



## Appendix N

### Specifications for Hackney Carriage Vehicles

1. East Staffordshire Borough Council have approved the following makes and models of vehicles which can be licensed and used as Hackney Carriage Vehicles within the borough.
2. The vehicle must comply with the Council's current age policy and meet the required current vehicle emissions standard. Hackney Carriage Vehicles must also comply with all aspects with the requirements of:
  - The Motor Vehicle (Type Approval) Regulations, 1980
  - The Motor Vehicle (Type Approval) Regulations (G.B), 1984
  - The Road Vehicles (Construction and Use) Regulations, 1986
  - British and European Vehicle Regulations
  - "Type approved" to the requirements of the M and M 1 category of European Whole Type Approval (EWTVA) 70/156/EEC as amended, or G.B/Low volume (small series) Type Approval
  - The Council will not licence any new vehicle that since the date of first registration has been recorded by the DVLA as having sustained structural damage from a road traffic accident rendering it beyond economical repair (an insurance "write off"). This relates to Category S vehicles. This information can be found in Part 3 – special notes of the V5 registration certificate"
  - Upon renewal Category S Write Off Vehicles will no longer be licensed

The current approved Hackney Carriage Vehicles are listed below:

### **Purpose Built Hackney Carriage Vehicles**

- Citroen Sentinel
- Citroen Le Cab Noir
- Citroen Dispatch
- Citroen Eurocab
- Fiat Ducato
- Fiat Doblo (rear loading)
- Fiat Scudo
- Fiat Eurocab
- Fiat TW200 (Taxi range)
- Ford Tourneo Custom
- Mercedes Eurocab
- Mercedes Vito
- Nissan Voyager NX8
- Nissan Primastar
- Peugeot E7
- Peugeot European
- Peugeot Expert
- Peugeot Expert Combi
- Peugeot Voyager
- Peugeot Premier
- Peugeot Partner (rear loading)
- Renault Traffic
- Vauxhall Vivaro (Combi)
- VW Caddy/ Caddy Max (rear loading)
- VW Eurocab (Transporter)
- VW Caravelle
- VW Shuttle
- VW Sharan

The above list is not exhaustive, and other vehicles / models may be considered from time to time, provided that they have the necessary "type approval" and/ or certification. Applicants are advised to check with the Licensing Team (before any purchase) whether or not a change of name / model will be approved by ESBC.

Vehicles currently licensed that do not fall into the above make and models can continue to be licensed until the age limit is reached, that is ten years for a hackney carriage.

The above list includes hybrid vehicles. A hybrid vehicle is a vehicle using two different forms of power, such as an electronic motor and an internal combustion engine, or an electric motor and an internal combustion engine, or an electric motor with a battery and fuel cells for energy storage.

3. All vehicles must have European Whole Vehicle Certification or Low Volume Type Approval, and have category M1 classification. Such vehicles may be licensed to carry up to 8 persons providing the vehicle meets the requirements as laid down in these vehicle specifications. Vehicles generically referred to as either “saloon” or “hatchback” or MPV’s, or derivatives of these vehicle types will only be licensed on the existing Hackney Carriage licence plates numbers 1 – 22D inclusive. Any Hackney Carriage vehicle on being first licensed with East Staffordshire Borough Council must be wheelchair accessible and may be either side or rear loading.
4. Evidence must be produced to prove that each vehicle complies with M or M1 categories. Conversions which have NOT been type approved to M or M1 categories must be presented with approved certification that the specific vehicle meets the requirements of one of those (i.e. M or M 1 ) categories. The “minimum accepted standard” as a HC vehicle is any M1vehicle ( no N categories) adapted to be a wheelchair accessible vehicle, where the adaptations are approved by the Vehicle Certification Agency (VCA) and have VCA certification to EWVTA or G.B Low Volume Small type approval.
5. HC vehicles that have been specially constructed or adapted for disability access and any M1 ( not M2 or N1 ) vehicles that have been adapted to be a taxi must have one of the following documents in order to demonstrate that the vehicle has been converted to an acceptable standard:
  - a. Where the vehicle has come off the production line as a purpose built wheelchair accessible vehicle, there will be a Vehicle Certification Agency (VCA) certificate. This demonstrates that the vehicle has been constructed to an acceptable safety standard, providing there have been no changes to the layout of the vehicle since the VCA was issued.
  - b. Where the vehicle is modified after production, but before first registration, there may be an Individual Approval Certificate (IAC) available, which will demonstrate that the adaptations have been tested by DVSA (VOSA) and are to an acceptable safety standard, providing there have been no changes to the conversion since the IAC was issued .This may be referred to as a Statutory Individual Vehicle Approval (IVA) certificate.
  - c. Vehicles that are converted for disability access after first registration must be submitted for a Basic Voluntary IVA. This is the route that vehicles are required to take where there is no VCA certificate or IAC available. Vehicles must be presented to the DVSA for a Basic Voluntary IVA inspection Class P – Personal Import. If the vehicle passes the inspection, it will receive a Certificate of Compliance (IVA 6) .The voluntary IVA checks the whole of the vehicle, not only the parts that have been converted and is similar to a very strict MOT test.
  - d. Where the licensed wheelchair accessible vehicle has sustained damage to the structure which may affect the safety of passengers being carried in the vehicle, any documents provided to meet the safety requirements of the policy as part of the previous application process (i.e. VCA certificate, IAC or IVA 6) may be invalid. In these circumstances the Council will require the proprietor to submit the vehicle for a new basic voluntary IVA check and provide a valid IVA 6 certificate to the Licensing Team before the licence can be transferred back to the original vehicle.

