

PRIVATE HIRE VEHICLE TEST GUIDELINES

The vehicle test comprises a standard MOT and an additional test against all points listed in column 1 below. In deciding whether a vehicle satisfies each point you must have regard to the guidelines in column 2 – “Point for Failure or Comment”.

Any clarification necessary can be obtained from the Council by contacting the Licensing Section.

Section A

THE VEHICLE (Column 1)	POINT FOR FAILURE OR COMMENT (Column 2)
1. Pass MOT style inspection	Fail if vehicle does not pass current MOT test.
INTERIOR	POINT FOR FAILURE OR COMMENT
2. Seating <ul style="list-style-type: none"> - condition (see condition 2.3) - size (see condition 1.5) - seating configuration (see condition 1.7) 3. Operation of all seat mechanisms	<p>All seats, seat coverings (where fitted), upholstery and trims must be free from rips and tears, clean and in a good state of repair. Passenger seats must be properly cushioned, covered, fixed and secured.</p> <p>Passenger seats must be at least 406mm wide per passenger with no significant intrusion by wheel arches, armrests or other parts of the vehicle.</p> <p>Must be permanently fixed in the configuration approved by the Council at the time the vehicle is first licensed</p> <p>If designed to do so the front passenger/driver seat must slide back and forth without snagging and allow for adequate passenger legroom. Hackney flip up rear facing seats must return to the vertical position when unoccupied</p>
4. Condition of headlining.	Cut, tear etc more than 1cm in width/length unacceptable.

5. Operation/fitting of sunroof.	No leakage or sign of leakage. If retrofit, must have been fitted to a reasonable standard.
6. Condition of carpets (see condition 2.3)/gear lever/handbrake gaiter.	Interior flooring – Must be appropriate covering - fair wear and tear acceptable but should be clean and in good condition with no tears, rips or holes. Gaiter – Fair wear and tear acceptable. Tears or insecurity unacceptable.
7. Condition of trim.	Must not be loose or missing.
8. Windows and operation of window mechanisms	All windows must have handles or switches and all windows must be able to be opened fully
9. Doors (see condition 1.4) and door mechanisms including child locks.	Must have a minimum of four doors of which either (a) where the rear door is 'split' two doors shall be on the near side and two on the offside; or (b) where the rear door is 'split' at least three doors shall be fitted to the side of the vehicle. All doors must be capable of being opened from both the inside and outside. If fitted with an electronic locking system must be capable of being overridden to enable doors to be opened manually.
10. Operation of reversing lights.	Fail if water penetration or wrong bulb has been fitted. Occasional misting acceptable.
11. Operation of spot lights (if fitted).	Fail if water penetration or wrong bulb has been fitted. Must be firmly fixed to vehicle if retrofit. Occasional misting acceptable
12. Operation of heated rear window (if fitted).	Fail if more than one element defective.
13. Operation of heater / demister fan.	Must work on all settings.
14. Operation of courtesy lights.	Must operate automatically on opening and closing any passenger door (if fitted).
15. Seat belts (see condition 1.6)	Seat belts must be inertial reel seat belts of the three point type for all seats. All seat belts must be to the M1 approved standard or equivalent.

BOOT / LUGGAGE AREA	POINT FOR FAILURE OR COMMENT
16. Condition of spare tyre.	Must have more than 2mm over total width of tyre.
17. Condition of spare wheel rim.	Fail if damaged and unsatisfactory for road use.
18. Condition of boot carpet, trim and parcel shelf.	Missing, torn or badly stained carpet/matting unacceptable.
19. Condition of tools (if fitted).	Must carry manufacturer's wheel brace (or acceptable alternative) and jack or B.S. alternative.
20. Tools and spare wheel stowed correctly.	Fail if spare wheel is unable to be secured. Tools/jack to be stowed.
21. Internal boot/hatch and opening mechanism.	Estate cars must be fitted with adequate means of preventing stowed luggage entering passenger compartment (grille or manufacturer's cover). Boot lid/hatch must stay fully open.
22. Signs of water ingress.	Minor ingress to be reported. Major ingress failure.
EXTERIOR	POINT FOR FAILURE OR COMMENT
23. Bodywork, bumpers and damage.	Bumpers: slight dents acceptable. Cracks/holes unacceptable. Unless two tone, must be same colour all over. Paintwork must be clean and not show undue discolouration. Bodywork must not be capable of injuring a passenger or pedestrian. Corrosion at point of fixing of seat to the floor of vehicle unacceptable

24. Paintwork - scratches and rust.	Minor scratches acceptable. Extensive scratches not acceptable or if scored to metal. No extensive rust but minor surface rust acceptable.
25. Evidence of previously repaired bodywork damage (see condition 2.2)	Must be free from unrepaired damage and finished to match existing paintwork after repair. Vehicle will fail if requires welding repair to the bodywork floor panels or door cills.
26. Trim damaged/missing.	Unacceptable if any trim etc. is missing, or if trim has sharp or protruding edges.
27. Condition of front and rear wiper blades.	Must effectively clear screen. Must operate on all settings.
28. Side and rear glass.	Minor chips acceptable but to be clear and free from cracks. Professional repairs to glass acceptable if to standard.
29. Windows/Windscreen general.	All glazing shall comply with the Road Vehicles (Construction and Use) Regulations 1986 (as amended)
30. Wheel trims.	All wheel trims must match. Fail if damaged or missing.
31. Condition and legality of number plates.	'Fogging' or damage, not acceptable.
32. Trailers/roof racks	The vehicle shall not be fitted with a tow bar. Any roof rack must be fitted securely and in compliance with manufacturer's specifications.

