Norwich City Council

Manual of Inspection Standards

Documentation

Last Update: March 2017

Documents

	Method of Inspection
1.	Check that the original vehicle registration document (V5 or V5c) has been presented and that the VRM, VIN, make and model matches the vehicle.
2.	Check that the insurance document is current, valid and details relate to the vehicle / registered keeper.
3.	Where vehicle has been converted to LPG, documentation is required to confirm: (i) **Hackney carriages:** the conversion has been carried out by an approved Public Carriage Office convertor; (ii) **Private hire vehicles** the conversion has been carried out by a Liquefied Petroleum Gas Association (LPGA) approved installer, in respect of private hire vehicles; and (iii) In both cases the installation design has been approved by the Licensing Authority. (iv) That the LPG conversion has a current inspection certificate issued by an LPGA Approved Installer.
4.	When logging vehicle details onto VOSA database, check if accident damage recorded (insurance total loss).

	Reasons for Rejection
1.	Original vehicle registration document (V5 or V5c) not presented or details do not match the vehicle. (See Note 1)
2.	Insurance certificate does not cover licensable activity (see Note 2), is out of date, or details not do not relate to the vehicle or registered keeper.
3	Appropriate documentation not provided.
4	If vehicle recorded on VOSA database as accident damaged (insurance total loss) contact Licensing authority.

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Note 1: If vehicle presented is not currently licensed as a hackney carriage or private hire vehicle and proprietor has recently brought the vehicle, then green slip form V5 acceptable. If vehicle has just been registered with DVLA and no V5 has been issued, then check vehicle details via VOSA website using last 6 digits of VIN.

Note 2:Hackney carriage certifcates must stipulate public hire and reward; private hire pre-booked.

Norwich City Council

Manual of Inspection Standards

Section A – Brakes

A

A1 Performance of Footbrake – Roller Brake Test

Method of Inspection

1. The test procedure as follows:
   - (a) Have the vehicle positioned so that each axle is in turn positioned over the roller brake test machine.
   - (b) With ONE set of rollers revolving at a time gradually depress the footbrake pedal to determine maximum braking effort at each front wheel. When maximum braking effort has been determined and noted release the pedal and check for brake bind.
   - (c) Start BOTH rollers together and gradually apply and release the footbrake and check for any time lag in the way the braking effort increases or decreases at each wheel.
   - (d) Hold a steady pedal pressure and check on the dial for brake force fluctuations.
   - (e) Repeat this sequence for the rear wheels.

Note: Tyre pressures to be to vehicle and/on tyre manufacturer's recommended values.

Reasons for Rejection

1. With footbrake fully applied:
   - (a) There is little or no braking effort at any wheel equipped with a brake operated by the footbrake.
   - (b) The braking effort from any wheel is less than 75% of the effort from another wheel on the same axle.
   - (c) The specified minimum braking effort of 50% is not met.
2. With the footbrake applied and held at a steady pressure the braking effort fluctuates in a regular manner with each revolution of the road wheel to such an extent that it is clear that there is ovality of the brake drum.
3. There is evidence of severe brake grabbing or judder during brake application.
4. Brake mechanism on the wheel sticking, indicated by any time lag before:
   - (a) An increase in the reading is obtained.
   - (b) The reading decreases, on releasing the brakes.
5. A brake on any wheel binding, indicated by a continuous significant reading of brake effort without an application of a brake system.
6. There is any modification, alteration or part fitted to any part of the footbrake system which does not conform to the Manufacturer's specification.

A2 Performance of Handbrake – Roller Brake Test

Method of Inspection

1. The test procedure as follows:

   (a) With the roller brake test machine driving each wheel in turn, apply the handbrake slowly until each road wheel is just at the point of skip relative to the rollers, or until the handbrake is fully applied, whichever occurs first.

   (b) Note the braking effort indicated on the dial from the brake of each road wheel.

Reasons for Rejection

1. With the handbrake fully applied:

   (a) There is little or no braking effort at any wheel equipped with a brake operated by the handbrake.

   (b) The braking effort from any wheel is less than 50% of the effort from the other wheel on the same axle.

   (c) The specified braking effort of 16% is not met. On single line braking systems a braking effort of 25%.

2. There is any modification, alteration or part fitted to any part of the handbrake mechanism which does not comply with the Manufacturer's specification.

A3 Condition of Mechanical Brake Components

Method of Inspection

1. Examine the mechanical components of the brakes which can be seen without dismantling, looking particularly for:

   (a) Badly chafed rods or leavers.

   (b) Corroded, frayed or knotted cables.

   (c) Corroded or damaged rods, levers or linkages.

   (d) Wear in eyes of relay levers or compensator pivots

   (e) Wear in clevis joints, stationary pins or pivots.

   (f) Absence or insecurity of locking devices or split pins.

   (g) Thin brake pads.

Reasons for Rejection

1. Brake rods reduced in diameter by more than one third of the original dimensions.

2. Cables knotted or so heavily corroded, or with wires broken to such an extent that its strength is reduced significantly and is likely to fail in service.

3. Serious reduction in strength of any component due to corrosion, wear, fatigue, damage or fracture.

4. The absence or insecurity or any locking device or split pin.

5. Brake pads less than $1/16^{th}$ (1.5mm) thick at any point.

6. Insecure or fractured brake drum.

A3 Continued

Method of Inspection		Reasons for Rejection	
(h)	Insecurity or fractures of brake drums.	7.	Any restriction to the free movement of the system.
(i)	Any restriction of the free movement of the system.	8.	Any abnormal movement of levers, compensators, clevis pins, pivots, eyes or yokes indicating maladjustment, excessive wear or absence of anti-rattle washers.
(j)	Any abnormal movement of levers or compensators, indicating maladjustment or excessive wear.	9.	A brake back plate, wheel cylinder or adjuster securing bolt loose or missing; return springs missing or broken.
(k)	Insecurity of brake back plates, wheel cylinders or adjusters; broken or absence of return springs.	10.	Excessive contamination of a brake drum or backing plate by brake fluid, lubricating oil or grease.

A4 Condition of Brake Pipes and Brake Hoses

Method of Inspection		Reasons for Rejection	
1.	Examine all accessible brake pipes to ensure that they are correctly routed, in a serviceable condition, free from chafing, external corrosion and damage.	1.	Pipes or hoses incorrectly routed, chafed, corroded or damaged.
2.	Check that all rigid pipes are securely held by clips or other means and that rigid pipes and flexible hoses are not fouled by moving parts.	2.	Pipes or hoses inadequately clipped or otherwise supported.
3.	Examine all flexible hoses to ensure that they are not constrained in tight bends, that they have adequate room to move as necessary without fouling any other part of the vehicle and that they are not chafed, stretched or deteriorated or exposed to excessive heat.	3.	Pipes or hoses so positioned as to be liable to be fouled by moving parts to be exposed to excessive heat.
		4.	Any kinking of pipes or hoses.
		5.	A stretched or twisted hose.
		6.	Inadequate room for hoses to move resulting in fouling on any other part of the vehicle.
		7.	Chafing or deterioration of hoses.

A4 Continued.

	Method of Inspection		Reasons for Rejection
4.	Check whether there are leaks in the system particularly when the brakes are applied.	8.	Any leaks in the system.
5.	Examine hoses for signs of weakness under pressure with the footbrake fully applied.	9.	Any bulging of a flexible hose.

A5 Condition of Servos, Vacuum Pumps and Hydraulic Brake Components

	Method of Inspection		Reasons for Rejection
1.	Examine servo and vacuum pump for security of mounting, operation and for leaks.	1.	A servo or vacuum pump that is securely mounted, not operating correctly or leaking.
2.	Examine servo and vacuum pump for damage, corrosion and for presence and condition of hoses.	2.	A servo or vacuum pump that is damaged or excessively corroded or has damaged or leaking hoses.
3.	Examine vacuum pump drive belt for correct tension, condition and pulley alignment.	3.	A vacuum pump drive belt that is unserviceable, incorrectly tensioned or drive pulley misaligned.
4.	Examine all wheel cylinders, limiter valves, master cylinders and reservoirs for security of mounting and evidence of leaks.	4.	A wheel cylinder, limiter valve, master cylinder or reservoir that is insecurely mounted or shows evidence of leaking; a bleed valve broken.
5.	Where practical, check that the reservoir cap is fitted.	5.	Brake fluid reservoir cap missing.
6.	Check the condition and level of the brake fluid reservoir.	6.	Brake fluid contaminated or insufficient.
7.	Check the operation of the brake fluid level warning lamp.		

A6 Footbrake and Handbrake – Condition and Operation – Inspection in Drivers Cabin

Footbrake

	Method of Inspection		Reasons for Rejection
1.	Check the anti-slip provisions on the pedal pad.	1.	Anti-slip provision on the brake pedal pad is missing, loose or worn smooth.
2.	Move the pedal from side to side and examine the condition of the pedal bearing.	2.	Excessive side movement of the pedal at right angles to its normal movement indicating a badly worn pedal pivot. (If this is suspected and cannot be checked from the driver's cabin position it must be inspected from underneath the vehicle or in the engine compartment).
3.	Depress the pedal to check for fouling on parts of the vehicle.	3.	The pedal is fouling parts of the vehicle to such an extent that the free movement of the pedal is obstructed.
4.	Depress the pedal fully and check the position of the pad relative to the floor, and keeping it under steady pressure note whether the pedal tends to creep down.	4.	When the pedal is fully depressed, there is insufficient reserve clearance between the back of the pedal and the floor or the pedal creeps down when held at a steady pressure.
5.	Examine the security of the pedal pad to the pedal and the pedal to the operating lever.	5.	Insecurity of any attachments to the pedal stalk.
6.	Examine the condition of the pedal.	6.	The pedal is fractured, excessively corroded or functionally incomplete.
7.	Depress the pedal and note whether there is 'sponginess'.	7.	There is sponginess when the pedal is depressed.
8.	By repeated applications of the footbrake pedal gradually empty the pressure/vacuum braking system. Check that after the warning device has operated there is still enough pressure or vacuum in the system for the brakes to be applied at least twice more with pressure or vacuum assistance. Completely exhaust system and note whether servo is operating satisfactorily by partially depressing pedal, starting the engine and noting whether pedal can be felt to dip.	8.	No dip can be felt when the engine is started, indicating vacuum assistance is not working satisfactorily.
9.	Check that pressure/vacuum visual or audible warning device if fitted is working correctly.	9.	A visual or audible warning device has been removed or is not working correctly.
		10.	The warning device is not illuminated, or the function of which is not readily visible to the driver during the hours of darkness.

A6 Continued

Handbrake

	Method of Inspection		Reasons for Rejection
11.	Note the position of the handbrake lever and its condition.	11.	Insufficient pressure or vacuum to give assistance to the brakes for at least two or more applications after the warning device has operated.
12.	With the handbrake lever in the 'off' position: (a) Note the amount of sideplay in the lever pivot by moving the lever from side to side. (b) Check the security and condition of the lever and pawl mechanism pivots and their mountings.	12.	The handbrake lever is fractured or badly corroded.
		13.	The play in the lever pivot is such that early failure seems likely, or the pawl may inadvertently disengage.
		14.	The condition of the pawl mechanism pivot is such that early failure is likely.
13.	Without operating the pawl mechanism, apply the brakes slowly and check the effective operation of the pawl mechanism by listening for definite and regular clicks as the pawl moves over the ratchet teeth.	15.	The pawl spring is not pushing the pawl positively into the ratchet teeth or the ratchet has broken, or has excessively worn teeth.
14.	When the handbrake is fully applied: (a) Knock the top and each side of the lever and check that the lever is held in the 'on' position. (b) Check that the lever is not at the end of its working travel and that there is no fouling of adjacent parts.	16.	When knocked, the lever is not held in the 'on' position.
		17.	When the handbrake is fully applied there is no possibility of further movement of the lever because it is at the end of its working travel on the ratchet, or because it is fouling adjacent parts of the vehicle.
		18.	The lever is impeded in its travel.
15.	Check for excessive corrosion, fracture or severe distortion of the vehicle structure or panelling adjacent to the handbrake lever mounting.	19.	The lever is so positioned that it cannot be operated satisfactorily.
		20.	The lever mountings are insecure or there is excessive corrosion, fracture or severe distortion of a load bearing member of the vehicle structure or panelling within 30cm (11/4 inches) of the handbrake lever mounting. (If this is suspected and cannot be checked from the driver's cabin position it must be inspected from underneath the vehicle.
		21.	The absence of insecurity of any locking or retaining device.

Norwich City Council

Manual of Inspection Standards

Section B – Steering

B

Steering Linkages

Method of Inspection

1. With the road wheels on the ground and the steering wheel rotated clockwise and anti-clockwise against road resistance, examine the steering mechanism from the point where the sector shaft and the drop arm are secured, to the point where the steering arms are secured to their fixings. During this inspection check for:
   - (a) Wear at joints.
   - (b) Fracture of components.
   - (c) Insecurity of components.
   - (d) Presence of locking or retaining devices.
   - (e) Condition of steering ball joint gaiters.
2. With the road wheels off the ground, with the suspension in the normal laden position (see Note 2), and rotating the steering wheel through its full working range, check for:
   - (a) Fouling of wheels, tyres and steering components with any part of the vehicle.
   - (b) Security and effectiveness of steering overlock stops.
3. Check for any welding repairs and for evidence of excessive heat having been applied to components.

Note 1: A vehicle fitted with power steering must be inspected with its engine running.

Note 2: The front suspension is maintained in its normal laden position and keeping the road wheels free by means of a suitable beam or supports placed under the lower coil spring pans.

