



NOTTINGHAM CITY COUNCIL
REGULATORY AND APPEALS COMMITTEE

Date: Monday, 16 December 2019

Time: 10.00 am

Place: LB 31-32 - Loxley House, Station Street, Nottingham, NG2 3NG

Councillors are requested to attend the above meeting to transact the following business

Corporate Director for Strategy and Resources

Governance Officer: Kate Morris **Direct Dial:** 0115 8764353

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|----------|--|----------------|
| 1 | APOLOGIES | |
| 2 | DECLARATIONS OF INTEREST | |
| 3 | MINUTES | 3 - 8 |
| | To confirm the minutes of the meeting held on 16 July 2019 | |
| 4 | PRIVATE HIRE DRIVING LICENSES - ADDITIONAL CONDITIONS | 9 - 14 |
| | Report of the Director of Community Protection | |
| 5 | HACKNEY CARRIAGE SPECIFICATION - ADDITIONAL VEHICLE. | 15 - 38 |
| | Report of the Director of Community Protection | |

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT WWW.NOTTINGHAMCITY.GOV.UK. INDIVIDUALS INTENDING TO RECORD THE

MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER SHOWN ABOVE IN ADVANCE.

NOTTINGHAM CITY COUNCIL

REGULATORY AND APPEALS COMMITTEE

MINUTES of the meeting held at Loxley House, Station Street, NG2 3NG on 16 July 2019 from 1.30 pm - 2.05 pm

Membership

Present

Councillor Gul Nawaz Khan (Vice Chair)
Councillor Samuel Gardiner
Councillor Maria Joannou
Councillor Chantal Lee
Councillor Sajid Mohammed
Councillor Shuguftah Quddoos
Councillor Roger Steel (Sub for Cllr Rule)

Absent

Councillor Cheryl Barnard
Councillor Dave Liversidge
Councillor Toby Neal
Councillor Nick Raine
Councillor Mohammed Saghir
Councillor Angela Kandola
Councillor Andrew Rule
Councillor Adele Williams

Colleagues, partners and others in attendance:

Matthew Daft	- Environmental Health Officer)	
Paul Dales	- Operations Manager, Safer Business)	Commercial & Operations
Catrin Styles	- Principal Environmental Officer)	
Mark Huckerby	- Fire & Safety Consultant)	
Dave Langton	- Safety Officer)	Notts County Football Club
Justin Tose	- Commercial Director)	
Richard Bines	- Solicitor to the Committee)	Strategy & Resources
Mark Leavesley	- Governance Officer)	

1 APOLOGIES FOR ABSENCE

Councillor Barnard)
Councillor Raine)
Councillor Rule) other City Council business
Councillor Saghir)
Councillor Williams)

Councillor Kandola - no reason given
Councillor Liversidge - personal
Councillor Neal - annual leave

2 DECLARATIONS OF INTERESTS

None.

3 MINUTES

The minutes of the meeting held on 27 November 2018 were agreed as a correct record and were signed by the Chair of the meeting.

4 ANNUAL REVIEW OF GENERAL SAFETY CERTIFICATE: NOTTS COUNTY FOOTBALL CLUB

The Committee considered a report of the Director of Community Protection.

Councillors on the Committee visited Notts County Football Club sports ground to carry out an inspection, accompanied by colleagues and members of the Safety Advisory Group, including Fire and Ambulance Service representatives.

Justin Tose, Commercial Manager and Holder of the General Safety Certificate at Notts County Football Club, facilitated the visit and attended the meeting to answer questions from the Committee.

Paul Dales, Operations Manager, Safer Business, presented the report, detailing the main issues, such as the change in the Certificate Holder, electrical and fire safety management work, the deviations from the Green Guide and scope of the proposed Certificate.

In so far as the deviations were concerned, Committee were assured as to the suitability of the mitigation measures in place to deal with the lack of a main telephone connection within the First Aid Room, which avoid the risks associated with mobile phone telecommunication networks.

In relation to the 2018/2019 football season, it was noted that a number of matters occurred which are relevant to the Club and safety at the ground, notably:

- Amanda Fletcher, Commercial Director was the holder of the General Safety Certificate until 30 June 2019 when it was transferred to Justin Tose, Commercial Director;
- Justin Tose has confirmed his awareness of the legal and procedural requirements regarding ground safety and he has the full support of the Board to oversee all matters relating to ground and public safety; he is deemed to be a 'qualified person' and in an active managerial position with authority to prevent contraventions of the terms and conditions of the Certificate;
- Notts County Football Club were relegated from the English Football League at the end of the 2018/2019 season and because of this, the Meadow Lane Stadium no longer meets the designation criteria set out in Schedule 2 of the Safety of Sports Grounds (Designation) Order 2015. As the ground has capacity for over 10,000, this means that the formal designation of the Meadow Lane Stadium had been reassigned and designated under Schedule 1 of the Order;
- Three match day inspections took place during the season, undertaken by one or more of the Community Protection, Safer Business team (a combination of an Environmental Health Officer, Principal Environmental Health Officer and the

Safer Business Operations Manager). There have also been a number of non-match day inspections and meetings during the season by Environmental Health Officers to assess and promote safety issues;

- Since the last report to Committee in July 2018, there has been a continuation in the maintenance of match day safety management systems at the Club. The key areas of discussion during Safety Advisory Group (SAG) meetings in the past year are summarised below:
 - i. Fire Safety Management – There has been continuation of implementation of risk assessments and action plans. Progress has continued with the maintenance of fire safety and fire marshals' policy and management plans;
 - ii. Electrical Safety – There has been continued progress implementing the structured approach to maintenance and inspection of the stadium electrical systems. A risk-based approach has been put in place to ensure that the whole electrical installation is inspected in a planned sequential manner over a rolling three-year period;
 - iii. Major Incident Plan – The Club has cooperated fully with the Emergency Services to review and agree the Major Incident Plan, which was updated in June 2019, and to ensure that the Club's own contingency plans are compatible. Aide-memoires were tested during the desktop contingency exercise with good feedback given about the benefits and effectiveness;
 - iv. The Safety Officer is a former Police officer and has experience in running matches with substantial spectator attendance. He has attended the NVQ Level 4 training and will fully achieve the qualification in the next few months. The Deputy Safety Officer is also a former police officer with a specialism in football spectator safety and he is currently attending the taught modules of the NVQ while obtaining the necessary practical training at the Club;

In addition, an experienced senior steward has also passed the NVQ Level 4 safety qualification and can be called upon to assist with appropriate matches. In recent years, good progress has been made to ensure there is resilience in securing business continuity by the use of fully qualified and experienced safety officers from Nottingham Forest and Trent Bridge Cricket Ground. Cooperation between the Clubs is beneficial in ensuring that mutual support is available should there be a need for a Safety Officer to stand in at short notice due to illness etc;

- At last year's committee it was agreed that there would be two 'trigger' levels to ensure that a suitable safety capacity for the Jimmy Sirrel stand was carefully assessed;
 - '1) Where the capacity in the Jimmy Sirrel Stand is proposed to exceed 4,000 spectators, the Holder shall, no later than six days before the Specified Activity, produce and submit an event specific risk assessment and a management plan to the Certifying Authority detailing the measures to be implemented to address overcrowding risks associated with the concourse.

