



**TRAFFORD
COUNCIL**

Hackney Carriage and Private Hire Vehicles Testing Manual

**Examination and testing requirements in addition to those forming
part of the MOT/VOSA test**

1.0	Rear drive shaft inner/outer gaiters	
	<p>Method of inspection</p> <p>Inspect rear drive shaft inner/outer gaiters for condition and security (where applicable).</p>	<p>Reason for failure</p> <p>Gaiter missing/damaged/split or insecurely fitted. Drive shaft couplings excessively worn, insecure or damaged.</p>
2.0	Prop shaft	
	<p>Method of inspection</p> <p>Check for wear in needle roller bearings/cups, alignment of yokes and condition and security of retainer/circlip. Check security of flange bolts and/or nuts. Check condition of centre bearing and sliding spine.</p>	<p>Reason for failure</p> <p>Universal coupling yokes misaligned or incorrect propshaft fitted. Needle roller bearings rusted/worn/seized. Bearing cup retainer/circlip missing or insecure Coupling flange bolts loose, missing, or anti-loose/locking washer missing. Sliding joint spline worn or damaged to extent where it is likely to cause vibration or failure. Centre bearing noisy or worn. Mounting bracket incorrectly fitted, cracked, incorrect type or bearing rubber mounting deteriorated or split.</p>
3.0	Wheels	
	<p>Method of inspection</p> <p>Check condition of spare wheel and tyre (where accessible).</p>	<p>Reason for failure</p> <p>Does not meet legal requirement.</p> <p>Exemption: where there is no provision for a spare wheel.</p>

4.0	Seatbelts All seat belts including rear facing seat fitted to Euro 7 taxi	
	Method of inspection Inspect all non-obligatory seatbelts (where fitted) to the same MOT test standard as obligatory seatbelts.	Reason for failure A non-obligatory seatbelt that does not meet MOT test standard for an obligatory seatbelt.
5.0	Seating Seating security and condition	
	Method of inspection Check all seats are properly cushioned and free from damage. Check that seating and arm rests meet manufactured specifications. Removed additional seating – brackets and mountings do not protrude in such a manner that it may cause damage or injury.	Reason for failure Seat cushion worn, damaged or insecure. Base or back rest cushion worn to the extent that the frame protrudes. Damaged/ torn or sharp edges of seating or arm rests. Seat base or back rest insecure. Seat mechanisms faulty in operation. Seating dirty or stained. Brackets or mountings protruding dangerously. Must not have the ability to fit more seats than licensed for.
6.0	Doors Locks, hinges, panelling, etc.	
	Method of inspection With the doors open (<u>approx.18 inches</u>) check for excessive wear in hinges. Check that all passenger door locks and handles are easily operated from inside and outside the vehicle, as appropriate. Check door seals, handles, bonnet catches and support struts for security and condition. In respect of Hackney carriages – automatic door lock operation and function	Reason for failure Insufficient doors, door hinges worn in excess of manufacturers recommended tolerance. Doors will not open easily, sticking doors. Doors will not lock internally or difficult to lock. Door check strap missing/broken or incorrectly fitted. Door seals missing/damaged/incorrectly fitted or not creating a proper seal. Door handles or interior panelling insecure/sharp edges/damages or incorrect type. Check passenger doors lock when foot-brake is applied and that warning lamps come on.
7.0	Glass and windows Condition of windows, glass or other transparent material	
	Method of inspection	Reason for failure