Reasons for Rejection

1. Relative movement exists between the sector shaft and the drop arm.
2. A ball pin shank is loose.
3. A trackrod or drag link end loose or misaligned.
4. A perished, split or displaced steering ball joint gaiter.
5. Excessive wear on a steering joint.
6. Insecurity of any part fixed to the chassis.
7. Relative movement between a steering arm and its fixtures.
8. A component fractured or so cracked, damaged or deformed that it is likely to fail.
9. The absence or insecurity of any locking or retaining device.
10. A component of the steering linkage, road wheels or tyres fouling any part of the vehicle.
11. Steering lock stops failing to prevent overlock.
12. A component, having been structurally repaired by welding or otherwise, showing signs of excessive heat having been applied.
13. The steering geometry is incorrectly aligned through maladjustment or damaged or spurious parts.

B2 Steering Controls

Steering Wheel

Method of Inspection

1. Check steering wheel for alignment in straight ahead position.
2. Rock the steering wheel from side to side at right angles to the steering column and apply a slight downward and upward pressure to the rim of the steering wheel (in line with the column) with both hands, noting the condition of the steering wheel, hub, spokes, rim and any relative movement between the steering column and the steering wheel.

Reasons for Rejection

1. Any relative movement between the steering column shaft and the steering wheel which indicates that there is looseness between the two.
2. Absence of a retaining device on the steering wheel hub.
3. Steering wheel hub fractured.
4. Steering wheel rim fractured.
5. Steering wheel spokes fractured. Or on saloon cars a point on the steering wheel moves more than ½" without the road wheels moving.
6. Steering wheel misaligned.
7. Cracks in the plastic covering of the steering wheel rim likely to injure driver's hands.
8. Steering wheel does not comply with manufacturer's specification.

Steering Column

Method of Inspection

1. Attempt to lift the steering wheel in line with the steering column and note the movement at the centre of the steering wheel.
2. Push the steering wheel away and put it towards the body and note the movement of the steering inner column end float.
3. Examine the universal couplings of the steering column for deterioration whilst the steering wheel is rotated, check the clamp bolts for security and that no coupling or clampbolt fouls any other part of the vehicle or is likely to foul in service through having insufficient working clearance.

Method of Inspection

1. Excessive movement of the centre of the steering wheel in line with the steering column, (end float).
2. Excessive movement of the top of the steering column radially from the axis of the steering column (side play) indicating a badly worn top bearing, bush or insecure top mounting bracket.
3. A coupling, universal joint or shaft spline which is so worn, insecure or corroded that it is likely to fail or a coupling or clamp bolt fouls any other part of the vehicle or has insufficient working clearance.
4. A coupling clamp bolt loose or missing.

Note: In certain types of steering column there may be a certain amount of movement present which is not due to excessive wear but is a characteristic of the design.

Play at Steering Wheel

With the road wheels in the straight-ahead position, lightly turn the steering wheel to the left and right as far as possible (feeling the resistance due to the steering wheel) without turning the road wheels and note the amount of free play at the steering wheel rim.

Note: This inspection is not applicable when the vehicle is fitted with power steering.

B3 Steering Mechanism

	Method of Inspection	Reasons for Rejection
1.	With the road wheels off the ground and the steering wheel rotated from lock to lock examine the steering for smoothness of operation (see Notes 1 and 2).	1. Roughness, knocking or undue stiffness in the operation of the steering.
2.	With the road wheels on the ground and the steering wheel rotated clockwise and anti-clockwise against road resistance: (a) Examine the steering box and steering idler box for wear, security of mounting and for fractures. (b) Check the sector shaft and bushes for excessive wear. (c) Check the steering box and idler box for oil leaks.	2. The sector shaft cracked or twisted. 3. The sector shaft splines worn. 4. Excessive free play within steering box mechanism. 5. Excessive lift and/or end float of the sector shaft. 6. Oil leaks from the steering box or idler box.
3.	Check presence and condition of steering joint gaiters.	7. Steering box or steering idler housing fractured.
5.		A retaining or locking device missing or insecure. Play at Steering Wheel If a point on the rim of the steering wheel moves more than 2” without the road wheels moving.

B3 Continued

Method of Inspection	Reasons for Rejection
4. Examine the condition of the structure, panelling or chassis for excessive corrosion or fractures in the vicinity of the steering column upper support, steering box, idler box mounting areas.	8. Steering box or steering idler housing not mounted securely. 9. A steering joint gaiter split, damaged or displaced. 10. Excessive corrosion, severe distortion, fracture or unapproved repair in a load bearing member of the vehicle structure, panelling or chassis within 30cm, (11/4 ins), of the steering column upper support, steering box or idler box mounting areas.

Note 1: A vehicle fitted with power steering must be inspected with the engine running when the inspection at Item 1 is carried out.

Note 2: Vehicles should be checked with the suspension in the normal laden position (Note 2, B1, steering linkages refers).

B4 Power Steering

Method of Inspection	Reasons for Rejection
1. With the engine running, wheels on the ground and the steering being rocked, check: (a) By feel at the steering wheel, that the system is operating. (b) For leaks from the system. (c) That the feed pipes are of an approved type, are free from damage and are not chafing other parts of the vehicle. 2. Check for security of the power steering pump and the condition of its drive system.	1. Power steering malfunctioning or inoperative. 2. A cracked or damaged steering box or pump. 3. Excessive fluid leak from power steering units. 4. A fluid pipe excessively damaged or fouling other parts of the vehicle. 5. A fluid pipe leaking. 6. Fluid pipes or equipment do not comply with manufacturer's specifications. 7. Evidence that power steering assistance has been removed or disconnected from the vehicle and where it is known that power steering is a standard fitment on the vehicle concerned. 8. Pump insecure or its drive system missing or defective. 9. Power steering that has been installed in a vehicle whose chassis is not designed to accept it.

B5 Stub Axles/King Pin Assemblies/Wheel Bearings

Method of Inspection

1. With the front suspension raised and supported, check for lift/movement on the king pin assembly:
2. Whilst each wheel is rocked:
   (a) Note the amount of movement on the king pin assembly.
   (b) Check for smooth action of the swivel joints and the security of the attachment to the stub axle and suspension arms.
3. Examine the visible parts of the stub axles and king pins for cracks and approved locking devices.
4. Examine the king pins/swivel joint retaining devices for security.
5. Examine the lower trunnion fulcrum joints for wear and ensure the retaining and locking devices are present and secure.
6. Examine the upper trunnion pin and rubber bushes for condition and security.
7. Spin each front road wheel in turn and listen for sound indicating roughness in the hub bearings; and gripping the wheel at TDC and BDC rock the wheel to check for play indicating incorrect adjustment for the bearings.

Reasons for Rejection

1. Undue wear or play of king pin and/or bush.
2. Lift between the stub axle and the king pin assembly such that early failure of the thrust bearing is likely.
3. King pin insecure or its pin retaining device missing.
4. Excessive wear/movement in lower trunnion fulcrum joint.
5. Fulcrum joint/cap insecure in a suspension arm.
6. A lower trunnion fulcrum pin insecure in lower eye of king pin.
7. An upper trunnion fulcrum pin is loose or worn or related rubber bushes are worn or perished.
8. The absence or insecurity of an approved retaining or locking device.
9. A cracked or damaged stub axle.
10. Roughness or tightness in the front hub bearings whilst the wheel is rotated indicating likely failure of the bearings.
11. Excessive play or insufficient clearance in the front hub bearings due to maladjustment or wear.

Norwich City Council

Manual of Inspection Standards

Section C – Tyres/Wheels

C

C1 Tyres

Method of Inspection

1. With the front and rear wheels supported in the wheel-free position check that all tyres comply with legal requirements, (see Note 4) and note type of structure, e.g. cross-ply or radial-ply (see Notes 2 and 5).

2. Examine each tyre for:

   (a) Cuts

   (b) Lumps, bulges or tears

   (c) Separation of the tread

   (d) Exposure of ply or cord

   (e) Incorrect seating on rim

   (f) Valve condition and alignment and valve caps are fitted.

   (g) Nails, stones etc embedded in tread.

3. Check the treat pattern over the whole breadth of the complete circumference of the tyre. Check the tread depth by using a tread depth gauge.

4. Check if a tyre fouls any part of the vehicle (for front tyres see B2 para 2(a)).

Reasons for Rejection

1.1 Does not comply with legal requirements.

1.2 One tyre is of a different structure type from the other on same axle (see note 5).

1.3 The vehicle has radial-ply tyres fitted to the front wheels and cross-ply tyres fitted to the rear wheels.

2. A tyre:

   (a) Having a cut ½" (12mm) long or more and deep enough to reach the ply or cord.

   (b) With a lump, bulge or tear caused by separation or partial failure of its structure (this includes cracking between treads or lifting of tread) or the tread pattern worn unevenly so as to cause vibration or noise on journey or cracking of tyre walls through being under inflated.

   (c) With a valve badly deteriorated or misaligned.

   (d) With a nail or other sharp object that has penetrated the casing or is likely to cause damage to the ply or cord structure.

3. A tyre is not inflated to manufacturer's specification. (See Note 6).

4. The tread pattern is not at least 1.6mm in depth throughout the complete circumference and tread breadth of the tyre.

5. A tyre is fouling any part of the vehicle.

Method of Inspection

Notes:

1. The inspection of tyres fitted to the front axle is carried out concurrently with inspections under section B6.

2. The spare wheel and tyre is subject to inspection. Where cross-ply and radial-ply tyres are fitted correctly on the same vehicle the spare may be either structure type. The owner or driver must be made aware of its limited use and the checklist will be noted accordingly.

3. A casing may be remoulded or retreaded once only. Casing to be BS1 approved.

4. Whilst steel and fabric radial ply tyres are to be regarded as the same structure type it is recommended that they are fitted in matched pairs on the same axle.

5. An incorrectly inflated tyre could affect the meter reading and the alignment of the headlamps. It may also prevent a brake efficiency test being conducted.

C2 Road Wheels

Method of Inspection

1. With the front and rear wheels supported in the wheel free position examine each for:
   - (a) Damage or distortion (run out)
   - (b) Damage or distortion to bead rim
   - (c) Cracks
   - (d) General condition (see Note 2)
2. Examine wheel mountings for:
   - (a) Security on hub including full complement of retaining nuts.
   - (b) Condition of studs and stud holes.
3. Check condition and fitment of nave plates, wheel trims and reimbellishers as applicable.

Method of Inspection

Notes:
1. The inspection of wheels fitted to the front axle is carried out concurrently with inspections under B6.
2. Wheels must be painted in uniform colour and be free from dirt and other deposits on both sides. Paintwork must be in such condition so as not to detract from the overall appearance of the vehicle.
3. Road wheels and tyres includes the spare wheel which may be removed from the boot compartment for examination.
4. Only road wheels supplied by the vehicle manufacturer are approved.

Reasons for Rejection

1. (a) A wheel damaged or distorted so that run out is apparent.
   - (b) A bead rim so damaged as to affect the fitment of the tyre or present a sharp edge.
   - (c) Cracked in any part.
   - (d) Wheels not complying with Note 1 may lead to rejection.
2. (a) Retaining nuts loose, missing or incorrectly fitted.
   - (b) Wheel mounting studs damaged, waited or worn; stud holes elongated.

3.1 Any nave plate, wheel trim or rimbellisher that is missing, buckled, insecure, rusted or with peeling chrome.

3.2 Any wheel trim or reimbellisher which fouls the tyre valve.

4. Spare wheel missing (see Note 3)

5. Wheel fitted which does not comply with manufacturer's specification.

C3 Wheel Bearings

Method of Inspection

1. With the front of the vehicle supported in the wheel free position check the front wheel bearings (see Note).

2. With the rear of the vehicle supported in the wheel free position check the rear wheel bearings by:

   (a) spinning each wheel in turn and listening for roughness in the bearing.

   (b) gripping each wheel at TDC and BDC and rocking it to check for play indicating a worn bearing or bearing housing.

   (c) pulling and pushing on each wheel to check for end float indicating a worn bearing, bearing seating or loose locknut or other restraining device.

Note: This inspection on front wheels is carried out concurrently with inspections under B6.

Reasons for Rejection

1. Refer to B6 para 11.

2. Wheel bearings having:

   (a) roughness whilst the wheel is rotated indicating likely failure of the bearings or creating noise on road test (see section J3).

   (b) play due to wear at bearing or bearing housings.

   (c) end float due to wear at bearing, worn bearing seatings, loose locknut or other retaining device.

Norwich City Council

Manual of Inspection Standards

Section D – Chassis and Underparts

D

D1 Condition of Chassis

	Method of Inspection
1.	Examine main and cross members for deformation, cracks – fractures and corrosion.
2.	Examine the welding and/or securing bolts – rivets for soundness and security.
3.	Examine frame/cross member functions for indications of movement. This check is normally carried out during the inspection of steering linkages at B2.1.

Note 1: The underside of the vehicle must be free from mud, oil and grease to permit a thorough inspection. It should be adequately protected against corrosion.

	Reasons for Rejection
1.1.	A fracture, corrosion or cracking of any main or cross member which would reduce its strength.
1.2.	Deformation of any cross or main member likely to affect control of the vehicle.
1.3.	Main suspension cross member moving on chassis mountings.
2.1	Any welding breaking away.
2.2	Any defective welding.
3.1	Insecurity of flitch plates and/or loose or insecure fastenings between frame and cross members.

D2 Underpanels, Sills and Body Mountings

Method of Inspection

1. Examine the condition of the following for corrosion, cracks and security:

   1.1 Drivers floor and seat mounting panel.

   1.2 Luggage compartment floor panel.

   1.3 Centre partition lower box section.

   1.4 Rear body mounting crossmember.

   1.5 Rear passenger seat panel.

   1.6 Boot floor panel.

   1.7 Security and condition of body support members, body mountings bolts and packings.

   1.8 Passenger compartment floor board retainers.

2. Examine the condition of sill panels for corrosion and security.

Reasons for Rejection

1.1. Any item listed in (a) to (g) that is corroded, cracked or insecure. (See Note 1).

1.2. Broken, loose or missing body mounting bolts or packings.

1.3. The passenger compartment floor boards (h) are insecure and/or sealing strips are displaced or missing.

2.1. Sill panel corroded and holed.

2.2. Securing bolts missing or loose.

Note 1: With the exception of the driver's seat mounting panel, all other repairs in (a) to (g) will be accepted if plated and welded.