- 2) Where the capacity in the Jimmy Sirrel Stand is proposed to exceed 5,000 spectators, the Holder shall, no later than fourteen days before the Specified Activity, produce an event specific risk assessment and a management plan that details the measures to be implemented to address overcrowding risks associated with the concourse, for discussion at an emergency Safety Advisory Group meeting.'

The proposed certificate replaces the clauses listed above with the following:

- (1) Where the capacity in the Jimmy Sirrel Stand is proposed to exceed 4,400 spectators, the Holder shall, no later than fourteen days before the Specified Activity, produce an event specific risk assessment and a management plan that details the measures to be implemented to address overcrowding risks associated with the concourse, for discussion at an emergency Safety Advisory Group meeting.

These changes will continue to maintain public safety and ensure appropriate assessments are undertaken to control the risks of overcrowding;

- An issue related to the capacity of the Jimmy Sirrel stand is the close proximity of the busy County Road immediately behind the final exit gates, with only a relatively small apron of pathway. It has been noted during match day inspections that a large contingent of away fans does lead to them spilling over into the road with the risk of collision. This matter has been raised at SAG meetings with some concerns for the on-going safety of emerging fans;

There has been positive action in the 2017/18 and 2018/19 season with a number of Temporary Traffic Regulation Order closures put in place for the matches with expected high spectator numbers. A traffic management company has been employed to enable the road closures and diversions to take place in a professional and compliant way. This has delivered a safer environment for spectators and club stewards and it is the intention to carry this through into 2019/20 season;

- Match day inspections have confirmed that the Safety Management Team continue to deliver an effective safety culture in the team and stewards. Pre-match and post-match briefings are delivered in a structured way, sometimes with PowerPoint presentations to illustrate plans for more complex matches to large numbers of stewards. Matters that require improvement are openly discussed within their own team and feedback from Environmental Health Officers and the Sports Ground Safety Authority is acted upon positively to enhance learning and development. This process has been improved through pre and post-match meetings between Environmental Health Officers and the Duty Safety Officer for higher risk matches;
- The management of the physical condition of the stadium has continued, with the maintenance team implementing a structured approach to property maintenance within the limitations of club resources. However, at the time of writing the report there are some current financial barriers at the Club that are restricting the ability to fulfil some of the testing of physical infrastructure within the usual timescales (the High Court Winding Up petition proceedings and the possibility of a sale of

the Club). The Committee were acutely aware of the issues and were assured that the situation would be monitored by the Environmental Health Team and SAG to ensure that timely progress is made to fulfil the requirements of the General Safety Certificate;

- The Police, Ambulance Service, Fire, Community Protection Safer Business Service, Building Control and the Sports Grounds Safety Authority continue to have general confidence in the safety arrangements at the Club and have not expressed objections to the maintenance of the Club's own assessment of the 'S' and 'P' factors at the current level of 1.0;
- For the 2019/20 season, the Club and its contractors are currently completing inspections of various structures, equipment and services in order to comply with a requirement in the present Certificate requiring the annual submission of satisfactory certificates for a range of items. It was noted that was a dynamic process. All certificates and documents required to be submitted to the City Council before the commencement of fixtures at the ground would be submitted. Committee, however, were reminded of the possibility of enforcement action if requirements were not met.

RESOLVED

- (1) to approve the General Safety Certificate detailed at Annex 1 to the report as a replacement for the existing Certificate with effect from 16 July 2019 and acknowledge the appointment of Justin Tose as Holder of the General Safety Certificate;**
- (2) to note the deviations to the 6th edition of the 'Green Guide', as detailed in appendix 4 of the Certificate, which are not considered by the Safety Advisors Group to be of such significance as to jeopardise spectator safety.**

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REGULATORY & APPEALS COMMITTEE – 16 DECEMBER 2019

Title of paper:	Private Hire Driving Licences - Additional Conditions	
Director(s)/ Corporate Director(s):	Andrew Errington Director – Community Protection	Wards affected: ALL
Report author(s) and contact details:	Angela Rawson 0115 8761749 Angela.rawson@nottinghamcity.gov.uk	
Other colleagues who have provided input:	Richard Bines Solicitor 0115 8764413 Richard.bines@nottinghamcity.gov.uk	
Date of consultation with Portfolio Holder(s) (if relevant)	N/A	
Relevant Council Plan Key Theme:		
Nottingham People		<input type="checkbox"/>
Living in Nottingham		<input type="checkbox"/>
Growing Nottingham		<input type="checkbox"/>
Respect for Nottingham		<input type="checkbox"/>
Serving Nottingham Better		<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):		
This report asks members to note the report and approve the additional conditions at Appendix 1 to be imposed upon the grant of any new Private Hire Drivers Licence or renewal of an existing Private Hire Drivers Licence.		
Recommendation(s):		
1	That the contents of the report be noted.	
2	(i) the additional conditions in Appendix 1 be approved on the grant of any new Private Hire Drivers Licence or renewal of an existing Private Hire Drivers Licence;	
	(ii) the proposed undertaking wording in Appendix 2, to be voluntarily offered and complied with by existing Private Hire Licence driver's be noted	

