 2.2 The paint work shall be of a professional finish and the bodywork (including roof) shall be BLACK only.
- 2.3 The bodywork shall have no significant signs of corrosion. Corrosion includes visible rust and signs of rust by virtue of the paintwork being blistered.

- 2.4 Running boards shall only be permitted where they are fitted by manufacturers. The board shall be a minimum 125mm in width, all of which shall be available as a step.

3. WHEELS AND TYRES

- 3.1 The vehicle shall have four road wheels of uniform standard, size and style, which conform to construction and use regulations.
- 3.2 An appropriate tyre repair system (as fitted by the manufacturer) must be provided.
- 3.3 The appropriate repair system to only be used as an emergency measure ie to allow the vehicle to be driven to a place of repair.
- 3.4 All tyres, including the spare tyre, shall comply with the vehicle manufacturer's specification
- 3.5 All tyres fitted to the vehicle shall meet current legal requirements at all times.

4. INTERIOR

- 4.1 The minimum leg room available to any passenger shall be 200mm. The measurement will be taken from the base of the seat to the centre of the rear of the seat in front when the front seat is at its full, rearwards extension. Where there is no seat in front the measurement will be taken from the base of the seat to the nearest obstruction in front.
- 4.2 The internal headroom from the seat cushion to the lowest part of the roof in a vertical line shall be a minimum of 920 mm
- 4.3 Vehicles must have adequate space for luggage to be kept in a clean, safe, secure and water tight manner
- 4.4 Vehicles must have a water tight roof covering and properly carpeted or covered flooring (with no rips or tears)

5. DOORS

- 5.1 The vehicle shall have a minimum of 4 side opening doors which are easily accessible to passengers. Access to and from vehicles such as minibuses will be determined on a case by case basis eg the rear door should not be a means of access.
- 5.2 All vehicles shall have doors that open sufficiently wide to allow easy access in and egress from the vehicle.
- 5.3 All doors shall be capable of being readily opened from the inside and outside of the vehicle by one operation of the latch mechanism

5.4 The interior door handle shall be clearly visible and easily accessible to passengers when the door is in a fully open position and the means of operation of the door handle is easily identified.

6. SEATS

6.1 Vehicles shall have a passenger seating capacity of not less than 4 persons and not more than 8 persons

6.2 Each seat shall be fitted with fully operational seat belts, compliant with the appropriate Standards.

6.3 Each seat shall be properly cushioned and be in a clean condition.

6.4 Each seat shall not be less than 406 mm in width.

6.5 Where bench seats are provided, then the seat shall provide a minimum of 406mm seating space for each passenger i.e. a rear bench seat shall not be less than 1218 mm in order to accommodate 3 passengers.

6.6 Removed seating mounts must be rendered irreplaceable and the floor surface to be smooth and unencumbered.

6.7 All passenger seats must face forward or rearward to the direction of travel, (no passenger may sit sideways to direction of travel unless specifically exempt by an authorised officer of the Council eg limousines)

6.8 Any modification to seating configuration, including removal of seats, in any vehicle must be accompanied by an IVA Certificate.

6.9 If the vehicle was originally constructed to seat more than 8 passengers (excluding the driver) it must not have been converted, modified or altered in any way which allows it to carry eight or less passengers (excluding the driver).

7. WINDOWS

7.1 Opening windows shall be provided in the rear of the vehicle capable of being opened by the rear seat passengers

7.2 Vehicle windows shall have visual transmission to ensure that the interior of the vehicle is clearly visible from the outside of the vehicle at all times. All vehicles shall be fitted with windscreen glass that has a light transmittance of 75%, and all other window glass shall have a light transmittance of not less than 70% EXCEPT those parts of the rear window or any side window adjacent to the luggage space in any estate-type vehicle which can be of any tint fitted at manufacture providing it is not opaque

7.3 No vehicle shall be fitted with any form of additional means to darken or tint the glass on any part of the vehicle.

8. FACILITIES FOR WHEELCHAIR USERS

- 8.1 Any vehicle that has the facility for the carriage of wheelchair or wheelchair passengers shall be fitted with:
- a. Approved manufacturer installed anchorages that shall be either chassis or floor linked and capable of withstanding approved dynamic or static tests. Restraints for wheelchair and passengers shall be independent of each other. Anchorages shall also be provided for the safe storage of a wheelchair, whether folded or otherwise, if carried within the passenger compartment. All anchorages and restraints shall be so designed that they do not cause any danger to other passengers and maintained in accordance with manufacturer's specifications.
 - b. A ramp or ramps for the loading of a wheelchair and passenger shall be available at all times for use at the nearside rear passenger door. An adequate locking device shall be fitted to ensure that the ramp(s) do not slip or tilt when in use. Provision shall be made for the ramps to be stored safely in the vehicle when not in use.
- 8.2 The vehicle shall be equipped with a manufacturer's user manual /guide on the safe loading and unloading and security of wheelchair passengers.
- 8.3 Any equipment fitted to the vehicle for the purpose of lifting a wheelchair into the vehicle shall have been tested in accordance with the requirements of the Lifting Operations and Lifting Equipment Regulations 1998 immediately prior to being first licensed and every 6 months thereafter. A LOLER Certificate of must be produced at the time of MOT and Compliance Testing to the Designated Testing Station and to the Licensing Office at grant or renewal of licence.

9. FUEL SYSTEMS

- 9.1 Fuel systems should be installed to current manufacturer and legal standards. Before commencing any gas fuel conversions it is essential that written approval is sought for the Council.

10. CCTV

- 10.1 CCTV monitoring devices, for the purpose of assisting driver safety are permitted in vehicles. If such devices are fitted, adequate signage shall be displayed in the passenger compartment advising passengers that they are being monitored/recorded. Any such equipment shall be maintained in working order, be fitted overtly and in such a way as not to present any danger or hazard to any passenger. It will be the driver/proprietor 's responsibility to comply with all aspects of the law regarding such surveillance equipment. CCTV requirements and conditions can be found at Appendix (to be confirmed)

CONDITIONS ATTACHED TO LICENCE

11. MAINTENANCE OF VEHICLE

The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire, be kept in an efficient, safe, tidy and clean condition* and all relevant statutory requirements (including in particular those contained in Motor Vehicles (Construction and Use) Regulations shall be fully complied with.

*Clean condition is defined as follows:

“All body panels to be of uniform colour and finish throughout, unless otherwise authorised by the Council in writing, and to be washed and polished to a high standard. Windows to be clear and smear free inside and out. Carpets and seating to be vacuumed and to be without cuts, tears or staining”

- 11.1 Every licensed vehicle must be maintained in a safe and clean condition at all times and is subject to such examinations as are required by the Council.
- 11.2 Seats must be fully sprung, free of stains, tears, cigarette burns or repair and not threadbare. Floor coverings must not be unduly worn and present no trip hazards. Household carpeting or similar is unacceptable and must not be used. Upholstery (headlining and side panel coverings) must be free of ingrained grime, fractures and maintained in the manufacturers original style.
- 11.3 Without prejudice to the obligations imposed by 12.1 to 12.3 above and without prejudice to any other inspections as stipulated by the vehicle manufacturer, the proprietor of the licensed vehicle shall ensure that **as a minimum** the compliance of routine maintenance inspections must be adhered to, and such inspections shall be recorded and retained (for a minimum of 18 months) and kept available for immediate production to an Authorised Officer of the Council or Police Officer on request.
- 11.4 Please note that the requirement to inspect the licensed vehicle as imposed by the above condition does not release the proprietor of the vehicle for his obligations to carry out further daily inspections to ensure compliance with the above conditions.

