



TAXI LICENSING AND APPEALS COMMITTEE

4 July 2013

ITEM 7

Report of the Strategic Director of
Neighbourhoods

COMPARISON OF TESTING STANDARDS

SUMMARY

- 1.1 In 2012 it was agreed by the Taxi Licensing and Appeals Committee that a piece of work was undertaken to compare the Council's current testing standards against the Hackney Carriage and Private Hire Vehicles National Inspection Standards Best Practice Guide produced by the Freight Transport Authority (FTA) and the Public Authority Transport Network (PATN).
- 1.2 The last major revision of the Council's Supplementary Testing Manual was carried out in September 2008.
- 1.3 The FTA and PATN in conjunction with the Vehicle & Operator Services Agency (VOSA) revised the Best Practice Guide in August 2012.

RECOMMENDATION

- 2.1 To note the contents of the report.
- 2.2 To consider updating the Council's Supplementary Testing Manual.
- 2.3 To instruct the Director of Environment & Regulatory Services to report back to the Taxi Licensing & Appeals Committee with a proposed amended Supplementary Manual.

REASONS FOR RECOMMENDATION

- 3.1 To compare different standards of vehicle testing and to ensure that the Council's licensed vehicle testing regime is current and complies with the relevant legislation, to ensure the public have access to safe and well maintained hackney carriage and private hire vehicles.

SUPPORTING INFORMATION

- 4.1 In 2008 the current Supplementary Testing Manual (STM) was adopted by the Taxi Licensing and Appeals Committee. Apart from minor changes, the document remains in the same format. It provides guidance to the Council's Approved Testing Garages when examining licensed vehicles and to vehicle licence holders as to the standard required by the Council.
- 4.2 Both the STM and the National Inspection Standards (NIS) outline additional items that require examination, in addition to the VOSA MOT inspection, specifically for licensed vehicles.
- 4.3 In 2012, members of the Taxi Licensing & Appeals Committee debated the standard of testing being requested by the Council's Approved Testing Garages compared to those being requested by other licensing authorities.
- 4.4 The NIS format follows the topic areas as outlined in the MOT inspection, with two additional sections, ancillary equipment & novelty vehicles, like as stretch limousines.
- 4.5 A comparison table of the two regimes can be found in Appendix 2. In many topic areas, the NIS is more prescriptive in it's examination and failure criteria.
- 4.6 Areas of the STM that were omitted from the NIS have been listed in a table in Appendix 3.
- 4.7 Since 2008, the MOT inspection has been changed, and the Council's STM does not reflect what is currently considered to be best practice when inspecting vehicles.
- 4.7 Full versions of both the STM and NIS documents can be found in Appendices 4 and 5 respectively.

OTHER OPTIONS CONSIDERED

- 5.1 Not applicable.

This report has been approved by the following officers:

Legal officer Financial officer Human Resources officer Service Director(s) Other(s)	Olu Idowu John Tomlinson
For more information contact: Background papers: List of Appendices:	Sandra Mansell, Tel. 01332 641931, e-mail sandra.mansell@derby.gov.uk None Appendix 1 – Implications Appendix 2 – Comparison Table Appendix 3 – Table of Omitted Topic Areas of the Supplementary Testing

	<p>Manual</p> <p>Appendix 4 – Hackney Carriage and Private Hire Vehicles National Inspection Standards – Best Practice Guide, August 2012</p> <p>Appendix 5 – Derby City Council’s Current Supplementary Testing Manual</p>
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IMPLICATIONS

Financial

- 1.1 None directly arising from this report.

Legal

- 2.1 As the licensing authority, the Council is obliged to ensure that its licensing policies and related terms effectively safeguard the public interest.

Personnel

- 3.1 None directly arising from this report.

Equalities Impact

- 4.1 None directly arising from this report.

Health and Safety

- 5.1 None directly arising from this report.

Carbon commitment

- 6.1 None directly arising from this report.

Value for money

- 7.1 None directly arising from this report.

Corporate objectives and priorities for change

- 8.1 The information set out in this report supports the corporate priorities so the people of Derby **enjoy being safe and feeling safe** and the Council provides **good quality services that meet local needs**.

