



## VEHICLE SPECIFICATION AND DRIVER LICENCE

### CRITERIA FOR TUK TUKS

For all tuk tuk style vehicles and their drivers:

#### 1. Definitions

<b>“The Council”</b>	means IPSWICH BOROUGH COUNCIL
<b>“The District”</b>	means the administrative area of the Council
<b>“Hackney Carriage”</b>	has the same meaning as in the Town Police Clauses Act 1847
<b>“Private Hire Vehicle”</b>	has the same meaning as in the Local Government (Miscellaneous) Provisions Act 1976
<b>“Authorised Officer”</b>	means any officer of the Council authorised in writing by the Council for the purpose of regulating licensed vehicles
<b>“Proprietor”</b>	means the person or persons or body named in the licence as the proprietor of the vehicle
<b>“Taxi-Meter”</b>	means any device for calculating the fare to be charged in respect of any Journey in a licensed vehicle by reference to the distance travelled or time elapsed since the start of the journey or a combination of both.
<b>“Plate”</b>	means the external and internal plates issued by the Council for the purpose of identifying the vehicle as a licensed tuk tuk
<b>“Byelaws”</b>	means the byelaws made by the Council in respect of Hackney Carriages
<b>“Tuk tuk”</b>	means a wheeled carriage propelled by means of an engine alone or as an auxiliary device to pedal power, the primary construction of which may be a bicycle, motorcycle or moped.

## **2. General Requirements**

- a) Any vehicle that is presented for licensing will be required to have either a European M1 classification on first registration or will be required to produce a UK Single Vehicle Approval (SVA) certificate.
- b) Before a licence will be issued for hackney carriage, the proprietor will have to specify the areas and routes that the vehicles will be working and produce written approval from Suffolk County Council Highways Department for any routes and pick-up and drop-off points that are on Highways land. In the event, of any route, pick-up or drop-off points changing during the course of the licence, written approval for the changes must be obtained, prior to any route change taking place, from Suffolk County Council Highways Authority and submitted to the Council.

## **3. Vehicle Testing**

- a) All vehicles will be subject to a mechanical examination, by examiners appointed by the Council, on first application for a licence and upon a licence renewal, and must meet the standard as laid down in the Motor Vehicles (Construction and Use) Regulations, the Road Vehicle Lighting Regulations and any other legislation that affects the construction and use of tuk tuk style vehicles, together with the additional requirements listed below.
- b) Any vehicle that is over 4 years old will be required to undertake two of the above tests per year at six monthly intervals. If a pass certificate is not received by the deadline date for the half year test, the vehicle licence will be suspended until such time as a pass certificate is received and the fee paid to lift the suspension.
- c) A current MOT certificate will be required to be submitted with an application for a licence and annually on renewal of a licence.

## **4. Maintenance of Vehicle**

The proprietor shall ensure that:

- a) The body-work of the vehicle is in good condition and the paint work is clean and well maintained;
- b) Any roof covering is water tight;
- c) The condition, fixing and routing or positioning of electric cables and fitting, if any, are such that there is no risk of electrical fire or other incident;
- d) The vehicle is provided with an audible warning device such as a bell or a horn;
- e) Any door hinges, locks and hand rails and any grab handles fitted to the vehicle are secure and sound, and not liable to injure any passengers or damage or soil their clothing or luggage;
- f) A suitable spare wheel and tyre is provided and readily available for use or an alternative temporary repair system is provided , together with the tools and equipment required to carry out any emergency replacement or repairs required to the vehicle;
- g) The vehicle is fitted with seatbelts to each seat. The seat belts shall be readily accessible for use by all passengers and must be maintained in a safe condition at all times;
- h) The fittings and furniture of the vehicle are clean and well maintained and in every way fit and safe for public use;
- i) Any internal linings of the vehicle are sound, clean and not liable to damage or soil passengers clothing or luggage, and the floor is provided with a carpet, mat or other suitable, non-slip floor covering which is sound and clean;
- j) The seats are properly cushioned and covered by a water resistant material and covers are in a sound and clean condition, which may be easily cleaned and dried.

- k) There shall be provided and maintained in the vehicle at all times a dry powder fire extinguisher of at least 1kg in weight and stamped EN3 or BSEN3 (which should be red in colour). The fire extinguisher must have a dial reader.

## **5. Taxi-Meter**

If the vehicle is to be licensed as a hackney carriage it must be equipped with a taxi-meter of a type approved by the Council. This taxi-meter will need to be checked and sealed for use with the Council's current fare tariff by an authorised officer of the Council.

## **6. Insurance**

The proprietor or owner of the vehicle shall present, on application for a licence a valid vehicle insurance certificate (for tuk tuk style vehicles) covering public hire for hackney carriage or private hire for private hire use. This policy shall include details of:

- a) The proprietor or owner as the policy holder;
- b) Cover for any other persons who drive the vehicle and shall be named on the policy;

## **7. Area of Operation**

A tuk tuk licensed as a Hackney Carriage may not ply for hire from a taxi rank in Ipswich and will be restricted to operate within the area and on routes specified in 2(b) above.

## **8. Drivers**

An applicant for a driver's licence for a tuk tuk must:-

- Have held a DVLA driving licence for a motorcycle for a minimum of 4 years;
- Produce a pass certificate from the DVLA for a Certificate of Competence for the Enhanced Rider Scheme;
- Undertake an enhanced Disclosure and Barring Service (DBS) check;
- Pass knowledge tests on the conditions of licence/byelaws and local geography;
- Meet the DVLA Group 2 medical standards (a medical examination form from the Council must be completed by an applicant's own GP practice)

Once the above criteria have been met, a hackney carriage/private hire driver licence will be issued which restricts the holder to only driving a tuk tuk. If an applicant has held a DVLA driving licence for a minimum of 4 years, a full licence will be issued.

## **9. Conditions of Licence**

The standard Conditions of Licence for hackney carriage vehicles, the hackney carriage byelaws, private hire vehicles and private hire drivers (as appropriate) will be attached to the grant of licences and shall be complied with at all times.