12. ALTERATION OF VEHICLE

- 12.1 No material alteration or change in the specification, design, condition or appearance of the vehicle must be made subsequent to the inspection of the vehicle by the Council at any time whilst the licence is in fore and at all times the vehicle shall comply with the specifications of the Council for a licensed hackney carriage. Vehicles which have been modified in any way from the manufacturer's standard of construction may not be considered suitable for licensing purposes depending upon the nature of the modification.

13. IDENTIFICATION PLATE

- 13.1 The plates identifying the vehicle as a Hackney Carriage vehicle and required to be exhibited on the vehicle pursuant to Section..... shall be securely fixed on the outside of the vehicle at the front and rear, at or above bumper height and as near vertically as possible, but fixed nevertheless in such a manner as to be easily removable by an Authorised Officer of the Council or a Police Constable.
- 13.2 One internal window sticker, as provided by the Council, to be placed on the rear passenger window.
- 13.3 The licence plates and internal window signs must not be affixed to any other vehicle other than that stipulated on the current licence. This equipment remains the property of the Council and must be surrendered immediately upon expiry, suspension or revocation of the licence.

14. INTERIOR MARKINGS

- 14.1 The proprietor shall cause to be clearly marked inside the vehicle in such a position as to be visible at all times to passengers therein, the number of this licence and the number of passengers prescribed in this licence.

15. SAFETY EQUIPMENT

- 15.1 There shall be provided and maintained in the vehicle at all times when it is in use or available for hire, a suitable and efficient fire extinguisher and a suitable first aid kit containing appropriate first aid dressings and appliance, such equipment to be carried in such a position in the vehicle as to be readily visible and available for immediate use in an emergency. It should be noted that the first aid kit is intended for use by a person who has the appropriate knowledge of first aid.

16. SIGNS AND NOTICES

- 16.1 A Proprietor may display on the side and/or rear of the vehicle, below window level, the company name under which the vehicle is operated and/or its telephone number, but no other signs, emblems or notices shall be displayed either outside or inside the vehicle without specific written permission from the Council.
- 16.2 Any Proprietor wishing to use or sell space on the vehicle for the advertising of another company/business must first apply to the Council with a draft advert for consideration. Only one authorised advert will be permitted
- 16.3 Such adverts must not:
- i) contain anything religious or political
 - ii) advertise alcohol or tobacco
 - iii) be pornographic or offensive to good taste
 - iv) promote discounted fares, or
 - v) advertise jobs

17. RADIO EQUIPMENT

- 17.1 Neither the Operator, proprietor nor the driver of a Hackney Carriage vehicle shall use or cause or suffer to be used in any vehicle any radio equipment for operational communication between Operator and Driver, or between drivers of other Hackney Carriage and Private Hire vehicles. Only fully licensed closed channel equipment shall be used for operational communication.
- 17.2 Each Hackney Carriage Proprietor/Operator should have a written policy on the use of mobile phones whilst driving. Proprietors/Operators should not encourage drivers to use any form of mobile communication whilst driving.

18. METERS AND FARES

- 18.1 The vehicle must be fitted with a taxi meter which must comply with the current legislative requirements. The taxi meter shall:
- a. show the fare recorded on the taximeter in clearly legible figures, and the word 'FARE' shall be clearly displayed so as to apply such figures;
 - b. the meter shall be set in accordance with the Council's Table of Hackney Carriage Fares., the tariffs with which the meter has been calibrated must be displayed in the vehicle in such a position as to be visible to passengers. Such a table must show full particulars of all tariffs calibrated on the meter.
- 18.2 Meters in use must not facilitate fraudulent use. Any signs of tampering including the breaking of any seals will result in a suspension notice being issued immediately. For the suspension notice to be removed, the vehicle meter must have been sealed and calibrated by an approved meter company and presented to the Council for inspection

19. CARRIAGE OF CHILDREN

- 19.1 The vehicle should not carry children in pushchairs; the pushchair should be folded up and stored. If the vehicle does not have the correct child restraint then the child should be placed on the rear seat only. Children under 3 years old may travel unrestrained. Children aged 3 years old or over must use an adult seat belt as in accordance with Road Traffic Act (further details can be found at www.dft.gov.uk/think/focusarea/children/childincar)

20. CHANGE OF ADDRESS

- 20.1 The proprietor shall notify the Council, in writing, of any change of address during the period of the licence, within seven days of such change taking place.

21. CONVICTIONS

21.1 The proprietor shall, within seven days, disclose to the Council, in writing, details of any convictions, formal cautions, absolute discharges, or fixed penalties, imposed on him/her (or if the proprietor is a company or partnership, or any of the directors or partners) during the period of the licence.

22. DEPOSIT OF DRIVING LICENCE

22.1 If the proprietor permits or employs any other person to drive the vehicle as a Hackney Carriage vehicle, he shall, before that person commences to drive the vehicle, cause the driver to deliver to him his Hackney Carriage Vehicle Driver's licence for retention until such time as the driver ceases to be permitted or employed to drive the vehicle or any other vehicle of his.

23. PERMITTED DRIVERS OF THE VEHICLE

23.1 The proprietor or any other person permitted or employed to drive the vehicle as a Hackney Carriage vehicle, must be the holder of a current Private Hire driver's licence or a dual Hackney Carriage and Private Hire driver licence granted by Denbighshire County Council according with Section 51 of the Local Government (Miscellaneous Provisions) Act 1976

24. DEPOSIT OF VEHICLE LICENCE

24.1 The proprietor shall, upon the vehicle commencing work with operator, deposit with the operator this licence for retention by him until such time as that vehicle ceases to work for that operator.

25. INSPECTION AND TESTING

25.1 The proprietor shall, if requested by an Authorised Officer of the Council or a Police Officer, make the vehicle available for inspection and testing at such time and date as may be specified. Such inspections and testing shall be in addition to any other statutory provisions.

26. ACCIDENT

26.1 The proprietor shall report to the Licensing Officer, in writing, as soon as reasonably practicable and in any such event within 72 hours of the occurrence thereof, any accident to the vehicle causing damage materially affecting the safety, performance or appearance of the vehicle or the comfort or convenience of passengers therein.

26.2 In the event of a licence being suspended due to the nature of the damage, the proprietor shall have the vehicle tested at a nominated testing station and submit the compliance certificate for examination prior to the licence being re-instated.

27. LICENSING POLICY

27.1 The Council's Hackney Carriage and Private Hire Licensing Policy (this document) shall be adhered to at all times.

DRAFT

Mae tudalen hwn yn fwriadol wag

1. PRIVATE HIRE VEHICLE POLICY

1.1 limitation of numbers

1.2 No powers exist for Licensing Authorities to limit the number of Private Hire Vehicles that they licence.

2. SPECIFICATIONS AND CONDITIONS

2.1 Local Authorities have a wide range of discretion over the types of vehicles that they can licence as Private Hire vehicles. Government guidance suggests that local licensing authorities should adopt the principle of specifying as many different types of vehicles as possible and encouraged to make use of the “type approval” rules within any specifications they determine. Accordingly, the Council will require European Whole Vehicle Type Approval for all new licensed vehicles.

