

HAVANT BOROUGH COUNCIL

COMMUNITY SERVICES GROUP

**SPECIFICATION FOR HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES**

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| GENERAL     | <p>1. All licensed vehicles must comply in all respects with the requirements of any Acts and Regulations relating to motor vehicles in force during the currency of the licence.</p> <p>All licensed vehicles must comply in all respects with any Bye-Laws and Licence Conditions current in the Borough of Havant.</p>   |
| WHEELS      | <p>2. All vehicles must have a minimum of four wheels and a wheel base of not less than 2540 mm measured between the centres of the front and rear wheel axles.</p>   |
| DOORS       | <p>3. All vehicles must have a minimum of four doors, excluding any tailgate.</p> <p>a) The vehicle must have at least two bodyside doors for passengers excluding any rear door.</p>   |
| SEATING     | <p>4. Comfortable and suitably upholstered seating must be provided for all passengers and must provide ample leg and head room. Seating capacity will be calculated on the basis of a passenger unit seat width of 400 mm measured laterally across the middle of any seat and 400 mm depth of seat measured from the front edge of each seat unit.</p> <p>(a) For vehicles with three or more rows of seats, rear seat passengers (i.e. all those seated behind the front row of seats) must have direct access to two doors without the necessity for folding or moving seats or parts of the seats to gain access</p> |
| ENGINE SIZE | <p>5. The engine capacity must be a minimum of 1400cc (not applicable to electric hybrid vehicles)</p> <p>(a) In the case of a battery powered engine there must be adequate charging capacity in the batteries to sustain the use of the vehicle for private hire..</p>  |
| LUGGAGE     | <p>6. All vehicles must have ample luggage space <b>within</b> the vehicle for the luggage of the number of passengers the vehicle is licensed to carry without having to fold any seat. Estate cars or hatchbacks must be fitted with a guard between the luggage compartment and the passenger compartment. Roof racks if used must be of a suitable type, securely fixed and must not be loaded beyond the vehicle manufacturer's recommendations. NB you may use a roof rack to increase the luggage carrying capability and does not negate the need for the vehicle to have adequate internal luggage capacity.</p> |
| STEERING    | <p>7. (a) The steering wheel must be on the off-side of the vehicle.</p> <p>(b) The steering mechanism must be so constructed or arranged that no overlock is possible and that the road wheels do not in any circumstances foul any part of the vehicle.</p> <p>(c) The steering arms must be of adequate strength and as far as possible protected from damage by collision.</p>  |

- BRAKES 8. (a) All brakes must act directly on the wheels of the vehicle.
- DUAL CIRCUIT (b) The pedal operated braking system must be so designed that notwithstanding the failure of the brakes on any pair of wheels either on one axle or diagonally opposite, there must still be available for application, brakes on the other pair sufficient to bring the vehicle to rest within a reasonable distance.
- TYRES 9. (a) All tyres must be at the correct pressure when used on the road.
- (b) All tyres must be suitable for the vehicle.
- (c) A minimum of 2mm of tread is required across the whole width and around the entire circumference of each tyre
- (d) A spare tyre conforming to (a)-(c) above must be provided on the vehicle fitted to a suitable wheel; each to be the same size as the other wheels and tyres.
- (e) Only tyres of a similar construction (e.g. steel braced radials) may be used on one axle.
- (f) Remoulded or re-cut tyres are not acceptable.
- NB: Temporary wheels, skinny wheels and run flat tyres may be used but must be replaced before any further journeys are undertaken.**
- SUSPENSION 10. Every vehicle must be fitted with an efficient suspension system so designed and constructed that there is no excessive roll or pitch and that under normal driving circumstances, passengers receive a comfortable ride.
- TRANSMISSION 11. Vehicles using automatic or semi-automatic transmission must be fitted with a device to prevent the engine starting with the transmission selector in a DRIVE or REVERSE position.
- FUEL TANKS 12. (a) Fuel tanks must not be placed in the engine compartment and must be adequately protected from damage by collision.
- (b) All fuel tanks and all apparatus supplying fuel to the engine must be so placed or shielded that no fuel overflowing or leaking therefrom can fall or accumulate upon any fitting where it is capable of being readily ignited or can fall into any receptacle where it might accumulate.
- (c) The filling points for all fuel tanks must be accessible only from the outside of the vehicle and filler caps must be so designed and constructed that they cannot be accidentally dislodged.
- (d) In the case of an engine powered by liquefied petroleum gas (LPG) a device must be fitted by which the supply of fuel to the engine may be immediately cut off. Its situation, together with means of operation and "Off" position must be clearly marked on the outside

of the vehicle. Any LPG fuel tanks must be separated from the engine and passenger compartments.