1 REASONS FOR RECOMMENDATIONS

- 1.1 Private Hire Drivers have recently raised the subject of being able to work for more than one operator. The practice itself is not illegal but historically has not been encouraged by the Taxi Licensing Authority. In the event that Private Hire Drivers were to take up this practice it is felt, where possible on the grant of any new Private Hire Drivers Licence or renewal of an existing Private Hire Drivers Licence, that additional conditions are required to assist in supporting existing safeguarding measures. The proposed additions are listed in Appendix 1.
- 1.2 Private Hire Drivers Licence conditions cannot be added retrospectively to existing licences and can only be applied upon the grant of a new licence or renewal of an existing licence. Therefore, it is proposed to request existing private hire licenced drivers who wish to work for more than one operator, to sign a voluntary undertaking, to abide by the additional conditions in support of upholding

safeguarding measures. The sample undertaking is appended in Appendix 2 for noting.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The Local Government (Miscellaneous Provisions) Act 1976 (“the Act”) permits Councils to grant a person upon application a licence to driver Private Hire vehicles provided that person is deemed fit and proper.
- 2.2 Under section 51(2) of that Act, the Council may also attach to the grant of such licence conditions as it may reasonably necessary, but in relation to which there is a right of appeal to the Magistrates’ Court under section 52 of the Act by any person aggrieved by any conditions attached.
- 2.3 Historically, the practice in Nottingham has been that drivers only worked for one Private Hire Operator which holds the original copy of the drivers paper licence. However, the Council has recently been approached for clarification on the position regarding drivers working for more than one operator, a practice that has been commonplace in many other Taxi Licensing Authorities.
- 2.4 The primary benefit to a licensed driver would be the choice to move between operators as the commercial market fluctuates, a practice which is common in other Licensing Authorities. An example of when a driver may wish to work for more than one operator could be when ‘surge pricing’ occurs. Surge pricing is a commercial way of managing an optimum travel period where increased fees are charged by the operator which in turns can result in more revenue for the driver.
- 2.5 It is considered reasonably necessary, in the interest of public safety for safeguarding purposes to ensure that the Licensing Authority has an accurate record of the company a driver is working for at any point in time, so it is intended to add the conditions attached at Appendix 1 to all grants of a new private hire driver licences or renewal of an existing private hire driver’s licence. Whilst it is not legally possible to impose such conditions on existing licences, prior to renewal, to endeavour to maintain the same standards the holders of existing private hire driver Licences will be requested to provide an undertaking to abide by the additional conditions as defined in Appendix 1, until such time as they can be legally imposed at renewal. It is accepted however that the latter would be on a voluntary basis.
- 2.6 Conditions 1 and 2 aim to ensure that licensing records are updated on a regular basis so that should concerns be raised, there is a record of which operator the driver is attached to.
- 2.7 At present a driver is required to deposit with the operator they are working for the original copy of their Nottingham City Council drivers licence. If a driver is intending to work for more than one operator then it is proposed that a mandatory requirement is imposed requiring a certified copy licence licence be held by each additional operator, prior to commencement of any work for that operator. The driver should obtain the document from the Licensing Office at their own cost.
- 2.8 Condition 3 again relates to safeguarding and ensures that the Nottingham City Council hold the latest information as to the drivers work pattern. Should concerns become apparent, the enforcement officers have a starting point for their enquiries.

- 2.9 Customer safety is of paramount importance and to ensure that the passenger can identify the company they have called, condition 4 requires that the driver displays the panel of the company they are driving for at the time of hiring.
- 2.10 Cumulatively, these proposals not only give the driver more commercial opportunities but also provide appropriate safeguarding protection for the travelling public.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 None

4 FINANCE COLLEAGUE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

- 4.1 None

5 LEGAL AND PROCUREMENT COLLEAGUE COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

- 5.1 A district council may attach to the grant of a licence under section 51 of the Act such conditions as they may consider reasonably necessary.
- 5.2 The Committee should note that under s 52 (2) of the Act any person aggrieved by any conditions attached to the grant of a driver's licence may appeal to a magistrates' court.
- 5.3 There is no provision within the Act to impose conditions other than on the grant of a licence to a driver under section 51 (i.e. initially or on renewal). It would be unlawful to impose additional conditions during the term of an existing Private Hire Vehicle Driver's Licence. An existing Private Hire Vehicle Licensed Driver could only be requested to abide by the proposed additional conditions, as per the suggested undertaking.
- 5.4 There is no restriction under the Act prohibiting a driver working for more than one operator.
- 5.5 If a Private Hire Vehicle Licenced driver were to choose to work for more than one operator, any conditions that could be attached to the grant (initially or on renewal) of a licence must be reasonably necessary in order to comply with section 51(2) of the Act. The paramount consideration in the licensing of a Private Hire Vehicle driver is always the welfare and safety of the public. The conditions are recommended as reasonably necessary in the interest of public safety for safeguarding purposes and to ensure the tractability of pre-bookings.

Richard Bines, Solicitor 4 December 2019

6 STRATEGIC ASSETS & PROPERTY COLLEAGUE COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

- 6.1 None

7 EQUALITY IMPACT ASSESSMENT

7.1 Has the equality impact of the proposals in this report been assessed?

No. This report does not include substantive changes to policy, services or functions that negatively impact differentially on any group with protected characteristics

8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

8.1 None

9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 Local Government (Miscellaneous Provisions) Act 1976

**PROPOSED ADDITIONAL CONDITIONS
PRIVATE HIRE DRIVERS LICENCE**

- 1) To provide the Taxi Licensing Authority (Nottingham City Council) with a signed offer of work letter from each operator I work for as a Private Hire Vehicle Licensed driver, prior to the commencement of such work with the company I require the duplicate licence for.
- 2) To give 7 days prior notification to the Taxi Licensing Authority (Nottingham City Council) when ceasing to work as a Private Hire Vehicle Licensed Driver for an operator/or commencing work as a Private Hire Vehicle Licensed Driver for an operator, or as soon as practicable if such work is commenced or ceased on fewer than 7 days' notice.
- 3) To provide to each operator I work for with certified copies of the Private Hire Driver Licence together with the Private Hire Vehicle Licence (as numbered above), as certified by the Taxi Licensing Authority on payment of the reasonable costs for doing so. The cost of certified copies is the responsibility of the driver.
- 4) A private hire driver shall display ONLY the side panel for the operator they are contracted to at the time of the hiring.