COMPARISON BETWEEN THE NATIONAL INSPECTION STANDARDS (NIS) AND THE COUNCIL'S SUPPLEMENTARY TESTING MANUAL (STM)

	TOPIC AREAS OF THE NIS	IN CURRENT STM?	MAIN DIFFERENCES IN REQUIREMENTS / REASONS FOR FAILURE
1.	Lamps, Reflectors and Electrical Equipment		
	Electrical Wiring for : Condition, Security, Position, Signs of over heating, Heavy oil contamination	No	NIS – wiring is positioned so that it is chafing or clipped to a fuel line or likely to be damaged by heat, so that insulation becomes ineffective. NIS clear evidence of over heating, or heavily contaminated with oil. additional and high level stop lamps (where fitted) for obstruction and position.
	Switches controlling all obligatory lights	No	NIS – failure would include insecurity or malfunction of a switch controlling an obligatory

			light.
	With the ignition switched on the following are checked:		
	<p>Reversing lamps:</p> <p>Emit white light when reverse selected</p> <p>Extinguish when in neutral</p> <p>In good working order and secure</p> <p>Do not flicker when tapped by hand</p>	Yes, but not to the same degree of detail	<p>NIS – failure to operate or does not emit a white light.</p> <p>NIS - Fails to extinguish when in neutral or forward gear.</p> <p>NIS - Not in good working order, or insecure.</p> <p>NIS - Flickers when tapped.</p>
	<p>Front Fog / Driving Lamps</p> <p>Single front fog emits white or yellow light only when on dipped beam</p> <p>Matched pair of fog lamps emitting diffused white or yellow light should illuminate together.</p> <p>Matched long range driving lamps emitting diffused</p>	Yes, but not to the same degree of detail	<p>NIS - Lamp inoperative or operates other than on dipped beam.</p> <p>NIS – Operates incorrectly</p> <p>NIS – Operates incorrectly</p>

	white light should illuminate together.		
	<p>'For Hire' and Roof Signs</p> <p>Style & type of sign securely fitted.</p> <p>Condition and security of wiring</p> <p>Signs of illumination</p>	Yes, but not to the same degree of detail	<p>NIS - Incorrect colour or details shown on sign, or insecure.</p> <p>NIS – Wiring not in good condition, loose or chaffed</p> <p>Illumination not consistent across the sign when operating.</p>
2.	Steering		
	<p>Steering Control – Steering Wheel</p> <p>Condition</p>	No	NIS – Practical checks on condition and movement of steering wheel, looking for fractures, loose spokes, jagged edges and checking the retaining device is fitted.
	<p>Steering Control – Steering Column</p> <p>Movement</p> <p>Deterioration</p>	<p>No</p> <p>However, steering 'pull' is checked on the road test, as is vibration through the steering column.</p>	NIS – Practical checks on the condition and any excessive play, and excessive play in the coupling or universal joint.

	Suspension Spring Units & Linkage Coil Springs	No	NIS – Welded repairs to coil springs are a reason for failure.
3.	Brakes – Not covered in NIS	Yes	<p>STM – Operation of the foot brake is checked on the road test, and any juddering or pulling when the foot brake is applied is a reason for failure.</p> <p>STM - Brake pedal rubbers are checked and any missing or worn rubbers are a failure.</p> <p>STM – Master cylinders are checked for signs of spillage or leakage of fluid.</p>
4.	Tyres & Roadwheels		
	Tyre Condition	Yes, STM is more detailed in its requirements	<p>NIS – all tyres including a spare must conform to the MOT Inspection.</p> <p>NIS - Spare wheel must adequately secured, either within the boot or by use of a wheel cage on the underside of the vehicle to the manufacturer's specifications.</p> <p>NIS – Space saver tyres should only be approved with the support of a method statement highlighting</p>

			<p>the driver's responsibility in relation to maximum permitted speed and that space savers are a temporary 'get-you-home tyre'</p> <p>STM – Spare wheel must be provided.</p> <p>STM – Examine the tyres for signs of damage or excessive wear, and is legally compliant.</p> <p>STM – Spare tyre is not over or under inflated.</p> <p>STM – Examine jack and wheel brace in ensure they are in good working order.</p> <p>STM – spare wheel can be properly secured</p> <p>STM – Wheel rim of spare wheel is not distorted or damaged.</p>
5.	Seat Belts & Supplementary Restraint Systems	No.	Not covered in NIS.
6.	Body & Structure		