- ELECTRICAL 13. (a) All electrical leads, cables and connectors must be adequately insulated and where liable to be affected by exposure to water, fuel or oil must be adequately protected.
- (b) All electrical circuits must be protected by suitable fuses.
- (d) Batteries must be so placed and protected that they cannot be a source of danger.
- FIRE EXTINGUISHERS 14. An appliance for extinguishing fire must be carried in such a position as to be readily available for use and such appliances must be of either the Dry Powder or BCF or similar type and of at least 1 kg capacity. Once a licence plate has been issued to the vehicle, the fire extinguisher will need to be marked with the plate number in permanent marker pen and this will be checked at the mechanical test for renewal of the licence.
- EXHAUST PIPE 15. The exhaust pipe must be so fixed or shielded that no inflammable material can fall or be thrown upon it from any other part of the vehicle and that it is not likely to cause a fire through proximity to any inflammable material on the vehicle. The outlet must be placed at the rear of the vehicle and in such a position as to prevent fumes entering the vehicle.
- BODY 16. The body must be of the fixed head type. A suitable sun roof may be fitted.
- DRIVER'S COMPARTMENT 17. (a) The driver's seat must be designed to accommodate the driver and be adjustable for reach.
- (b) A sun visor, and adequate devices for de-misting, defrosting and washing the windscreen must be fitted, all of which capable of operation by the driver.
- (e) Direction indicators of an approved type must be fitted.
- WINDOWS 18. (a) Windows must be provided at the sides and at the rear of the vehicle.
- (b) Passenger door windows must be capable of being opened easily by passengers whilst seated.
- HEATING AND VENTILATION 19. An adequate heating and ventilation system must be fitted for the driver and passengers.
- GLASS 20. The windscreen and all windows must be constructed of either toughened or laminated safety glass to an appropriate standard.
- DOOR LOCKS 21. Passengers' and drivers' doors must be capable of being readily opened from inside and outside the vehicle by one operation of the latch mechanism.
- Double catches of an approved type must be fitted to all passenger and drivers' doors.
- Approved central locking systems are permitted.

FLOOR COVERINGS	22. The floor of the vehicle must be suitably covered and the covers in good repair.
TAXIMETER	23. Where fitted, taximeters must be of an approved type and tested by the Council or a council approved supplier . The method of fixing and all wiring and drive cables must not give rise to any obstruction of the driver when engaged in driving the vehicle nor to any danger to the safety of the vehicle or passengers.
RADIO APPARATUS	24. All two-way radio communication equipment and all attendant wiring must be fixed so as not to give rise to any obstruction of the driver when engaged in driving the vehicle nor to any danger to the safety of the vehicle or passengers. This also applies to Satellite Navigation/TV and hands free mobile telephone equipment.
MAINTENANCE	25. All vehicles, (including all parts, fittings, accessories etc.) must be clean and maintained at all times in safe working and good order.
INSURANCE	26. A current valid certificate of insurance, cover note or a copy of either, must at all times be carried in the vehicle. The insurance must be valid for the type of use to which the vehicle is being put.
ADVERTISING	27. A front and rear sun strip, <u>or</u> a decal on the front doors of the vehicle, bearing only the name of the Operator of the vehicle and a telephone number is permitted without reference to the Council, but any further advertising must receive prior Council approval.
ACCESS	28. Normal saloon car standards of access are to be provided to meet the varying needs of passengers.
AGE OF VEHICLES	29. (i) No vehicle shall be more than five years old at the time of initial licensing;  (ii) Any application for the renewal of a vehicle licence after the expiry of the previous licence will not be granted (unless the requirement of (i) above is met) unless:  (a) not more than three months have elapsed since the expiry of the previous licence and; (b) the applicant is the previous licence holder.
MINI-BUSES,	30. Vehicles commonly known as mini-buses, MPVs or 4x4s not conforming to all the foregoing provisions may be licensed at the sole discretion of the Licensing Authority, with reference always to these provisions.

### **ADDITIONAL SPECIFICATION FOR HACKNEY CARRIAGES LICENCE NO's 46 AND ABOVE**

These hackney carriages must comply with conditions **1 to 30 and 31**.