	<p>Check the condition of all internal screens partitions, side, rear, roof and door windows/glass for cracks, surface damage and discolouration.</p> <p>Check that all windows that are designed to open can do so. Check for security, wind and water tightness. From inside the vehicle, check that all windows and screens are free from defect or other objects, which may excessively impair vision and that they conform to the manufacturer's specification. Stickers are not permitted on windows unless they have been approved by the licensing authority.</p>	<p>A crack, significant surface damage or discolouration in glass or other transparent material.</p> <p>Tinted windows – must allow at least 70% visible light transmission in all windows except front windscreen which must be 75%.</p> <p>Approved tint-meter to be used at testers discretion.</p> <p>Glass or approved material not transparent.</p> <p>Window will not open/close or is difficult to open/close.</p> <p>Window will not open completely to manufacturer's specification.</p> <p>Interior of vehicle not wind and water tight.</p> <p>Unauthorised stickers or objects attached to windows or screens.</p> <p>Any missing or broken glass/scored glass/cracked or holed glass, which may be likely to deteriorate quickly and cause failure.</p>
8.0	Passenger communication	
	Method of inspection	Reason for failure
	<p>From inside the vehicle check that any passenger can communicate with the driver without restriction. Check that intercom system (where fitted) works correctly.</p>	<p>Panelling between front and rear compartment giving no means of adequate access for audible communication.</p> <p>Panel not transparent.</p> <p>Intercom system not working/faulty/unclear in operation.</p>
9.0	Oil Leaks Engine, gearbox and final drive	
	Method of inspection	Reason for failure
	<p>Inspect the engine and drive train for obvious leaks.</p>	<p>A severe oil leak, where oil is dripping from the vehicle during the vehicle inspection.</p>
10.0	Electrical wiring and equipment	
	Method of inspection	Reason for failure
	<p>Check all areas of the vehicle, in particular around the foot controls and dash panel area,</p>	<p>Any loose or damaged wiring.</p> <p>Any wiring, which may be so positioned or installed as to represent a safety risk.</p>

	for loose or defective wiring and equipment.	
11.0	Interior lights	
	Method of inspection Check operation of interior lights with door shut. Open each door individually and check the operation of the interior lights. Operate internal switches to check correct operation of interior light(s)	Reason for failure Interior light does not operate when any one door is opened (where fitted). Interior light does not operate when switched on. Interior light not giving off sufficient light so as to cause difficulty in vision to both rear or front seated passengers. Passenger light switches not clearly marked (hackney carriage). Lamp or switches damaged or faulty in operation.
12.0	Panel and meter lights	
	Method of inspection Switch on vehicle lights and check that all panel lights and meter/taxi lamp operation	Reason for failure Panel or meter lights inoperative/faulty. Panel or meter light dim. Taxi illumination lamp in operative or dim.
13.0	Engine and gearbox mountings	
	Method of inspection From underneath the vehicle and from the engine compartment, inspect visually for any evidence of damage or deterioration of mountings. If mounting is suspect it may be necessary to use a lever to release its load.	Reason for failure Damaged or deteriorated mounting failed or likely to fail. Insecure, broken or missing engine stabiliser rods. Cross member split/cracked or likely to fail or deteriorate.
14.0	Heater	
	Method of inspection Examine heater for operation, security and condition. Check condition of heater hoses	Reason for failure Noisy operation. Leaking matrix or hoses. Insecure installation. Heater faulty or inoperative. Controls or switches faulty.
15.0	Examination of body Front and rear bumpers	
	Method of inspection	Reason for failure

	Check front and rear bumpers for security, positioning and damage	Bumpers missing, insecure, incorrectly positioned, corroded or damaged. Protruding or sharp edges.
16.0	Load security Luggage boot area Boot lid/tailgate Security of parcel shelf/luggage cover	
	Method of inspection Check for presence/security/condition and weather tightness of boot lid/tailgate support struts/mechanism and weather seal. Check that they support the boot lid/tailgate safely in the open position and seal correctly in the closed position. Check condition and presence of weather seals. Check for presence/security/condition of parcel shelf/luggage cover.	Reason for failure Support struts/mechanism missing/insecure/leaking or damage. Boot lid/tailgate is not self-supporting in the fully open position. Damage or missing boot door/tailgate weather seal. Parcel shelf/luggage cover missing/insecure or damaged.
17.0	Condition of body and paintwork (see detailed bodywork/paint work requirements)	
	Method of inspection Examine interior and exterior of body to identify corrosion, cracks or damage and condition of paintwork.	Reason for failure Severe corrosion causing weakening or disfigurement of structure or panels. Cracked panels/sections. Damage which is a potential hazard to the public. Paintwork not a uniform colour match. Paintwork blistered or eroded. Poor quality repair or repair not uniform.
18.0	Body floor	
	Method of inspection Examine body floor pan to identify corrosion, cracks or damage.	Reason for failure Severe corrosion causing weakening of floor pan. Cracks or damage to floor pan causing weakening or potential danger to passengers. Repair(s) of poor quality.
19.0	Interior panels Security and condition of panels Security and condition of sun visors	