2.2 The Authority shall impose such conditions, as it considers reasonably necessary, on Private Hire vehicle licences. These vehicles provide a service to the public, so it is appropriate to set a criteria for the standard of the external and internal condition of the vehicle, provided that these are not unreasonably onerous.

2.3 Appendix 1 sets out the specification and minimum standards in respect of Private Hire vehicles.

2.4 Vehicles must be capable of carrying as least four and not more than eight passengers, provided that there is compliance with the specification applicable to such vehicles.

2.5 To apply for a new vehicle licence, the applicant must be able to supply a suitable vehicle and provide proof that the applicant can maintain the vehicle. The applicant must also provide a statement, including documentary evidence, as to why they believe there is a demand for another Private Hire vehicle in the County.

3. ACCESSIBILITY

3.1 The Authority fully supports the view of the Equality and Human Rights Commission that,
“making successful journeys is critical to the social inclusion of disabled people. Without the ability to travel, disabled people are denied access to life opportunities. Their access to education, shopping, employment, healthcare, as well as social and family life is significantly improved when journeys become accessible”

3.2 For this reason, the Authority considers it important that people with disabilities have access to all forms of public transportation and encourages Private Hire Operators and drivers to use vehicles that will assist those passengers with mobility difficulties.

4. MAXIMUM AGE OF VEHICLES

- 4.1 The Authority shall consider how far its Policy can and should support any local environmental initiative and future initiatives, such as setting vehicle emissions standards or promoting cleaner fuels, as well as ensuring a modern standard of its licensed vehicles.
- 4.2 All vehicles licensed under a new application must be a maximum of 5 years old and, if compliant with the requirements for licence, shall therefore be granted a renewal of a vehicle licence until the age of 12 years, whereupon the licensed vehicle must be replaced with one of a maximum age of 5 years. This also applies to any vehicle that is transferred/replaced or that has been involved in a road traffic collision.
- 4.3 All existing licensed vehicles will have “grandfather rights” for 5 years after the implementation of this policy, by which time all existing licensed vehicles must be able to comply with 4.2 above eg all licensed vehicles aged 12 years or over must have been replaced with one of a maximum age of 5 years. This will only be relevant to licensed vehicles that have had a continuous licence. Vehicles that are not renewed before the expiry date of the existing licence will be treated as a new vehicle and 4.2 above will apply.

5. VEHICLE TESTING

- 5.1 Prior to the granting of a licence, each vehicle shall be examined and tested at a designated testing station, approved by the Authority.
- 5.2 Private Hire vehicles are used for reward purposes and as such are subject to much higher annual mileages and more arduous driving than normal private vehicles. Therefore, in the interests of passenger and other road user’s safety, a more stringent maintenance and testing regime is required. This Policy Statement considers the MOT inspection Manual for Car and Light Commercial Vehicle Testing issued by DVSA as a basic inspection standard for Private Hire vehicles. However, in addition to the DVSA standards, it is a requirement for all vehicles to conform to the Council’s Hackney Carriage and Private Hire Vehicle Inspection Standards. Therefore, when assessing the mechanical condition of a vehicle, it is more likely an item which would ordinarily pass an MOT test with an advisory note, could fail the Hackney Carriage and Private Hire vehicle test.
- 5.3 All Private Hire vehicles must be maintained to no less than the standards set out in the DVSA publication ‘MOT Inspection Manual – Car and Light Commercial’, ISBN 0-9549239-0-1 as amended and the Council’s Hackney Carriage and Private Hire Vehicle Inspection Guidance.
- 5.4 The purpose of the Private Hire vehicle test is to confirm vehicles meet the more stringent standards set out in this Policy Statement. Vehicles must be submitted fully prepared for the test. It is not intended that the test be used in lieu of a regular preventative maintenance programme. It

is an offence under the Vehicle Construction and Use Regulations 1986 to use an unroadworthy vehicle on the public highway. Private Hire drivers/operators who fail to maintain their licensed vehicles in a safe and roadworthy condition may have their licence(s) suspended, or revoked by the Council.

5.5

AGE OF VEHICLE (from date of first registration)	NUMBER OF MOT/COMPLIANCE TESTS	TEST VENUE
ALL NEW TO FLEET VEHICLES (irrespective of age)	2 x MOT and Compliance Tests	Initial MOT and Compliance to take place at County's Fleet Services All further Compliances (up to the age of 5 years) to take place at any Designated Testing Station
Licensed Vehicles under 5 years old	2 x MOT and Compliance Tests (every 6 months)	At any Designated Testing Station
Licensed Vehicles 5 years and over and up to 12 years old	2 x MOT and Compliance Tests (every 6 months)	1 at Fleet Services and 1 at any Designated Testing Station

5.6 Vehicles that are presented for their MOT and Compliance tests in a condition that would result in a failure, will be subject to a re-test fee, to be determined by the Designated Testing Station.

5.7 The inspection regime for vehicles has not been designed so as to create difficulties for the Hackney Carriage and Private Hire trades, but to promote vehicle and road safety. The Council therefore considers the inspection requirements to be justified by the risks it aims to address.

5.8 Any authorised Officer of the Council or any Police Constable has the power at all reasonable times to inspect and test for the purpose of ascertaining its fitness, any Private Hire vehicle licensed by Denbighshire. If the Officer feels the licensed vehicle is unfit for use as a Private Hire vehicle, or the licensed vehicle is in breach with taxi legislation or the Council's Licensing Policy and Conditions, the vehicle licence may be suspended, revoked or not renewed.

6. SIGNAGE AND ADVERTISING

- 6.1 It is important that the public should be able to identify and understand the difference between a Hackney Carriage and a Private Hire vehicle. Private Hire vehicles shall not display roof-mounted signs of any description.
- 6.2 Vehicle identification plates are a key feature in helping to identify vehicles that are properly licensed. All licensed vehicles, except those Private Hire vehicles that have been granted exemption by the Authority shall display plates on the rear of the vehicle (refer to Section 15 of Appendix 1).
- 6.3 Private Hire vehicles shall display door signs, issued by the Council and fitted as set out in the conditions of licence.
- 6.4 Licensed Vehicles shall not be allowed to display any written or other material on any window with the exception of those permitted by the conditions of licence.
- 6.5 Private Hire vehicles shall not be allowed to display or advertise written or other material on its bodywork.

7. SECURITY/CCTV

- 7.1 The Private Hire trade provide a valuable public service particularly late at night when other forms of public transport are not available. Security for drivers and passengers is of paramount importance. CCTV can be a valuable deterrent as well as protection for the driver from unjustified complaints.
- 7.2 It is not proposed that such measures such as CCTV should be required, as part of the licensing regime, as it is considered that they are best left to the judgement of the owners and drivers themselves.
- 7.3 In any licensed vehicle where a CCTV security system is fitted, the proprietor shall ensure that the system is properly maintained and serviced to ensure clear images are recorded. It will be the driver/proprietor's responsibility to comply with all aspect of the law regarding such surveillance equipment. Please refer to Appendix (to be confirmed) for guidance.

8. APPLICATION PROCEDURES

- 8.1 The procedure for applying for a Private Hire vehicle licence is not prescribed but shall be made on the specified application form in accordance with the application procedure set out in Appendix (to be confirmed)

9. CONSIDERATION OF APPLICATIONS

- 9.1 The Council shall consider all applications on their own merits once it is satisfied that the appropriate criteria have been met and the application form and supporting documents are complete.