UNDERTAKING

EXISTING PRIVATE HIRE VEHICLE DRIVER LICENCE

working for more than one operator

I,

Of:

Licensed under

Private Hire Vehicle Driver Licence Number:

Private Hire Vehicle Licence Number:

intend to carry out work for the following Nottingham Licensed Operators:

[List operators details]

on:

As such, I undertake to abide by the following additional conditions:

- 1) To provide the Taxi Licensing Authority (Nottingham City Council) with a signed offer of work letter from each operator I work for as a Private Hire Vehicle Licensed driver, prior to the commencement of such work with the company I require the duplicate licence for.
- 2) To give 7 days prior notification to the Taxi Licensing Authority (Nottingham City Council) when ceasing to work as a Private Hire Vehicle Licensed Driver for an operator/or commencing work as a Private Hire Vehicle Licensed Driver for an operator, or as soon as practicable if such work is commenced or ceased on fewer than 7 days' notice.
- 3) To provide to each operator I work for with certified copies of the Private Hire Driver Licence together with the Private Hire Vehicle Licence (as numbered above), as certified by the Taxi Licensing Authority on payment of the reasonable costs for doing so. The cost of certified copies is the responsibility of the driver.
- 4) A private hire driver shall display ONLY the side panel for the operator they are contracted to at the time if the hiring.

I understand that should I fail to comply with any of the conditions it could lead to a prosecution and/or my licence being suspended, revoked or not renewed.

Signed:

Print Name:

Date:

REGULATORY & APPEALS COMMITTEE – 16 DECEMBER 2019

Title of paper:	Hackney Carriage Specification – Additional Vehicle.	
Director(s)/ Corporate Director(s):	Andrew Errington, Director – Community Protection.	Wards affected: All
Report author(s) and contact details:	Angela Rawson, Regional Licensing & Policy Manager Angela.rawson@nottinghamcity.gov.uk 0115 8761749	
Other colleagues who have provided input:	Richard Bines, Solicitor Richard.bines@nottinghamcity.gov.uk 0116 8764413	
Date of consultation with Portfolio Holder(s) (if relevant)	N/A	
Relevant Council Plan Key Theme:		
Nottingham People		<input type="checkbox"/>
Living in Nottingham		<input type="checkbox"/>
Growing Nottingham		<input type="checkbox"/>
Respect for Nottingham		<input type="checkbox"/>
Serving Nottingham Better		<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):		
<p>In 1990 the Council first introduced its policy requiring all Hackney Carriages licensed by the City Council to be of a type approved by the London Public Carriage Office, wheelchair accessible and British Racing Green in colour.</p> <p>Over time a number of vehicle types have been included within our Hackney Carriage Vehicle specifications, although they do not have London Public Carriage Office approval. The Council is entitled to depart from its policy if it has good reason to, and the Council has already done so in the past, as signified by these previous vehicle approvals.</p> <p>Members are asked to determine whether the Nottingham City Council Hackney Carriage vehicle requirements should be amended to include an LEVC Icon vehicle. This vehicle is produced by the London Electric Vehicle Company (LEVC) and due to the newness of the model does not hold London Public Carriage Office Approval at this time. It is a more affordable version of its TX electric taxi which is already approved and included within the Nottingham City Council Hackney Carriage vehicle requirements. The Icon vehicle are wheelchair accessible and are felt to adequately meet the aims of the Councils specification and the needs and safety requirements of the travelling public so as to enable a departure from the Policy to be justified</p> <p>An enhanced range of electric vehicles will not only aide an improved emissions record for the City and benefit the safety of the public in environmental terms through improving air quality but also provide a superior alternative for the travelling public.</p>		
Recommendation(s):		
1	To amend the Council’s current Hackney Carriage Vehicle specification at paragraph 1.7 of the Supplementary Testing Manual, attached at Appendix 2, to include:-	
	<ul style="list-style-type: none"> London EV Company TX Icon (black) 	

and only where the vehicle has a first date of registration no earlier than the date of this meeting
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1 REASONS FOR RECOMMENDATIONS

- 1.1 Introducing additional models of vehicles licensed as hackney carriages will provide both passengers and proprietors with an increased choice of vehicle to hire/purchase.
- 1.2 The Council has a policy of specifying London Public Carriage Office approved vehicles within its Hackney Carriage Vehicle specifications. However, it is entitled to depart from its policy if it has good reason to, and the Council has already done so in the past.
- 1.3 Whilst the Icon does not currently hold London Public Carriage Office Approval at this time, the vehicle is wheelchair accessible and were felt to adequately meet the aims of the Councils specification and the needs and safety requirements of the travelling public so as to enable a departure from the Policy to be justified.
- 1.4 Although the Icon is a “low-specification” version of the already approved TX taxi (under the Nottingham City Council Hackney Carriage vehicle specification) it can be converted so as to be consistent with the current safety specifications for Hackney Carriage Vehicles set out in the specification. In the circumstances a further departure from the usual policy expectations to be a London Public Carriage Office can be made for the Icon on this basis.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Under Section 47 of the Local Government (Miscellaneous Provisions) Act 1976 a Council may require the hackney carriages it licenses to be of such design and appearance or bear such distinguishing marks as shall clearly distinguish it as a hackney carriage.
- 2.2 In 1990 the Council first introduced its policy requiring all Hackney Carriages licensed by the City Council to be of a type approved by the London Public Carriage Office, wheelchair accessible and British Racing Green in colour. This policy withstood a challenge by way of appeal and was phased in over a number of years with all hackney carriages conforming to this requirement since 1995.
- 2.3 The Hackney trade is an important part of Nottingham’s transportation system however steps are now required to make the fleet a younger, more efficient and effective business option. As such in December 2017 an Age & Specifications Policy was approved by this Committee to support the Taxi & Private Hire Strategy 2017-2020 aims, and Council mandates, to reduce carbon emissions.
- 2.4 Nottingham developed the Hackney Carriage and Private Hire Vehicles Strategy 2017-2020 with the aim to not only create a younger and greener fleet of vehicles but also attempt to futureproof the trade by introducing the concept of electrification by the use of Zero Emission Capable Ultra Low Emission Vehicles. The Policy was approved by this Committee on 18 December 2017.

Allowing a wider range of vehicles will increase the prospects for current Hackney

2.5 Carriage owners to update their vehicles to more efficient models which in turn will provide for a better customer experience together with an improved business return.

2.6 The vehicle in Appendix 1 is not available for inspection today but as this is a variant on the currently approved TX model vehicles it is felt that it is appropriate to request this Committee's approval. The dealer will however need to ensure that all the relevant optional extras are fitted to ensure the vehicle meets Nottingham City Councils specifications.

2.7 Brief details of the additional vehicle is contained in Appendix 1 to this report and brochures are available for Committee perusal if required. For these reasons the vehicle is felt to be acceptable and will meet the aims of the existing specifications.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 Retaining current licence requirements is an option. However, it is felt that the inclusion of the new vehicle types will maintain a choice of vehicle available for the trade to purchase whilst meeting the needs and safety requirements of the travelling public as well as the duty of the Council relative to managing emissions.

