

# Blackpool Council

26 January 2018

To: Councillors Collett, Hobson, Humphreys, Hutton, Robertson BEM, Mrs Scott and Singleton

The above members are requested to attend the:

## **PUBLIC PROTECTION SUB-COMMITTEE**

Tuesday, 6 February 2018 at 6.00 pm  
in Committee Room A, Town Hall, Blackpool

## **A G E N D A**

### **ADMISSION OF THE PUBLIC TO COMMITTEE MEETINGS**

The Head of Democratic Governance has marked with an asterisk (\*) those items where the Committee may need to consider whether the public should be excluded from the meeting as the items are likely to disclose exempt information.

The nature of the exempt information is shown in brackets after the item.

### **1 DECLARATIONS OF INTEREST**

Members are asked to declare any interests in the items under consideration and in doing so state:

(1) the type of interest concerned either a

- (a) personal interest
- (b) prejudicial interest
- (c) disclosable pecuniary interest (DPI)

and

(2) the nature of the interest concerned

If any member requires advice on declarations of interests, they are advised to contact the Head of Democratic Governance in advance of the meeting.

**2 MINUTES OF THE LAST MEETING HELD ON 16 JANUARY 2018** (Pages 1 - 6)

To agree the minutes of the last meeting held on 16 January 2018 as a true and correct record.

\* **3 CONSENT FOR PHOTOGRAPHY BY WAY OF TRADE OR BUSINESS** (Pages 7 - 26)

(This item contains personal information regarding applicants and licence holders which is exempt from publication by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972)

\* **4 PRIVATE HIRE AND HACKNEY CARRIAGE DRIVERS LICENCES** (Pages 27 - 42)

(This item contains personal information regarding applicants and licence holders which is exempt from publication by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972)

\* **5 HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE LICENCES** (Pages 43 - 62)

(This item contains personal information regarding applicants and licence holders which is exempt from publication by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972)

\* **6 REGISTRATION OF NON-COMMERCIAL SOCIETY (FOR USE BY A SMALL SOCIETY LOTTERY)** (Pages 63 - 68)

(This item contains personal information regarding applicants and licence holders which is exempt from publication by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972)

**7 REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE EXCEPTIONAL QUALITY POLICY** (Pages 69 - 76)

**8 DATE OF NEXT MEETING**

To note the date of the next meeting as 13 March 2018.

**Venue information:**

First floor meeting room (lift available), accessible toilets (ground floor), no-smoking building.

**Other information:**

For queries regarding this agenda please contact Chris Williams, Democratic Governance Adviser, Tel: (01253) 477153, e-mail [chris.williams@blackpool.gov.uk](mailto:chris.williams@blackpool.gov.uk)

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at [www.blackpool.gov.uk](http://www.blackpool.gov.uk).

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## MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 16 JANUARY 2018

### **Present:**

Councillor Hutton (in the Chair)

Councillors

Hobson  
Hunter

Robertson BEM  
Mrs Scott

Singleton

### **In Attendance:**

Mrs Sharon Davies, Head of Licensing Service

Mr Chris Williams, Democratic Services Adviser

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

### **2 MINUTES OF THE LAST MEETING HELD ON 12 DECEMBER 2017**

The Sub-Committee considered the minutes of the meeting held on 12 December 2017.

### **Resolved:**

That the minutes of the meeting held on 12 December 2017 be approved and signed by the Chairman as a correct record.

### **3 EXCLUSION OF THE PUBLIC**

**Resolved:** That under Section 100 (A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the whole item, including the decisions referred to at Agenda item 3 and 4 on the grounds that it would involve the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.

### **4 PRIVATE HIRE AND HACKNEY CARRIAGE DRIVERS LICENCES**

The Sub-Committee was informed of four applicants and two existing drivers who had given sufficient cause for concern as to be referred to the Sub-Committee for consideration.

