

Appendix P

Special Occasion Private Hire Vehicle Conditions.

1. The vehicle must be presented for inspection to the authorised officer (or representative) on the Council's behalf. The Council will expect;
 - a) In the case of a first application for a vehicle licence, be in excellent condition as befits a Special Occasion Vehicle. The age of the vehicle will be taken from the vehicle registration document or in the case of imported vehicles from the relevant importation certificates but will not be a material matter for this type of vehicle.
 - b) All vehicles must either meet the European Whole Vehicle Approval standard or the M.1. passenger vehicle requirements or have a Single Vehicle Approval Test Certificate issued by the Vehicle Inspectorate Executive Agency. If the vehicle was imported prior to the SVA certification then the decision as to suitability shall be that of the Council's Inspector.
 - c) The vehicle to provide at least two doors for the use of passengers conveyed in the vehicle neither being the door used by the driver.
 - d) No vehicle to be licensed which would require any passenger to climb over any seat to enter or egress from any seat they may occupy or that would require them to climb over any luggage in the vehicle.
 - e) Luggage space to be a minimum of 0.5 cubic metres and be physically separated from the passenger seating or sited at the rear of the vehicle.
 - f) All door handles to be easily visible to the passenger.
 - g) Fire Extinguisher A fully charged and functional Fire Extinguisher approved by the Council must be provided and securely fitted to the inside of the cab of the vehicle conspicuous and easily accessible (unless otherwise authorised by the Council's Inspector) and ready for use at all times. The currently approved type is a 2 LITRE FOAM Ref EN3/4 – 1996

2. The vehicle must be kept in good condition and in particular meet the following criteria:-
 - a) Rust
Any vehicle presented is to be free from any areas of visible rusting. Minor blemishes should not constitute a failure and should be painted to the original manufacturers colour and specification.

Any vehicle with more than three visible rust patches of more than 20 sq. cms each will be failed.

- b) Dents
Any vehicle with minor dents on three or more panels where such dents are more than 5cms in diameter/length or a single dent of more than 20 cms in diameter/length should be failed.
- c) Scratches
Any vehicle with un-repaired scratches down to bare metal on three or more panels, of 5cms in length, or a single scratch or more than 20cms in length, will be failed.
- d) Paintwork
All panels on all vehicles shall be painted in manufactures colour panels and any areas with unmatched colours or in primer should be deemed as failures.
- e) Seats
All seats shall have a minimum of 16 inches per person and in respect of seating comply with the Road Vehicle (Registration and Licensing) Regulations 1971. All seats, including the driver's, must be free from repaired cuts, tears or cigarette burns, except of a very minor nature. Any repairs must have been carried out in a professional and neat manner.
- f) Carpets/floor covering
All carpets and floor covering shall be complete and free from cuts, tears or significant staining.
- g) Headlining and other trim
All interior trim, including headlining, shall be clean, complete, properly fitted and free from serious cuts, tears or major soiling.
- h) Window operation
All windows fitted for the purpose of passenger use to open and close, must be fully functional at all times.
- i) Boot / luggage compartment
This should be empty, except for
 - a) spare wheel
 - b) essential equipment
 - c) fire extinguisher (if such siting is approved by the Council – see Para. 1g)
 - d) first aid kit. If supplied, it is the responsibility of the licensee to ensure that the contents complies with the current Health and Safety (First Aid) Regulations and any such first aid equipment is only to be administered by a qualified first aider.

- j) Any vehicle that is converted to run on LPG fuel shall have that conversion carried out to the satisfaction of this Authority's approved vehicle inspectors and that complies with the Guidance notes for Hackney Carriage and Private Hire Vehicles running on LPG as laid down by the L.P.G.A.
- k) Any towing mechanism fitted to a licensed vehicle and designed for use as such should comply with European Directive 94/20/EC and be fitted to the satisfaction of this Authority's approved vehicle inspectors.