4 FINANCE COLLEAGUE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

4.1 No financial implications to the Council

5 LEGAL AND PROCUREMENT COLLEAGUE COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

5.1 Section 47 of the Local Government (Miscellaneous Provisions) Act 1976 allows a Council to require Hackney Carriages licensed by it to be of such design or appearance or to bear distinguishing marks as it requires to enable them to be clearly distinguished as hackney carriages. This section therefore provides the authority for the Council to prescribe a vehicle specification.

5.2 As indicated in the body of the report, the Council's current specification was originally prescribed in 1990. Whilst the Council is entitled to have a policy as to the type of vehicles it will licence it may depart from that policy where there are good reasons to do so. This has happened previously where vehicles have met the aims of the Council's current specification (ie were wheelchair accessible, safe, met the needs of the travelling public, etc) but lacked London Public Carriage Office approval.

5.3 If the Committee is satisfied that the vehicle details in Appendix 1 meet the aim of the Council's policy and specifications notwithstanding that it does not yet have London Public Carriage Office approval, it may therefore determine that vehicles of the type described as London EV Company TX Icon (black) can be approved as suitable for licensing as hackney carriages.

Advice provided by Paul Bines, Solicitor 4 December 2019

6 STRATEGIC ASSETS & PROPERTY COLLEAGUE COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

6.1 N/A

7 EQUALITY IMPACT ASSESSMENT

7.1 An EIA is not required because wheelchair bound passengers can gain access via side doors, colour coded 'grab' handles are provided for visually impaired passengers and an induction loop for those with hearing difficulties is available. There is also a full partition separating the driver and passenger compartments for comfort, security and safeguarding.

8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

8.1 None

9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 Local Government (Miscellaneous Provisions) Act 1976

9.2 Hackney Carriage and Private Hire Vehicles Strategy 2017-2020

LEVC are manufacturing a 'low specification' version of their TX model, which is currently approved to be licensed as a hackney carriage by Nottingham City Council.

It is designed with a five seat rear compartment, (the other TX models all have 6 seats). The handles, seat edges and step edges are all colour coded to aid visually impaired passengers.

To comply with the specification required by Nottingham City Council to approve this vehicle as a hackney carriage the following extras to be fitted;

- Driver protection screen including digital voice intercom and hearing loop £245
- Full size spare wheel £145
- Wheelchair accessibility package which includes retractable accessibility ramp with side rails, retractable intermediate step, forward facing wheelchair position and quick-fasten wheelchair restraints £795
- Hackney + pack which includes an internal side for hire lamp, hackney plate plinth on rear bumper, fare table display pocket and a manual fuel cut-off switch. £175
- Illuminated front 'taxi' sign £95
- The total cost of these accessories is £1,455

The on the road cost of the Icon will be from £ £55,004 (including the accessories) after the deduction of the £7500 Government grant.

- This model is based on the already proven LEVC TX Hackney Carriage
- It is a range extended electric vehicle with zero emissions capability.
- Hackney style interior with 3 forward facing fixed seats and 2 rear facing flip down seats with ample leg room. (a sixth seat is available as an optional extra for £550)
- Side loading access with under floor pull out ramp for wheel chair passengers with clampdown points to secure the wheelchair.
- Colour coded handles, seat and step edges for visually impaired customers.
- Hearing induction loop for people who are hard of hearing.
- Side steps to assist entry and exit of the vehicle.
- Additional luggage space next to the driver.

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NOTTINGHAM CITY COUNCIL

THE LICENSING OF HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES

SUPPLEMENTARY TESTERS MANUAL

Vehicles will be tested to standards as laid down in the MOT Testers Manual and Supplementary Testers manual. Where appropriate the Council may require vehicles to be submitted for examination by a Council appointed Motor Engineer.

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EFFECTIVE FROM 14.03.18

NOTE: THE COUNCIL RESERVES THE RIGHT TO MAKE AMENDMENTS TO STANDARDS AND REQUIREMENTS CONTAINED IN THIS MANUAL

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1. EXTERIOR OF THE VEHICLE

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
1.1 The exterior of the bodywork, the underside of the vehicle and the engine compartment must be free from mud, oil and grease to allow for proper inspection of these areas (see Notes), <i>steam cleaning may be required in some cases.</i>	1. Contamination preventing proper inspection.	If the vehicle is presented for annual inspection in a filthy condition the inspection will not be carried out. A test may be refused if the vehicle is presented with wet paint or wet underseal.
1.2 Check the operation of all external door catches and locks to ensure that all doors can be securely closed and easily opened.	2. Defective external door catches which prevent a door opening and closing properly. Missing or ineffective door locks.	
1.3 Check all doors to ensure that they are properly aligned and will close easily.	3. Poorly fitting doors to the vehicle.	
1.4 Ensure that the door hinges are in good condition allowing free movement of the door.	4. Defective door hinges.	
1.5 Check all wind-check positions to ensure that doors are held in place when opened.	5. Wind-checks missing or faulty.	Any wind check straps must be of a type approved by the manufacturer.
1.6 Examine the external body panels and structure for evidence of corrosion, damage and/or unsatisfactory repairs, or severe misalignment.	6. Corrosion or damage to the vehicle body or structure which adversely affects the appearance and/or safety of the vehicle.	Engineers certification may be required to satisfy the vehicle examiner that repairs have been properly carried out.
1.7 Examine the external paintwork for damage which adversely affects the appearance of the vehicle (see Notes).	7. Exterior of vehicle so dirty that the overall finish of the paintwork cannot be assessed. Paintwork so deteriorated, damaged, rust blistered or stone chipped, that it detracts from the overall appearance of the vehicle. Renovations to paintwork which produce runs, flat or uneven finish or of non matching colour, ie. not compatible with adjacent panels. Repairs incomplete in primer or undercoat.	