10. RENEWAL OF LICENCE

- 10.1 Application forms, appropriate fees, and supporting documentation, as set out in Appendix (to be confirmed) shall be produced at the Licensing Office. It is the licence holder's responsibility to ensure that licences are renewed prior to their expiry.
- 10.2 Licences will not be renewed after expiry. If a licence holder fails to renew their licence on or before the respective expiry date, the licence will lapse and become invalid. Licence holders should note that if they allow their licence to expire, they will be required to make a new application in full. This will obviously incur a potentially significant time delay, and dependant upon the age of the existing licensed vehicle, it may require a change in vehicle to meet the age requirements set out in Section 4. The cost implications of failing to renew a licence could therefore be significant, and licence holders are therefore strongly advised to ensure that they renew their licence before the expiry date. If the licence holder is aware of any reason that they may not be able to renew their licence before the expiry date, they must inform the Licensing Section immediately.

11. STRETCHED LIMOUSINES

- 11.1 Stretched limousines are elongated saloon cars that have been increasing used for mainstream Private Hire work. The number of stretched limousines being imported, particularly from the United States of America, has been increasing. Their general use includes all Private Hire work plus special occasions such as birthday parties for all ages, stag and hen parties.
- 11.2 Most limousines are imported for commercial purposes and are therefore required to take an Individual Vehicle Approval (IVA) test. The IVA test verifies that the converted vehicle is built to a certain safety and environmental standards. When presented for IVA the vehicle is produced with a declaration that it will never carry more than 8 passengers. The importer must inform any person who may use it of this restriction.
- 11.3 Applications to licence stretched limousines as Private Hire vehicles will be treated on their own merits. It is however, proposed that imported stretched limousine type vehicles:
- a. be granted an exemption from the requirement under the conditions of licence for Private Hire vehicles to be right hand drive
 - b. be granted exemption to display the Private Hire vehicles plates as outlined in the Private Hire Vehicle Exemption Policy

c. be approved for licensing as Private Hire vehicles subject to the additional conditions detailed in Appendix (to be confirmed)

12. CONTRACT VEHICLES

12.1 The Road safety Act 2006 requires vehicles used for a contract with an organisation or company for carrying passengers for Hire or reward under a contract to be licensed as Private Hire vehicles. As a general guide this shall include executive hire, chauffeur service, airport travel, stretch limousines and novelty vehicles.

13. FUNERAL AND WEDDING VEHICLES

13.1 Funeral and wedding vehicles do not need to be licensed whilst it is being used in connection with a wedding or funeral.

14. TRAILERS

14.1 Licensed Vehicles are prohibited to tow a trailer.

15. ACCIDENTS

15.1 A licence will be suspended if, upon reporting an accident to a licensed vehicle, the Council is of the opinion that the damage caused materially affects the safety, performance or appearance of the licensed vehicle or the comfort or convenience of passengers carried therein.

16. PLATE EXEMPTION

16.1 The displaying of the external identification plates on a licensed Private Hire Vehicle and the wearing of a driver's identification badge is important in terms of public safety and reassurance. They indicate to the travelling public that the vehicle and driver are approved and therefore would have been subject to a number of important checks prior to the licence being granted.

16.2 However, there are a small number of occasions when the requirement to display external identification plates may have commercial and customer safety implications ie safety for dignitaries and famous people

16.3 It is not intended that all Private Hire vehicles licensed by the Council should be exempt from the Council's requirements to display an external identification plate, however the Council recognises that there may be circumstances when it would be appropriate for vehicles operating the type of service to be considered suitable for such an exemption. Please refer to the Private Hire Vehicle Plate Exemption Policy.

SPECIFICATION AND CONDITIONS OF LICENCE FOR PRIVATE HIRE VEHICLES**1. SPECIFICATION OF VEHICLES****1.1 General**

All vehicles shall have an appropriate "Type Approval" which is either a European Whole Vehicle Type Approval (EWVTA) or UK Low Volume Type Approval (UKLVTA). Vehicles shall not have been altered since that approval was granted. A Single Vehicle Type Approval (SVTA) or a Independent Vehicle Approval (IVA) may be accepted for wheelchair accessible vehicles. Vehicles presented for approval, and while in use, shall comply with the Road Vehicles (Construction and Use) Regulations 1986 and any subsequent amendments or re-enactments thereof.

- 1.2 No fittings, other than those approved, may be attached to, or carried on, the inside or outside of the vehicle.
- 1.2 A Private Hire vehicle shall be capable of carrying at least 4 and no more than 8 passengers.
- 1.3 All vehicles must be right hand drive unless specifically exempt by the Council
- 1.4 All vehicles shall be less than 5 years old for new licences and less than 12 years old from the date of manufacture for existing licences.
- 1.5 All vehicles must be maintained to no less than the standards set out in the VOSA publication 'MOT Inspection Manual' – Car and Light Commercial', ISBN 0-9549239-0-1 as amended and the Council's Hackney Carriage and Private Hire Vehicle Inspection Guidance
- 1.6 The following sections provide the outline requirements of the Council's specification for Private Hire vehicles prior to examination and testing by a designated testing station authorised by the Council. A list of authorised testing stations can be found attached. The exact mechanical requirements for inspection and testing are contained in the Council's Hackney Carriage and Private Hire Vehicle Inspection Guidance.

2. BODY

- 2.1 The vehicle shall have no exterior visible signs of previous significant accident damage
- 2.2 The paint work shall be of a professional finish and be one consistent colour over the whole of the vehicle's bodywork
- 2.3 The bodywork shall have no significant signs of corrosion. Corrosion includes visible rust and signs of rust by virtue of the paintwork being blistered.

- 2.4 Running boards shall only be permitted where they are fitted by manufacturers. The board shall be a minimum 125mm in width, all of which shall be available as a step.

3. WHEELS AND TYRES

- 3.1 The vehicle shall have four road wheels of uniform standard, size and style, which conform to construction and use regulations.
- 3.2 An appropriate tyre repair system (as fitted by the manufacturer) must be provided.
- 3.3 The appropriate repair system must only be used as an emergency measure ie to allow the vehicle to be driven to a place of repair.
- 3.4 All tyres, including the spare tyre, shall comply with the vehicle manufacturer's specification
- 3.5 All tyres fitted to the vehicle shall meet current legal requirements at all times.

4. INTERIOR

- 4.1 The minimum leg room available to any passenger shall be 200mm. The measurement will be taken from the base of the seat to the centre of the rear of the seat in front when the front seat is at its full, rearwards extension. Where there is no seat in front the measurement will be taken from the base of the seat to the nearest obstruction in front.
- 4.2 The internal headroom from the seat cushion to the lowest part of the roof in a vertical line shall be a minimum of 920 mm
- 4.3 Vehicles must have adequate space for luggage to be kept in a clean, safe, secure and water tight manner
- 4.4 Vehicles must have a water tight roof covering and properly carpeted or covered flooring (with no rips or tears)

5. DOORS

- 5.1 The vehicle shall have a minimum of 4 side opening doors which are easily accessible to passengers. Access to and from vehicles such as minibuses will be determined on a case by case basis eg the rear door should not be a means of access.
- 5.2 All vehicles shall have doors that open sufficiently wide to allow easy access in and egress from the vehicle.
- 5.3 All doors shall be capable of being readily opened from the inside and outside of the vehicle by one operation of the latch mechanism

5.4 The interior door handle shall be clearly visible and easily accessible to passengers when the door is in a fully open position and the means of operation of the door handle is easily identified.