Note 2: Repairs to sills will only be accepted if plated and welded.

D3 Exhaust System

Method of Inspection

1. Examine the system for condition – security and leaks.

2. Assess the effectiveness of silencers in reducing as far as is reasonable, the noise or resonance caused by exhaust.

3. Check the system does not foul any part of the vehicle and that it is not likely to contaminate or be a fire hazard.

Reasons for Rejection

1.1. Exhaust manifold flange loose, broken and/or nuts missing.

1.2. System, or part, insecure and likely to fall from vehicle.

2. Silencer in poor condition so as not to function correctly in reducing noise levels from exhaust.

D3 Continued

Method of Inspection		Reasons for Rejection	
4.	Check that the type of exhaust system is compatible to the engine fitted and is positioned and mounted in an approved manner.	3.1.	System leaking or positioned so that fumes may enter the driver's or passengers' compartment.
5.	Check that the tail pipe is placed at the offside rear of the vehicle in such a position as to prevent fumes from entering the vehicle and does not extend beyond the body to cause a danger to pedestrians.	3.2	System is so corroded, holed, damaged or incorrectly positioned and likely to create a fire or fume hazard.
		3.3	Undue noise, resonance or vibration noted during the road test.
		4.	Exhaust system fitted has not been approved or is incompatible to the type of engine fitted.
		5.	Incorrect length or type of tail pipe fitted.

Note 1: The exhaust system includes pipe clips, mounting brackets, straps or rubbers, deflectors and extension pipes.

D4 Engine Underparts

Method of Inspection		Reasons for Rejection	
1.	Examine the condition and security of engine mountings and associated bearer brackets.	1.1.	Engine mountings and/or bearer brackets perished, incomplete, insecure, oil saturated, misaligned or fractured.
2.	Check engine for oil leaks.	1.2.	Bolts loose or missing.
3.	Check for engine coolant leaks.	2.	Engine oil leaks from any part including cracked sump, loose or missing sump bolts etc (see Notes 1 and 2).
4.	Where an alternative engine and/or associated components have been fitted, check and examine that these comply with manufacturer's specifications.	3.	Engine coolant leaking from radiator, lower hose connections, core plugs or cracked cylinder block.
		4.	Alternative engine and/or associated components fails to comply with manufacturer's specifications.

Note 1: Oil must not leak at a rate which will leave a deposit on the roadway when stationary (e.g. when awaiting a hiring).

Note 2: Oil must not leak from the vehicle when in motion at a rate which deposits a coating on the underside of the bodywork, exhaust or braking system as to create fumes or a danger to the vehicle itself.

NB: Notes 1 and 2 equally apply to oil leaks from gearboxes, automatic transmissions and oil coolers, (see D5) power assisted steering (see B5) and rear axles (see D6).

D5 Clutch, Gearbox/Automatic Transmission Underparts

	Method of Inspection		Reasons for Rejection
1.	Examining the condition and security of gearbox/automatic transmission mountings and associated bearer brackets.	1.1.	Gearbox/automatic transmission flexible mountings perished, oil saturated, incomplete, insecure or collapsed.
		1.2	Bolts loose or missing.
		1.3	Insecure, badly deteriorated or fractured mountings or brackets.
		1.4	Bearer brackets insecure, fractured or misaligned.
2.	Check gerbox/automatic transmission, oil cooler and associated pipes and filter, where fitted, for oil or fluid leaks.	2.	Gearbox/automatic transmission, oil cooler, associated pipes or filter leaking oil or fluid (see Notes to D4).
3.	Check that oil cooler pipes are to maufacturer's specification and are correctly routed and secured.	3.1	Unsuitable pipes fitted which do not comply with manufacturer's specification.
		3.2	Pipes incorrectly routed or insecure.
4.	Check condition on inhibitor switch and control linkage connections on automatic transmission.	4.	Inhibitor switch or control linkage connections inoperative, loose or maladjusted.
5.	Check condition of clutch slave cylinder, flexible hose, pipelines and associated mechanical connections including ball housing, attachment bolts and security of starter motor.	5.1	Clutch slave cylinder leaking, loose, misaligned.
		5.2	Flexible hose perished, leaking or twisted or steel pipe incorrectly routed, chafed or insecure.
		5.3	Associated mechanical connections worn or loose.
		5.4	Bell housing cracked; bolts loose or missing.
		5.5	Starter motor loose.
6.	Check and examine alternative gearbox/automatic transmission and associated components for compliance with Manufacturers specification.	6.	Alternative gearbox/automatic transmission and associated components fails to comply with manufacturer's specification.

D6 Rear Axle

	Method of Inspection
1.	Examining axle casing for cracks or defective welds.
2.	Examining rear axle assembly for oil leaks (sse note to D4).
3.	Check pinion flange cor condition and security. Checkassembly for security and alignment.

	Reasons for Rejection
1.1.	Axle casing cracked.
1.2	Defective or cracked welds at casing or saddle mountings.
1.3	Axle breather missing or ineffective through congealed dirt.
2.	Oil leak from bearing seals, banjo joint flange.
3.	Pinion flange loose on spline or damaged.
4.1	Assembly misaligned ‘U’ bolts loose, broken, or of incorrect type (see D10).
4.2	Nearside saddle packing not fitted (where applicable).

D7 Propshaft

	Method of Inspection		Reasons for Rejection
1.	Examine universal couplings for:	1.1.	Universal coupling yokes misaligned.
	(a) Alignment of yokes.	1.2.	Needle roller bearings rusted or worn.
	(b) Wear in needle roller bearings.	1.3.	Bearing cups loose in yoke eyes.
	(c) Loose bearing cups in yoke eyes.	1.4.	Bearing cup retaining circlips missing, broken or incorrectly located.
	(d) Condition and security of circlips.	1.5	Coupling flange bolts loose, missing, not locked in an approved manner or flange bolt holes worn.
	(e) Security of coupling flange bolts.	2.	Sliding joint spline worn to extent where it is likely to cause vibration or fail in service.
2.	Check sliding spine for wear.	3.1	Centre bearing worn or noisy; mounting bracket cracked, distorted or insecure; bearing rubber mounting deteriorated.
3.1	Check there is sufficient clearance between the gearbox end casing dust shield and the face of the propshaft nose.	3.2	Insufficient clearance between the gearbox end casing dust shield and face of propshaft nose.
4.	Where an alternative engine and/or gearbox have been fitted, check that the propshaft is compatible and complies with manufacturer's specification.	3.3	Locking grub screw loose or missing.
		4.	Incorrect type propshaft fitted.

Note 1: Where applicable, grease nipples should be fitted and serviceable.

D8 Fuel Tank and Pipelines

	Method of Inspection		Reasons for Rejection
1.	Examine fuel tank for security of mounting and leaks.	1.1.	Fuel tank insecure or leaking.
2.	Check that a fuel cap which complies to manufacturer's specification is fitted and that the hose connection (see H4) from filler to tank is in good condition and free from leaks and that fuel tank neck grommet is correctly fitted.	1.2.	Fuel tank mounting or supports insecure, fractured and/or securing bolts loose or missing.
		2.1	Filter cap does not comply with manufacturer's specifications.
3.	Check fuel feed and return pipelines for:	2.2	Fuel filter cap loose or fails to seal.
	(a) Leaks	2.3	Filler neck loose, perished or leaking.
	(b) Correct routing and security of attachment to chassis.	2.4	Fuel Tank filler grommet missing or incorrectly located as to prevent filler cap being securely fitted.
	(c) Free from kinks and dents (causing restriction) or wear through chafing.	2.5	Breather hose missing or incorrectly fitted.
4.	Check condition of wiring to fuel gauge tank unit.	3.1	Fuel leaking from cracked or worn pipelines or from any connecting union.
5.	Check for any accumulation of spilt fuel through bleeding the system or from past fuel leaks.	3.2	Pipeline which does not comply to manufacturer's specification, incorrectly routed or not securely clipped to the chassis or is fouled by a moving part of the vehicle.
6.	On petrol engined vehicles check for presence and security of carburettor drip tray and drain tube; assess the effectiveness of the installation to drain any spilt fuel away from adjacent hot parts.	3.3	Any pipeline that is kinked, dented or worn to such an extent that either a restriction could be caused or it could fail in service.
		4.	Tank unit wiring insulation in poor condition or not adequately protected.
		5.	Any accumulation of spilt fuel that may generate fumes or present a fire hazard.
		6.	Carburettor drip tray and/or tube not fitted or tube loose or not fitted flush in the base of tray so as to effectively drain away spilt fuel.

D8 Continued

	Method of Inspection		Reasons for Rejection
7.	Where applicable, check heat shield on exhaust pipe.	7.	Exhaust pipe heat shield not fitted or in an unserviceable condition.
8.	Check accessibility and operation of emergency fuel cut off device where fitted.	8.1.	Emergency fuel cut off device inaccessible, seized leaking or lever/push button broken.
9.	Check that the emergency fuel cut off instructions are correctly placed and legible. Fx4 and Metrocabs.	8.2.	Electrical emergency fuel cut off device fails to operate.
10.	Where vehicle has been converted to LPG, check that conversion has been carried out by: (v) an approved Public Carriage Office, in respect of hackney carriages; (vi) a Liquefied Petroleum Gas Association (LPGA) approved installer, in respect of private hire vehicles; and the installation design has been approved by the Licensing Authority. (See note 1)	9.	Emergency fuel cut off instructions ineligible, missing or incorrectly placed. Fx4 and Metrocabs.
		10.	Appropriate documentation not provided.
11.	Check that LPG conversion has a current inspection certificate issued by an LPGA Approved Installer. (See note 1)	11.	Inspection certificate not provided.

Note1: For queries arising from LPG conversions please contact Licensing Authority.

D9 Front Suspension

	Method of Inspection		Reasons for Rejection
1.	With the vehicle supported as in Section B2.2 check the correct type of shock absorbers and/or arms are fitted.	1.	Incorrect type of shock absorbers or arms fitted.

D9 Continued

	Method of Inspection		Reasons for Rejection
2.	Check for:	2.1	Leaks
	2.1 Leaks	2.2	End float at cross-shaft present.
	2.2 Absence of end float at cross-shaft	2.3	Arms loose on cross-shaft at splines or pinch bolt.
	2.3 Security of arms on cross-shaft.	2.4	Insecure on mounting platform; lug broken; retaining bolt missing or broken.
	2.4 Security on mounting platform.	2.5	Rubber buffers broken or missing.
	2.5 Presence and condition of rubber buffers.	3.1	Shock absorber damping action weak or ineffective.
3.	With the vehicle as in B2.1 check:	3.2	Coil spring broken or weak.
	3.1 Shock absorber damping action by exerting pressure on each corner and noting the rebound.	3.3	Coil spring pan distorted, cracked, insecure or bolts incorrectly fitted (see Note 1).
	3.2 Coil springs for breaks or weakness.	4.	Lower wishbone arm insecure, distorted, bush eyes worn or inner rubber bushes collapsed or perished.
	3.3 Coil spring pans for distortion, cracks and security.	5.	Lower suspension wishbone fulcrum shaft insecure, distorted or incorrectly fitted on main cross member.
4.	Check lower suspension wishbone arms for: Security; distortion; wear in bush eyes and condition of rubber bushes (See Note 2).	6.	The absence of incorrect fitment of any locking or retaining device as specified by the manufacturer.
5.	Check lower suspension wishbone fulcrum shaft for security and distortion.		
6.	Check for presence, security and fitment of any locking or retaining device is fitted to manufacturer's specification.		

Note 1: Lower spring pan bolts must have plain washers fitted under bolt heads with nuts uppermost.

Note 2: Lower and upper trunnion bushes are examined at B6.5 and 6 respectively.

D10 Rear Suspension

Method of Inspection		Reasons for Rejection	
1.	Check security and condition of:		
	1.1 Rear road spring mounting brackets.	1.1	Rear road spring mounting brackets worn or insecure on chassis.
	1.2 Anti-roll bar and linkages.	1.2	Anti-roll bar broken, distorted or detached. Mounting and/or linkages worn or insecure.
	1.3 Rear shock absorbers.	1.3	Rear shock absorber loose on chassis, lug broken, linkage broken, detached or unserviceable. End float, lift at shaft, arm loose on shaft or fluid leaking. Damping action weak or ineffective. Incorrect type of shock absorber or linkage fitted. See Note 1.
2.	Check condition of multi-leaf road springs.	2.1	Incorrect type road springs fitted. See Note 2.
3.	Examine single leaf composite road spring for:	2.2	Rear road spring leaf broken, or leaves worn, misaligned or weak.
	3.1 Longitudinal and transverse cracks	2.3	Rebound clips loose, broken or missing.
	3.2 Impact damage	2.4	'U' bolts or spring centre bolt loose or broken.
	3.3 Condition of eye ends and centre area for corrosion.	2.5	Packing piece not fitted at nearside rear spring saddle (where applicable).
4.	Check condition of spring anchor brackets, shackle, shackle pins and bushes.	2.6	Main leaf eye broken or worn.
5.	Check condition of bump rubbers.	3.	A composite spring leaf that has:
		3.1	Cracks of any length along the longitudinal spring axis either in a vertical or horizontal plane or transverse cracks propagating into the body of the spring.
		3.2	Localised surface damage extending more than 25% of the spring width and more than 2mm in depth.
		3.3	Loose or badly corroded eye ends or centre area.