- e. Where the vehicle is fitted with a mechanically operated ramp, a valid certificate/report confirming that the ramp complies with the requirements of the Lifting Operations and Lifting Equipment Regulations, 1998.
  - f. Where non- mechanical ramps are used, confirmation from the proprietor of the vehicle that the ramps comply with the relevant provisions of the Work Equipment Regulations 1998. (Licensing Officers will check that the provision of non – mechanical ramps are being maintained) and where fittings are used to secure wheelchairs to the floor of a vehicle, a certificate / report confirming that all the fittings are intact and free from damage and wear.
6. The minimum engine capacity for the vehicle must be 1200cc, provided that the vehicle engine is at least 95 bhp or 125 ps or greater. Dual fuel, hybrid and electric vehicles with the equivalent power will be considered on an individual basis on application.
  7. From 1<sup>st</sup> April, 2022, all HCVs must be fitted with at least a Euro 6 compliant engine for vehicles fitted with diesel engines and Euro 4 compliant engines for vehicles fitted with petrol engines.

Applicants will be required to prove that the engine is suitable. Any vehicle with an engine older than the required euro emissions standard will NOT be licensed at the time of renewal of licence.

8. All licensed vehicles must comply in all respects with the requirements of any Acts and Regulations relating to motor vehicles in force at the time of licensing. Including any requirements under East Staffordshire Borough Council conditions of licence.
9. The vehicle must be of 'manufacturers' colour coding.
10. The steering wheel and driving controls must be fitted to the offside of the vehicle.
11. All vehicles must have at least four doors and four wheels. Vehicles must also have available a serviceable spare wheel.
12. Windows must be provided at the sides and rear of the vehicle. Sunroofs will be permitted only if fitted by the manufacturer as new.
13. Passenger doors must be capable of being readily opened from inside and outside the vehicle by one operation of the latch mechanism. Central locking systems are permitted and must be in full working order. Double catches of approved types must be fitted to all doors. Sliding doors will be permitted, but such doors must have displayed a warning notice affixed securely to the inside of the door-advising passengers to exercise caution when alighting from either side of the vehicle.

#### 14. Seating Capacities:

- a. For wheelchair accessible vehicles only, photographs of the vehicle, including seating, wheelchair restraints and ramps, may be taken and held on file for future reference. When transporting a wheelchair user, where a seat has been removed in order to accommodate a passenger in a wheelchair, proprietors must store the seat securely away from the passengers and drivers (e.g. in the boot or other suitable storage facility away from the vehicle).

When transporting a wheelchair user, where the wheelchair user chooses to transfer to a passenger seat, proprietors must store the wheelchair securely away from the passengers and driver (e.g. in the boot). Licensed drivers must provide reasonable levels of mobility assistance to the disabled passenger.

- b. Where separate seats for each person are provided one person shall be counted for each separate seat.
- c. Where the vehicle is fitted with a continuous seat, one person shall be counted for each seating area provided that seat restraint belts are fitted for each position.
- d. The vertical distance between the highest point of the undeflected seat cushion and the top of the floor covering must not be less than 35cm.
- e. Where the seats are placed facing each other there must be a clear space of 38cm between any part of the front of a seat and any part of any other seat that faces it.
- f. Where tilting passenger seats are fitted the seat must be forward facing (with the exception of the fold down seats fitted onto the bulkhead/partition of a purpose built hackney carriage), designed for adult use, and have a three point seatbelt. Occasional (tip up) seats must be so arranged as to rise automatically when not in use.
- g. Suitable means must be provided to assist persons to rise from the rear seat.
- h. The front seat of a vehicle may be utilised for the use of conveying fare paying passengers, providing such seat is fitted by a suitably qualified mechanic, and provided such seat is fitted with a seat restraint belt. If the front seat is to be utilised in such a manner, the vehicle licence of the vehicle must reflect the additional passenger i.e. If the vehicle is currently licensed to carry 6 persons using the standard passenger compartment, then such a vehicle can be licensed to carry 7 persons if the front passenger seat is used. No person shall be permitted to be carried in the front seat as a passenger, over and above the permitted capacity displayed on the vehicle licence.