6. SEATS

6.1 Vehicles shall have a passenger seating capacity of not less than 4 persons and not more than 8 persons

6.2 Each seat shall be fitted with fully operational seat belts, compliant with the appropriate Standards.

6.3 Each seat shall be properly cushioned and be in a clean condition.

6.4 Each seat shall not be less than 406 mm in width.

6.5 Where bench seats are provided, then the seat shall provide a minimum of 406mm seating space for each passenger i.e. a rear bench seat shall not be less than 1218 mm in order to accommodate 3 passengers.

6.6 Removed seating mounts must be rendered irreplaceable and the floor surface to be smooth and unencumbered.

6.7 All passenger seats must face forward or rearward to the direction of travel, (no passenger may sit sideways to direction of travel unless specifically exempt by an authorised officer of the Council eg limousines)

6.8 Any modification to seating configuration, including removal of seats, in any vehicle must be accompanied by an Individual Vehicle Approval Certificate (this includes removal of seats).

7. WINDOWS

7.1 Opening windows shall be provided in the rear of the vehicle capable of being opened by the rear seat passengers

7.2 Vehicle windows shall have visual transmission to ensure that the interior of the vehicle is clearly visible from the outside of the vehicle at all times. All vehicles shall be fitted with windscreen glass that has a light transmittance of 75%, and all other window glass shall have a light transmittance of not less than 70% EXCEPT those parts of the rear window or any side window adjacent to the luggage space in any estate-type vehicle which can be of any tint fitted at manufacture providing it is not opaque

7.3 No vehicle shall be fitted with any form of additional means to darken or tint the glass on any part of the vehicle.

8. FACILITIES FOR WHEELCHAIR USERS

- 8.1 Any vehicle that has the facility for the carriage of wheelchair or wheelchair passengers shall be fitted with:
- a. Approved manufacturer installed anchorages that shall be either chassis or floor linked and capable of withstanding approved dynamic or static tests. Restraints for wheelchair and passengers shall be independent of each other. Anchorages shall also be provided for the safe storage of a wheelchair, whether folded or otherwise, if carried within the passenger compartment. All anchorages and restraints shall be so designed that they do not cause any danger to other passengers and maintained in accordance with manufacturer's specifications.
 - b. A ramp or ramps for the loading of a wheelchair and passenger shall be available at all times for use at the nearside rear passenger door. An adequate locking device shall be fitted to ensure that the ramp(s) do not slip or tilt when in use. Provision shall be made for the ramps to be stored safely in the vehicle when not in use.
- 8.2 The vehicle shall be equipped with a manufacturer's user manual /guide on the safe loading and unloading and security of wheelchair passengers.
- 8.3 Any equipment fitted to the vehicle for the purpose of lifting a wheelchair into the vehicle shall have been tested in accordance with the requirements of the Lifting Operations and Lifting Equipment Regulations 1998 immediately prior to being first licensed and every 6 months thereafter. A LOLER Certificate of must be produced at the time of MOT and Compliance Testing to the Designated Testing Station and to the Licensing Office at grant and renewal of licence.

9. FUEL SYSTEMS

- 9.1 Fuel systems should be installed to current manufacturer and legal standards. Before commencing any gas fuel conversions it is essential that written approval is sought for the Council.

10. CCTV

- 10.1 CCTV monitoring devices, for the purpose of assisting driver safety are permitted in vehicles. If such devices are fitted, adequate signage shall be displayed in the passenger compartment advising passengers that they are being monitored/recorded. Any such equipment shall be maintained in working order, be fitted overtly and in such a way as not to present any danger or hazard to any passenger. It will be the driver/proprietor's responsibility to comply with all aspects of the law regarding such surveillance equipment. CCTV requirements and conditions can be found attached (to be confirmed)

CONDITIONS ATTACHED TO LICENCE

11. MAINTENANCE OF VEHICLE

- 11.1 The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire, be kept in an efficient, safe, tidy and clean condition* and all relevant statutory requirements (including in particular those contained in Motor Vehicles (Construction and Use) Regulations shall be fully complied with.
*Clean condition is defined as follows:
“All body panels to be of uniform colour and finish throughout, unless otherwise authorised by the Council in writing, and to be washed and polished to a high standard. Windows to be clear and smear free inside and out. Carpets and seating to be vacuumed and to be without cuts, tears or staining”
- 11.2 Every licensed vehicle must be maintained in a safe and clean condition at all times and is subject to such examinations as are required by the Council.
- 11.3 Seats must be fully sprung, free of stains, tears, cigarette burns or repair and not threadbare. Floor coverings must not be unduly worn and present no trip hazards. Household carpeting or similar is unacceptable and must not be used. Upholstery (headlining and side panel coverings) must be free of ingrained grime, factures and maintained in the manufacturers original style.
- 11.4 Without prejudice to the obligations imposed by 12.1 to 12.3 above and without prejudice to any other inspections as stipulated by the vehicle manufacturer, the proprietor of the licensed vehicle shall ensure that **as a minimum** the compliance of routine maintenance inspections must be adhered to, and such inspections shall be recorded and retained (for a minimum of 18 months) and kept available for immediate production to an Authorised Officer of the Council or Police Officer on request.
- 11.5 Please note that the requirement to inspect the licensed vehicle as imposed by the above condition does not release the proprietor of the vehicle for his obligations to carry out further daily inspections to ensure compliance with the above conditions.

12. ALTERATION OF VEHICLE

- 12.1 No material alteration or change in the specification, design, condition, or appearance of the vehicle shall be made without the approval of the Council at any time while the licence is in force.

13. IDENTIFICATION OF VEHICLE

- 13.1 The plate identifying the vehicle as a Private Hire vehicle and required to be exhibited on the vehicle pursuant to Section 48(6) of the Local Government (Miscellaneous Provisions) Act 1976 shall be securely fixed on the outside of the vehicle in a conspicuous position and in such manner as to be easily removable by an Authorised Officer of the Council or a Police Constable.

- 13.2 One Private Hire door sticker shall be adhered to each front door of the vehicle.
- 13.3 On the boot and each rear side of the vehicle (below window height) the company name, words "private hire" and one telephone number (which must be used by the Operator of the vehicle), may be placed, at the licensees expense, PROVIDED that the details that is to be used by the Operator is first approved by the Council
- 13.4 No pictures, icons, graphics, emblems or such like is allowed which may infer that the vehicle is a hackney carriage (taxi)
- 13.5 Vehicles must not display anywhere on or in the vehicle the word "Taxi", "Taksi", "cab" or any other word(s) which may, in the Council's opinion lead the public to believe the vehicle is a hackney carriage.
- 13.6 The licence plate and door signs must not be affixed to any other vehicle other than that stipulated on the current licence. This equipment remains the property of the Council and must be surrendered immediately upon expiry, suspension or revocation of the licence.

14. INTERIOR MARKINGS

- 14.1 The proprietor shall cause to be clearly marked inside the vehicle in such a position as to be visible at all times to passengers therein, the number of this licence and the number of passengers prescribed in this licence.

15. SAFETY EQUIPMENT

- 15.1 There shall be provided and maintained in the vehicle at all times when it is in use or available for hire, a suitable and efficient fire extinguisher and a suitable first aid kit containing appropriate first aid dressings and appliance, such equipment to be carried in such a position in the vehicle as to be readily visible and available for immediate use in an emergency. It should be noted that the first aid kit is intended for use by a person who has the appropriate knowledge of first aid.