Members discussed the applications and referrals as follows:

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 16 JANUARY  
2018**

(i) D.J.L (New Private Hire applicant)

Mr Ryan Ratcliffe, Licensing Officer, was in attendance and presented the Authority's case. He reported that the applicant had two prior convictions for offences of a violent nature and had failed to declare one of those offences on his application.

The applicant expressed regret for his actions in relation to the offences and suggested that he had misread the relevant section of the application on the declaration of offences. He added that he had held employment in positions of responsibility and had dealt effectively with members of the public in those roles.

The Sub-Committee reasoned that the applicant had made some poor decisions in relation to the offences he had committed but acknowledged his level of remorse and desire to begin work as a licensed driver.

**NOTE:** Councillor Hobson requested that his decision to abstain from voting in relation to this particular case be noted.

**Resolved:**

1. To not prosecute for non-disclosure of offences on the application to be licensed.
2. That the application for a Private Hire Driver Licence be granted on the grounds with the addition of a severe warning letter in relation to his future conduct.

(ii) M.A.C (New Private Hire Vehicle Driver Applicant),

The Sub-Committee was advised that the applicant had indicated to the Licensing Service that he intended to attend the hearing and so agreed to hear the case in the his absence.

Mr Ratcliffe explained that MAC had previously had a submission rejected on the grounds that there had been reasonable suspicion he had cheated on the knowledge test as part of the application to be licensed. In addition, the applicant had failed his most recent attempt to pass the knowledge test.

The Sub-Committee considered the case and ultimately maintained their concern about the dishonest behaviour previously displayed by the applicant which was regarded as unsuitable conduct for a prospective licensed driver.

**Resolved:** That the application for a Private Hire Driver Licence be refused on the grounds that the applicant was not a fit and proper person to be licensed.

(iii) M.S.L (New Private Hire Vehicle Driver Applicant),

The Sub-Committee was informed that the applicant had numerous prior convictions for a wide range of offences over a relatively long time period. Some of those offences were of a violent nature whilst others were driving related or had involved dishonesty. In addition, the applicant had failed to declare many of those offences on his application form.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 16 JANUARY  
2018**

MSL advised the Sub-Committee that in relation to his pattern of offending, he had dealt with some difficult personal circumstances earlier in his life. He added that he was sure he had declared all of his convictions on the application form and expressed regret that some had not been listed in error.

The Sub-Committee agreed that the applicant's defence of his actions did not mitigate the seriousness and frequency of his offending behaviour and his conduct therefore fell short of the standards expected of a licensed driver.

**Resolved:**

1. To not prosecute for non-disclosure of offences on the application to be licensed.
2. That the application for a Private Hire Driver Licence be refused on the grounds that the applicant was not a fit and proper person to be licensed.

(iv) S.W (Existing Hackney Carriage Driver),

Mr Ratcliffe advised Members that the driver had contacted the Licensing Service to indicate that he would be unable to attend due to a personal commitment.

**Resolved:** In the absence of the driver, the Sub-Committee agreed to defer consideration of the case until the 6 February 2018 meeting.

(v) V.S.B (Existing Hackney Carriage Driver)

Mr Ian Taylor, Public Protection Officer and Mr Shaun Louth, Team Leader, Layton Depot, advised the Sub-Committee that the driver's vehicle had been taken off the road following a routine stop. Upon inspection at the Central Vehicle Maintenance Unit, the vehicle was found to have a number of serious defects which made it unsuitable for the carriage of fare paying passengers. According to Mr Taylor and Mr Louth, some of the faults were significant and should have been identified during the course of routine maintenance checks carried out by the driver.

The driver suggested that all relevant remedial work had now been carried out but added that she had been on holiday for an extended period prior to the vehicle being inspected during which time she had not used the taxi.

The Sub-Committee were not satisfied by the driver's level of knowledge regarding maintenance and her apparent lack of regular checks on the vehicle's condition.

