**APPLICATION FOR A PRIVATE HIRE VEHICLE LICENCE**

I hereby apply to Southampton City Council for a licence to use the vehicle described below as a private hire vehicle subject to the conditions for such licences made by the Council and the provisions of the Local Government (Miscellaneous Provisions) Act 1976.

**PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS**

1. (a) Full name of applicant:

(b) Date of birth:

1. (a) Home address:

Post Code:

(b) ‘Phone no: (c) Mobile ‘phone no:

(c) Email Address

1. Name of advertised private hire operator (If completed, the vehicle can only take bookings from this operator). If multi operator, leave blank.

1. If you are not the sole proprietor of the vehicle give details of every other proprietor:
   1. Full name:

Home address:

‘Phone nos.:

* 1. Full name: Home address:

‘Phone nos.:

1. Description of Vehicle:
   1. Registration no:
   2. Date of manufacture:
   3. Make and model:
   4. Vehicle type: Saloon Estate Multi-Purpose Vehicle Purpose Built
   5. Colour:
   6. Engine capacity: cc Engine power: Kw
   7. No. of passengers: for which this vehicle is to be licensed
   8. Chassis no.:

(i) Is the vehicle wheelchair accessible?

Yes

No

1. The Applicant must complete this section.

All the information given in this application is true and correct. I understand that I am liable to prosecution if I give any information in this application which I know to be false or incorrect in any way.

Signed: Dated:

Signatures of other proprietors (if any)

Signed: Dated:

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**Data Processing Agreement**

**Cameras in Private Hire / Hackney Carriage Vehicles**

It is a hackney carriage and private hire vehicle licence condition that a secure digital taxi camera system approved by Southampton City Council (the Council) is fitted to these vehicles

For data protection purposes, the Council is the Data Controller for any personal data collected by the camera system, and the vehicle proprietor and driver are the Data Processor.

The only processing that the proprietor or driver is authorised to do by the Council is listed in the below table.

|  |  |  |
| --- | --- | --- |
| **Description** | **Details for Proprietors** | **Details for Drivers** |
| **Subject matter of the**  **processing** | The capture of audio and visual data from camera systems fitted in licenced hackney carriage and private hire vehicles. | |
| **Duration of the**  **processing** | The period for which the vehicle is issued with a valid hackney carriage / private hire licence by the Council | The period for which the driver is issued with a valid hackney carriage / private hire driver’s licence by the Council |
| **Nature and purposes of the processing** | The collection and storage of audio and visual data obtained from the camera system fitted into the licenced hackney carriage / private hire vehicle. | The collection of audio data obtained from the camera system fitted into the licenced hackney carriage / private hire vehicle.  Audio recording will be triggered for a period of time on the pressing of a button accessible to the driver |
| **Type of Personal Data** | Visual data (video) of individuals inside of a licensed hackney carriage or private hire vehicle. Audio data of conversations will also be collected on activation of a panic button by the driver. | |
| **Categories of Data**  **Subject** | The drivers of licensed vehicles and their passengers (whether fare paying or not). | |
| **Plan for return and**  **destruction of the data**  **once the processing is**  **complete UNLESS**  **requirement under union**  **or member state law to**  **preserve that type of**  **data** | The personal data must be securely deleted / destroyed once the processing has ended, or the system transferred into another vehicle issued with a valid hackney carriage / private hire licence by the Council. | N/A |

As Data Processors, vehicle proprietors and drivers agree to the follow:

* That anyone licenced to drive the vehicle and process the personal data has committed themselves to confidentiality or are under an appropriate statutory obligation of confidentiality
* That they have in place appropriate security measures to protect against unauthorised access to the personal data captured by the system, and / or actual or potential loss and / or destruction of the personal data
* To assist the Council, insofar as possible, in fulfilling the Council’s obligation to respond to requests from data subjects exercising their privacy rights in relation to the processing
* To assist the Council, insofar as possible, in ensuring compliance with the Council’s data protection obligations in relation to the processing, taking into account the nature of processing and the information available
* To make available to the Council all information necessary to demonstrate compliance with the obligations laid down in this agreement, and allow for and contribute to audits of the camera system, including inspections, conducted by the Council or another auditor / inspector mandated by the Council.

*The council is required by law to maintain a public register of private hire vehicle licences. The council publishes this register on its website as it considers that there is public interest in making the register available online. The register is required to contain the name of the licence holder.*

*If you feel that the publication of your information on the online version of the register adversely affects your interests, rights, and freedoms, you can raise an objection to this. Details of how to raise an objection can be found on the Council’s website:*

[*https://www.southampton.gov.uk/council-democracy/council-data/data-protection/*](https://www.southampton.gov.uk/council-democracy/council-data/data-protection/)

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*The Council is collecting this information in order to perform this service or function, and if further information is needed in order to do so, you may be contacted using the details provided. In performing this service, the Council may be required to share your information with other organisations or departments, but it will only do so when it is necessary in order for the service to be provided.*

*The Council may also share your personal information for the purposes of the prevention, investigation, detection, or prosecution of criminal offences, but will not share your personal information, or use it for this, or any other purpose, unless provided for by law.*

*For more detail about how we handle your personal data please see our privacy policies:*

[*https://www.southampton.gov.uk/privacy*](https://www.southampton.gov.uk/privacy)