



REF: \_\_\_\_\_

**HACKNEY CARRIAGE AND PRIVATE HIRE  
VEHICLE – COMPLIANCE CHECK LIST**

Date of test: \_\_\_\_\_ Re-Test Previous Checklist No \_\_\_\_\_

Hackney Carriage/Private Hire		Plate No. (renewal only):	
Make and Model:		Licence Expiry Date. (renewal only):	
Registration No.		Seating Capacity (excl. driver):	
Chassis No.		Wheelchair accessible: YES / NO	
Type of Fuel:		Hydraulic Lift: YES / NO	
Mileage:		Meter No. (Where fitted)	
Owner's Name:			
CCTV Cameras in Vehicle	YES	NO	Location of camera:
Advertising on vehicle	YES	NO	Location:
<b>Schedule of Items</b>	<b>Pass</b>	<b>Fail</b>	<b>Comments</b>
*Exterior/Interior Licence Plates			
*Fare Table Displayed (HC only)			
*Taxi Meter Reading			
*Roof Sign (HC only)			
*Fire Extinguisher			Type:            Condition:            Seal/Expiry Date:
*First Aid Kit			Condition:            Seal/Expiry Date:
Seat and Floor Condition			
Interior Trim Condition			
Body Work Condition			
Rear Wiper/Washers			
Paint Work Condition			
Doors/Locks			
Access to seating			
Windows Opening			
Luggage Area			
Spare Wheel & Jack/Brace			
Interior Light			
Reversing Light			
Battery/Wiring Condition			
Transmission Condition			
Engine Condition			
Fuel System Condition			
<b>MOT</b>	<b>*PASS / FAIL</b>		<b>Failure of MOT will constitute an automatic failure of the compliance test</b>
<b>MOT expiry date</b>			
<b>MOT advisory items: Please attach copy to Licensing Authority copy of compliance check.</b>			

The vehicle has PASSED / FAILED the Council's compliance test for fitness as a licensed vehicle.

Tester's Name: ..... Signature: .....

Scr

Caerphilly County Borough Council adopted an inspection standard in respect of the licensing of Hackney Carriages and Private Hire Vehicles. A copy of the standard is available on the Council's website or on request to [licensing@caerphilly.gov.uk](mailto:licensing@caerphilly.gov.uk). The standard relates to vehicle specification and testing standards and sets out the procedures and standards for those who carry out inspections of hackney carriage and private hire vehicles, vehicle proprietors, regulators and the travelling public who may find it useful as it details the standards that vehicles are subjected to. The standard was initially approved at a meeting of Caerphilly County Borough Council's Licensing Committee on 11<sup>th</sup> December 2014.

Please note that the compliance test includes those elements covered by the MOT test and a number of additional items which address comfort, cleanliness, public safety, etc. Any failure of the MOT requirements will result in an automatic failure of the compliance check.

**RENEWALS ONLY:**

The vehicle must pass the compliance check prior to the licence expiry date if the vehicle licence is to be renewed in a timely fashion.