Norwich City Council

Manual of Inspection Standards

Section E – Engine Compartment

E

E1 Cooling System

	Method of Inspection
	Check the cooling system within the engine compartment to ensure that:
1.	The correct type radiator, compatible with the engine, is fitted. See Note.
2.	The radiator is securely mounted within its frame; there is sufficient clearance between frame and any steering connection; all joints are sound and free from leaks.
3.	A serviceable radiator cap of the correct type is fitted.
4.	The expansion tank is securely mounted, free from leaks and serviceable. A filler cap of the correct type is fitted.
5.	The expansion tank hoses are serviceable. (where applicable)
6.	All engine to radiator hoses and all engine to heater hoses, their connections and clips are in good condition, free from leaks, chafing or fouling any part of the engine or engine compartment.
7.	The bulkhead mounted heater unit is free from leaks.
8.	The heater control tap is serviceable and free from leaks.
9.	The fan cowl is to manufacturer's specification, securely fitted and not fouled by fan blades.
10.	The correct type of fan is fitted with all blades intact and free from damage.

	Reasons for Rejection
1.	Incorrect type of radiator fitted.
2.	Radiator frame insecure or cracked; insufficient clearance between frame and moving steering connections; broken or deteriorated joints forming any part of the radiator construction; radiator leaking.
3.	Incorrect type radiator cap fitted; cap leaking or unserviceable.
4.	Expansion tank insecure or leaking; cap leaking or unserviceable.
5.	Expansion tank hose perished or chafed; an overflow hose not fitted or of incorrect length.
6.	Water hose connection leaking or is so deteriorated that it is likely to fail in service; any hose incorrectly routed, chafed, perished or fouling any part of the engine or engine compartment.
7.	Heater unit leaking.
8.	Fan Cowl does not comply with manufacturer's specifications.
9.	Unapproved fan cowl fitted, fan cowl insecure or fouled by fan blades.
10.	Incorrect type fan fitted, blades damaged or missing.

E1 Continued

	Method of Inspection		Reasons for Rejection
11.	The viscous coupling type fan (where applicable) is operating correctly.	11.	Viscous coupling type fan not operating correctly.
12.	Any proprietary cooling fan fitted complies with manufacturer's specification and is fitted in accordance with such specifications.	12.	Fan fitted which does not comply with manufacturer's specification or fan installed incorrectly.
13.	The water pump is free from leaks and the bearings are serviceable.	13.	Water pump leaking, bearings noisy or worn.
14.	The water pump drive pulley is secure and the drive belt correctly tensioned and in serviceable condition.	14.	Water pump drive pulley loose or buckled; drive belt slack, worn or split.
15.	The thermostat housing is free from leaks; the water temperature sender unit and its wiring are serviceable.	15.	Thermostat housing leaking; water temperature sender unit inoperative, broken or disconnected; wiring to unit perished, chafed or insecure (see G3).

Note: Where an alternative engine has been installed a modified radiator and hoses may have been fitted.

E2 Drive Belts

	Method of Inspection		Reasons for Rejection
1.	Check that all drive belts are correctly tensioned, all pulleys are secure, correctly aligned, and free from buckle or damage. (See Note).	1.	Drive belt that is incorrectly tensioned, split, frayed or worn; pulley that is insecure, incorrectly aligned, buckled or damaged.
2.	Check crankshaft pulley for security and condition.	2.	Crankshaft pulley insecure or buckled, centre boss loose or, where applicable, damper defective.
3.	Check pulley guard or warning notices.	3.	Pulley guard or pulley warning notice missing or incorrectly sited.

Note:

For water pump drive	(see E1 para 14)
Alternator	(see E7 para 4)
Vacuum pump	(see A5 para 3)
PAS pump	(see B5 para 2)

E3 Fluid Reservoirs

	Method of Inspection		Reasons for Rejection
	Check the fluid reservoirs, as applicable:		
1.	Brake and clutch fluid, for condition and level. (See also A5).	1.1	Reservoir cap missing.
2.	Power assisted steering level with engine running. (See also B5).	1.2	Fluid contaminated or insufficient.
3.	Check associated pipelines and hoses, paras 1 and 2 above.	2.	Reservoir over or under filled, cap or dip stick missing.
4.	Check dip sticks present in automatic transmission and engine.	3.1	Pipeline or flexible hose incorrectly routed, chafed, corroded, damaged, inadequately clipped or otherwise supported.
5.	Check oil filler cap present and serviceable.	3.2	Pipe or hose, so positioned as to be fouled by moving parts or exposed to excessive heat.
6.	Check for engine oil leaks (see D4).	3.3	Presence of any leaks.
7.	Check security of screen washer reservoir and fluid level.	4.	Dip stick missing.
8.	Check pump and jet pipelines for leaks, routing and security.	5.	Oil filler cap missing or defective.
		6.	Oil leaking from upper parts of engine.
		7.	Screen washer reservoir missing, insecure or fluid level low (for operation see G6).
		8.	Screen washer pipelines incorrectly routed, inadequately clipped or otherwise supported.

E4 Battery

Method of Inspection

Examine battery and leads to ensure that:

1. Battery complies with manufacturer's specification.
2. Terminals are in good condition and securely fitted.
3. Earth lead is not frayed and insulation of live leads is in good condition.
4. Leads are secure and correctly routed.
5. Battery mounting and retaining devices are secure and in good condition.
6. A full complement of battery stoppers is present.
7. The battery is sufficiently charged.

Reasons for Rejection

1. Battery fitted which does not comply with manufacturer's specification.
2. Battery terminals loose or corroded.
3. Earth or live lead in such a condition that it could create a fire hazard or fall in service.
4. Earth or live lead incorrectly routed, inadequately clipped or supported, insulation damaged by clips or chafing on any part of the vehicle.
5. Battery loose, battery mounting or retaining device insecure corroded or missing.
6. Battery stopper(s) missing.
7. Battery discharged sufficiently to prevent operation of starter motor (see Note 2).

Note 2: A batter with insufficient charge will result in the examination being terminated.

E5 Wiring and Fuses

Method of Inspection

Within the engine compartment:

1. Check condition of wiring and associated connections to all electrical components.
2. Check routing and security of loom and all other wiring.

Reasons for Rejection

1. Wiring so deteriorated, perished or contaminated to present a fire hazard or which could fail in service; electrical connection or terminal loose or incorrectly fitted.
2. The loom or other wiring is incorrectly routed, strained, insufficiently clipped or supported, or so positioned as to be fouled by moving parts, chafed, or exposed to excessive heat. (See Note).

E5 Continued

	Method of Inspection		Reasons for Rejection
3.	Check security of mounting of all electrical components.	3.	Components insecure or mounted contrary to manufacturer's specification.
4.	Check fuse boxes and line fuses for condition of fuse holders and fuse ratings.	4.	Fuse holder corroded or weak; fuse of incorrect rating fitted; fuse box cover broken or missing or cover retaining clip missing.

Note: Electrical wiring must be encased in a sleeve or protected so that the insulation is not in direct contact with the fuel lines to manufacturer's specification.

E6 Bonnet Security

	Method of Inspection		Reasons for Rejection
1.	Check operation of bonnet release mechanism, main bonnet catch and safety catch.	1.1	Bonnet fails to release or mechanism jammed (see Note 1).
		1.2	Exterior release lever or interior release handle broken or missing.
		1.3	Bonnet fails to hold on main or safety catch.
		1.4	Any part of the release mechanism, main or safety catch that is worn, missing or fails to operate correctly.
2.	Check operation and security of bonnet prop.	2.	Bonnet prop:
		2.1	Loose on chassis mounting or front panel.
		2.2	Retaining device missing or broken.
		2.3	Catch (telescopic type) fails to hold.
3.	Examine bonnet hinges for wear and security.	3.	Hinges worn, partially seized, insecure or with fixing bolts missing.
4.	Examine bonnet bracing for security and cracks.	4.	Bracing insecure, cracked or fractured.
5.	Check condition of under bonnet insulation.		
6.	Check bonnet panel for alignment, presence of anti-rattle pads along wing channels and rubber buffers on lower adjustment stops.		
7.	Check condition of bonnet panel, grille and grille surround finisher (see Note 4).		

E6 Continued

Method of Inspection	Reasons for Rejection
8 Any radiator muff fitted must be to manufacturer's specification and in good condition. (See Note 5).	5. Insulation material does not comply with manufacturer's specification. (See Note 2). 6. Bonnet panel misaligned or maladjusted to foul wings or bulkhead panel; bonnet loose on catch, anti-rattle pads missing, adjustment stops loose or missing, stop rubber buffers not fitted. 7.1 Bonnet panel cracked or corroded (see Note 3). 7.2 Bonnet grille insecure, damaged, broken, heavily tarnished or does not comply with manufacturer's specification. 7.3 Grille surround finisher insecure, finisher clips missing or presenting sharp projections. 7.4 Badge or motif insecure or broken. 8. Muff fitted does not comply with manufacturer's specification or is defective.

Notes:
1. Where a bonnet cannot be opened the inspection will be terminated.
2. Under bonnet insulation must meet fire retardancy requirements to manufacturer's specifications.
3. Particular attention should be paid to the lower section of the grille surround panel, bonnet catch mechanism and hinge mountings.
4. For bonnet paintwork refer to section H2.
5. Cardboard, discarded tip seat advertisements, etc are not acceptable.

E7 Alternator

Method of Inspection	Method of Inspection
Check that: 1. A correct type of alternator is fitted. 2. The plastic end cover is fitted. 3. The terminal block spring clip is fitted. 4. The alternator is secure on its mounting, the drive pulley is secure and correctly aligned and the drive belt correctly tensioned. 5. The rotor bearings are serviceable.	1. Alternator does not comply with manufacturer's specification. 2. Plastic end cover broken or missing. 3. Terminal block spring clip missing. 4. Alternator insecure on mountings, drive pulley insecure, buckled or misaligned, drive belt slack or unserviceable, belt adjustment strap broken or missing (see E2). 5. Rotor bearings worn or noisy.

E8 Injector Pump, Injectors and Carburettors

	Method of Inspection		Reasons for Rejection
1.	Examine the injector pump body.	1.	Fuel leaking from injector pump body.
2.	Examine all pipe unions on pump and injectors for fuel leaks.	2.	Fuel leaking from any union at the injector pump or injectors.
3.	Check injector leak off pipes for leaks.	3.	Fuel leaking at injector leak off pipe connections. Incorrect leak off pipe fitted.
4.	Check condition of heater plugs and associated wiring.	4.	Heater plug broken or disconnected, wiring in poor condition. (See E5).
5.	Check that the throttle pedal control cable and/or mechanism and, where applicable, the engine stop control cable operates correctly.	5.	Frayed, kinked or incorrectly routed cable which prevents the throttle control mechanism or engine stop control from operating correctly. (See G3).
6.	Check carburettor for security and fuel leaks. (See also D8.6).	6.	Carburettor insecure or leaking.

E9 Fuel Lift Pump

	Method of Inspection		Reasons for Rejection
1.	Examine fuel lift pump and filter for security and leaks.	1.	Fuel lift pump and/or filter insecurely mounted or leaking.
2.	Check all fuel pipes and unions are free from leaks and correctly routed.	2.	Fuel pipes incorrectly routed, corroded or leaking.

E10 Fuel Cut Off Devices and Signs

Method of Inspection

1. Check the emergency fuel tap or electronic fuel cut off device to ensure it functions correctly and that the location notice and operating instructions are affixed in the prescribed positions and are legible (see Note below and D8). Where applicable.

Note: An externally located fuel tap, or the control of an electronic fuel cut off device, must be fitted where vehicles have a locking bonnet or are propelled by petrol or LPG.

Reasons for Rejection

1.1 No fuel tap or electronic fuel cut off device fitted, is bypassed seized, inoperative or the operating level or button is missing or broken.

1.2 Fuel tap, electronic fuel cut off device or pipe union leaking.

1.3 Fuel tap or cut off device fitted which does not comply with manufacturer's specification.

1.4 The location notice and operating instructions of the fuel tap or electronic fuel cut off device are not affixed in the prescribed position or are illegible.

E11 Air Filter

Method of Inspection

1. An approved type compatible with the engine is fitted.
2. It is clean and securely fitted.
3. The support brackets are secure and sound.
4. The air intake trunking is in good condition, securely clipped and supported.

Reasons for Rejection

1. Air filter fitted complies with manufacturer's specification.
2. Air filter in dirty or unserviceable condition, insecure on inlet manifold or carburettor.
3. Support bracket loose, cracked, broken or missing.
4. Air intake trunking missing, torn or holed; insecure or inadequately supported.

Notes: 1 All equipment must be well maintained and in good working order and items which fall in disrepair must be replaced or removed.

2 Before fitting any additional equipment the advice must be sought before any expense is incurred.

E12 Horn

	Method of Inspection
1.	Operate the horn.
2.	Check the horn for security.

	Reasons for Rejection
1.1	Horn not fitted, does not function or has insufficient volume.
1.2	Horn fitted which does not comply with manufacturer's specification.
2.	Horn insecure on mounting, mounting cracked or broken, wiring is in an unsatisfactory condition.

Norwich City Council

Manual of Inspection Standards

Section F – Lighting

F

F1 Obligatory Front and Rear Sidelamps and Obligatory Fog Lamp

Method of Inspection

With the front and rear obligatory lamps (sidelamps) switched on, check:

1.1 Both front side/head lamp units for condition and security (see also Section 4, para 5).

1.2 That both lamps are illuminated and show a white diffused light of equal intensity which must be visible from a reasonable distance from the front of the vehicle.

1.3 With the engine running or the ignition switched on, as applicable, that current is being automatically supplied to the dipped filament of both headlamps. (Applies to dim-dipped equipped vehicles only, see Note 1).

1.4 That both rear lamps are illuminated and show a red diffused light of equal brilliance which must be visible from a reasonable distance from the rear of the vehicle.

1.5 The rear lamp lenses for condition, security, protection from the elements.

1.6 That the rear index plate lamp or lamps are illuminated and efficient; examine lamp or lamps condition, security and protection from the elements.