**Resolved:** To issue a severe warning letter in relation to future conduct indicating that if the driver were brought before the Sub-Committee again, suspension or revocation of the licence would be the likely outcome.

Background papers: exempt

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 16 JANUARY  
2018**

**5 HACKNEY CARRIAGE VEHICLE LICENCES**

The Sub-Committee considered whether three licence holders were fit and proper persons to hold Hackney Carriage Vehicle Licences, in respect of the following cases:

(i) F.P.L (Existing Hackney Carriage Vehicle Licence holder)

The daughter of the named licence holder was in attendance and made representations to the Sub-Committee. She suggested that in relation to serious defects found with the vehicle attached to the licence, she claimed that both her and her mother had issues with the driver of the vehicle previously with regards to regular maintenance checks and his responsibilities. FPL's daughter expressed regret for their part in allowing a vehicle to be presented for inspection in such a poor mechanical state.

Mr Ratcliffe reported that the licence holder had already been before the Sub-Committee on several occasions for operating vehicles which fell short of the expected standards for licensed vehicles. Despite the Sub-Committee agreeing to relax the conditions imposed on some of the vehicle licences held by FPL at its June 2017 meeting, the licence holder had once again presented a vehicle which fell significantly short of expected standards outlined in the Council's Exceptional Quality Policy.

Members considered the Exceptional Quality Policy which the Authority referred to when presenting its case. The Sub-Committee noted the willingness of the licence holder to work with the Authority and to seek additional help and advice from other experienced licence holders. However, Members reasoned that the licence holder had been given ample opportunity to improve the condition of the vehicles she operated and to ensure regular and comprehensive maintenance was carried out on them.

**Resolved:** To revoke the vehicle licence on the grounds that the holder was not a fit and proper person to hold such a licence as her conduct had fallen significantly short of expected standards.

(ii) R.P (Existing Hackney Carriage Vehicle Licence holder),

Mr Taylor explained that the licence holder was the owner of the vehicle operated by the driver VSB discussed at Item 3 of the agenda. The Sub-Committee was reminded of the routine inspection which had uncovered a number of serious defects on the vehicle RP held the licence for.

The licence holder explained that there had in fact been another driver assigned to the vehicle in question during the period that VSB had been on holiday, so the vehicle had been used regularly during this period.

Members were not shown any evidence of a maintenance schedule to alleviate their concerns and the licence holder seemed to lack knowledge of both the status of his vehicle and the working patterns of his drivers. The Sub-Committee were especially concerned at the attitude of the licence holder towards vehicle maintenance and by extension, the safety of passengers.



## **MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 16 JANUARY 2018**

**Resolved:** To revoke the vehicle licence on the grounds that the holder was not a fit and proper person to hold such a licence as his conduct had fallen significantly short of expected standards.

(iii) A.H.B (Existing Hackney Carriage Vehicle Licence holder)

The Sub-Committee was informed of the vehicle operated by the licence holder which, during the course of a routine inspection by the Local Authority enforcement team, had been found to have a number of serious mechanical defects, the majority of which should have been obvious upon a casual inspection.

The licence holder accepted his part for the standard of the vehicle as presented during the inspection. He suggested that his age and health were partly to blame for his lesser involvement with the vehicle's maintenance in recent months.

Members of the Sub-Committee were not satisfied with the reasons given by the licence holder for allowing a vehicle in his care to be presented in such poor condition and with limited supporting maintenance documentation.

**Resolved:** To revoke the vehicle licence on the grounds that the holder was not a fit and proper person to hold such a licence as his conduct had fallen significantly short of expected standards.

Background papers: exempt

### **6 REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE CRIMINAL CONVICTIONS' POLICY**

The Sub-Committee considered the proposed amendments to the Hackney Carriage/Private Hire Criminal Convictions Policy contained within the report.

Mrs Davies reminded Members that the Sub-Committee had previously authorised a period of consultation which ended on 3 January 2018 on the proposed changes and all of the responses received had been supportive of the proposed amendments. The rationale for the amendments was a suggestion from officers who noted a number of omissions, anomalies and areas where the existing criminal convictions section of the policy could be strengthened.