	<p>Method of inspection</p> <p>Examine all interior panels for security and condition. Examine sun visors for condition and security.</p>	<p>Reason for failure</p> <p>Insecure panels or sun visors. Damaged panels or sun visors Sun visors will not remain in closed position. Headlining insecure, dirty, stained or poorly repaired. Any raised item or hole on floor which could be a potential trip hazard.</p>
20.0	Cleanliness of vehicles	
	<p>Method of inspection</p> <p>Examine vehicle for interior and exterior cleanliness, including seating, carpets or matting and luggage area. Examine the underside of the vehicle and engine compartment for cleanliness.</p>	<p>Reason for failure</p> <p>Worn carpets/matting, which could be a potential hazard to passengers. Dirty or wet seating/interior trim/carpets/matting/loose objects accumulated on seat/floor//rear parcel shelf/scuttle panel/in luggage boot. External body of vehicle excessively dirty. Foul odour in vehicle. Engine or underside of vehicle in a dirty condition.</p>
21.0	Licence Plate	
	<p>Method of inspection</p> <p>Examine rear of the vehicle to check that the plate is firmly fixed to the body work or bumper.</p>	<p>Reason for failure</p> <p>Plate is insecure, damaged or dirty</p>
22.0	Window sticker	
	<p>Method of inspection</p> <p>Examine each rear passenger window to ensure current window stickers are displayed.</p>	<p>Reason for failure</p> <p>Current window stickers not displayed</p>

BODYWORK/PAINTWORK

General

The authority has a duty to ensure that all hackney carriages and private hire vehicles which are licensed by it for the use of fare paying passengers are well maintained and are in presentable condition with no significant external damage or corrosion.

Paintwork and uniform colour

The authority recognises that vehicle paintwork can deteriorate with time and the paintwork is easily damaged yet costly and difficult to repair. The conditions relating to the standard of the paint finish reflect this. Paintwork should be uniform in colour over the whole of the vehicle and where repairs have been carried out best practice bodyshop techniques should be followed to ensure that the best colour match possible is obtained using recognised automotive re-finishing products.

Poor workmanship

Repairs should be carried out to high standards. Defects which result from poor preparation or poor application of the paint finish are likely to result in the vehicle not reaching the required standard. Such defects, including runs, 'orange peel', 'fisheyes', dust in the paint, sander marks, poor paint coverage and overspray, are not acceptable.

Cosmetic damage

The authority recognises that vehicles suffer minor 'cosmetic' damage during day-to-day use and that this type of damage can be the most difficult and the most costly to repair. The conditions reflect that this type of defect is inevitable on hackney carriages and private hire vehicles. Permitted areas of 'cosmetic' damage as detailed below subject to there being no more than three such defects on any panel and no more than ten such defects on the vehicle. Compliance with the requirements can be achieved by repairing only some of the defects where this is to the advantage of the proprietor.

A panel is the roof, front wing, rear wing, front door (including 'A' pillar) rear door (including 'B' pillar) bonnet (including the area below the windscreen) boot or tailgate, sill, front panel (including bumper) rear panel (including bumper). The vehicle will fail the test if the bumper is missing, insecure, incorrectly positioned, corroded or damaged; or if there are any protruding or sharp edges.