1.7 That the lamps do not flicker when tapped lightly by hand.

Reasons for Rejection

1.1 Front side/head lamp unit deteriorated or insecure.

1.2 Either or both front side lamps inoperative, fail to show a white diffused light of equal intensity or dims through a poor electrical connection.

1.3 Either one or both headlamps fail to illuminate in the dim-dipped mode.

1.4 Either one or both rear lamps inoperative, fail to show a red diffused light of equal intensity or dims through a poor electrical connection.

1.5 A rear lamp lens faded, discoloured, cracked, broken, insecure or missing. A lamp unit or lens not adequately protected from the elements, lens gasket displaced or missing, lenses not a matched pair. (See Note 2).

1.6 Rear index plate lamp or lamps inoperative or of insufficient intensity to illuminate the registration mark, lamp lens missing, insecure, displaced, damaged or not adequately sealed for protection from the elements.

1.7 A lamp flickers when tapped lightly by hand.

F1 Continued

	Method of Inspection	Reasons for Rejection
2.	With the headlamps in the dipped mode and the rear fog lamp/s illuminated (see Note 3), check that: 2.1 The fog lamp shows a diffused red light and the 'tell tale' on the switch or instrument panel is illuminated. 2.2 The lamps is/are correctly and securely mounted. 2.3 Lens complies with manufacturer's specification. 2.4 The lamp/s cannot be illuminated by an application of the braking system. 2.5 The lamp/s do not flicker when tapped lightly by hand.	2. Rear fog lamp missing. 2.1 Rear fog lamp is inoperative or operates other than with headlamps in the dipped mode, fails to emit a diffused red light and/or 'tell tale' lamp is inoperative or missing. 2.2 The lamp is not mounted securely in the approved position, i.e. a single lamp must be mounted at the offside. 2.3 A lens which does not comply with manufacturer's specifications. 2.4 A lamp is operated by application of the braking system. 2.5 A lamp flickers when tapped lightly by hand.

Note 1: Vehicles first registered after 31 March 1987 must be equipped with a dim dipped device.

Note 2: These lenses incorporate both rear and stop lamps.

Note 3: Vehicles first used after 1 April 1980 must be fitted with a rear fog lamp at the offside. Where a pair of rear fog lamps are fitted they must be matching and symmetrically mounted.

F2 Obligatory and Additional Stop Lamps

Method of Inspection

With the ignition switched on and the footbrake applied observe:

1. The functioning of the stop lamps. (See Note).
2. The functioning of the stop lamps and rear lamps with the obligatory lamps (side lamps) illuminated.
3. Check that the lamps do not flicker when tapped lightly by hand.

Note 1: Any additional stop lamp must conform to the manufacturer's specification and must function correctly.

Reasons for Rejection

1. One or both obligatory stop lamps:
   - 1.1 Does not illuminate when the footbrake is applied.
   - 1.2 Does not remain steady when the footbrake is applied.
   - 1.3 Remains illuminated after the footbrake has bee released.
   - 1.4 Fails to show a red diffused light of equal intensity.

2.1 Stop lamp that fails when the side lamps are illuminated.

2.2 An illuminated rear lamp that fails together with the stop lamp when the footbrake is applied.

3. Lamp flickers when tapped lightly by hand.

F3 Obligatory and Additional Red Reflectors

	Method of Inspection		Reasons for Rejection
1.	Examine the condition of obligatory red reflectors incorporated in the lamp cluster.	1.	A reflector that is missing, broken, cracked, faded or not to manufacturer's specifications.
2.	Examine the condition and fixing of any additional red reflectors. See notes.	2.1	A pair of reflectors that are approved by the manufacturers, and fitted to manufacturer's specification.
		2.2	Reflective tape affixed.

Note 1: Reflective tape is not approved and may not be regarded as a rear reflector.

Note 2: Triangular shaped reflectors must not be fitted.

F4 Obligatory Headlamps

	Method of Inspection		Reasons for Rejection
1.	Switch on headlamps to main beam and observe that blue indicator lamp on instrument panel illuminates.	1.	Blue indicator lamp fails to operate or lens is missing.
2.	Operate the dip switch and check both headlamps dip to the nearside in unison.	2.	One or both headlamps fail to dip to the nearside in unison.
3.	Check, by alternately switching from main beam to dipped beam, that the respective filaments of both headlamps illuminate.	3.	Headlamp fails to illuminate in the main or dipped beam position.
4.	Check that headlamps, when illuminated, show a white diffused light of equal brilliance and do not flicker when tapped lightly by hand.	4.	Headlamps fail to show a white diffused light of equal intensity, dim through a poor electrical connection, or flickers when tapped lightly by hand. (See Note 1).

F4 Continued

	Method of Inspection		Reasons for Rejection
5.	Check headlamp for:	5.	(a) Headlamp lens is cracked or broken; reflector has deteriorated or is tarnished.
	(a) Condition.		(b) Headlamp assembly is insecure.
	(b) Security.		(c) Headlamp incorrectly located in housing.
	(c) Correct mounting.		(d) Headlamps not a matched pair.
	(d) Matching (see Note 2).		(e) Headlamp sealing rings deteriorated or missing.
	(e) Protection from the elements.		(f) A headlamp lens does not comply with manufacturer's specifications.
	(f) Complies to manufacturer's specification.		
6.	Check condition and security of headlamp rims and bezels.	6.	Any rim or bezel is missing, damaged, insecure, incorrectly fitted, rusted, tarnished or with chrome peeling.
7.	Check headlamp aim on main or dipped beam as necessary (see Note 3) and with the headlamp aim equipment aligned with the longitudinal axis of the vehicle, align the centre of the collecting lens with the centre of light intensity and note the vertical and horizontal degrees of aim.	7.	A headlamp fails to meet the aiming requirements. Note 3 and (i) and (ii) of diagrams A and B, see overleaf.

Note 1: Headlamps emitting a yellow light are not approved.

Note 2: Headlamps from different manufacturers having the same performance characteristics may be fitted.

Note 3: The degree of aim for licensed taxicabs is set to compensate for occasions when the full complement of passengers and luggage is carried.

Circular Headlamp – FX4

Check Aim on Main (Driving) Beam

(i) The centre of the area of maximum intensity must not go above the horizontal line of the aiming screen.

(ii) The centre of the area of maximum intensity must not be more than 1.2 degrees to the offside of the vertical line of the aiming screen.

Rectangular Headlamp – Metrocab

Check Aim on Dipped (Passing) Beam

(i) Boundary line between high and low intensity areas to be not less than 1.5 degrees below horizontal line of the aiming screen.

(ii) Break point not to be to the offside of the vertical line of the aiming screen.

F5 Direction Indicators and Hazard Warning Lights

Method of Inspection

1. With the ignition switched on and the direction indicators operated in turn, check that they are flashing within the required rate of 60 to 120 flashes per minute.
2. Check that the indicators are correctly wired to flash for the direction indicated.
3. While operating the flashing indicators see that the ‘tell tale’ lamp is recording the correct operation of the indicators.
4. Check all lenses for colour, condition, security, protection from the elements and complies with manufacturer’s specification.
5. With the ignition switched off turn on the hazard warning device switch and check that all direction indicators flash in phase together with the closed circuit ‘tell tale’ flashing lamp on the instrument panel or control switch.

Note 1: In some cases, the rate of flashing of the indicators may be affected by the condition of the vehicle’s battery. It may, therefore, be necessary to run the engine whilst checking the indicator flashing rate.

Note 3: Hazard warning devices became obligatory on all new vehicles on 1 April 1986. Any hazard warning device fitted, as manufacturer’s original equipment or as additional equipment to vehicles manufactured before 1 April 1986, must be in efficient working order.

Reasons for Rejection

1. A direction indicator lamp or repeater lamp inoperative or has a flashing rate of less than 60 or greater than 120 flashes per minute. (see Note 1).
2. Direction indicator lamp, repeater lamp or switch incorrectly wired to flash direction indicated.
3. Direction indicator ‘tell tale’ lamp inoperative or missing.
4. Any indicator lens not amber in colour, faded, missing, insecure, cracked broken, not adequately sealed for protection from the elements or does not comply with manufacturer’s specifications.
5. Hazard warning device fails to operate or will only operate with the ignition switched on or the engine running; the ‘tell tale’ lamp fails to illuminate or is missing (see Note 3).

F6 Additional Lamps

	Method of Inspection		Reasons for Rejection
	Reversing lamp/s, where fitted (see Notes 1 and 2 below)	1.	
1.	With the ignition switched on, check:		
	1.1 The reversing lamp/s emit/s a diffused white light when reverse gear is selected.	1.1	Reversing lamp/s fail to operate or do/does not emit a white diffused light.
	1.2 The lamp/s extinguish/es when neutral or a forward gear is selected.	1.2	Lamp/s remain/s on when neutral or forward gear is selected.
	1.3 The lamp/s is/are correctly and securely mounted and complies with manufacturer's specification.	1.3	Lamp/s is/are mounted and/or mounted in a position which does not comply with manufacturer's specification.
	1.4 The lamp/s do not flicker when tapped lightly by hand.	1.4	Lamp/s flicker when tapped lightly by hand.
	Front fog and log range driving lamps, where fitted (see Note 3)		
2.	Check operation as follows:	2.	
	2.1 A single fog lamp emitting a white or yellow diffused light should only illuminate when the headlamps are in the dipped mode.	2.1	Lamp inoperative or operates in other than dipped mode.
	2.2 A pair of matched fog lamps both emitting a white or yellow diffused light should illuminate together.	2.2	Lamps operate incorrectly.
	2.3 A pair of long range driving lamps, matched and both emitting a diffused white light should illuminate together.	2.3	Lamps operate incorrectly.
	2.4 Where the fog and long range driving lamps are fitted each must be switched independently to operate only when the headlamps are in the correct mode.	2.4	Lamps operate incorrectly.

F6 Continued

	Method of Inspection	Reasons for Rejection
	Check that:	
2.5	(a) any lamp fitted illuminates.	(a) A lamp fails to illuminate.
	(b) any pair of lamps fitted are matched and emit light of equal intensity and colour.	(b) Lamps are not a matched pair or fail to emit light of equal intensity or colour.
	(c) any lamp fitted is not aimed so as to dazzle other road users.	(c) A lamp is so aimed to dazzle other road users.
2.6	Check any lamp lens or body for:	(a) Lamp lens cracked or broken or lamp body damaged or deteriorated.
	(a) Condition.	(b) Lamps are not a matched pair or fail to emit light of equal intensity or colour.
	(b) Security, and	(c) A lamp is so aimed to dazzle other road users.
	(c) Comply with manufacturer's specifications.	2.6 (a) Lamp lens cracked or broken or lamp body damaged or deteriorated.
2.7	Check that the lamps do not flicker when tapped lightly by hand.	(b) Lamp lens or body insecure.
2.8	Check any lens cover for advertising logo.	2.7 A lamp flickers when tapped lightly by hand.
		2.8 See Note 4.

Note 1: Where a pair of reversing lamps are fitted they must be matching and symmetrically mounted in an approved position. The position for mounting depends on the shape and type of lamp. When fitted, either singly or a pair, to vehicles first used before 1 April 1966, must not exceed 24 watts.

Note 2: Not more than two reversing lamps may be fitted.

Note 3: Only fog and long range driving lamps approved by the manufacturer may be fitted.

Note 4: Lens covers are normally approved with the lamps and are generally plain in colour.

General Note:

The wiring to all lamps, whether obligatory or additional, must be corrected routed, securely clipped and adequately fused. Grommets must be used where wiring passes through panels and all wiring must be properly insulated.

Norwich City Council

Manual of Inspection Standards

Section G – Driver's Compartment

G

G1 Driver's Seat Belt

	Method of Inspection
1.1	Check that the driving seat is provided with a seat belt which complies with manufacturer's specifications.
1.2	Pull the seat belt webbing against its anchorages and check they are properly and securely fixed to the vehicle structure.
1.3	As far as is practicable without dismantling, check the condition of the vehicle structure in the vicinity of the seat belt anchorage points. The condition of floor mounted anchorage points may best be inspected from underneath the vehicle.
1.4	Pull the seat belt fully from the retracting unit and examine the webbing for signs of deterioration.
1.5	With the seat belt webbing fully exposed, check that it winds back automatically into the retracting unit upon release.
1.6	Check that the seat buckle mechanism cannot be pulled apart when fastened and the release mechanism operates correctly.
1.7	Examine the buckle flexible stalk for deterioration.
1.8	Grasp the webbing and snatch away from the reel to check that the automatic reel locking mechanism is functioning correctly.

Note: With certain inertia reel type belts it may be necessary to wear the belt, drive the vehicle slowly forward and then apply the brakes sharply to check operation of the locking mechanism.

	Reasons for Rejection
1.1	Seat belt installed does not comply to manufacturer's specification or seat belt missing.
1.2	Any seat belt anchorage that is incorrectly or insecurely fixed to the vehicle structure.
1.3	Accessible corrosion, serious distortion or a fracture in any load bearing member of the vehicle structure or panelling within 30cm (12") of a seat belt anchorage.
1.4	Seat belt webbing is cut, frayed or deteriorated.
1.5	The retracting unit mechanism fails to operate or the belt fails to return freely.
1.6	The buckle locking and release mechanism does not operate correctly.
1.7	Flexible stalk deteriorated.
1.8	Automatic reel locking mechanism fails to lock or release correctly.

G2 Driver's Seat

Method of Inspection		Reasons for Rejection	
Check:			
1.1	Security and condition of driver's seat floor panel (See D2).	1.1	Seat floor panel insecure, bolts missing, panel corroded or cracked.
1.2	Drivers seat complies with manufacturer's specification.	1.2	Seat installed does not conform to manufacturer's specifications.
1.3	Security and condition of seat runners and operation and condition of adjustment and locking mechanism.	1.3	Seat runner is loose on floor panel or seat frame; any part of the adjustment or locking mechanism is seized, worn, broken or missing.
1.4	Operation of seat height adjustment mechanism.	1.4	Any part of the height adjustment mechanism seized, worn, broken or missing.
1.5	Condition of seat frame and springs.	1.5	Seat frame fractured, strained, buckled or damaged or springs weak, broken or missing.
1.6	Condition of upholstery (see Notes 2 and 3).	1.6	Cushion or backrest upholstery collapsed, holed, split or temporarily repaired. Material dirty, stained or does not comply with manufacturer's specification.