EXTERIOR OF THE VEHICLE cont'd

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
1.7 (cont.)	Vehicle resprayed in unapproved colour or colours. Overspray on glass or other fittings. Finisher moulding insecure, incorrectly fitted or missing.	Private Hire Vehicles should be one solid colour, and will not be accepted in the colour of Jaguar British Racing Green Hackney Carriages should be London Style Public Carriage Office approved wheelchair accessible cabs, as approved by Environment committee on 19 th April 1990. Fiat or Mercedes Eurocabs, which meet the specification approved by Environment (Licensing) Sub Committee on 15 November 1999. N.B. Hackney carriages must be finished in one colour of Jaguar British Racing Green, paint No BLVC HEN 701, with the City Coat of Arms displayed centrally on each front door panel or, Black with a White vinyl wrap roof and the coat of arms in White.
1.8	Check that the nearside and offside door/wing mirrors are fitted to the vehicle in a secure manner and that they function correctly.	8. Missing or defective door/wing mirrors. Mirror cover/ lacking in primer or sprayed in obviously none-matching colours.
1.9	Ensure that the front and rear bumpers are in good order (without damage) and are securely fixed to the vehicle.	9. Damaged or inadequately secured front or rear bumpers, severely misaligned bumpers. Regulatory appeals Committee 25/09/2019 approved Hackney Carriage: Nissan Dynamo Electric Taxi, Ford Tourneo, Vauxhall Vivaro VX8 Taxi, Ford Procab Euro 6 Diesel and converted by a specialist, LEVC TX
1.10	Ensure that front and rear number plates comply with current regulations.	10. Damaged front or rear number plates. Number plates which do not comply with the Vehicle Excise and Registration Act 1994 and Road Vehicles (Registration and Licensing) Regulations. Number plate severely misaligned or inadequately secured.

EXTERIOR OF THE VEHICLE cont'd

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
1.11 Examine the rubber seals to every door for serious damage, looseness or absence.	11. Damaged, missing or loose door seals which are likely to cause draught, rainwater penetration, unreasonable road noise or a trip hazard.	The vehicle will fail the test where defects in a door seal are considered to be likely to cause rain penetration, excessive draught, excessive road noise inside the vehicle or represent a trip hazard to users of the vehicle.
1.12 Ensure that the vehicle boot lid opens, closes and locks properly, and that the hinges and opening mechanism adequately support the lid when it is in the open position.	12. Worn hinges to boot lid, defective boot lock, weak or defective boot opening device. Doors or access panels severely corroded or inadequately repaired around hinges or catches. Bodywork or pillars as above.	
1.13 Check the operation of the number plate light, reversing lights and front and rear fog lights.	13. Inoperable or insufficient number plate, reversing or fog lights.	Lights may be of insufficient intensity when incorrect bulbs have been fitted. <i>(Any lamp fitted must work correctly and be properly aligned).</i> "Lamps which are not a legal requirement will <u>not</u> be a reason for rejection unless their condition or appearance detracts from the overall appearance of the vehicle". This does not apply to reversing lamps.

2. SIGNS - HACKNEY CARRIAGE SIGNS

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
2.1 Examine the roof mounted sign affixed to the vehicle, and ensure that its size, design and construction conform to the Council's standards. Ensure that the sign is undamaged, the lettering clearly legible, and that it is capable of automatic illumination.(See notes)	1. A sign that does not conform to the Council's standards 2. A sign which is damaged or has lettering which is not clearly legible. 3. A sign which cannot be switched off by separate means.	A Hackney Carriage must be equipped with an illuminated sign on the roof of the vehicle bearing the word "TAXI". The roof sign should be connected to the meter switch so that the cancelling of the meter automatically illuminates the sign and activating or switching off of the meter by other means(e.g. an isolator switch) automatically extinguishes the sign.

2. SIGNS - PRIVATE HIRE VEHICLE SIGNS

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
2.2 Examine the signs where affixed to the vehicle to ensure that they comply with the Council's vehicle licence conditions.	4. Non compliance with conditions.	The Council's licence conditions require:- No top signs are allowed on Private Hire Vehicles. No signs including the words 'Taxi', 'Cab', 'for hire' etc. are allowed on private hire vehicles which may lead the public to think that the vehicle is a taxi.

2. SIGNS - ADVERTISING ON HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES

NO ADVERTISING IS ALLOWED ON VEHICLES OTHER THAN THAT PREVIOUSLY APPROVED BY THE COUNCIL

3. LICENCE PLATES (i.e Taxi Plates)

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
3.1 Ensure that the vehicle has provision for front and rear 'Taxi' plate to be fitted securely to the exterior in a position where they will be clearly legible.	1. No provision for plates to be mounted. Plate mounting device or bracket insecure, broken or otherwise unfit for purpose 2. Plate is not securely fixed to the rear of the vehicle.	The Council's licence conditions require licence plates to be displayed at all times. Vehicles with "executive exemption" must have supporting documentation when presented for test. NEW TAXI's at the initial test will be fitted with plate brackets, these will be fitted F.O.C unless this is unreasonably difficult. This may be subject to review.

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Charge for broken brackets

Do not fit brackets, Taxi driver/ company to fit.

4. TYRES AND SPARE WHEEL (Where wheel trims are fitted these should be removed by the driver before the test to enable the wheel to be properly checked)

METHOD OF INSPECTION**REASONS FOR FAILURE****NOTES**

4.1	Tyres must be of the same size or to manufactures specification.	1.	Variation in size of tyre. Where this is clearly not to the manufacture's specification.	Spare wheel or puncture repair provision must be supplied with the vehicle.
4.2	Examine the tyre for signs of damaged or excessive wear (see notes). Ensure that the spare (where supplied) complies with damage/tread depth requirements. "Space saver" spare tyre must have a minimum tread depth of 1.6mm over the central three quarters of the overall tread width.	2.	Damaged, worn or otherwise illegal tyres, Tyres below the Council's minimum tread depth (See Notes) <i>A tyre, which has any significant area of the original, tread pattern missing.</i>	This may be (1) a spare wheel with the same type and size of tyre as fitted to the rest of the vehicle. 2- A 'spare saver' spare wheel 3- An electronically operated tyre pump and container of tyre sealant.
4.3	Visually examine all tyres for obvious over or under inflation.	3.	A tyre that is obviously over or under inflated.	A British standard remold will be acceptable if it carries clearly legible .B.S makings
4.4	Examine the jack and wheel brace provided.	4.	Failure to provide a suitable jack and or wheel brace.	Tyre tread pattern should be a minimum of 2mm across the central three –quarters of the tread. L71 and Metrocab Hackney Carriage must have tyres fitted which are marked on manufacture 'TAXI or CAB'
4.5	Check the spare wheel fixing brackets (or similar securing device) to ensure the wheel is properly secured in the correct position.	5.	Failure to satisfactorily secure the spare wheel.	
4.6	Check all wheel rims for damage or distortion	6.	A damaged or distorted wheel rim.	