16. SIGNS AND NOTICES

- 16.1 No signs, notices, advertisements, plates, marks, numbers, letters, figures, symbols, emblems, or devices whatsoever shall be displayed on, in or from the vehicle except as may be required by any statutory provision, including byelaws or conditions

The above condition will not apply to:

- a. Any indication on a taximeter visible only from the interior of the vehicle, or
- b. The display by the driver of a hand-held card which is displayed in, on or from the vehicle whilst it is stationary, provided that such card;

- i. contains no words or numbers other than the names of the licensed operator of the vehicle or the name under which he carried on his business and, in either case, the name of a passenger or passengers to be carried in the vehicle, and
- ii. if the licensed operator charges for journeys in accordance with a scale of fares, a copy of such scale shall be displayed in the vehicle for the information of passengers in a form previously submitted and approved by the Council.
- iii. Any safety notices eg instructions on door latch operation

17. RADIO EQUIPMENT

- 17.1 Neither the Operator, proprietor nor the driver of a Private Hire vehicle shall use or cause or suffer to be used in any vehicle any radio equipment for operational communication between Operator and Driver, or between drivers of other Private Hire vehicles. Only fully licensed closed channel equipment shall be used for operational communication.
- 17.2 Each Private Hire Operator should have written policy on the use of mobile phones whilst driving. Operators should not encourage drivers to use any form of mobile communication whilst driving.

18. CHANGE OF ADDRESS

- 18.1 The proprietor shall notify the Council, in writing, of any change of address during the period of the licence, within seven days of such change taking place.

19. CONVICTIONS

- 19.1 The proprietor shall, within seven days, disclose to the Council, in writing, details of any convictions, formal cautions, absolute discharges, or fixed penalties, imposed on him/her (or if the proprietor is a company or partnership, or any of the directors or partners) during the period of the licence.

20. DEPOSIT OF DRIVING LICENCE

- 20.1 If the proprietor permits or employs any other person to drive the vehicle as a Private Hire vehicle, he shall, before that person commences to drive the vehicle, cause the driver to deliver to him his Private Hire Vehicle Driver's licence for retention until such time as the driver ceases to be permitted or employed to drive the vehicle or any other vehicle of his.

21. PERMITTED DRIVERS OF THE VEHICLE

- 21.1 The proprietor or any other person permitted or employed to drive the vehicle as a Private Hire vehicle, must be the holder of a current Private Hire driver's licence or a dual Hackney Carriage and Private Hire driver licence granted by Denbighshire County Council according with Section 51 of the Local Government (Miscellaneous Provisions) Act 1976

22. DEPOSIT OF VEHICLE LICENCE

- 22.1 The proprietor shall, upon the vehicle commencing work with an operator, deposit with the operator this licence for retention by him until such time as that vehicle ceases to work for that operator.

23. INSPECTION AND TESTING

- 23.1 The proprietor shall, if requested by an Authorised Officer of the Council or a Police Officer, make the vehicle available for inspection and testing at such time and date as may be specified. Such inspections and testing shall be in addition to any other statutory provisions.

24. ACCIDENT

- 24.1 The proprietor shall report to the Licensing Officer, in writing, as soon as reasonably practicable and in any such event within 72 hours of the occurrence thereof, any accident to the vehicle causing damage materially affecting the safety, performance or appearance of the vehicle or the comfort or convenience of passengers therein.
- 24.2 In the event of a licence being suspended due to the nature of the damage, the proprietor shall have the vehicle tested at a nominated testing station and submit the compliance certificate for examination prior to the licence being re-instated.

25. CARRIAGE OF CHILDREN

- 25.1 The vehicle should not carry children in pushchairs; the pushchair should be folded up and stored. If the vehicle does not have the correct child restraint then the child should be placed on the rear seat only. Children under 3 years old may travel unrestrained. Children aged 3 years old or over must use an adult seat belt as in accordance with Road Traffic Act (further details can be found at www.dft.gov.uk/think/focusarea/children/childincar)

26. LICENSING POLICY

- 26.1 The Council's Hackney Carriage and Private Hire Licensing Policy (this document) shall be adhered to at all times.

TABLE OF MAJOR PROPOSED CHANGES TO THE HACKNEY CARRIAGE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

Section	Proposed Condition	Existing Condition	Justification for proposal
VEHILCE POLICY			
1.6	To apply for a new vehicle licence, the applicant must be able to supply a suitable vehicle and provide proof that the applicant can maintain the vehicle. The applicant must also provide a statement, including documentary evidence, as to why they believe there is a demand for another Hackney Carriage vehicle in the County	N/A	Licence holders continually inform the Council that there are too many licensed hackney carriage vehicles within the County and that the standard of some new to fleet vehicles are unacceptable due to cheaper vehicles being bought to be licensed. To allow Officers to be confident that the vehicle will be in a safe condition at all times ie production of a projected maintenance plan.
2.3	All Hackney Carriage vehicles will be black	N/A	To easily identify a Hackney Carriage vehicle from a Private Hire vehicle.
2.4	All existing licensed vehicles will have “grandfather rights” up to 5 years after the implementation of this policy, by which time all existing licensed vehicles must be able to comply with 2.3 above eg all vehicles that are not black must have been replaced with one that complies with 2.3 above. This will only be relevant to vehicles that have had a continuous licence. Vehicles that are not renewed before the expiry date of the existing licence will be treated as a new vehicle and 2.3 above will apply. This also applies to any vehicle that is transferred or replaced eg vehicle that has been involved in a road traffic collision	N/A	The Council acknowledges that by proposing an immediate colour restriction will have financial burdens on existing licence holders, it is therefore considered necessary to allow a lead in time for existing licence holders.
4.2	All vehicles licensed under a new application must be a maximum of 3 years old and, if compliant with the requirements for licence, shall therefore be granted a vehicle licence until the age of 10 years, whereupon the vehicle must be replaced with one of a maximum age of 3 years. This also applies to any vehicle that is transferred/replaced or that have been involved in a road traffic collision	N/A	Hackney Carriage vehicles are used for hire and reward purposes and as such are subject to much higher annual mileages and more arduous driving, thus affecting their general wear and tear. To maintain a safe and reliable fleet of hackney

Tudalen 51

TABLE OF MAJOR PROPOSED CHANGES TO THE HACKNEY CARRAIGE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

			vehicles, they should be replaced on a regular basis.
4.3	All existing licensed vehicles will have “grandfather rights” for 5 years after the implementation of this policy, by which time all existing licensed vehicles must be able to comply with 4.2 above eg all vehicles aged 10 years or over must have been replaced with one of a maximum age of 3 years. This will only be relevant to vehicles that have had a continuous licence. Vehicles that are not renewed before the expiry date of the existing licence will be treated as a new vehicle and 4.2 above will apply	N/A	The Council acknowledges that by proposing an immediate age restriction will have financial burdens on existing licence holders, it is therefore considered necessary to allow a lead in time for existing licence holders
5.6	Vehicles that are presented for their MOT and Compliance in a condition that would result in a failure, will be subject to a re-test fee, to be determined by the Designated Testing Station	N/A	It is evident that some vehicles that are presented for MOT and compliance, are using the testing regime as a form of pre-test and any identified failures are then rectified and the vehicle is re-presented for a further test , at no extra cost, once all the works identified have been carried out. Vehicles should be compliant at all times therefore presented in a condition fit for passing the MOT and compliance
6.4	Only one advertise is permitted on Hackney Carriage vehicles. Details of any signs or advertising shall be submitted to the Senior Technical Licensing Officers for due consideration as to content. If the advertising is not approved by the Officer then the advertising request will be referred to the Licensing Committee for its consideration	Any proprietor wishing to use or sell space on the vehicle for the advertising of another company must first apply to the Council with a draft advert	Some hackney carriage vehicles are covered in advertising, which can distract the vehicle from actually being recognised as a licensed vehicle. The Council is also looking toward easily identifying licensed hackney carriages by proposing one colour for all.
11.1	Hackney Carriage Vehicles are prohibited to tow a trailer	N/A	Hackney Carriages can use taxi ranks. By allowing vehicles to tow a trailer would reduce space on a taxi rank. There is a potential for increased accidents. Vehicles