Note 2: The material used to re-upholster, repair or pad the seat must meet the requirements of BS5852 Part 1 1979. In respect of fire retardancy or comply with manufacturer's specification.

G3 Driver's Controls

Note: Constant design improvements made to controls, instrumentation, switches, warning and 'tell tale' lamps are too numerous to list individually. The general principle to be followed, irrespective of the age of the vehicle is that any item installed within the driver's cabin as manufacturer's original equipment must be maintained in good working order.

	Method of Inspection		Reasons for Rejection
1.	Check steering wheel (see B3).	1.	(See B3)
2.	Check footbrake pedal (see A6)	2.	(see A6)
3.	Clutch pedal:		
	3.1 Check the anti-slip provisions on the pedal pad and where applicable, the security of the pad to the stalk and the stalk to the operating arm.	3.1	Anti-slip provision on the clutch pedal pad is missing, worn smooth or loose; pedal pad loose on stalk or stalk loose on operating arm.
	3.2 Move the pedal from side to side and examine the condition of the pedal bearing.	3.2	Excessive side movement of the pedal at right angles to its normal movement indicating a worn pivot. (If this is suspected and cannot be checked from the driver's cabin it must be inspected from underneath the vehicle or in the engine compartment).
	3.3 Depress the pedal fully to check for fouling on parts of the vehicle paying particular attention to brake and fuel lines and their retaining clips.	3.3	The pedal, stalk or operating arm fouls parts of the vehicle to such an extent that the free movement of the pedal is obstructed or the operating arm fouls any pipeline or retaining clip. (See 3.2 above).
4.	Gear level:	4.1	The lever fouls any part of, or equipment installed in, the vehicle.
	4.1 Manual – when placed in each gear in turn check the lever does not foul any part of, or equipment installed in, the vehicle.	4.2	Inhibitor switch ineffective as the engine can be started with forward or reverse gear selected; switch defective as the engine cannot be started when neutral or parked is selected.
	4.2 Automatic – when placed in each indicated drive position with the handbrake fully applied, check the effectiveness of the inhibitor switch by attempting to start the engine.	4.3	The lever over-rides the reverse stop.
	4.3 Manual and automatic – check the reverses gear stop is effective.	4.4	Pivot retaining device worn or insecure.
	4.4 Manual – check the security of the gear lever pilot.		

G3 Continued

	Method of Inspection		Reasons for Rejection
4.5	Automatic – check the security of selector lever mechanism assembly.	4.5	Selector lever mechanism assembly worn or insecure.
4.6	Gear change knob complies with manufacturer's specifications.	4.6	Gear change knob missing or does not comply with manufacturer's specification.
5.	Throttle pedal	5.1	Pedal action stiff, fails to operate freely when opened or closed or fails to open or return fully.
	5.1 Check action of throttle pedal control through full range of travel for smooth and free operation in both directions.	5.2	Pedal pivot worn or mounting insecure.
	5.2 Move the pedal from side to side to check condition of pedal pivot and security of mounting.	6.	(See A6)
6.	Check handbrake level (see A6)	7.1	Self cancelling mechanism fails to operate when returning from either one or both turns.
7.	Direction indicator control (see also F5)	7.2	Switch fails to hold in direction indicated; switch or mechanism insecure; control arm so worn or loose in switch body it could fail in service.
	7.1 Check to ensure that the self cancelling mechanism operates when returning from left and right turns.	7.3	Headlamp flash control inoperative.
	7.2 Check the switch assembly for operation, wear and security, and	8.1	Any switch, warning or 'tell tale' lamp inoperative, insecure, damaged, broken, not positive in operation or operates a component other than that indicated by logo. Floor mounted dip switch insecure.
	7.3 Where applicable, the operation of headlamp flash control.	8.2	Steering lock inoperative.
8.	Switches, warning and 'tell tale' lamps.	8.3	Engine stop control ineffective and, where applicable, fails to lock when ignition key is removed.
8.1	Operate each switch and check for security, damage, positive operation, correct function and where appropriate, the illumination of respective warning or 'tell tale' lamp.		
8.2	Check operation of steering lock, and		
8.3	Engine stop control.		

G3 Continued

	Method of Inspection		Reasons for Rejection
8.4	With obligatory lamps on, check that the speedometer and other instruments are illuminated, where applicable.	8.4	Speedometer or instruments fail to illuminate where applicable, gear selector indicator panel dirty, broken, missing or fails to illuminate.
8.5	Check brake fluid level indicator (see A5.7)	8.5	(See A5.7)
8.6	Brake servo warning indicator (see A6.9)	8.6	(See A6.9)
9.	Gauges. Check operation of fuel, temperature, oil pressure, charge rate gauges, as applicable, and speedometer. **Note:** These items may be checked on road test.	9.	Any gauge that is defective, insecure or broken. Speedometer inoperative, needle wavers or is obviously recording incorrectly. Any gauge or the speedometer does not comply with manufacturer's specification.
10.	Heating, demisting and ventilation	10.1	Controls inoperative, maladjusted, broken or insecure; blower motor inoperative or ineffective; a vent ineffective or insufficient air flow directed to the front compartment. Side mounted facia ventilators ineffective, inoperative or broken. Fresh air vent hinge seized, broken or operating level missing, where applicable.
	10.1 Check the effective operation of all demister/heater and ventilation controls, as appropriate.	10.2	Independent blower switch inoperative.
	10.2 Check independent switch for passenger heater blower.		
11.	Cabin lamp. Check operation and condition of cabin lamp. **Note:** Approval may be given to reposition the lamp or fit an additional lamp on application.	11.	Cabin lamp inoperative, broken or missing.

G4 Fire Extinguisher

	Method of Inspection		Reasons for Rejection
1.1	Check that a 1kg Dry Powder fire extinguisher with a fire rating of 5A/34B complying with BS EN:3 1996, is installed.	1.1	Unapproved fire extinguisher installed; extinguisher not fully charged or missing.
1.2	Check that extinguisher maintenance record is satisfactory (see Note 1)	1.2	Unsatisfactory evidence of maintenance.
1.3	Check that extinguisher is mounted securely and the retaining device can be easily released.	1.3	Fire extinguisher holder insecure, damaged; retaining device ineffective or difficult to release.

G5 Windscreen and Interior Mirror

	Method of Inspection		Reasons for Rejection
1.	Check windscreen		
	1.1 Complies with manufacturer's specification.	1.1	Windscreen glass does not comply with manufacturer's specification.
	1.2 Glass is fitted correctly with the safety zone to the driver's side.	1.2	Windscreen glass reversed.
	1.3 Is of clear glass free from scratches scores or cracks.	1.3	Windscreen glass so scratched, scored or cracked that it could impair the driver' vision under adverse light or weather conditions, or it could fail in service. Tinted glass installed or self adhesive tinting material affixed to any part of the glass. (see Note)
	1.4 Check condition of glazing rubber and interior surround for evidence of water leaks.	1.4	Glazing rubber split or perished to cause windscreen leak.

Note 1 The label on the extinguisher will indicate whether annual maintenance has been carried out. A maintenance certificate should also be available for inspection. Maintenance should comply with BS 5306 Part 3 (87). Alternatively, an extinguisher with a charge indicator in the 'green' zone is acceptable.

Note: The light transmitted through the windscreen must be at least 75%.

G5 Continued

	Method of Inspection		Reasons for Rejection
2.	Check interior mirror 2.1 Is of a type which complies with manufacturer's specification. 2.2 Stalk is secure on mounting and the adjustment pivot holds the mirror securely.	2.1 2.2	Mirror fitted does not comply with manufacturer's specification or mirror missing. Stalk insecure on mounting; mirror fails to remain in set position under normal driving conditions.

Note: Suction type mirrors or larger clip-on mirrors are not approved. One interior mirror only is permitted.

G6 Windscreen Washers and Wipers

	Method of Inspection		Reasons for Rejection
1.	Operate the windscreen washer control and check that an adequate supply of liquid is emitted from both jets.	1.	Windscreen washer control missing; fails to operate or provide sufficient liquid to clean windscreen.
2.	Check the jets are correctly set to direct liquid on the area of the windscreen swept by the blades.	2.	Windscreen washer jet missing, ineffective or incorrectly set.
3.	With liquid on the windscreen operate the wipers and check they both clear an adequate area of the windscreen.	3.	Wipers inoperative or fail to sweep an adequate area of the windscreen; arms incorrectly set on spindles; a wiper blade deteriorated to such an extent that it fails to clear the windscreen.
4.	Check the wiper arms and blades for condition and correct fitment.	4.	Blade attachment to arm connection worn; blade assembly worn or rubber split to such an extent it could score the glass in service; wiper arm spring weak or hinge pin worn; attachment splines loose or worn; arms incorrectly fitted (see Note) arms or blades do not comply with manufacturer's specification.

Note: LTI FX4 cabs have handed wiper arms.

G7 Radio and Mobile Data Equipment

Method of Inspection	Reasons for Rejection
1. Check that any personal radio, radio/cassette player, two-way radio, mobile data terminal or aerial is securely installed.	1.1 Equipment or its associated parts which are insecure. (see Notes).

Notes: Portable radio equipment or any radio/cassette player using one or a pair of headphones is not permitted. Only electrically operated aerials may be installed in the front wings or boot surround panel.

Equipment must be maintained in good working order. Items which have fallen into disrepair or disuse must be removed. (see Section H).

G8 No smoking signs

Method of Inspection	Reasons for Rejection
1. Check that no smoking signs are displayed on the passenger near side front and near side and off side rear passenger windows.	1. No smoking signs not displayed or are defaced, illegible or missing.

G9 Driver's and Luggage Compartment Trim

Method of Inspection		Reasons for Rejection	
1.	Check condition of headlining.	1.	Headlining dirty, stained, torn, sagging, detached at edge or poorly repaired. (See Note). Headlining painted or does not comply with manufacturer's specification.
2.	Where applicable, check condition and operation of sun roof panel and that the panel complies with manufacturer's specification.	2.	Sun roof panel cracked or broken, panel fails to close fully or can be easily removed. Sliding panel fails to hold on the catch when in open position. Sun roof panel does not comply with manufacturer's specification.
3.	Check condition of sun visor.	3.	Sun visor missing, insecure, damaged or fails to remain in position set. Visor fitted which does not comply with manufacturer's specification.
4.	Check condition of floor coverings and floor panels in the driver's and luggage compartment and that they comply with manufacturer's specifications.	4.1	A floor covering holed, unsuitably painted floor covering does not comply with manufacturer's specification.
		4.2	Any accumulation of water or dirt beneath floor coverings. Floor panels rusted.
5.	Where applicable, check taximeter drive sealing aperture cover.	5.	Taximeter drive sealing aperture cover is insecure, missing or cannot be readily removed for seal inspection.
6.	Where applicable, check the condition and security of:		
6.1	Driver's/luggage partition panel.	6.1	Partition panel is insecure or split.
6.2	Centre console.	6.2	Console insecure, split or taximeter sealing aperture cover (where applicable) missing or cannot be readily removed for seal inspection.
6.3	Arm rest, map or tidy box.	6.3	Arm rest, map or tidy box fitted which does not comply with manufacturer's specification is fitted which is insecure broken or deteriorated – arm rest split to expose padding.
6.4	Luggage retaining strap, and nearside door pull cord.	6.4	Luggage retaining strap or door pull cord detached, missing or does not comply with manufacturer's specification.
6.5	Trim beneath dash panel.	6.5	Trim material is split, torn, insecure or likely to interfere with the driver's control pedals. Material encroaches into the luggage area.

Norwich City Council

Manual of Inspection Standards

Section H – Body/Paintwork

H

H1 Body Condition

Method of Inspection		Reasons for Rejection	
1.	Examine main body shell and all body panels (see Note 1) for corrosion, cracks, distortion, damage, security, correct fitment and alignment (see Note 2).	1.1	Door hinge pillar, centre pillar, entrance step or body panel corroded, cracked, distorted, damaged, insecure, incorrectly fitted or misaligned. (See Note 3).
2.	Check, where applicable, condition and security of body mouldings (see Note 4).	1.2	Panel fitted which does not comply with manufacturer's specification.
3.	Check, where applicable:	2.	A moulding damaged, misaligned, insecure, missing or does not comply with manufacturer's specification.
	3.1 Condition and security of mud flaps and,	3.1	Mud flaps not a matched pair, torn, missing, insecure or do not comply with manufacturer's specification. Reflectors affixed.
	3.2 Splash guards	3.2	Splash guard missing, corroded or insecure.

Note 1: Body panels include all wings, doors, door reveals, bonnet, boot lid, rear quarter light window frames, wheel arches, outer sills, roof panel and 'Taxi' sign canopy.

Note 2: Gaps between:

(a) fixed and all hinged panels should be parallel to within 1mm.

(b) leading edge of front door and wing edge must not exceed 9 mm.

(c) Trailing edge of rear door and wing edge must not exceed 8 mm.

(d) Boot lid and all adjacent panels must not exceed 7 mm and the gap difference between left and right hand sides must not exceed 3 mm.

(e) Bonnet, wing edges and bulkhead must not exceed 10 mm and the gap difference between left and right hand sides must not exceed 3 mm.

H1 Continued

Note 3: All repairs must be soundly executed using the correct materials and procedures for the job being undertaken. The finished repair must not detract from the overall appearance of the vehicle.

Where an aerial or an additional lamp has been permanently removed the mounting hole must be suitably sealed from the elements.