	<p>Vehicle Body Condition – Exterior</p> <p>Body is examined thoroughly for security, corrosion, damage, poor repair/paint match or sharp edges likely to cause injury.</p>	<p>Covered extensively by both NIS and STM. The NIS is more prescriptive in its requirements.</p>	<p>NIS – Any sharp edge likely to cause injury.</p> <p>NIS – Not more than 8 stone chips visible on bonnet / grill not penetrated to the metal, or not more than 4 stone chips that have penetrated to the metal.</p> <p>NIS – Not more than 8 stone chips visible on any panel, including door edges that have not penetrated to the base coat.</p> <p>NIS – Not more than 4 stone chips on any panel where the base coat has been penetrated and are left untreated.</p> <p>NIS - A single dent of not more than 80mm, or more than 3 dents of not more than 20mm in one panel.</p> <p>NIS - Not more than 4 scratches and / or abrasions of more than 50mm in length on any one panel, provided the base coat has not been penetrated.</p> <p>NIS – Dull, faded paintwork, or paint mismatch to a panel that affects the overall appearance.</p>
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			<p>NIS – Signs of rust / corrosion of any size, particularly those covered by advertising signs.</p> <p>NIS – Lack of clearly displayed or omission of ‘no smoking’ signs. (STM - these are advisory)</p> <p>STM – Front and rear number plates in good condition and securely fixed.</p> <p>STM – Rubber seals to every door checked for serious damage, looseness or omission.</p> <p>STM – Door checks operate correctly.</p>
	<p>Vehicle Body, Security and Condition – Interior</p> <p>Includes condition of seats, carpets, matting, heating, ventilation and boot. Includes limousines and novelty vehicles.</p>	<p>Covered extensively by both NIS and STM.</p>	<p>NIS – Cleanliness of headlining is checked, together with any part of the interior that is worn.</p> <p>NIS – Any air conditioning system is checked for correct operation.</p> <p>NIS – Motion door locks and warning lights are checked to see if they are operational, in accordance with the manufacturer’s specification (if fitted).</p>

			<p>NIS – Electrical wiring is checked for condition, security, including intercom system. Frayed, chafed wiring , non-shielded terminals and cables so routed so as to cause a trip hazard, or easily disconnected, or are defective would be a failure.</p> <p>NIS – Examines fixtures and fittings in limousines and novelty vehicles, and maximum seating capacity signage.</p> <p>NIS – Presence of mandatory ‘no smoking’ signs.</p> <p>STM – No unpleasant odours noticeable inside the vehicle (advisory defect).</p> <p>STM – Containers for the storage of oil, petrol or flammable or corrosive material must not be carried in the boot.</p> <p>STM – Estate cars must be fitted with a luggage guard or cover.</p> <p>STM – checks the correct operation of the bonnet release catch.</p> <p>STM - examination to ensure the inner wing panels</p>
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			and suspension mounting tops are not showing evidence of corrosion, including around the headlamp mountings.
	<p>Bumper Bars</p> <p>Security of mountings</p> <p>Evidence of Damage</p>	Yes, but NIS more prescriptive.	NIS – Examines the mountings on the vehicle are secure and there is no paint mismatch or fading when compared to the rest of the vehicle.
	<p>Doors and Seats</p> <p>Condition</p> <p>Correct function</p> <p>Markings of emergency exits</p> <p>Cleanliness</p>	Covered by both NIS and STM	<p>NIS – Presence and method of opening any emergency exits must be readily visible on, or adjacent to the exit and are legible.</p> <p>NIS – With the exception of novelty vehicles, only rear or forward facing seats will be accepted.</p> <p>NIS – Wheel chair accessible vehicles, single rear door must open to a full 90 degrees and capable of being locked in the open position. Twin rear doors both must open to 180 degrees and be capable of being locked in to open position.</p> <p>STM – Any wind-check straps must be of a type approved by the manufacturer and hold the doors in place when opened.</p>
7.	Exhaust, Fuel & Emissions		

	Exhaust System Heat shield	STM is limited to excessive smoke observed on the road test.	NIS – Checks the presence, security, and adequacy of grease shields to hot exhausts.
	Fuel System – Pipes and Tanks Filler cap Pipes	STM is limited to carrying out a visual inspection for the engine compartment for signs of fuel leaks.	<p>NIS – Checks that the filler cap is not missing or unsuitable and in such a condition that it would not prevent fuel leaking or spilling.</p> <p>NIS – Temporary filler caps are not permitted.</p> <p>NIS – Pipes are examine to ensure they are securely clipped to prevent damage by chafing and cracking</p> <p>NIS – Checks to ensure fuel pipes do not run immediately to, or in direct contact with the electrical wiring or the exhaust system.</p>
8.	Drivers View of the Road		
	Mirrors and View to the Rear	Yes	NIS – all obligatory mirrors must be checked to ensure the reflecting surface has not deteriorated, or is broken.