5. BOOT/LUGGAGE COMPARTMENT**METHOD OF INSPECTION****REASONS FOR FAILURE****NOTES**

5.1	Examine for evidence of damage,	1.	Damage or corrosion to the floor inner	
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	corrosion or water penetration.		wing panels or lid, or evidence of water penetration.	
5.2	Examine floor covering to ensure that it is in good condition and offers adequate protection to luggage stored.	2.	Excessive wear, damage or staining floor covering	
5.3	Examine the interior for accumulations of dirt, grease, litter etc. or staining of any surface with which luggage may come into contact.	3.	Accumulations of dirt, grease, rubbish etc. which could soil or damage luggage stored therein.	
5.4	Check for the presence of containers of any flammable or corrosive material (e.g. oil, petrol).	4.	Containers for the storage of oil, petrol or any flammable or corrosive material shall not be carried in the vehicle	These materials are a fire hazard. They may also contaminate passengers luggage, taint food etc.
5.5	Ensure that all interior panels are in position, covering electrical wiring and associated fittings.	5.	Panels insecure or missing.	
5.6	Ensure that wheelchair accessible vehicles have suitable ramps marked with plate no.	6.	Failure to supply suitable ramps Ramps not clearly marked with plate no.	
5.7	Ensure that if wheelchair accessible vehicle is fitted with a manufacturers step that it is maintained to a suitable standard	7.	Appropriate vehicles with missing or unserviceable step.	

NOTE:

A JACK, FIRST AID KIT, FIRE EXTINGUISHER AND WHEELCHAIR RAMPS (Where applicable) MAY BE CARRIED IN THE LUGGAGE COMPARTMENT.

6. ENGINE COMPARTMENT and UNDERSIDE of VEHICLE

METHOD OF INSPECTION

REASONS FOR FAILURE

NOTES

1.1	Carry out a visual inspection of the engine compartment for signs of oil or fuel leaks.	1.	Any fuel leakage	Inspection to be carried out from both above and below the vehicle.
1.2	Ensure that the battery is properly secured in position.	2.	Any oil leakage where oil contamination is apparent over parts of the engine or underside of the vehicle or where oil is seen to be dripping from the vehicle.	
1.3	Check the clutch master cylinders for any signs of spillage or leakage of fluid.	3.	Insecure battery	Battery must be securely clamped down.
1.4	Check the clutch mechanisms for correct operation	4.	Leaking clutch master cylinders.	
1.5	Check the operation of the bonnet release catch.	5.	Fluid leakage or mechanical component wear in the clutch mechanisms.	
1.6	Carry out a visual inspection of the entire underside of the vehicle, applying "private MOT" standards; however assessment of safety – critical Items such as brake pipes and hoses, highly stressed steering joint, etc, and important areas of the vehicles structure must be assessed given due consideration to the increased loads and mileage imposed upon taxi' vehicles and standards, must be adjusted accordingly	6.	Defective bonnet release catch/mechanism.	

7. INTERIOR OF VEHICLE

METHOD OF INSPECTION

REASONS FOR FAILURE

NOTES

7.1	Examine the floor and upholstery inside the vehicle for accumulations of dust, dirt, litter, general debris, cigarette ash, staining or excessive wear.	1.	A vehicle which is in a dirty condition with accumulations of dust, litter, debris etc. or staining to the carpets or upholstery.	Vehicle will be failed if cushion/backrests, upholstery, carpeting or matting is collapsed, holed, split, temporarily repaired, dirty or stained. Correctly fitted seat covers will be acceptable
7.2	Check that there are no excessive unpleasant odours noticeable inside the vehicle	2.	Unacceptable smells of vomit, food or other contaminants.	
7.3	Remove any mats from the floor and examine the carpeting for signs of leakage of water into the vehicle.	3.	Evidence of leakage of water into the vehicle from rainwater penetration or leaking cooling/heating system.	
7.4	Examine any mats provided to ensure that they are not worn or damaged (see Notes).			
7.5	Assess all seats within the vehicle to ensure that all seat cushions and back rests are in a good condition and offer proper support to passengers and the driver (see Notes).			
7.6	Examine all seats to ensure that they are properly secured to the vehicle; with a fixed rear seat ensure that the seat cushion is not loose	4.	Seats which are not adequately secured to the vehicle.	
7.7	Examine swivel seats where fitted to ensure correct operation and mechanism.	5.	Swivel seat not maintained to safe standard.	
7.8	Check the operation of the interior light and dashboard illumination within the vehicle, both the manual switch and the door operated switches.	6.	Faulty interior light fitting. Faulty interior light switch. Faulty interior light door switches. Faulty dashboard illumination.	
7.9	Examine the interior rear view mirror and ensure that it is securely fixed.	7.	A loose, damaged or missing rear view mirror.	
7.10	Check the operation of the heater/windscreen demister to ensure that it is in satisfactory working order.	8.	Defective heater/windscreen demister.	
7.11	Examine the clutch and brake pedal rubbers for signs of excessive wear and security.	9.	Worn or missing or insecure brake and/or clutch pedal rubbers.	

INTERIOR OF VEHICLE cont'd

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
7.12 Check the operation of all window winders ensuring that they allow all windows to be fully lowered and raised easily.	10. Window winders that do not allow windows to be easily lowered or raised.	
7.13 Check the operation of all door release catches to ensure that doors can be opened easily from within the vehicle.	11. Defective interior door release catches.	
7.14 Ensure that child proof locks (if fitted) to rear doors are in working order.	12. Defective child proof locks.	
7.15 If a security grille is fitted (hackney carriages) check to ensure that there are no sharp or exposed parts which could cause injury to a passenger or driver.	13. Loose or incorrectly fitted security grille or exposed parts which could cause injury.	
7.16 Check that estate cars are fitted with a secure luggage guard or cover.	14. Luggage guard/cover not fitted or ineffective.	
7.17 Ensure that at least one 'No Smoking' Sign is clearly displayed.	15. Failure to clearly display a 'no smoking sign'.	. No smoking sign must be at least 70mm diameter.
7.18 Check the condition and security of passenger grab handles.	16. Missing, broken, damaged or insecure passenger grab handle.	