Note 4: Where a door advertisement is displayed, the moulding and/or clips must be removed. The moulding must not be refitted over an advertisement.

H2 Paintwork Condition

	Method of Inspection
1.	Examine the body paintwork for cleanliness, finish and lustre.
2.	Where applicable, examine approved vinyl roof covering for cleanliness, condition and security.

	Reasons for Rejection
1.1	Exterior of vehicle so dirty that the overall finish of the paintwork cannot be assessed.
1.2	Paintwork so deteriorated, damaged, rust blistered or stone chipped, that it detracts from the overall appearance of the vehicle.
1.3	Renovations to paintwork which produce runs, flat or uneven finish or of non matching colour, i.e. not compatible with adjacent panels. Repairs incomplete in primer or undercoat.
1.4	Oversprays on glass or other fittings.
1.5	Vinyl roof covering dirty, stained, discoloured, painted (other than with vinyl refurbishment product), torn or becoming detached.
2.1	Roof covered in material which does not comply with manufacturer's specification.
2.2	Finisher moulding insecure, incorrectly fitted or missing.

H2 Continued

	Method of Inspection		Reasons for Rejection
3.	Where applicable, check condition of coachlines.	3.1	Coachline(s) incomplete, not matching both sides of vehicle, becoming detached or do not comply with Note 3.

Note 2: Where there has been a change of colour the interior parts must match. The DVLC must be notified of the colour change.

Note 3: Permanently painted coachlines are preferred but there is no objection to good quality self adhesive coachlines being affixed. They must only be painted or affixed to the sides of the cab and not exceed two in number. A single coachline must not exceed 10 mm in width, where two lines are painted or affixed their total width must not exceed 16 mm excluding the gap between.

H3 Door Locks, Hinges, Handles and Trim Panels

	Method of Inspection		Reasons for Rejection
1.	With each door in open position: 1.1 Examine the door hinges and check strap for condition and security.	1.1	Door hinge or hinges worn, partially seized, sprung, insecure or any fixing screw missing. Check strap is worn, ineffective, insecure, missing, does not comply with manufacturer's specification.

H3 Continued

Method of Inspection		Reasons for Rejection	
1.2	Check that the doors open within prescribed limits.	1.2	A rear door which fails to open to a minimum of 21" or fouls the leading edge of the rear wing: (a) A nearside rear door of an approved wheelchair facility conversion which fails to open to a minimum angle of 90 degrees. (b) Either rear door of a new make cab, approved from January 1985, which fails to open to a minimum angle of 90 degrees. (c) A front door check strap that permits the door to foul the trailing edge of the front wing. (d) A defect in an approved device fitted to a wheelchair facility conversion that is used to retain the door in the open position or a open door retainer fitted.
1.3	Examine the interior door lock and pull handles or cord, as applicable, for condition and security.	1.3	Interior door lock handle, door pull handle or cord missing, insecure, or does not comply with manufacturer's specification. Door handle is sharp or rough to the touch; an escutcheon or fixing screw is missing. Handle guard missing, broken, insecure or warning decal missing.
1.4	Examine the door locking mechanism (excluding ADLS) and striker plate for condition and security.	1.4	Door lock mechanism, remote control mechanism and/or striker plate worn or insecure. Lack of or excessive lubrication. Any fixing screw, guide or buffer stop missing.
1.5	Check the operation of carriage door warning/courtesy lamps and, where applicable, warning buzzers. Check where applicable, the operation of front door courtesy lamps.	1.5	Any warning/courtesy lamp or buzzer inoperative including driver's 'tell tale' lamps.
1.6	Examine the condition and security of interior door trim panels.	1.6	Door trim panel is split, crudely repaired, dirty, stained or discoloured, insecure or retaining clips missing or not properly secured. (See Note 1)
1.7	Examine the condition and security of door frame and door panel draught excluders.	1.7	Draught excluder missing, insecure, too short, perished or unapproved type.
2.	With each door in the closed position check:		
2.1	The outer handle for security and condition and the push release button for operation.	2.1	Outer handle insecure, sharp or rough to the touch, release button loose, stiff or fails to release locking mechanism, key aperture presents a sharp projection.

H3 Continued

Method of Inspection	Reasons for Rejection
2.2 The main catch holds the door securely. With pressure applied to the door partially operate the push button to ensure, as the door opens, it is held by the safety or secondary catch.	2.2 Door loose or fails to hold on main catch through wear or maladjustment, fails to hold on safely to secondary catch.
2.3 The door opens and closes correctly.	2.3 Door drops when opened, hinges sprung or defective (see 1.1), door misaligned with striker plate.
2.4 Where applicable, the operation of a central door locking system.	2.4 Central door locking system inoperative or defective, central locking system installed. (See Note 2)

Note 1: Any repairs to ABS plastic trim panels must be executed on the reverse side.

Note 2: Mortice type locks may be fitted to the front doors. Under no circumstances may they be fitted to the passenger compartment doors.

H4 Boot Lid and Compartment

Method of Inspection	Reasons for Rejection
1. Boot lid, check:	
1.1 The adjustment of the catch.	1.1 Boot lid locking mechanism or striker plate loose, worn, maladjusted or difficult to operate.
1.2 The fitment of a lockable handle which complies with manufacturer's specification.	1.2 Handle fitted which does not comply with manufacturer's specification – security lock defective, handle missing.
1.3 The condition of support straps.	1.3 Support strap(s) missing, broken, frayed, unequal length or of a type which does not comply with manufacturer's specification.
1.4 The condition of the hinges.	1.4 Hinge(s) worn, sprung, partially seized or insecure.

Note: Mortice type locks may be fitted to the boot lid (see also section H1)

H4 Continued

Method of Inspection	Reasons for Rejection
2. Boot compartment, check:	
2.1 The condition and security of weather-strip.	2.1 Weather-strip is missing, perished, split or of insufficient length. Evidence of water leaking into boot compartment.
2.2 The security of spare wheel, tools and wheelchair ramps as applicable.	2.2 Spare wheel, tools or wheelchair ramps insecure. Spare wheel mounting broken.
2.3 The condition of the boot floor.	2.3 Boot floor cracked or corroded. Blanking plates or grommets missing.
2.4 For any materials presenting a fire or fume hazard.	2.4 Materials or containers presenting a fire or fume hazard.
2.5 the condition of the fuel tank filler.	2.5 See Section D8.
2.6 The condition and security of electrical wiring and, where applicable, radio or telephone equipment.	2.6 Wiring not secured, adequately insulated or so positioned it could be damaged by chafing. Any radio or telephone equipment insecure or installed in an unapproved manner.

H5 Window Glass

Method of Inspection	Reasons for Rejection
1. Check all windows:	
1.1 Are of clear glass to manufacturer's specification.	1.1 Glass fitted which does not comply to manufacturer's specification. Tinted glass installed (see Note) or self adhesive tinting material affixed to any part of the glass.
1.2 Are well cleaned and free from chips, scratches, scores or cracks.	1.2 Glass so dirty or stained, over sprayed, scratched, scored or cracked that it could impair the driver's or passengers vision under adverse light or weather conditions. Glass chipped to present a sharp edge.
1.3 For correct security etching, where applicable. Marking must be legible on all windows, must not impair the strength of the glass.	1.3 Etched index mark incorrect or illegible, or depth of etching impairs the strength of the glass.

Note: Note: Light transmission through the front windscreen must be at least 75%, (see Note to G5), light through both front side windows must be at least 70%. Rear passenger windows (those which are immediately adjacent to a passenger seating area) must be fitted with the vehicle manufacturers' standard manufactured glass for that model at the date of production,

providing such glass allows at least 65% light transmission. All other windows including the rear windscreen must be fitted with the vehicle manufacturers' standard manufactured glass for that model at the date of production. After being licensed, vehicles must not have additional tinted windows fitted that were not fitted at the time of being initially licensed. Any tinted film fitted on any windows before or after being licensed must be removed.

H5 Continued

Method of Inspection

2. Check glazing rubber of fixed windows for condition, security of glass and evidence of water leaks.

3. Where applicable, check:

   3.1 Condition and fitment of opening quarter light windows.

   3.2 Operation and condition of hinges and catches.

4. Check all opening windows for:

   4.1 Operation.

   4.2 Condition and security of window channels.

   4.3 Operation of window locks where applicable.

   4.4 Condition and security of window control lift or push/pull handles or knobs and warning decals as applicable.

   4.5 Condition and fitment of inner and outer window aperture finishers, where applicable.

5. Check interior partition window for:

   5.1 Security and operation of opening section.

   5.2 Condition and security of sliding window stop and control.

6. Check that any notice, sticker or decal affixed to the glass has been approved.

	Reasons for Rejection
2.	Glass/glazing rubber insecure within frame, glazing rubber split, perished or not watertight.
3.1	Quarter light window frame damaged, misaligned in main aperture or fails to close correctly.
3.2	Hinges and/or catches seized, or broken; catches fail to hold or lock.
4.1	Window difficult to operate, fails to close or open fully. Electrically operated window operates incorrectly or an unapproved electrically operated window installed.
4.2	Window channels insecure, worn, dropped or missing.
4.3	Window lock missing, insecure, fails to hold or difficult to operate.
4.4	Window control missing, insecure or presents a sharp edge. Warning decal missing or defaced.
4.5	Window aperture finisher missing, damaged or insecure. Joint clip missing to expose finisher ends to present sharp projection.
5.1	Upper or lower glazing channels insecure or window assembly insecure in main frame. Sliding section loose in channels or stiff in operation. Partition window does not comply with manufacturer's specification.
5.2	As applicable, sliding stop missing or too short permitting window to open in excess of 11.5cm. Rubber buffer and/or wooden stop split or missing. Driver or passenger window control damaged, missing or reverse fitted.
6.	Unapproved advertisement, notice, sticker or decal affixed.

H6 Advertisements

	Method of Inspection
1.	Check exterior door, interior bulkhead and tip seat base advertisements, as applicable, for condition and security.

Note: All advertisements must be approved and must be affixed only in approved positions. (See Appendix)

H7 Badges and Motifs

	Method of Inspection
1.	Check vehicle for condition of badges motifs and decals as applicable.

Note 1: Only one approved badge may be fitted in addition to the vehicle manufacturer's badge or motif. It must be fitted to the front grille and may either be the badge of a motoring organisation offering a 24 hour breakdown or recovery service.

Reasons for Rejection

1.1	An exterior door advertisement torn, blistered, mis-aligned, becoming detached or affixed over defective bodywork.
1.2	Any advertisement defaced, damaged, insecure or unapproved. (See Note).

Reasons for Rejection

1.1	Unapproved badges, motif or decal affixed. More than one front grille badge fitted. (See Note 1).
1.2	Badge, motif or decal damaged, broken, missing or fitted in an unapproved position.

H8 Bumpers and Over-Riders

Method of Inspection

1.	Examine front and rear bumper bars, over-riders, mounting brackets and valances, as applicable, for condition, security and alignment.

Note 1: Only approved bumper bars and over-riders may be fitted. FX4 cabs with chrome bumper bars may fit, as an alternative, the later type black bumper bars and over-riders. Those fitted with black bumper bars and over-riders may retro-fit the chrome bumper bars. In either instance both bumper bars must be changed together with their mounting brackets and front valance.

Note 2: Reflective tape or other embellishment must not be affixed to bumper bars or over-riders. (See Section F3).

H9 Index Plates

Method of Inspection

1.	Check both indexed plates: 1.1 Display the number shown on the Vehicle Registration Document., 1.2 Are marked BS AU 144a and the white and yellow reflective plates are correctly fitted to the front and rear of the vehicle respectively. 1.3 For condition, security and fitment. 1.4 Hackney/Private Hire Carriage Plate in good order and screwed to vehicle in correct position.

Reasons for Rejection

1.1	Mounting bracket/s insecure on chassis; bumper bar insecure on mounting brackets; over-rider/s insecure on bumper bar.
1.2	Bumper bars and/or over-riders not a matched pair. (See Note 1).
1.3	Bumper bar or over-rider missing, damaged or presents a sharp edge. Bolt head incorrectly located to present a projection or incorrect type bolts fitted. End capping missing or insecure.
1.4	Chrome peeling, rusted or deteriorated. Black finish deteriorated to detract from overall appearance of vehicle.
1.5	Bumper bar misaligned or end fouls body panel or wing. Rear mounting brackets foul underside of body.
1.6	Front valance damaged, rusted or insecure. Valance mounting brackets insecure, fractured or missing.

Reasons for Rejection

1.1	Incorrect index plate(s) fitted.
1.2	Incorrect type index plate(s) fitted. Incorrect reflective colour plate(s) fitted.
1.3	Index plate insecure, damaged or dirty. Reflective surface crazed or discoloured. Digits missing, broken or loose. Mounting screw heads not compatible with colour of plate. (See Notes overleaf).
1.4	Hackney/Private Hire Plate insecure, broken, faded or illegible, not affixed by screws in correct position. (See Note)

Notes: Index plate mounting screws or caps must match the colour of the plate. The use of black headed screws to join or alter digits on personalised index plates is not permitted. Digits must conform to Road Vehicles (Registration and Licensing) Regulations 1971.

Personalised index plates will only be accepted where the Vehicle Registration Document has been amended by the DVLC.

Owners changing an index number must produce the Cab Licence, Private Hire Vehicle Licence and the amended Vehicle Registration Document immediately for records to be amended.

H10 External Mirrors

Method of Inspection

1.	Check all external mirrors for condition, security.

Notes: Private Hire Vehicle Licence condition requires the plate to be fitted *"outside the vehicle on a yellow plate affixed vertically to the rear of the vehicle, on the opposite side to the exhaust and a reasonable distance above the ground".*

Private hire licence plates are not to be fitted alongside the Index plate.