- i. The number of persons the vehicle is licensed to carry shall be permanently affixed and exhibited at all times on the outside of the vehicle in the form of the vehicle licence plate as issued by the Council. The licence plate shall bear the words *"licensed to carry up to ...passengers"*.
  - j. Hackney carriage saloon vehicles must have a minimum length of rear seat of 122cm in order to accommodate 3 adult passengers comfortably. Vehicles, which do not comply with this requirement, will only be licensed to carry 3 passengers instead of 4.
15. An adequate heating and ventilation system must be fitted for the driver and passengers.
  16. Adequate lighting must be provided for the passenger's compartment and must be capable of being controlled by the driver. Adequate lighting must also be provided in the driver compartment.
  17. All body parts and trimmings that are manufacturers original equipment such as wheel trims, mirrors, bumpers, valances, fabrics, switches, internal and external door handles and locks must be fitted and in good working order.
  18. All tyres and wheels (including the spare) must meet the legal requirements as to suitability for use on the vehicle. Tyres must have a minimum tread depth as required by law. They must be kept in good order and at the correct pressures. A wheel brace and car jack to enable the effective change of tyre and wheel must be carried. The tyre must be of such a size so as to ensure the correct operation of the fare meter. If a vehicle is equipped with a space saver spare tyre, it may only be used to get the vehicle to a location for the tyre to be changed for a full sized tyre. It is not permitted to carry passengers using a space saver tyre.
  19. Any proprietor of a hackney carriage vehicle licensed by East Staffordshire Borough Council may not display advertisements.
  20. An illuminated taximeter of an approved type must be fitted in an approved position.
  21. An illuminated "Taxi" sign of approved design, clearly visible both by day and by night when the cab is not hired, must be fitted and in full working order.
  22. A current fare table must be displayed in a position, which is clearly visible in the passenger compartment.
  23. Any vehicle to be licensed must have a maximum step height of 43cm.

24. Vehicles offered for approval must be constructed so as to facilitate the carriage of a disabled person, and capable of accommodating a disabled person in a wheelchair in the passenger compartment. These wheelchair accessible vehicles must have ramps or other approved devices readily available for use, to enable the loading of wheelchair passengers. They should also carry the approved straps and fixings for securing the wheelchair and passenger safely in the vehicle.
25. The vehicle including all fittings must:
  - a. The vehicle including all fittings must be well maintained and kept clean inside and out. Also:
  - b. The vehicle will at all times be subject to test and inspection and may if not properly maintained, or any part is found to be defective or missing, be served with a notice prohibiting the use of the vehicle until the defect has been remedied.
  - c. A set of spare lamps to allow replacement of the following on the vehicle, HEADLAMPS, REAR LAMPS, BRAKE LIGHTS, DIRECTIONAL INDICATORS and REVERSING LAMPS must be carried in the vehicle at all times. It shall only be necessary to carry one bulb for each type of external lamp. It shall also be a requirement that a spare fuse for each fuse rating shall be carried in the vehicle at all times.
  - d. A fire extinguisher suitable for use on a motor vehicle with the registration number of vehicle clearly written on the extinguisher shall be carried in the vehicle at all times.
  - e. First Aid Kit - Every licensed private hire vehicle shall carry a suitable first aid kit for use in an emergency.
26. No vehicle shall be fitted with any form of additional film to darken or tint the glass on any part of the vehicle. Tinted windows will only be permitted in accordance with the manufacturers or specialist coachbuilder's specification and must comply with the Road Vehicles (Construction and Use) Regulations, 1986.
27. Video camera monitoring devices, for the purpose of assisting driver, or passenger safety shall be permitted. If such devices are fitted within the vehicle, adequate signage must be displayed in the passenger compartment advising passengers that they are being monitored/recorded. It will be the driver/proprietors responsibility to comply with all aspects of the law regarding such surveillance equipment. Material captured by the system shall be accessible to the Police, authorised Council Officers, and the CCTV Operator. The system should be of evidential quality, indicate the date and time and be retained for a period of 31 days if an incident has taken place.
28. Vehicles (commonly referred to as "Eurocabs" or Eurotaxis") being of such a design as approved by the Council, may be granted a licence providing all such vehicles meet the criteria above and the additional specifications herewith:

- a** All such vehicles must be wheelchair accessible, and be fitted with a bulkhead partition.
- b** Such vehicles being fitted with sliding doors must have a motion locking device in operation to prevent the doors from being opened by passengers whilst the vehicle is in motion. The doors must also have a warning notice affixed securely to the inside of the door so as to be easily seen, advising passengers to exercise caution when alighting from the vehicle.
- c** Vehicles with sliding doors shall also have displayed an illuminated sign, clearly visible by day and by night, mounted on the rear of the vehicle in such a position so as to be readily seen by following traffic, but so as not to obscure the driver's vision, indicating that the passenger doors are opening. The sign must be automatically linked to the passenger doors in order that when either door handle is activated to open the door, the sign is illuminated, and a warning device is activated in the driver compartment.

29. No vehicles using bio-diesel, bio fuel or LPG conversions will be accepted.

30. No Luggage shall be allowed to be carried on the roof of the vehicle. All luggage shall be carried in a separate area away from the passenger area. If it is contained in an area to which passengers have access, then a permanent grille must be fitted to prevent luggage from coming into contact with passengers travelling in the vehicle.

31. No tow bars will be allowed to be fixed to the vehicle.

32. All newly licensed vehicles must comply with the current Euro emission standards as a minimum requirement for licensing purposes.