8. FIRST AID KIT

METHOD OF INSPECTION

REASONS FOR FAILURE

NOTES

8.1	Ensure that a first aid kit is provided within the vehicle. Examine the kit to ensure that the contents conform to the requirements laid down in the The Health and Safety (First Aid) Regulations 1981 Specification for travelling First Aid Kits (see Notes)	1.	Failure to provide a first aid kit, or a kit which does not conform to the Council's specification.	The Health and Safety (First Aid) Regulations 1981 Specification for travelling First Aid Kits states that each kit should contain the following:-
		2.	A first aid kit which is sited in a position which is not conspicuous or readily accessible to the passengers and where there is no legible sign displayed on the dashboard indicating the location of the kit.	(a) 6 individually wrapped sterile adhesive dressings. (b) one medium sized sterile unmedicated dressing (approx. 10cm x 8cm; examples of suitable dressings currently available are the Standard Dressings No.8 and No. 13 B.P.C.) (c) One Triangular bandage (this should if possible, be sterile: if not, a sterile covering appropriate for serious wounds should also be included): (d) 6 safety pins
8.2	Ensure that the first aid kit is suitably sited and accessible. (see Notes).			All contents should be within the expiry date marked.

The first aid kit should be sited in the front center of the vehicle or in the front passenger compartment and should be visible from the front and rear seats of the vehicle. In certain circumstances where, because of the design of the vehicle, the kit cannot be sited in the above stated positions, a clearly legible sign should be affixed to the dashboard stating the position of the first aid kit.

9. FIRE EXTINGUISHERS

METHOD OF INSPECTION

REASONS FOR FAILURE

NOTES

9.1	Ensure that the fire extinguisher provided is a minimum size of 1KG dry powder or a 1Ltr.A.F.F.F. foam of a stored pressure type which complies with both British and European Standards and is marked BS. EN3.	1.	Failure to provide a fire extinguisher, or a fire extinguisher of the stated type, within the vehicle.	A fire extinguisher may be secured in the boot area provided a sign to the effect is displayed prominently and legibly inside the vehicle
9.2	See that the fire extinguisher is sited in a conspicuous and easily accessible position within the vehicle.	2.	A fire extinguisher which is not in a conspicuous and readily accessible position within the vehicle.	
9.3	Examine the fire extinguisher to ensure that it is within the test date and that the seal is not broken. Where a pressure gauge is fitted ensure that the extinguisher is at the correct pressure.	3.	a) A fire extinguisher which has a broken seal. b) A fire extinguisher which is not pressurised (stored pressure type of extinguisher) c) A fire extinguisher which is more than 5 years old from date of manufacture.	
9.4	Examine the fire extinguisher mounting to see that it is sufficiently well secured to the vehicle to prevent it becoming dislodged by normal use of the vehicle.	4.	A fire extinguisher which is not securely fixed within the vehicle or fixed in such a position that it may cause a hazard to passengers.	

10. ROAD TEST (All vehicles will undergo a road test)

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
10.1 Check for any vibrations through the steering column or transmission.	1. Any unreasonable vibration through the steering column or transmission.	Taxi drivers will not participate in the test drive of the vehicle, passenger or otherwise.
10.2 Check that the steering is true and positive and does not 'pull' to the nearside or offside.	2. Steering which pulls to the nearside or offside or which is not positive.	
10.3 Check that the operation of the footbrake does not cause the vehicle to judder, or to pull the vehicle to the nearside or offside.	3. Juddering or pulling to nearside/offside when the footbrake is applied.	
10.4 Listen for any unusual noise from the engine and transmission.	4. Unacceptable engine or transmission noise.	
10.5 Check the clutch for correct operation to ensure that it is positive and smooth.	5. A clutch which fails to give proper clearance slips in operation or is difficult to operate.	
10.6 Check the operation of the gear lever for signs of wear in the mechanism.	6. Evidence of excessive wear in gear lever mechanism.	
10.7 Observe the vehicle emissions for excessive smoke	7. Excessive smoke emissions	
10.8 Observe the performance of the engine during the road test for signs of any misfiring, lack of engine power etc, or any indication that the engine is not functioning in the correct manner.	8. Any evidence that there is a problem affecting the performance or reliability of the vehicle.	
10.9 Check the operation of the speedometer	9. Speedometer inoperative or defective	
10.10 Report any other matters which may affect the fitness of the vehicle for use as a hackney carriage or private hire vehicle.		

11. METERS

<u>METHOD OF INSPECTION</u>	<u>REASONS FOR FAILURE</u>	<u>NOTES</u>
11.1 Ensure that the meter is sited in a position where it can be clearly seen from all passenger seats within the vehicle or in accordance with the Authority's licence conditions.	1. Absence of a meter, or a meter which is not suitably sited within the vehicle.	Private hire vehicle are not required to have a meter fitted within the vehicle. When fitted to a private hire vehicle a meter must comply with the specifications as set out in this sheet.
11.2 Examine the meter mounting to ensure that it is satisfactorily secured within the vehicle.	2. A meter which is not adequately secured within the vehicle.	
11.3 Check the meter to ensure that the figures indicating the fare are illuminated.	3. Lack of adequate illumination to the meter display.	
11.4 Ensure that the meter is correctly calibrated and sealed in accordance with the agreed table of fares (see Notes)	4. An incorrectly calibrated meter. 5. An unsealed meter.	The calibration test should be carried out by test driving the vehicle over the agreed measured distance and ensuring that the appropriate fare displayed corresponds to the distance covered. Check all tariff rates. (The above test can be carried out on a Dynaroller or similar approved equipment if available).
11.5 Check that a table of fares (in the format laid down by the Council), is displayed in the vehicle in a position where it can be clearly seen by passengers in the front and rear of the vehicle.	6. Failure to display a table of fares in a conspicuous position within the vehicle.	Applies to all hackney carriages.

12. **LIST OF AMENDMENTS**

- 12.1 3 AUGUST 1998 - Addition of items 5.6 & 5.7
- 12.2 2 NOVEMBER 1998 - Frontispiece re:- Motor Engineer & Autolign Emissions & Testing Ltd.
- 12.3 15 November 1999 – Addition to item 1-7 for inclusion of Fiat & Mercedes Eurocabs
- 12.4 25 September 2017 – Addition to item 1.7 for inclusion of the Nissan Dynamo Electric Taxi
The Ford Tourneo Taxi ; Vauxhall Vivaro VX8 Taxi and Ford Procab
- 12.5 14 March 2018 – Re-written since last revision 1998
- 12.6 25 May 2018 - Amendments Approved – Angela Rawson Regional Licensing & Policy Manager
- 12.7 25 September 2018 - Addition to item 1.7 - Regulatory appeals Committee -Approved Hackney Carriage

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