Hackney carriage plates should be affixed on the boot of the vehicle (FX4, Metrocab and TX) in the approved position and on the nearside of the rear bumper for the Peugeot E7. The approved position for Mercedes Vito is on the bottom corner of the rear hatchback or rear bumper, in both cases on the opposite side to the exhaust.

Reasons for Rejection

1.1	Mirror cracked, broken or reflective surface deteriorated. Casing deteriorated mirror missing or mounted in a position not complying with manufacturer's specification.
1.2	Mirror insecure on its mounting or fails to remain in set position. Manual adjustment seized or broken. Electrical adjustment inoperative.
1.3	Mirror fitted which does not comply with manufacturer's specification.
1.4	Mirror arm reinforcing plate inadequate or not fitted. (Applies to Metrocab only – see Note)

Norwich City Council

Manual of Inspection Standards

Section I – Carriage Compartment

I

I1 Passenger Seat Belts

Method of Inspection

1. Cabs manufactured from 1 April 1987, must be fitted with seat belts for forward facing passengers. (See Notes 1, 2 and 3).

   1.1 Check, where applicable, that the seat belts are fitted and conform to the manufacturer's specification.

   1.2 Pull each seat belt's webbing against its anchorages and check they are properly and securely fixed to the vehicle structure.

   1.3 As far as is practicable without dismantling, check the condition of the vehicle structure in the vicinity of the seat belt anchorage points. (See Note 4).

   1.4 Pull each seat belt fully from the retracting unit and where applicable, expose the centre lap belt. Examine the webbing for signs of deterioration.

   1.5 With the seat belt webbing fully exposed, check that it winds back automatically into the retracting units upon release.

   1.6 Check that each seat belt buckle mechanism cannot be pulled apart when fastened and that the release mechanism operates correctly.

   1.7 Grasp the webbing and snatch away from the reel to check that each automatic reel locking mechanism is functioning correctly.

Reasons for Rejection

1.1 Seat belt missing or does not comply with manufacturer's specification.

1.2 Any seat belt anchorage that is incorrectly or insecurely fixed to the vehicle structure.

1.3 Excessive corrosion, serious distortion or a fracture in any load bearing member of the vehicle structure or panelling within 30cm (12") of a seat belt anchorage.

1.4 Seat belt webbing is cut, frayed, deteriorated or dirty.

1.5 The retracting unit mechanism fails to operate or the belt fails to return freely.

1.6 A buckle locking or release mechanism does not operate correctly.

1.7 Automatic reel locking mechanism fails to lock or release correctly.

Note 1: Cabs licensed to carry 4 persons must be fitted with 2 inertia reel type seat belts. An additional lap type seat belt must be fitted to cabs licensed to carry 5 persons.
Note 2: Cabs manufactured prior to 1 April 1987, may be fitted with seat belts which comply with manufacturer's specification.
Note 3: Where there is provision for a wheelchair passenger, either in a manufacturer's model or in an approved conversion, a seat belt which complies with the manufacturer's specification.
Note 4: The condition of the floor mounted anchorage points may best be inspected from underneath the vehicle and in the boot compartment (FX4) and by removing the rear seat cushion (Metrocab and FX4).

I2 Headlining

Method of Inspection		Reasons for Rejection	
1.	Check condition of carriage headlining.	1.1	Headlining dirty, stained, torn, sagging, detached at edge or poorly repaired (see Note).
		1.2	Headlining material not to manufacturer's specification.

Note: Up to two repairs, neatly stitched and not exceeding 10cm (4") in length will be accepted. Patches are not permitted.

I3 Interior Fittings

Method of Inspection		Reasons for Rejection	
1.	Check, as applicable, the security and condition of the: 1.1 Door and pillar grab handles. 1.2 Fare table and cover. 1.3 Mounting for the cab licence plates. 1.4 Rear parcel shelf. 1.5 Kick panels and tread plates. 1.6 Floorboards and floor coverings.	1.1	Grab handle missing, insecure, broken, plastic covering cut or split; non matching handle fitted. Escutcheon missing or incorrectly located.
		1.2	Fare table not current, defaced, or size incompatible with cover (see Note 1). Fare table cover missing, broken, insecure or stained where applicable.
		1.3	No provision to secure interior licence plate. 'THE NUMBER OF THIS CAB IS' notice missing, broken or insecure. FX4 and Metrocabs.
		1.4	Shelf insecure, buckled, dirty or stained.
		1.5	Kick panel or tread plate missing, insecure or deteriorated.
		1.6	Floorboards insecure or correctly located. Unapproved floor covering fitted, floor covering not secured under entrance tread plate, bulging, holed, worn, smooth or slippery. Painted or treated with other than a recognised renovation product. Floor covering sticky.

I3 Continued

	Method of Inspection	Reasons for Rejection
	1.7 Arm rests and wheel arch trim panels.	1.7 Arm rest or wheel arch trim insecure, split or poorly renovated (see Note 2).
	1.8 Ashtrays.	1.8 Ashtray missing, damaged, rusty or not emptied.
	1.9 Carriage lamps and switch.	1.9 Lamp, lamp lens or rim missing, broken or insecure; lamp inoperative or lens dirty. Two way switch defective, switch notice missing or defaced.
	1.10 Carriage heater and switch.	1.10 Heater inoperative, leaking, defective or noisy in operation. Grill panels missing or damaged. Two-way switch defective, switch notice missing or defaced.
	1.11 Bulkhead and tip seat adverts.	1.11 Advert(s) insecure, broken, stained, defaced or unapproved (see Note 3).
	1.12 Passenger telephone.	1.12 Telephone installation insecure; door or hinge(s) broken or mounting box door fails to remain closed when telephone is replaced. Unit fitted in an unapproved manner or unapproved telephone installation.
2.	Check valeting of carriage interior and fittings.	2. Carriage interior and fittings dirty. Polish or renovation materials not completely removed from upholstery or trim panels. Accumulation of dirt etc under edges of carriage mat. Door reveals not cleaned or paintwork showing rust. Obnoxious odour in carriage.

Note 1: The small size fare tables are solely for early type FX4 cabs and must not be used with the large cover.

Note 2: Any repairs to ABS plastic trim panels must be executed on the reverse side.

Note 3: Any advertisement must be approved. Interior advertisements must be encapsulated in clear non-flammable plastic.

I4 Seats

Method of Inspection	Reasons for Rejection
1. Check the condition of all passenger seat cushions and backrests. (See Notes 2 and 3 of Section G2).	1. Cushion or backrest upholstery collapsed, holed, split or temporarily repaired. Material dirty, stained, non-matching or does not comply with manufacturer's instructions.
2. Check condition and operation of tip seats where fitted.	2. Seat fails to rise automatically, return spring(s) weak or broken, seat fails to maintain horizontal position, when occupied. Cushion retaining screws missing, loose or heads raised to present projection. Bulkhead or cushion framework rusted, sharp or rough to the touch.
3. Where applicable, check plinth between tip seats for condition and security.	3. Plinth insecure, split, torn or covering becoming detached.

I5 Automatic Door Locking System (ADLS)

The functioning of the ADLS must be checked before road test (Section J). Its operation can be observed when the vehicle is driven in or out of the workshop or when raised in the wheel free position.

Method of Inspection	Reasons for Rejection
1. Where applicable, (See Note 1) and prior to road test, check the operation of the ADLS. 1.1 With the cab in forward motion, check that the ADLS operates not before 31cm (12" approx) and not more than 46cm (18" approx) distance has been travelled. 1.2 When the cab is stopped, without use of the footbrake, check there is2 seconds delay before ADLS releases (see Note 2). 1.3 With the cab stationary and held by the footbrake, check that the ADLS is effective and 1.4 Again with the handbrake applied and the footbrake released, check to ensure that the ADLS releases.	1.1 ADLS not fitted, fails to operate, operates too early or too late. 1.2 ADLS releases before the delay period has expired. System fails to release or exceeds the delay period. 1.3 ADLS ineffective with footbrake applied or 1.4 Fails to release when footbrake is released.

I5 Continued

	Method of Inspection	Reasons for Rejection
2	Check operation of driver's ADLS warning lamp and, where applicable, the operation of passenger's ADLS warning lamp(s).	2. Driver's ADLS failure warning lamp missing or inoperative when cab is stationary. Passenger's ADLS warning lamp missing or inoperative when cab is in motion.
3.	Check presence and condition of ADLS warning notices.	3. Warning notice missing or defaced.
4.	Check security of control box and condition of associated wiring and connections.	4. Control box insecure; wiring deteriorated or terminal(s) loose or corroded so as to cause the ADLS to fail in service.

Note 1: All cabs manufactured on and after 1 March 1983, are fitted with ADLS.

Note 2: Items 1.2 and 1.3 (MOI) are manufacturer's safety features to prevent the doors being opened from the inside when travelling in slow moving, stop/start traffic or waiting at traffic lights etc. The rear doors must, at all times, be able to be opened from the outside whether the cab is in motion or not and the system must be disabled by turning off the ignition or in the event of a wiring failure.

Norwich City Council

Manual of Inspection Standards

Section J – Taximeter and Road Test

J

J1 Road Test

Note: Hackney carriage taximeters must be assessed against a measured distance to ensure compliance with the current approved rates of fare. Carrying out this assessment provides an opportunity to detect any defect which may have been overlooked or manifests itself only when the vehicle is driven. In addition to the items dealt with in this section, attention should be given when on a road tests to those listed below.

A1 Brakes – squeal, judder or grabbing.

B1 Steering – alignment of steering wheel, wandering, free play, over correction.

G3 Indicators – action of self cancelling mechanism, warning and 'tell tale' lamps and gauges – check operation as applicable.

I Carriage compartment – check interior as applicable.

J2 Smoke/Fume Emission

	Method of Inspection		Reasons for Rejection
1.	Road test the vehicle to check: 1.1 Smoke or fume emission. 1.2 Engine performance	1.1	Engine emits excessive smoke and/or fumes when idling, moving off from rest or during a prolonged pull under load.
		1.2	Engine performance sluggish, lacks power or unduly noisy.

J3 Transmission

Method of Inspection

1. Road test the vehicle to check, as applicable:

   1.1 Operation of clutch.

   1.2 Manual gearbox.

   1.3 Automatic transmission.

   1.4 Transmission for noise, harshness and vibration.

Note: Where rejection results from noisy transmission, attention should also be paid to the propeller shaft, rear axle differential, hub bearings and tyres as well as the manual gearbox or automatic transmission.

Reasons for Rejection

1.1 Clutch slips under load; judders on take off or fails to fully disengage making gear engagement difficult.

1.2 Jumps out of any gear under drive or over-run; selection of any gear difficult other than through defective clutch; synchromesh ineffective.

1.3 Automatic transmission clonks when engaged; judders, slips or fails to change up and/or down correctly as specified by the manufacturer; kick down control ineffective.

1.4 Undue noise, harshness or vibration from transmission or clonk when moving off from the rest (see Note).

J4 Ride/Knocks and Rattles

Method of Inspection

1. Road test the vehicle to check:

   1.1 The ride.

   1.2 For knocks and/or rattles

   1.3 Rattles

   1.4 The door security warning lamps.

Note: Passenger doors must fit within their apertures and not gape at the lower edge (See H1).

Reasons for Rejection

1.1 Ride affected by weak or defective suspension, vibration or resonance.

1.2 Knocks from beneath vehicle, e.g. from loose or defective shock absorbers; loose, defective or collapsed body mounts; defective road springs and/or shackles and pins; misaligned exhaust system or from any other cause.

1.3 Rattles from beneath or within the vehicle: e.g. from exhaust system; loose spare wheel or tools in boot compartment; division bulkhead; door loose in aperture or noise from within the door itself, etc. (See Note).

1.4 Door warning lamp(s) flicker or remain on when vehicle in motion.

J5 Speedometer

	Method of Inspection		Reasons for Rejection
1.	Road test the vehicle to check operation of speedometer.	1.	Speedometer defective.

J6 Hackney Carriage taximeter

	Method of Inspection		Reasons for Rejection
1.	Road test vehicle over measured distance to ensure that meter charges the correct fare for distance travelled in accordance with the current approved table of fares.	1.	Taximeter displays fare in excess of that allowed in accordance with the current approved table of fares.

Norwich City Council

Manual of Inspection Standards

Section K – Wheelchair Facilities

K

K1 Wheelchair Facilities

Method of Inspection		Reasons for Rejection	
1.	Check condition and operation of wheelchair restraints.	1.1	Wheelchair restraint/s missing, anchorage/s insecure, webbing frayed, electrical or mechanical locking device ineffective.
2.	Check disabled persons seat belt in accordance with Section 1.1.	2.	See 1.1.
3.	Ensure that any floor covering does not impeded free access and positioning of wheelchairs.	3.	Floor covering restricting free movement of wheelchairs

K2 Ramps

Method of Inspection		Reasons for Rejection	
1.	Check that appropriate approved ramps are securely installed in the boot compartment.	1.	Unapproved ramps installed; retaining device missing, or ineffective. Ramps missing.
2.	Examine the ramps for damage, sharp edges or corners.	2.	Ramps damaged or present a sharp edge or corner.
3.	Check, as applicable, the non-slip provision and locating dowel pins.	3.	Non-slip provision worn, missing or ineffective. Locating dowel pins damaged, loose or missing.

Integral Ramp

Method of Inspection		Reasons for Rejection	
1.	Check that the appropriate approved intermediate step is securely installed installed in the boot compartment.	1.	Unapproved intermediate step installed; ramp tool (orange key) or intermediate step missing.
2.	Check that ramp release tool /door stay (orange key) is present.	2.	Ramps sections damaged or unserviceable.
3.	Examine the ramp sections for damage, sharp edges or corners.	3.	Ramp insecure or hinges seized.
4.	Examine security and free operation of hinges.	4.	Step guides missing, loose, damaged or misaligned.
5.	Check extension step guides for position and damage.	5.	Non-slip provision worn, missing or ineffective.
6.	Check as applicable the non-slip provision.		