#### **WHEELCHAIR ACCESSIBLE**

31. A hackney carriage must be a type approved by the Vehicle Certification.

The applicant must be able to produce a copy of the relevant type approval certificate upon the request of the Council before a licence is issued. The vehicle must be capable of carrying a passenger seated in a wheelchair safely and securely. Wheelchair access must be gained by

ramps or a mechanical lift through an aperture no less than 780mm wide and 1350mm high. Any equipment necessary to safely and securely load and carry the wheelchair and its passenger must be carried and maintained in working order, on the vehicle so long as the vehicle is licensed. It shall be the responsibility of the vehicle's proprietor to ensure that the driver can safely operate the equipment provided.

## GENERAL RECOMMENDATION

**FIRST AID KIT** A motorist's first aid kit should be carried in all vehicles in such a position as to be readily available for use and should be suitably maintained at all times.

## NOTES

The foregoing provisions give a general guide to the features which will be taken into account when assessing a vehicle's suitability for licensing. They are not exhaustive and the Licensing Authority retains the sole discretion to approve or reject any vehicle if it is not considered suitable for licensing for any reason.

Vehicles are subject to test at all times and any vehicle found not to be properly maintained or, if any part or fitting is not in good working order will be liable to have the licence suspended immediately. Drivers of any unlicensed vehicle or any vehicle where a licence is suspended will be guilty of an offence and will be prosecuted in the Magistrates' Court. Proprietors and Operators of vehicles will similarly be liable to prosecution if they aid or abet the driving of an unlicensed vehicle.

Attention is drawn to Section 50(3) of the Local Government (Miscellaneous Provisions) Act 1976 which requires any accident to a licensed vehicle which materially affects the safety, performance or appearance of the vehicle or the comfort or convenience of persons carried therein to be reported to the Borough Council as soon as is reasonably practicable and in any case within 72 hours.

## **ADDITIONAL CONDITIONS FOR STRETCHED LIMOUSINES and SPECIAL VEHICLES**

These conditions apply to 'stretched limousines' and other special vehicles that in general terms can be considered vintage, classic or niche vehicles.

vintage/classic = over 30 years old,  
niche = fire engines, ambulances, replica vintage vehicles and other like restricted design of vehicle including wheelchair accessible vehicles (WAV's) which carry two or more wheelchairs on a permanent basis.

The requirements set out below are in addition to those contained in the current 'Specification for Hackney Carriages and Private Hire Vehicles' and the private hire and hackney carriage 'Conditions of Licence' other than where specifically stated (see below).

Omitted from these conditions are the following paragraphs of the 'Specification for Hackney Carriages and Private Hire Vehicles' –

Paragraph '3' entitled DOORS all.

Paragraph '7a' entitled STEERING in relation to steering wheel position only.

Paragraph '29(i)' entitled AGE OF VEHICLES in respect of age when first licensed only.

Added to the aforementioned specification and conditions are the following,

1. A stretched limousine must show bone fide evidence that it was modified by a qualified converter and show in respect of a Ford a QVM sticker and for Cadillac a CMC sticker together with full details of the vehicle modifier.
2. No stretched limousine will normally be accepted for licensing if it has been lengthened by more than 120" or weighs more than 3500 kg. A plate affixed by the vehicle modifier must be on the vehicle giving weight details.
3. Tyres for all vehicles must be designed and manufactured for that class of vehicle and be capable of supporting the maximum loaded weight for each axle when the vehicle is driven at maximum speed. The full size spare wheel required must also be fitted with the same class of tyre.
4. An Individual Vehicle Approval (IVA) certificate or equivalent for that vehicle must be submitted for any vehicle submitted for licensing.
5. Seat belts complying with current legislation must be fitted in respect of each passenger seat. No passenger may travel in the front compartment of a stretched limousine.
6. Vehicles licensed under these additional conditions may be required to be submitted every 6 months for a mechanical test and check at the council's approved centre. Only vehicles that pass this test may be licensed or continue to be licensed.
7. No licensed private hire, or hackney carriage should have the appearance of any current operational emergency service vehicle such as Ambulance, Police, Fire, Coastguard etc. No functional 'blue lights' are permitted. No livery wording the same as or similar to key emergency service words. For example POLITE replacing POLICE or PARALETIC replacing PARAMEDIC. The public must not be able to confuse the private hire or hackney carriage vehicle with a genuine emergency vehicle.
8. All novelty vehicles must be inspected by an authorised officer prior to an application for a private hire vehicle licence being submitted, to verify that a licence can be granted.

ALL ENQUIRIES TO BE ADDRESSED TO:

Licensing Department  
Havant Borough Council  
Public Service Plaza  
Civic Centre Road  
Havant  
P09 2AX

Tel: 023 9244 6657/6660  
E-mail: [licensing@havant.gov.uk](mailto:licensing@havant.gov.uk)