The Sub-Committee were minded to accept the changes given the responses received during the consultation period.

#### **Resolved:**

To recommend to the Executive that they adopt the proposed amendments to the Hackney Carriage/Private Hire Criminal Convictions Policy.

### **7 DATE OF NEXT MEETING**

To note the date of the next meeting as 6 February 2018.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 16 JANUARY  
2018**

.....  
**Chairman**

(The meeting ended at 8.40 pm)

Any queries regarding these minutes, please contact:  
Chris Williams Democratic Governance Adviser  
Tel: (01253) 477153  
E-mail: [chris.williams@blackpool.gov.uk](mailto:chris.williams@blackpool.gov.uk)

<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Mark Marshall, Head of Licensing Service
<b>Date of Meeting</b>	6 February 2018

## CONSENT FOR PHOTOGRAPHY BY WAY OF TRADE OR BUSINESS

### 1.0 Purpose of the report:

- 1.1 To consider applications for consent to photograph by way of a trade or business under Section 29 County of Lancashire Act 1984

### 2.0 Recommendation(s):

- 2.1 The Sub-Committee will be requested to determine the application and referrals as appropriate.

### 3.0 Reasons for recommendation(s):

- 3.1 There are concerns about the suitability of the applicant and referrals therefore the Sub-Committee is required to determine whether consent should be given.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

None, as the Sub-Committee is required to determine the application and referrals

### 4.0 Council Priority:

- 4.1 The relevant Council Priority is "The Economy: Maximising growth and opportunity across Blackpool"

### 5.0 Background Information

- 5.1 The Sub-Committee is asked to determine whether or not the applicant and referrals are suitable persons to be given consent in the following cases:

A-F.L (New applicant), B.H (New applicant), A.P.S (Existing Licence Holder)

5.2 Details of the applicant and the matters causing concern together with any supporting documents are attached at Appendix 3(a).

5.3 Does the information submitted include any exempt information? Yes

**List of Appendices:**

Appendix 3(a) Details of cases (not for publication)

**6.0 Legal considerations:**

6.1 The Sub-Committee must determine whether to give consent.

6.2 There is the right of appeal to the Magistrates' Court.

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 None

**9.0 Financial considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers:**

13.1 None

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<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Mark Marshall, Head of Licensing Service
<b>Date of Meeting</b>	6 February 2018

## PRIVATE HIRE AND HACKNEY CARRIAGE DRIVERS LICENCES

### 1.0 Purpose of the report:

- 1.1 To consider an applicant and licence holders who have been convicted of offences or who have otherwise given reasons for concern.

### 2.0 Recommendation(s):

- 2.1 The Sub-Committee will be requested to determine the application and referrals as appropriate.

### 3.0 Reasons for recommendation(s):

- 3.1 Licensed drivers can be responsible for transporting vulnerable passengers. It is important for the protection of the public that only fit and proper persons are licensed.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

None, as the Sub-Committee is required to determine the application and referrals

### 4.0 Council Priority:

- 4.1 The relevant Council Priority is "The Economy: Maximising growth and opportunity across Blackpool"

### 5.0 Background Information

- 5.1 The Sub-Committee is asked to determine whether or not the applicant and licence

holders are fit and proper persons to hold Hackney Carriage and Private Hire Vehicle driver's licences , in respect of the following cases:

A.T.H (New Hackney Carriage and Private Hire Driver applicant), S.W (Existing Hackney Carriage Driver), T.S (Existing Hackney Carriage and Private Hire Driver)

5.2 Details of offences or matters causing concern and any supporting documents are attached at Appendix 4(a).

5.3 Does the information submitted include any exempt information? Yes

**List of Appendices:**

Appendix 4(a) Details of cases (not for publication)

**6.0 Legal considerations:**

6.1 The Sub-Committee must be satisfied that the applicant and licence holders are fit and proper persons to be licensed.