Scratches

Single scratches or groups of scratches which fit completely inside the test template will not cause the vehicle to fail the test unless the paint film has been broken and rusting is evident. A scratch is where the paint film is damaged, but there is no deformation of the bodywork.

Small dents

Small dents, which fit completely inside the test template will not cause the vehicle to fail the test unless the paint film has been broken and rusting is evident. A dent is where the bodywork has been deformed as a result of an impact or other contact and may or may not include damage to the paint film.

Rust Spots

A single rust spot or a group of rust spots which fit completely inside the template will not cause the vehicle to fail the test unless the metal is corroded and unable to withstand 'thumb' pressure without crumbling or permanent distortion. Perforation of the panel due to corrosion from the underside of the panel will result in failure of the test. A rust spot is a defect caused by oxidation of the metal due to failure of the paint film to protect it but without obvious damage.

Flaking

Areas of flaking paint or lacquer which fit inside the test template will not cause the vehicle to fail the test. Flaking is where an area of the paint or lacquer film loses its adhesion to the substrate due to poor preparation, contamination, water ingress, etc.

Stone chips

Stone chips will not cause the vehicle to fail the test unless the paint film has been broken and rusting is evident. A stone chip is a defect to the paint film caused by the impact of small stones 'thrown up' by other traffic.

Replacement panels

Vehicles which have been damaged and had replacement panels fitted are acceptable as hackney carriages and private hire vehicles provided that the repairs have been carried out to an acceptable standard.

Fitting – replacement panels should be fitted as per the vehicle manufacturer's specification using approved fittings.

Alignment – replacement panels should be correctly aligned. They should be level with all adjacent panels and the gap between panels should be uniform and similar to those between original panels.

Trim

Vehicle trim serves a number of purposes and can make a significant contribution to the overall appearance of the vehicle. Bearing this in mind, the council accepts that some items of trim are delicate and damage easily, whilst others are designed to prevent panel damage and may become damaged whilst performing that function.

Fixing – all trim should be present, correctly aligned and fixed in accordance with the manufacturer's specification.

Damage – scuffing of protective trim will not cause the vehicle to fail the test. Minor damage of 'cosmetic' trim will not cause the vehicle to fail the test.

Major accident damage

Vehicles, which have been involved in serious accidents may be used as hackney carriages or private hire vehicles provided that they have been professionally repaired. Any vehicle that is involved in major accident must be reported to the licensing section within the prescribed time as laid down in the conditions of use.

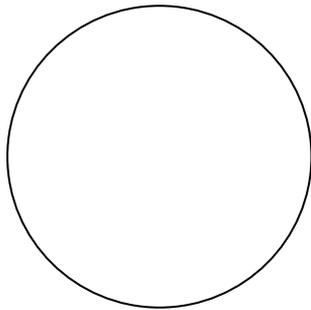
All vehicles that have been involved in an accident must be inspected by a tester at the council's nominated testing station prior to being used as a private hire or hackney carriage.

Assessment

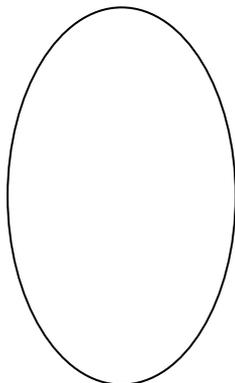
Where a vehicle tester detects evidence that a vehicle has been involved in an accident which may have caused damage to the structural integrity of the vehicle or may have caused safety critical components to become miss-aligned, the proprietor must prove to the satisfaction of the examiner that the repairs were effected to an acceptable standard or the vehicle must be submitted, at the proprietor's expense, for specialist examination at an approved centre before a licence will be granted or renewed.

Hackney carriage and private hire bodywork damage template

Scratches only



Dents
Rust spots
Flaking paint
40mm circle (nominal)



50mm x 30mm ellipse (nominal)

Damage must fit completely within the lines of the appropriate template in order to be acceptable. The template can be aligned to be most advantageous to the proprietor.