	Condition of mirror surfaces		STM – the interior view mirror must be securely fixed.
	<p>Windscreen – View to the Front</p> <p>Air operated wipers, condition and function</p>	No	<p>NIS – Must be a reasonable view from the driver's seat, bearing in mind the original design of the vehicle.</p> <p>NIS – For air operated wipers:</p> <ul style="list-style-type: none"> -pipes not adequately clipped or supported -incorrect function of the wipers, or leaking components -incorrect operation of the protection valves. <p>NIS – Equipment or objects not originally fitted to the vehicle, such as, but not limited to, pennants, cab decorations and external stone guards / visors should not interrupt the view through the swept area of the windscreen wipers.</p>
	<p>Window Glass or Other Transparent Material</p> <p>Condition</p> <p>Security</p>	No	<p>NIS – The condition of all windscreens, internal screens, partitions, side, rear, roof and door windows are checked for cracks, surface damage and discolouration.</p> <p>NIS – Presence and security of all windscreens, side, roof or rear windows, or internal screens or</p>

	<p>Safety glass</p> <p>Markings</p>		<p>partitions.</p> <p>NIS – Checks for obvious leaks from all windscreens and side, rear or door windows.</p> <p>NIS – Checks for presence, security and condition of guard rails or barriers at windows, internal screens or partitions.</p> <p>NIS – Vehicles in use prior to 1 January 1959, as far as practicable, check fitted to windscreens and outside windows facing the front is safety glass, except upper decks of double decker buses.</p> <p>NIS – Vehicles used on or after 1 January 1959, as far as practicable, check that glass used for windscreens and all outside windows is safety glass, or safety glazing .</p> <p>NIS – Vehicles first used on or after 1 June 1978, check windscreens and other windows, wholly or partly, on either side of the driver's seat are made from safety glass and display an acceptable safety mark.</p>
9.	Tricycles & Quadricycles	No.	Not covered in NIS.

10.	Additional Requirements		
	Transmission	Yes, but the NIS is more prescriptive.	<p>NIS – Evidence of failure:</p> <p>missing or loose flange bolts,</p> <p>if a flange is cracked or loose on the transmission shaft,</p> <p>excessive wear in shaft and / or wheel bearings,</p> <p>insecure bearing housing,</p> <p>cracks or fractures in bearing housings,</p> <p>excessive wear in universal joints,</p> <p>deterioration of a transmission shaft flexible couplings,</p> <p>damaged, cracked or bent transmission shaft,</p> <p>deterioration of bearing housing flexible mountings,</p>

			evidence of fouling between transmission shaft and adjacent components.
	Oil & Water Leaks	Yes	<p>NIS – Visual check for oil or water leak, from any assembly which deposits fluids underneath the vehicle while stationary.</p> <p>Note: the engine could be run at idle speed to confirm the existence of an oil leak.</p> <p>NIS – Checks on leaks that may be deposited on bodywork, exhaust or braking system whilst the vehicle is moving, that would contaminate areas, or could potentially cause a health, safety or fire risk.</p> <p>STM - Checks the radiator is properly secured to the vehicle.</p> <p>STM – Check done on all rubber / plastic hoses to ensure there is no significant wear or deterioration.</p>
	Luggage / Load Space	Yes	

	Trailers and Tow bars	No	NIS – suggests use of a trailer inspection sheet, where the authority allows trailers for the carriage of luggage. See Appendix 4.
11	Ancillary Equipment		
	Wheelchair Restraint Defective Worn Missing	No	NIS – Looks at the condition of wheelchair restraints and anchorage systems.
	Wheelchair Access & Equipment – Ramps OR Lift Defective Damage Access	No	NIS – Looks at the condition of ramps and storage, anti-slip covering in good condition. NIS – Checks: wheelchair lifts (if fitted) have a valid LOLER certificate safe working load markings on ramps,

			<p>position of fitting of access equipment,</p> <p>adequate headroom within the central third of 48 inches,</p> <p>suitable locking mechanism,</p> <p>condition and cleanliness of wheelchair tracking.</p>
	Fire Extinguisher	Yes	<p>NIS – Accepts water or foam</p> <p>NIS – Fire extinguisher is not out of date, does not have a broken or missing seal, or no approved marking visible, such a BS5423 or EN3, incorrect type, or in poor condition, or is discharged.</p> <p>STM – requires the extinguisher to be positioned in the front centre of the vehicle or in the front passenger compartment.</p> <p>STM – A damaged or empty extinguisher.</p> <p>STM - Extinguisher not securely fitted to the</p>

