

APPENDIX 1 – PROPOSED POLICY WORDING

DRIVING PROFICIENCY TEST – PROPOSED POLICY WORDING

To assess that an applicant is competent to drive in a satisfactory manner, all new applicants will be required to undergo a driving proficiency test with a DVSA Accredited Fleet Assessor or a provider approved by this Council. Licences to drive a hackney carriage or private hire vehicle shall not be granted unless the applicant has successfully passed this test.

The driving proficiency test will be based upon the original DVSA taxi driving assessment. The test must consist of the following elements:

- *Driving Licence check*
- *Eyesight check (Requirement to read a number plate at 20m (68ft))*
- *A minimum of 45 minutes drive on a variety of road types*
- *Several stops as if alighting passengers*
- *2 reversing manoeuvres (Bay parking, turn in the road, reverse left or right, parallel parking)*
- *Emergency stop (Not compulsory)*
- *Independent driving (5 to 10 minutes following road signs and markings to a certain location)*
- *2 questions on highway code, 2 questions on road signs, 2 cabology questions (Show me/tell me questions optional)*
- *Maximum of 9 driving faults allowed (no serious or dangerous faults)*
- *10 to 15 minutes debrief and result*

In all cases, the driving proficiency test must not have been conducted earlier than one calendar year prior to the submission of a valid application to the Authority. i.e. If an application is submitted to the Authority on the 1st July 2016, the test must not have been conducted before the 1st July 2015.

Where it becomes evident that a licensed driver's driving ability has fallen below the standard considered to be safe or where a driver has acquired between 7 to 9 penalty points on their DVLA driving licence within a 3 year period, a licensed driver may be required to re-sit the driving proficiency test. If such a test is failed, consideration will be given to suspend a driver's licence until they successfully pass. This decision will only be taken in accordance with the council's current scheme of delegation under the Constitution, where there is a potential risk to the public.

In all cases, an applicant or driver will meet the cost of the driving proficiency test.

WHEELCHAIR ASSESSMENT – PROPOSED POLICY WORDING

Where an applicant or driver is required to carry persons in wheelchairs as part of their daily work, the applicant shall undergo an additional test for Wheelchair Accessible Vehicles with a provider approved by Chichester District Council.

The wheelchair assessment will be based upon the following criteria:

- Safely load and unload the wheelchair in your vehicle
- Use the wheelchair brakes to secure and release it
- Fasten the seat belts or safety harness
- Secure any wheel belts or clamps fitted to your vehicle

*The applicant is required to pass the wheelchair assessment within **3 months** of a Hackney Carriage Driver Licence being issued or within **3 months** of a Private Hire Driver notifying the Council that they will be driving a Wheelchair Access Vehicle. If the assessment is not completed within the required timescale then consideration will be given to suspending the licence until such time as the wheelchair assessment has been passed.*

If complaints are received in relation to a driver's ability to safely load, secure or unload a wheelchair user, then a licensed driver may be required to sit the wheelchair assessment. If such a test is failed, consideration will be given to suspend a driver's licence until they successfully pass. This decision will only be taken in accordance with the council's current scheme of delegation under the Constitution, where there is a potential risk to the public.

In all cases, an applicant will meet the cost of the wheelchair assessment.

EXISTING POLICY WORDING

All new applicants shall be required to undergo a driving test with the Driving Standards Agency, as distinct from the driving test with the DVLA. Licences to drive a hackney carriage or private hire vehicle shall not be granted unless the applicant has successfully passed this test. Where an applicant will be required to carry persons in wheelchairs as part of their daily work, the applicant shall undergo an additional test for Wheelchair Accessible Vehicles.

Existing drivers will not be required to undergo this DSA test. Where it becomes evident that a licensed drivers' driving ability has fallen below the standard considered to be safe or where a driver has acquired between 7 to 9 penalty points on their DVLA driving licence, a licensed driver should undergo the DSA test. If such a test is failed, consideration will be given to suspend a driver's licence until they successfully pass. This decision will only be taken by the Assistant Director (Environmental Health) under existing delegated powers where there is a potential risk to the public.

An applicant would meet the cost of the Hackney Carriage/Private Hire DSA test.