General Information

3. Vehicle Plate and ID card

These are the property of the Council and will be sited on the outside rear (unless exemption has been granted. See 5 (d)) and inside front of the vehicle, respectively, when the vehicle is passed by the inspector for licensing and should remain so sited at all times unless by prior arrangement with the Council. Should either become damaged or lost, the Council must be informed immediately and replacements purchased. (See also 5d)

4. Vehicle Passenger Capacity

The number of passengers the vehicle is licensed to carry (irrespective of age) is as stated on the licence Plate and must not be exceeded.

5. Vehicle Inspections

- a) All vehicles must be certified fit for purpose by the Council's authorised vehicle inspector before licensing or to continue to be licensed.
- b) A vehicle must be presented for inspection no more than 21 days in advance or subsequent to a 'half-yearly' inspection and no more than 21 days in advance of a renewal inspection (unless by prior arrangement with the Council).
- c) In the case of a vehicle 4 weeks old or less from first registration, it is at the discretion of the inspector whether a full mechanical inspection is required.

6. Seat Belts

Any and all seat belts fitted to the vehicle must comply with current Seat Belt Legislation and be fully functional at all times.

7. The licensee must in respect of each vehicle;

- (a) Maintain it in a safe and mechanically sound condition and with bodywork in good order and so that it would:
 - i) comply with the Road Vehicle Construction and Use regulations all and other provisions of the law.

- ii) pass the standard Vehicle Test of the Department of the Environment. The relevant MOT Test Certificate must be produced for inspection when required by an authorised officer and in any case within seven days of such a requirement being made.
 - iii) pass the Council's vehicle inspection at the designated inspection centre and ensure that any items advised in writing as requiring attention are corrected to the Council's satisfaction by the date stated in such notification.
 - iv) Maintain therefore a policy of insurance as complies with part VI of the Road Traffic Act 1972 or any modification or re-enactment thereof. The relevant Certificate of Insurance must be produced for inspection when required by an authorised office and in any case within seven days of such a requirement being made.
- (b) If required by law having regard to the age of the vehicle maintain in respect thereof a valid Test Certificate issued on behalf of the Department of the Environment.
 - (c) Keep it in a clean tidy well-ordered condition.
 - (d) Attach and maintain on the lower part of the bodywork at the rear of the vehicle in a prominent position the plate issued by the Council unless prior written approval has been given by this Authority for an alternative means of displaying a Private Hire identification card.
 - (e) Report to the Council within seventy-two hours of its occurrence any accident which occurs and involves the licensed vehicle, whether or not it is damaged.
 - (f) Maintain at the place where the vehicle is ordinarily kept a record of maintenance work carried out thereto specifying the work carried out, the date, the mileometer reading and the person by whom the work was carried out, such records to be kept for three months and permit the Council's authorised officers to inspect such records at any reasonable time.
 - (g) Present the vehicle for mechanical inspection at the Council's designated inspection centre every six months (at the time of "renewal" of the licence and six months later at the "half-year" or the licence).
 - (h) Ensure that no vehicle is used for the purposes of Special Occasion Private Hire until it has been mechanically tested by the Council's designated inspection centre and the procedure to transfer the licence to that vehicle has been fully completed in accordance with the Council's requirements.
 - (i) The vehicle shall be driven in such a manner so as not to place passengers in danger and no fare paying passengers shall be permitted to use the front passenger seat of a left hand drive car.
8. Subject to the exception detailed below, the holder shall not permit there to be affixed to the vehicle:-
- (a) any sign mark plate or advertisement which contains the word "Taxi" or the word "Cab" (however spelt and whether or not forming part of a

longer word) might lead persons to believe that the vehicle was a hackney carriage.

- (b) any sign or mark of any description on the roof.
- (c) any illuminated sign of any description.

Exception

The holder is permitted to display an advertising panel of such size, design, content, and in such location as may be approved by the Council.

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