

Vehicle Specifications

1 General Specification

1.1 In addition to all requirements of the Road Traffic legislation, which relate to all motor vehicles, all licensed vehicles shall comply with the requirements set out below as appropriate for the type of vehicle (Hackney or Private Hire including stretched limousines).

1.2 All vehicles shall:

(i) have an appropriate 'type approval' which is either:

**European Whole Vehicle Type approval; or
Wheelchair accessible UK low volume approval** – (for specialist vehicles)**

It is a recommendation that vehicles with Euro NCAP star ratings of 4 or more should be considered when purchasing a new vehicle.

(ii) be capable of carrying not less than 4 passengers but no more than 8.

(iii) comply with all construction and use/type approval requirements applicable to them.

(iv) be either a purpose built taxi, or a 4-door saloon or 5-door estate/multi-passenger vehicle. Minibuses, transits and people carrier type vehicles shall have at least 3 doors not including any tailgate or rear doors. A purpose built style taxi will not be licensed for Private Hire.

(v) when a vehicle is first presented for licensing, the vehicle shall be not more than five (5) years old. A saloon type vehicle (saloon/estate/MPV) will remain available for licensing, subject to passing the inspection process, until it is ten (10) years old. A purpose built hackney carriage will remain available for licensing, subject to passing the inspection process, until it is fifteen (15) years old.

(vi) when the vehicle reaches the age limit referred to in (v) it may be eligible for a further licence if the Council deem it to be an 'exceptional vehicle'. This will require the vehicle to pass the vehicle inspection at first inspection and be in good condition, with a fully documented service history.

(vii) have a minimum engine capacity of 1400cc (Any hybrid/LPG, electric or other alternatively powered vehicle must have an equal power output to a 1400cc engine).

(viii) have no damage affecting the structural safety of the vehicle and must not have been written off for insurance purposes listed as category A, B or C write offs at any time. Categories D & F will be considered but will require a full engineer's report to confirm repairs to the vehicle are of a high standard.

(ix) provide sufficient means by which any person in the vehicle may communicate with the driver.

(x) not be fitted with 'bull bars' or other modification that increases the risk to passengers, pedestrians or other road users.

2 Doors

- 2.1 All saloons, estates or purpose-built taxi vehicles shall have at least 4 side opening doors, which may be opened from the inside and the outside. Minibuses, transits and people carrier type vehicles shall have at least 3 doors not including any tailgate or rear doors.
- 2.2 All vehicles shall be constructed so that the doors open sufficiently widely to allow easy access into and egress from the vehicle.
- 2.3 All vehicles, including larger passenger vehicles (multi-purpose vehicles), must have sufficient safe and suitable access and egress from the vehicle for the driver and all passengers, excluding the rear exit and the driver's front door (see 4.1 below).

3 Interior Dimensions

- 3.1 Height inside: there must be sufficient space between the seat cushions and the lowest part of the roof to safely accommodate the driver and passengers in reasonable comfort.
- 3.2 Knee space: there must be sufficient space between the front and back seats to safely accommodate the driver and passengers in reasonable comfort.

4 Seats

- 4.1 Passengers need to be able to enter and exit in safety.

5 Seat Belts

- 5.1 All vehicles must be fitted with fully operational seat belts, one for each passenger, except where the law specifically provides an exemption, and fully compliant with British Standards.

6 Passenger Capacity

- 6.1 The carrying capacity of all vehicles shall be at the discretion of the Council having regard to manufacturer's specifications and compliance with dimensions and other safety considerations referred to previously.

7 Ventilation

- 7.1 Windows must be provided at the rear and sides along with means of opening and closing not less than two windows on either side.
- 7.2 Rear passenger windows must be capable of being opened by passengers when seated, unless air conditioning is available for the comfort of the passenger.

8 Vehicles Powered by Liquid Propane Gas (LPG)

- 8.1 An applicant for a licence for a vehicle that has been converted to run on LPG is required to produce, prior to a licence being issued, a certificate issued by a member of the UK LPG Association confirming satisfactory installation, examination and testing of the vehicle in accordance with the LPG Association Code of Practice; and that the vehicle is therefore considered safe.
- 8.2 If an LPG conversion involves installation of an LPG fuel tank in a vehicle's boot space (and possible relocation of the spare wheel) it shall be a requirement that an amount of space shall remain free for the stowage of a reasonable amount of luggage and any spare wheel displaced as a result must be stowed in a location that does not impinge on the passenger

carrying area of a vehicle.

