



Wrexham Council Policy for Wheelchair  
Accessible Private Hire Vehicles

December 2016

## Draft Policy for Wheelchair Accessible Private Hire Vehicles

The purpose of the policy is to ensure that all vehicles licensed as Private Hire Vehicles by Wrexham County Borough Council comply with the registration and type approval requirements. This would ensure that all modifications made to vehicles have been properly assessed by the relevant approval authority and have been deemed fit for the carriage of wheelchair passengers. The policy introduces a new minimum standard for the licensing of these vehicles.

### **Background**

In October 2007, the European Type Approval Scheme for cars, known as European Community Whole Vehicle Type Approval (ECWVTA) was amended to include other vehicle types such as Buses, Coaches and Special Purpose Vehicles (including Wheelchair Accessible Vehicles or WAVs.) The requirements were phased in over key dates between 2009 and 2014. The legislation covers vehicles that are mass produced, built in small batches or as individual vehicles.

The requirement for type approval for factory built WAVs became mandatory in April 2012. Prior to this date, certification was on a voluntary basis.

There are three types of certification:

**ECWVTA-** European Community Whole Vehicle Type Approval for vehicles manufactured in large numbers. A Certificate of Conformity is issued for each vehicle and the vehicle type can then be sold across Europe with no further testing in each country.

**NSSTA-** National Small Series Type Approval, for companies manufacturing vehicles in small numbers and only within the UK. There are restrictions on the number of vehicles that can be manufactured each year.

**IVA-** Individual Vehicle Approval. A UK national scheme for vehicles manufactured in the UK in very small numbers. Involves a physical inspection of each vehicle produced, ensuring that vehicles are designed and constructed to modern safety standards.

The above approvals are only granted after thorough vehicle testing and inspection. The above tests differ to MOTs as they consider the modified design and construction of the vehicle in more detail . An MOT is based on the construction and use regulations and covers safety related items and mandatory requirements.

This policy introduces the following requirements as a minimum standard for all WAVs requiring Private Hire Vehicle Licences.

**Note: Vehicles which are category N1 will not be approved for licensing.**

For vehicles already holding Type Approval Certification after modification:

**Prior to consideration for a Private Hire Vehicle Licence, the following must be provided/completed.**

- A Type Approval Certificate must be provided to ECWTVA (Full M1 or M1 Stage 2 Certification) NSSTA or Voluntary IVA standard. The document must have been issued after the modifications were made and the DVLA logbook must have been issued or updated after modification.
- The proposed vehicle will undergo a physical inspection by a WCBC vehicle tester at the testing station. This is to identify and assess the condition of the modifications made to the vehicle. This is in addition to the standard Compliance Test/MOT required for Private Hire Vehicles and does not replace this requirement.
- Documentation concerning the vehicle conversion should be obtained from the organisation that converted the vehicle where possible.

For vehicles without Type Approval after modification:

**If no type approval exists for the vehicle in its modified state, applicants must obtain the following, prior to consideration for a Private Hire Vehicle Licence:**

- Documentation concerning the vehicle conversion or modification from the organisation that converted the vehicle. This is to identify what modifications have been made and when they were made.
- Certificate of Conformity from the original manufacturer (e.g. Citroen, Peugeot) this may be obtained by contacting the company directly or through a local dealership. This gives an overview of the vehicle in its pre-modified state and assists in identifying what modifications have been made.
- Voluntary IVA certification, this can be obtained through the Driver and Vehicle Standards Agency (DVSA.) In line with DVSA recommendations, applicants must obtain 'Voluntary IVA' certification under class P (Personal Import) and (if fitted with a Disabled access and seating positions) class D (Disabled persons vehicle). The tests have to be conducted under the Voluntary scheme because registered vehicles can not be tested under a statutory test. Once VIVA

certification is issued, the DVLA V5 logbook must also be updated to recognise the modifications.

- The proposed vehicle will undergo a physical check by a WCBC vehicle tester at the testing station. This is to identify and assess the condition of the modifications made to the vehicle. This is in addition to the standard Compliance Test/MOT required for Private Hire Vehicles and does not replace this requirement.
- Further information on IVSs can be obtained at [www.gov.uk/vehicleapproval](http://www.gov.uk/vehicleapproval) or by telephoning 0300 123 9000.

IVA MANUALS -

<https://www.gov.uk/vehicle-approval/individual-vehicle-approval-manuals>

IVA FORMS -

<https://www.gov.uk/vehicle-approval/individual-vehicle-approval-application-forms>

### TAIL LIFTS

Some WAVs are fitted with a Motorised Tail Lift Device, enabling the driver to carry out the safe loading of a wheelchair and passenger into the Vehicle. Such devices are regulated by the Lifting Operations and Lifting Equipment Regulations 1998.

Where such a device is fitted, it must comply with the above policy as well as the statutory requirements set out in legislation. An appropriate and current LOLER certificate must be issued before the vehicle can be licensed for Private Hire.

If a tail lift is fitted to a vehicle with a current Private Hire Licence, the vehicle shall not be used as a licensed vehicle until the above requirements are met, a Voluntary IVA will be required in order to assess the modification to the vehicle.

More information on LOLER can be obtained from the Health and Safety Executive Website at <http://www.hse.gov.uk/work-equipment-machinery/loler.htm> or by contacting them on 029 2026 3120

**You are advised not to purchase a vehicle without adequate valid documentation. If you are unsure whether the vehicle will be licensed, you are strongly advised to make enquiries with the Council's licensing team prior to entering into any finance agreement or prior to committing to the purchase of any vehicle. These requirements apply to all new or used Wheelchair Accessible Vehicles (not currently licensed) that are presented for licensing as a Private Hire Vehicle.**

### FEES

The fee for consideration and inspection of a wheelchair accessible vehicle is £57, this charge will be payable prior to consideration and will be applicable whether the vehicle meets the criteria or not. If a vehicle is approved, it will then need to undergo the standard application and testing process for Private Hire Vehicles.