			<p>vehicle.</p> <p>STM – Extinguisher does not have the registration number of the vehicle permanently and legibly marked.</p>
	First Aid Kit	Yes, STM is more prescriptive.	<p>NIS – First aid kit is required to be in date and the seal is unbroken.</p> <p>STM – Requires first aid kit is contain certain items:</p> <p>6 individually wrapped sterile adhesive dressings,</p> <p>1 medium sized sterile unmedicated dressing (approx. 10cm x 8cm),</p> <p>1 triangular bandage, and</p> <p>6 safety pins</p> <p>STM – the kit must be permanently, legibly marked with the vehicle's registration number.</p>
12.	Novelty Vehicles		
	Seating Capacity	No	NIS – Seating capacity must be checked to ensure

			it does not exceed 8 passenger seats.
	Undue Stresses	No	NIS – Inspectors must be aware of the undue stresses caused to the steering, brakes and tyres, due to the additional weight imposed on the vehicle at the modification process and should refer to the VOSA Car and Light Commercial Vehicle Testing Manual, sections 2, 3 and 4 respectively.
	Passenger Notices	No	<p>NIS – Advises licensing authorities to obtain a declaration from the operator of a licensed novelty vehicle, that vehicles with side facing seats will not be used to carry passengers under the age of 16, regardless of whether the vehicle is fitted with or without seatbelts.</p> <p>NIS – Notices should be displayed in prominent positions, stating children should not be carried in side facing seats.</p> <p>NIS – Notices inside the vehicle should advise passengers of the maximum carrying capacity of the vehicle and a warning to passengers if the capacity is exceeded then the vehicle will not be insured.</p>

APPENDIX 3

ADDITIONAL ITEMS COVERED BY DERBY CITY COUNCIL'S SUPPLEMENTARY TESTING MANUAL (STM)

	TOPIC AREAS OF THE STM NOT COVERED BY THE NATIONAL INSPECTION STANDARDS	REQUIREMENTS / REASONS FOR FAILURE
1.	Signs	
	<p>Hackney Carriage Vehicle</p> <p>Private Hire Vehicle</p>	<p>External identification number signs should be securely attached to each of the rear quarter light, or rear door and should be fitted to the lines of the vehicle.</p> <p>The vehicle shall display signs identifying the private hire firm and it's telephone number for advanced bookings only that comply with current licence conditions.</p> <p>The vehicle must not display a roof sign or any illuminated or fluorescent signs.</p> <p>The use of 'TAXI' or 'TAX' or 'CAB ' is expressly prohibited.</p> <p>Any signs fixed to the interior of the interior of the windscreen abutting the top or bottom edge of the windscreen and any sign in the rear window that abuts the bottom edge must comply with current legislation and current licence conditions.</p> <p>The height of any letters or numbers on signs fixed on the vehicle windscreen or rear screen must be block letters and must not exceed 75mm (3") high.</p>
2.	Licence Plates	

		<p>The plate should be fitted to the rear bumper, tailgate or rear panel of the vehicle, but not the valance.</p> <p>Or (for private hire vehicles)</p> <p>The plate must be securely fixed to the exterior rear side of the vehicle, above, below or to the side of the number plate on a Council – approved ‘MOGO’ bracket.</p> <p>Plates should be secured to the vehicle using bolts or screws.</p>
3.	Interior or the Vehicle	
	Ashtrays	Unserviceable ashtrays * to be removed from the STM
4.	Engine Compartment	
		<p>Checks fan belt for signs of incorrect adjustment and / or deterioration</p> <p>Checks for insecure or deteriorated engine mountings</p> <p>Checks for corrosion to the inner wing panels and suspension mounting tops</p>
5.	Road Test	

	<p>Performance</p> <p>Fitness of Vehicle</p>	<p>Observing the performance of the engine during the road test for signs of misfiring, lack of engine power etc, or any indication the engine is not functioning correctly. Evidence of such would fail.</p> <p>Investigate and report any other matters which affect the fitness of the vehicle for use as a hackney carriage or private hire vehicle. These would include safety, reliability, comfort or appearance which would make it unfit.</p>
6.	Taxi Meters	
		<p>Check for installation of a meter. Hackney carriage vehicles must have a meter fitted. Private hire vehicles are not required to have a meter fitted, but if fitted the meter must comply with the STM.</p> <p>The meter must be suitably sited within the vehicle and must be adequately secured.</p> <p>The meter display must have adequate illumination.</p> <p>The calibration test must be carried out over an agreed measured distance, and the correct fare displayed that corresponds to the distance covered. An incorrectly calibrated meter will fail.</p> <p>A table of fares must be displayed in a prominent position within the vehicle, if a meter is fitted.</p>