9 Tinted Windows

- 9.1 The windows of any vehicle shall not have been treated so that anything other than the manufacturer's original fitted windows are in use (privacy glass is excluded).
- 9.2 The windows of any vehicle shall not have been treated with any tint other than that originally fitted to the vehicle, i.e. tinting film. All windows let enough light through for a person 20 meters away to be able to see the number of passengers in the vehicle in daylight.

10 Vehicle Inspection

10.1 All items contained within the vehicle Inspection list, agreed by Guildford Borough Council shall be tested in accordance with the current MOT Testing Guide & Inspection Manual issued by the Vehicle & Operator Services Agency (VOSA) at premises approved by Guildford Borough Council.

10.2 Vehicles to be licensed by the Council shall be of the following design:

- (a) A wheeled vehicle constructed or adapted to carry not more than eight passengers exclusive of the driver.
- (b) Fitted with at least four doors.
- (c) The engine capacity must be a minimum of 1400cc (Any hybrid/LPG, electric or other alternatively powered vehicle must have an equal power output to a 1400cc engine)

1-7	Lighting and Signalling Equipment	No cracks, splits, stone chips or bulls eyes shall be permitted in any lens. Tape used for the repair of such shall not be permitted.
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8	Dash Panel Lights	The dash panel lights shall be capable of illuminating all instruments satisfactorily. All warning lights (including ABS and Management if fitted) must extinguish when engine is running.
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10 to 17	Steering and Suspension	Slight deterioration shall not be permitted in any bonded joint. Splits, cracks or deterioration of inner CV boots shall not be permitted. No fluid leaks from shock absorbers shall be permitted.
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18 to 22	Brakes	Any vehicle fitted with ABS shall be deemed to fail if presented with any component obviously missing.
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23 to 25	Tyres and Road Wheels including Spare	Tyres designed with a wear indicator of 1.6 mm level with the tread pattern at the time of the test shall be deemed to fail. The spare wheel carrier shall be in such a condition as to allow the easy removal; i.e. the winding mechanism shall be free of excessive corrosion and/or damage when sited under the vehicle. Wheels including the spare shall be free from
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defects on rims and hubs.

32 33	Exhaust	The exhaust system shall be deemed to fail if any repair has been attempted. No leaks shall be permitted from the exhaust system including connection joints.
36	Windscreen	No splits, cracks, chips or bulls eyes shall be permitted anywhere in the swept vision.
40	Fuel Tank and Pipes	The fuel system shall be free from any leaks and excessive corrosion.
39	Battery/Wiring	Shall be securely fitted and be of a type suitable for the vehicle. All wiring including that fitted for any ancillary items such as roof signs, radios and meters shall be fitted securely and in such a manner as to be free from accidental interference.
43	Oil Leaks	Oil leaks other than an occasional drip shall not be permitted.
44	Water and/or Coolant Leaks	As for Oil Leaks.
38	Clutch and Throttle	Free from any excessive play and in good smooth working order.
46	General Condition	No defects in any seats or seat covers, carpet or other upholstery that have not been rectified suitably. Covers that have not been tailored to fit front or rear seats shall not be permitted. The use of car blankets as covers shall not be permitted. The entire interior shall be clean, tidy and free from unpleasant odours.
37	Window & Winding Operations	All winding mechanisms shall allow all windows to be opened and closed normally.
42	Mirrors	All vehicles shall have three mirrors fitted in the following manner: A. One fitted internally (rear view) B. One fitted to the offside drivers (externally) door C. One fitted to the nearside passenger (externally) door All shall be fitted so as to give the driver a good visibility to the rear and be free from cracks, blemishes or other defects. The housing holding the mirrors must also be free from damage and