TABLE OF MAJOR PROPOSED CHANGES TO THE HACKNEY CARRAIGE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

			should have adequate luggage space within the vehicle for any eventuality.
12.1	A licence will be suspended if, upon reporting an accident to a vehicle, the Council is of the opinion that the damage caused materially effects the safety, performance or appearance of the vehicle or the comfort or convenience of passengers carried therein	N/A	Public Safety and a professional image.
VEHICLE SPECIFICATION AND CONDITIONS			
1.1	All vehicles shall have an appropriate “Type Approval” which is either a European Whole Vehicle Type Approval (EWVTA) or UK Low Volume Type Approval (UKLVTA)	Any conventional 4 or 5 door saloon or estate car, purpose built London Cabs, or other purpose built or adapted taxis of suitable mechanical and bodily condition, irrespective of colour.	Department for Transport recommend Local Authorities accept all “type approval”. In addition it is important that all passengers with disabilities have access to all types of vehicles.
Fudalén 53	<p>MAINTENANCE OF VEHICLE</p> <p>The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire, be kept in an efficient, safe, tidy and clean condition* and all relevant statutory requirements (including in particular those contained in Motor Vehicles (Construction and Use) Regulations shall be fully complied with.</p> <p style="padding-left: 40px;">*Clean condition is defined as follows: “All body panels to be of uniform colour and finish throughout, unless otherwise authorised by the Council in writing, and to be washed and polished to a high standard. Windows to be clear and smear free inside and out. Carpets and seating to be vacuumed and to be without cuts, tears or staining”</p> <p>Every licensed vehicle must be maintained in a safe and clean condition at all times and is subject to such examinations as are required by the Council.</p>	N/A	Vehicle maintenance is a crucial part of running a licensed vehicle. Without a robust maintenance regime, the operator is potentially putting passengers and other road users/pedestrians at risk. Having a routine maintenance plan should assist licence holders as a well maintained vehicle will reduce big repair bills and in turn keeping licensed vehicles on the road for licence holders to earn a living

TABLE OF MAJOR PROPOSED CHANGES TO THE HACKNEY CARRAIGE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

<p>Tudalen 54</p>	<p>Seats must be fully sprung, free of stains, tears, cigarette burns or repair and not threadbare. Floor coverings must not be unduly worn and present no trip hazards. Household carpeting or similar is unacceptable and must not be used. Upholstery (headlining and side panel coverings) must be free of ingrained grime, factures and maintained in the manufacturers original style.</p> <p>Without prejudice to the obligations imposed by 12.1 to 12.3 above and without prejudice to any other inspections as stipulated by the vehicle manufacturer, the proprietor of the licensed vehicle shall ensure that as a minimum the compliance of routine maintenance inspections must be adhered to, and such inspections shall be recorded and retained (for a minimum of 18 months) and kept available for immediate production to an Authorised Officer of the Council or Police Officer on request.</p> <p>Please note that the requirement to inspect the licensed vehicle as imposed by the above condition does not release the proprietor of the vehicle for his obligations to carry out further daily inspections to ensure compliance with the above conditions</p>		
<p>20.1</p>	<p>The vehicle should not carry children in pushchairs; the pushchair should be folded up and stored. If the vehicle does not have the correct child restraint then the child should be placed on the rear seat only. Children under 3 years old may travel unrestrained. Children aged 3 years old or over must use an adult seat belt as in accordance with Road Traffic Act (further details can be found at www.dft.gov.uk/think/focusarea/children/childincar)</p>	<p>N/A</p>	<p>It has been noted, some licensed vehicles allow children to be left in their pushchairs whilst travelling in a licensed vehicle. In the unfortunate case where a vehicle is involved in a road traffic collision or even if a vehicle has to break suddenly, a pushchair and the child can potentially causing serious harm/death to any passengers, other road users and obviously to the child. All road users transporting children have to comply with the Road Traffic Act.</p>

TABLE OF MAJOR PROPOSED CHANGES TO THE HACKNEY CARRAIGE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

Mae tudalen hwn yn fwiadol wag

TABLE OF MAJOR CHANGES RELATING TO PROPOSED PRIVATE HIRE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

Section	Proposed Condition	Existing Condition	Justification for proposal
POLICY DOCUMENT			
2.1	All vehicles shall have an appropriate “Type Approval” which is either a European Whole Vehicle Type Approval (EWVTA) or UK Low Volume Type Approval (UKLVTA)	Any Society of Motor Manufacturers and Traders (S.M.M.T) designated 4 and 5 door lower medium estate or upper medium/large saloon or estate car, MPV, SUV, minibus and the like or suitable mechanical and bodily condition.	Department for Transport recommend Local Authorities accept all “type approval” vehicles . In addition it is important that that all passengers with disabilities have access to all types of vehicles.
2.5	To apply for a new vehicle licence, the applicant must be able to supply a suitable vehicle and provide proof that the applicant can finance and maintain the vehicle. The applicant must also provide a statement, including documentary evidence, as to why they believe there is a demand for another Private Hire vehicle in the County	N/A	To allow Officers to be confident that the vehicle will be in a safe condition at all times ie production of a projected maintenance plan.
4.2	All vehicles licensed under a new application must be a maximum of 5 years old and, if compliant with the requirements for licence, shall therefore be granted a vehicle licence until the age of 12 years, whereupon the vehicle must be replaced with one of a maximum age of 5 years. This also applies to any vehicle that is transferred/replaced or that have been involved in a road traffic collision.	All vehicles must be under 5 years old from the date of first registration, and on subsequent licence be in exceptionally good mechanical and bodily, interior and exterior condition.	
4.3	All existing licensed vehicles will have “grandfather rights” for 5 years after the implementation of this policy, by which time all existing licensed vehicles must be able to comply with 4.2 above eg all vehicles aged 12 years or over must have been replaced with one of a maximum age of 5 years. This will only be relevant to vehicles that have had a	N/A	