6.2 There is the right of appeal to the Magistrates' Court.

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 None

**9.0 Financial considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None



**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers:**

13.1 None

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<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Mark Marshall, Head of Licensing Service
<b>Date of Meeting</b>	6 February 2018

## HACKNEY CARRIAGE VEHICLE LICENCE

### 1.0 Purpose of the report:

- 1.1 To consider whether or not the licence holders are fit and proper persons to hold a Hackney Carriage vehicle licence.

### 2.0 Recommendation(s):

- 2.1 The Sub-Committee will be requested to determine the referrals as appropriate.

### 3.0 Reasons for recommendation(s):

- 3.1 Licensed vehicles are responsible for transporting passengers. It is important for the protection of the public that only suitable vehicles that are fit for purpose are licensed.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

None

### 4.0 Council Priority:

- 4.1 The relevant Council Priority is

"The Economy: Maximising growth and opportunity across Blackpool"

**5.0 Background Information**

5.1 The Sub-Committee is asked to determine whether or not the licence holders are fit and proper persons to hold a Hackney Carriage vehicle licence, in respect of the following case:

G.M (Existing), D.P.C (Existing), H.P.F (Existing), S.P (Existing), S.S (Existing)

5.2 Matters causing concern and any supporting documents are attached at Appendix 5(a)

5.3 Does the information submitted include any exempt information? Yes

**List of Appendices:**

Appendix 5(a) Details of case (not for publication)

**6.0 Legal considerations:**

6.1 The Sub-Committee must be satisfied that the conditions are no longer reasonably necessary.

6.2 There is the right of appeal to the Magistrates' Court.

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 None

**9.0 Financial considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers**

13.1 None

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<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Mark Marshall, Head of Licensing Service
<b>Date of Meeting</b>	6 February 2018

## REGISTRATION OF NON-COMMERCIAL SOCIETY (FOR USE BY A SMALL SOCIETY LOTTERY)

### 1.0 Purpose of the report:

- 1.1 To consider an applications for registration of a non-commercial society (for use by a small society lottery) Section 14 of Gambling Act 2005.

### 2.0 Recommendation(s):

- 2.1 The Sub-Committee will be requested to determine the application as appropriate.

### 3.0 Reasons for recommendation(s):

- 3.1 There are concerns about the suitability of the applicant. Therefore the Sub-Committee is required to determine whether registration should be given.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

None, as the Sub-Committee is required to determine the application.

### 4.0 Council Priority:

- 4.1 The relevant Council Priority is "The Economy: Maximising growth and opportunity across Blackpool"

### 5.0 Background Information

- 5.1 The Sub-Committee is asked to determine whether or not the applicant is suitable to be given registration in the following cases:

W.L (New applicant)

5.2 Details of the applicant and the matters causing concern together with any supporting documents are attached at Appendix 6(a).

5.3 Does the information submitted include any exempt information? Yes

**List of Appendices:**

Appendix 6(a) Details of cases (not for publication)

**6.0 Legal considerations:**

6.1 The Sub-Committee must determine whether to allow registration.

6.2 There is the right of appeal to the Magistrates' Court.

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 None

**9.0 Financial considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None



**13.0 Background papers:**

13.1 None

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<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Mark Marshall, Head of Licensing Service
<b>Date of Meeting</b>	6 February 2018

## REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE EXCEPTIONAL QUALITY POLICY

### 1.0 Purpose of the report:

- 1.1 To consider proposed amendments to the Hackney Carriage/Private Hire Exceptional Quality Policy

### 2.0 Recommendation(s):

- 2.1 The Sub-Committee will be requested to consider the Hackney Carriage/Private Hire Exceptional Quality Policy and the proposed amendments and to authorise a period of consultation with the trade.