		any mechanisms fitted to enable the positioning of the mirrors shall be in working order.
49	Seat Security	All seats must be securely fixed to the vehicle and be properly upholstered.
57	Internal Vehicle Plate	Must be displayed (in a prominent position and clearly visible to passengers) at all times [and correspond with the rear plate].
56	Fare Card HC Only	Must be displayed in a prominent position and clearly visible to passengers at all times.
	Doors	All doors including sliding doors shall open and close from inside and out without the need for excessive force.
44	Fire Extinguisher	A 1kg hand held fire extinguisher, containing no CFC gases and complying with British Standards (BS) EN3, must be kept in good working order either mounted in the driver's compartment or mounted in the boot in such a position as to be readily available for use. The fire extinguisher must display a valid upcoming expiry date or must be fitted with a pressure gauge indicating that the pressure is still within working parameters. The extinguisher must be indelibly marked with the plate number of the vehicle prefixed by either HC/PH (Hackney Carriage/Private Hire) corresponding to the type of hire vehicle and the registration number of the vehicle.
	Exterior Condition	There must be no damage, including dents and scratches. Paint and bodywork must be clean and free from rust. All trim must be securely fastened to the body.
	Advertising & Displays	<p>(a) No internal or external advertisement or display shall obscure the driver's vision through any window or mirror of the vehicle.</p> <p>(b) Any proprietor's/operator's own business cards shall be stored in a single storage area not above window level.</p>

Hackney Carriages

- (c) May display any approved advertising that does not obscure the fact that it is a Hackney Carriage (e.g. words stating 'Private Hire' or similar) or livery signage provided it does not infringe on driving safety or the driver's vision.

Private Hire Vehicles

- (a) May display any approved advertising that does not obscure the fact that it is a private hire vehicle (e.g. words stating 'taxi' or similar) or livery signage provided it does not infringe on driving safety or the driver's vision.
- (b) No advertisement on any Private Hire Vehicle may display any of the following words, 'TAXI', 'CAB', 'HACKNEY CARRIAGE' or 'FOR HIRE'. No other similar words (e.g. 'kab') are to be used.
- 56 Roof Signs (See Appendix 1)
- (a) Hackney Carriages must be fitted with an illuminated roof sign. It must carry the word 'TAXI' in black on the front of the sign together with the title 'Guildford Borough Council' and the words 'Taxi' on the back. The base of the roof sign must be white and it must measure not less than 40 cm long x 15 cm wide x 11 cm high (purpose built taxis may be excluded from this specification if a sign is part of the taxi's structure).
- (b) The roof sign must be connected to the taximeter so that it works in conjunction with it, i.e. when the meter is not in use the sign is illuminated and when the meter is in use the sign is NOT illuminated.
- 57 Private Hire Identification
- (a) Permanent vinyl signs must be affixed to the front doors on each side of the car and must not be obscured by advertising. The information contained on the front doors must comply with the Vehicle Appearance as set out in section 4 of the Policy.
- 58 Vehicle Licence Plate
- (a) Hackney Carriage Vehicles shall be fitted with a unique white plate bearing the number allocated by Guildford Borough Council and information identifying the make and registration mark of the vehicle along with the expiry date.
- (b) Private Hire Vehicles shall be fitted with a unique red plate bearing the number allocated by Guildford Borough Council and information identifying the make and registration mark of the vehicle along with the expiry date.

		(c) In both cases the plate shall be fitted externally at the rear of the vehicle fixed by bolt or screw or on an acceptable bracket, similarly fixed. The plate shall be in a clean and easily readable condition.
59	Registration Number Plates	Both back and front plates shall be clean and free from any defects including splits or cracks and delaminating.
61	Meter	(a) Hackney Carriage: Must be fitted. (b) Private Hire: Need not be fitted. (c) The meter, if fitted, shall be securely fastened in a position where the face can easily be seen by passengers and in a position where it will not be dangerous or obscure the driver's vision.
	Items which do not comply with Licensing Authority Requirements (not an exhaustive list)	Example: (i) Bonnet insulation hanging down onto engine. (ii) Fan belt frayed or torn. (iii) Fittings and fixtures not maintained in full working order (e.g. interior heater/air conditioning inoperative, windows not winding etc). (iv) Where a reversing horn/alert is fitted to the vehicle there must be an isolation switch in order to turn it off at night.

Roof Signs – Purpose Built Taxis

10.3 Purpose built taxis may be excluded from carrying a separate roof sign if the taxi has a sign built in that works in conjunction with the taximeter.

11 Additional Specifications for Private Hire Limousines

11.1 The vehicle must have one of the following:

- A UK Individual Vehicle Approval Certificate;
- UK Low Volume Type Approval Certificate.

11.2 Vehicles may be left or right hand drive providing that they have proof of full DETR vehicle type approval.