Tudalen 57

TABLE OF MAJOR CHANGES RELATING TO PROPOSED PRIVATE HIRE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

	continuous licence. Vehicles that are not renewed before the expiry date of the existing licence will be treated as a new vehicle and 4.2 above will apply		
5.6	Vehicles that are presented for their MOT and Compliance in a condition that would result in a failure, will be subject to a re-test fee, to be determined by the Designated Testing Station	N/A	It is evident that some vehicles that are presented for MOT and compliance, are using the testing regime as a form of pre-test and any identified failures are then rectified and the vehicle is re-presented for a further test , at no extra cost, once all the works identified have been carried out. Vehicles should be compliant at all times therefore presented in a condition fit for passing the MOT and compliance.
4.1	Vehicles are prohibited to tow a trailer	N/A	Potential for increase accidents. Vehicles should have adequate luggage space within the vehicle for any eventuality.
5.1	A licence will be suspended if, upon reporting an accident to a vehicle, the Council is of the opinion that the damage caused materially effects the safety, performance or appearance of the vehicle or the comfort or convenience of passengers carried therein	N/A	Protection of the travelling public and professional image.
SPECIFICATION AND CONDITIONS OF LICENCE			
1.1	All vehicles shall have an appropriate “Type Approval” which is either a European Whole Vehicle Type Approval (EWVTA) or UK Low Volume Type Approval (UKLVTA)	Any Society of Motor Manufacturers and Traders designated 4 or 5 door lower medium estate, or upper medium/large salon or estate car, MPV, SUV, minibus or the like.	Department for Transport recommend Local Authorities accept all “type approval”. In addition it is important that all passengers with disabilities have access to all types of vehicles
11	MAINTENANCE OF VEHICLE The vehicle and all its fittings and equipment shall at all times when the vehicle is in use or available for hire, be kept in an efficient, safe, tidy and clean condition* and all relevant statutory requirements (including	N/A	Vehicle maintenance is a crucial part of running a licensed vehicle. Without a robust maintenance regime, the operator is potentially putting passengers and other road

TABLE OF MAJOR CHANGES RELATING TO PROPOSED PRIVATE HIRE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

Tudalen 59	<p>in particular those contained in Motor Vehicles (Construction and Use) Regulations shall be fully complied with. *Clean condition is defined as follows: “All body panels to be of uniform colour and finish throughout, unless otherwise authorised by the Council in writing, and to be washed and polished to a high standard. Windows to be clear and smear free inside and out. Carpets and seating to be vacuumed and to be without cuts, tears or staining”</p> <p>Every licensed vehicle must be maintained in a safe and clean condition at all times and is subject to such examinations as are required by the Council.</p> <p>Seats must be fully sprung, free of stains, tears, cigarette burns or repair and not threadbare. Floor coverings must not be unduly worn and present no trip hazards. Household carpeting or similar is unacceptable and must not be used. Upholstery (headlining and side panel coverings) must be free of ingrained grime, factures and maintained in the manufacturers original style.</p> <p>Without prejudice to the obligations imposed by 12.1 to 12.3 above and without prejudice to any other inspections as stipulated by the vehicle manufacturer, the proprietor of the licensed vehicle shall ensure that as a minimum the compliance of routine maintenance inspections must be adhered to, and such inspections shall be recorded and retained (for a minimum of 18 months) and kept available for immediate production to an Authorised Officer of the Council or Police Officer on request.</p> <p>Please note that the requirement to inspect the licensed vehicle as imposed by the above condition does not release the proprietor of the vehicle for his obligations to carry out further daily inspections to ensure compliance with the above conditions.</p>		<p>users/pedestrians at risk. Having a routine maintenance plan should assist licence holders as a well maintained vehicle will reduce big repair bills and in turn keeping licensed vehicles on the road for licence holders to earn a living.</p>
25	<p>The vehicle should not carry children in pushchairs; the pushchair should be folded up and stored. If the vehicle does not have the correct child restraint then the child should be placed on the rear seat only.</p>	N/A	<p>It has been noted, some licensed vehicles allow children to be left in their pushchairs whilst travelling in a licensed vehicle. In</p>

TABLE OF MAJOR CHANGES RELATING TO PROPOSED PRIVATE HIRE VEHICLE POLICY AND SPECIFICATION – APPENDIX 2

	<p>Children under 3 years old may travel unrestrained. Children aged 3 years old or over must use an adult seat belt as in accordance with Road Traffic Act (further details can be found at www.dft.gov.uk/think/focusarea/children/childincar)</p>		<p>the unfortunate case where a vehicle is involved in a road traffic collision or even if a vehicle has to break suddenly, a pushchair and the child can potentially causing serious harm/death to any passengers, other road users and obviously to the child. All road users transporting children have to comply with the Road Traffic Act</p>
--	--	--	--

ADRODDIAD I'R: PWYLLGOR TRWYDDEDU

DYDDIAD: 2 Rhagfyr 2015

ADRODDIAD GAN: PENNAETH CYNLLUNIO A GWARCHOD Y CYHOEDD

TESTUN: RHAGLEN GWAITH Y PWYLLGOR TRWYDDEDU 2015/16

DYDDIAD	ADRODDIAD	SYLW
9 Mawrth 2016	Polisi Sefydliad Rhyw Arfaethedig	Adroddiad i'r Aelodau ystyried polisi diwygiedig
	Polisi Delwyr Sgrap Metel Arfaethedig	Adroddiad i'r Aelodau ei ystyried i gefnogi Polisi Cymru gyfan i'w gymeradwyo gan y Cyngor Llawn
8 Mehefin 2016	Polisi Cerbydau Hacni a Cherbydau Hurio Preifat Diwygiedig Arfaethedig	Adroddiad i'r Aelodau ystyried Polisi diwygiedig
	Polisi Gweithredwr Llogi Preifat Diwygiedig Arfaethedig	Adroddiad i'r Aelodau ystyried Polisi diwygiedig
22 Medi 2016	Polisi Masnachu ar y Stryd Arfaethedig	Adroddiad i'r Aelodau ystyried Polisi Masnachu ar y Stryd diwygiedig
	Rhaglen Gwaith i'r Dyfodol 2016/17	Adroddiad i'r Aelodau ystyried cymeradwyo'r RhGD ar gyfer 2016/17
7 Rhagfyr 2016	Diweddariad ac Adolygiad o'r Polisi a Gweithdrefn Cosbau Pwyntiau	Adroddiad i'r Aelodau ystyried ynghyd â chymeradwyo polisi wedi'i adolygu
	CADWYD YN ÔL	

Mae tudalen hwn yn fwriadol wag

Yn rhinwedd Paragraff(au) 12, 13 Rhan 4, Atodlen 12A
Deddf Llywodraeth Leol 1972.

Document is Restricted

Mae tudalen hwn yn fwriadol wag

Yn rhinwedd Paragraff(au) 12, 13 Rhan 4, Atodlen 12A
Deddf Llywodraeth Leol 1972.

Document is Restricted

Mae tudalen hwn yn fwriadol wag

Yn rhinwedd Paragraff(au) 12, 13 Rhan 4, Atodlen 12A
Deddf Llywodraeth Leol 1972.

Document is Restricted

Mae tudalen hwn yn fwriadol wag

Document is Restricted

Mae tudalen hwn yn fwriadol wag

Yn rhinwedd Paragraff(au) 12, 13 Rhan 4, Atodlen 12A
Deddf Llywodraeth Leol 1972.

Document is Restricted

Mae tudalen hwn yn fwriadol wag

Yn rhinwedd Paragraff(au) 12, 13 Rhan 4, Atodlen 12A
Deddf Llywodraeth Leol 1972.

Document is Restricted

Mae tudalen hwn yn fwriadol wag

Yn rhinwedd Paragraff(au) 12, 13 Rhan 4, Atodlen 12A
Deddf Llywodraeth Leol 1972.

Document is Restricted

Mae tudalen hwn yn fwriadol wag