ENGINE COMPARTMENT	POINT FOR FAILURE OR COMMENT
33. Cam box/rocker cover gasket not leaking.	Any leak is a failure.
34. Radiator for leakage/damage/security.	Excessive leaks fail.
35. Hoses and clips for leakage/damage/security.	Minor leakage to be reported. Major leakage or serious deterioration of hoses etc. failure.
36 Condition of washer bottle.	Pump must be working and bottle not damaged.
37. All engine wiring for wear.	Bare wire(s) unacceptable.
38. Oil leaks from engine.	Excessive leaking unacceptable.
39. Oil leaks from gearbox/axle/final drive assembly (as applicable).	Excessive leaking unacceptable.
UNDER THE VEHICLE	POINT FOR FAILURE OR COMMENT
40. Steering assembly for damage.	Any sign of damage is unacceptable.
41. Steering assembly for wear and leaks.	Steering must be positive and free from wear and leaks.
42. Propshaft / driveshafts and gaiters for security, signs of wear and leaks.	Excessive play or leaks unacceptable.
WHEELS AND TYRES	POINT FOR FAILURE OR COMMENT
43. Tyres for tread depth and pressures.	Must have more than 2 mm over the total width of the tyre on the full circumference. Pressure to be at manufacturer's standard.
44. Sidewalls for cracks/damage and tyre compatibility.	Fail for cracks or damage.
45. Wheels for Damage.	Fail if heavily damaged or warped.

VEHICLE PERFORMANCE CHECK	POINT FOR FAILURE OR COMMENT
46. Clutch slip/drag/judder (or kickdown and change speed operation on automatic).	Must perform to manufacturers guidelines.
47. Gearbox operation. All gears must work/engage.	All gears must be easily selected. Gear stick must be secure.
48. Transmission/axle noise.	Excessive noise unacceptable.
49. Speedometer operation.	Must be working.
50. Odometer / trip-meter operation.	Both must work.
51. Operation of fuel and temperature gauges.	Both gauges must work.
52. Operation of wiper/washer of front and rear.	Must clear screen. If rear wiper/washer fitted by manufacturer, must be in place and working.
53. Door or wing mirrors.	One must be fitted either side of the vehicle No tape or other fastening acceptable. Manufacturer's specification mirrors only acceptable.
54. Operation, security and glass of interior rear view mirror.	Must be fitted and adjustable.
GENERAL	POINT FOR FAILURE OR COMMENT
55. First Aid Kit and Fire Extinguisher (see condition 6.1 & 6.2)	<p>A first aid kit - must be clean, well stocked and must be carried securely within the vehicle (could be carried in the boot area).</p> <p>Fail if missing or if not clean and well stocked.</p> <p>A fire extinguisher - Must be carried securely within the vehicle. Must comply with British Standards (or equivalent).</p> <p>Disposable - Reject if beyond expiry date or no expiry date visible.</p> <p>Non-Disposable – Reject if not accompanied with stamped service log carried-out within previous 12 months.</p>

<p>56. Signage (see condition 7)</p>	<p>The following <u>must</u> be displayed on the side of the vehicle (on a body panel NOT a window)</p> <ul style="list-style-type: none"> (i) "PRIVATE HIRE" (ii) "ADVANCED BOOKINGS ONLY" (iii) The fixed landline number of the operator <p>The wording must be (i) clearly and permanently affixed in contrasting colour in letters and numbers not less than 65 mm in height and not less than 8 mm thickness (ii) positioned together in a manner approved by the Council.</p> <p>Fail if displayed by means of magnetic sign or other removable sign</p> <p>Any other advertising must be with permission of Council and may not include the words 'taxi' or 'cab' or 'for hire.'</p> <p>Must not have a roof sign or any illuminated signage.</p>
<p>57. Wheelchair accessible vehicles (see condition 3):</p> <p>Internal layout</p> <p>Ramps / Boarding lift / Platform</p> <p>Straps, belts and anchorage equipment</p>	<p>Wheelchair space must not be less than (i) 1,300 mm (in longitudinal plane); (ii) 750mm (in transverse plane); and (iii) 1,500 mm vertically.</p> <p>Wheelchair ramps/lifts/platforms must be adequate for the purpose. Incline of ramp shall not be greater than 16 degrees. Boarding lift/platform must be capable of manual operation.</p> <p>Ramps, boarding lifts and platforms must not hinder access to or egress from the vehicle or to the handle or any mechanism used for opening a door.</p> <p>The wheelchair space shall be fitted with a wheelchair tie down system and a three point lap and diagonal wheelchair user restraint system suitable for a wheelchair user situated centrally in the transverse plane of the wheelchair space. The restraint system must be installed and operated in accordance with the manufacturer's instructions.</p>
<h2>Section B</h2>	
<p>GENERAL</p>	<p>POINT FOR FAILURE OR COMMENT</p>
<p>B1. Vehicle must be right-hand drive.</p>	<p>Fail if left-hand drive.</p>

<p>B2. Liquefied Petroleum Gas (LPG)</p> <p>If the vehicle has been constructed or adapted to use LPG the proprietor must produce a certificate of compliance by an approved Liquid Petroleum Association (LPGA) approved installer.</p> <p>A sticker stating that the vehicle has been fitted with an LPG tank must be displayed on the front and rear screens.</p> <p>If a doughnut tank is fitted in the spare wheel well of the boot, the spare wheel must be securely fixed in a position not obstructing the entire boot space.</p>	<p>Failure if no certificate produced.</p>
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