### 3.0 Reasons for recommendation(s):

- 3.1 The policy has been in force for ten years and it was considered that a review was appropriate.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

The Sub-Committee could leave the policy as it is

### 4.0 Council Priority:

- 4.1 The relevant Council Priority is "The Economy: Maximising growth and opportunity across Blackpool"

## **5.0 Background Information**

- 5.1 The Hackney Carriage and Private Hire Exceptional Quality Policy has been in force in its current form since 2010.
- 5.2 There are currently 112 Licensed Hackney Carriages and two Private Hire vehicles subject to the exceptional quality.
- 5.3 Following a meeting with representatives of the Hackney Carriage trade, concerns were raised regarding the ambiguity of the policy and it was suggested that some revision and amendments may be required.
- 5.4 All parties agreed to this course of action and the date of 15 January 2018 was set to review the amendments made by all parties.
- 5.5 The majority of the proposal put forward reflects some of the difficulties in obtaining original manufactured parts. The proposed changes still provide a good standard and would not harm the policy's overall expectations.
- 5.6 Proposed amendments can be found at Appendix 7(a) to this report
- 5.7 Does the information submitted include any exempt information? No

### **List of Appendices:**

Appendix 7(a) amended Exceptional Quality Policy

## **6.0 Legal considerations:**

- 6.1 Any amendments to the policy would require consultation

## **7.0 Human Resources considerations:**

- 7.1 None

## **8.0 Equalities considerations:**

- 8.1 None

## **9.0 Financial considerations:**

- 9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers:**

13.1 None

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## Appendix G – Exceptional Quality Policy

Vehicles must meet minimum emissions standards with reference to the year of manufacture.

1. The vehicle must pass the initial pit test – vehicles with four or fewer faults (excluding consumables – see guidance notes) will be permitted to undertake the necessary repairs and submit for a re-test; vehicles with five or more faults will fail and will not be permitted a re-test; and
2. The vehicle must meet the full exterior and interior specification detailed below (each point listed below would constitute one defect). Vehicles with five or fewer defects as detailed below will be permitted to undertake necessary repairs and submit for a re-test. Vehicles with six or more defects will fail, and will not be permitted a re-test.

### Exterior

- ~~• All bodywork to be clean and sound, free from rust, corrosion, dents, scrapes or significant scratches or loose panels.~~
- *All body work to be clean and free from any significant rust and corrosion. Dents and scrapes of a minor nature shall be given 28 days to rectify.*
- All paintwork must be in good condition when the vehicle is viewed in normal light conditions
- ~~• All wheel trims to be fitted according to the manufacturer's specification and all matched~~
- *All wheel trims to be fitted correctly and shall be of a matching colour and style.*
- Door or wing mirrors to be in good condition. 2 wing mirrors and an interior mirror are required.
- ~~• Front and rear registration plates to be clean, clear, unbroken and conform to the relevant legislation. Hinging rear number plates must be maintained so that the number plate is visible at all times.~~
- Front and rear bumpers to have no rust, corrosion, dents, cracks or scrapes and be securely fitted. End caps must be fitted
- Mud flaps, if fitted should be maintained
- ~~• No broken, cracked or missing glass or surrounds on all front and rear lights where fitted and must display the correct colour~~
- *No broken or missing glass on the surrounds on all front and rear lights where fitted and must display the correct colour (with no white light omitting if rear tail or brake lights )*
- ~~• Radiator grills should be secure and the original specification~~
- *Radiator grill should be securely fitted.*
- ~~• Windscreen and rear screen wiper arms should be in good condition and rust free and properly fitted~~
- *Front windscreen wiper arms should be in good condition, rust free and park in the correct position.*
- All door locks and boot locks fitted to be in working order

- All doors should be easily opened and in good working order
- ~~• All door handles should be properly fitted easily operated and of original specification~~
- *All door handles should be properly fitted and easily operated*
- A spare wheel which conforms to legal requirements must be carried and securely fitted along with the relevant jack and wheel brace
- All tyres to conform to legal requirements
- All road wheels to be clean and free from significant marks or damage
- Vehicle to have a current MOT certificate or certificate of compliance
- Evidence of servicing and maintenance over the last twelve months must be produced.

### Interior

- ~~• All seats to be manufacturer's original design, should match, be securely fitted with no holes or tears,~~
- *All seats to be securely fitted with no holes or tears and should be clean and of a good appearance.*
- All seat belts should be clean, in good working order. There must be sufficient seatbelts to cover every licensed seat. All anchorage point covers should be properly fitted ~~and match original trim,~~ *PVC protective seat covers are acceptable providing the style, fitting and colour is suitable for the vehicle model.*
- All panels should be clean and match original trim
- ~~• Fitted carpets should be of original specification, securely fitted with no rips or holes~~
- *Fitted carpets should be securely fitted with no rips or holes and be clean in overall presentation.*
- All instruments and accessories should be fitted securely, match trim and be in good working order.
- Headlining to be clean with no holes or tears (unless repaired )
- All windows to operate correctly and easily
- Brake, clutch and accelerator pedal rubbers to be fitted and in good condition
- The inside of the vehicle should be free from any trailing or loose wires
- ~~• The boot and/or luggage space should be clean and tidy with an unstained carpet or cover to manufacturer's specification~~
- *The boot and or luggage space should be clean and tidy.*
- If a hatchback, the boot cover must be original with both lifting straps fitted. A cargo guard should be fitted in estate vehicles
- Gear lever gaiters, if fitted, should be in good condition
- All lights should be in working order with appropriate covers securely fitted
- Window locks, handles where provided by the manufacturer to be in working order
- Heated rear screen to be in proper working order.



- Ramps, if fitted must be in good working order.
- *cracked internal partitions that present a risk of sharp edges or imminent failure shall not be permitted.*

### Guidance notes

**Mot items** – Any individual fault which would cause the vehicle to fail the standard MOT test will count as one fault. For example a leaking brake cylinder and a bald tyre are **2 faults**.

**Interior and exterior faults** – as a general rule, each defect identified during the inspection will count as one fault, however multiple faults of an identical nature will count as one fault. For example – holes in two seats will count as one fault. Similarly, dents found on two separate panels will count as one fault.

**Fixing** – ~~all trim should be present, correctly aligned and fixed in accordance with the manufacturer's specification.~~  
*All internal trim should be present, correctly aligned and should be of a good appearance.*

**Poor Workmanship** – repairs should be carried out to a high standard. Defects resulting from poor preparation or poor application of a paint finish are likely to result in the vehicle not reaching the required standard. Such defects may include runs, dust in the paint, orbital sander marks, poor paint coverage and overspray.

**Gloss Finish** – Paintwork should have a gloss finish over the whole vehicle. Where the paintwork has begun to fade due to age and the effects of ultraviolet degradation over large areas of the vehicle, where it cannot be returned to an acceptable gloss level by the use of cutting compounds refinishing may be required.

**Replacement panels** – vehicles which have been damaged and had replacement panels fitted are acceptable as hackney carriage and private hire vehicles provided that

- The repairs have been carried out to a high standard
- The replacement panel has been fitted to the vehicle manufacturer's specification using approved fittings, and
- The replacement panel has been correctly aligned, level with all adjacent panels. The gaps between panels should be uniform and similar to those between original panels.

### Appeals

Where a proprietor is aggrieved by the decision of a vehicle tester concerning the standard of the vehicle, the initial appeal shall be to the mechanics supervisor. In the event that the proprietor remains aggrieved, a further appeal will lie to the **CVMU Manager**.

Further details of the appeals process are available on request.

### Definition of consumables

The following items will not be counted as faults, but should be rectified as soon as reasonably practicable:

- Light bulbs not working
- No fire extinguisher
- No fare card on display
- Absence of vehicle signage
- A missing licence plate
- Taxi meter not operating correctly

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