

# **Licensing, Appeals and Complaints Sub-Committee**

## **Agenda**

### **Members of the Licensing, Appeals and Complaints Sub-Committee:**

Cllr William Kemp (Chairman)  
Cllr James Easter  
Cllr Phil Hardy

### **Date & Time:**

Tuesday 23 March 2021  
10.00am

### **Place:**

To be hosted remotely at: South Norfolk House, Cygnet Court, Long Stratton, Norwich, NR15 2XE

### **Contact:**

Claire White tel (01508) 533669  
Email: [democracy@s-norfolk.gov.uk](mailto:democracy@s-norfolk.gov.uk)  
Website: [www.south-norfolk.gov.uk](http://www.south-norfolk.gov.uk)

### **PUBLIC ATTENDANCE:**

**This meeting will be live streamed for public viewing via the following link:**

<https://www.youtube.com/channel/UCZciRgwo84-iPyRlmsTCIng>

### **Large print version can be made available**

If you have any special requirements in order to attend this meeting, please let us know in advance.

# AGENDA

1. To report apologies for absence and to identify substitute members;
2. Any items of business which the Chairman decides should be considered as matters of urgency pursuant to Section 100B(4)(b) of the Local Government Act, 1972. Urgent business may only be taken if, “by reason of special circumstances”, (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency;
3. To receive Declarations of interest from Members;  
(Please see guidance form and flow chart attached – page 4)
4. To confirm the minutes of the meeting of the Licensing, Appeals and Complaints Committee held on 25 July 2019;  
(report attached – page 6)
5. Local Government (Miscellaneous Provisions) Act 1976 Private Hire Vehicle Driver Licensing;  
(report attached – page 8)

## MEMBERSHIP OF THE LICENSING APPEALS AND COMPLAINTS COMMITTEE AND THE LICENSING AND GAMBLING ACTS COMMITTEE

The following members make up the Licensing Appeals and Complaints Committee and the  
Licensing and Gambling Acts Committee.

Sub Committees will be established to hear applications:

Updated: 12/06/2019

<b>Members of Licensing, Appeals &amp; Complaints and the Licensing and Gambling Acts Committees</b>	<b>Expiry of training accreditation-Taxi</b>	<b>Expiry of training accreditation- Licensing Act 2003</b>
Elliott Cllr R	29/05/21	29/05/21
Kemp Cllr W	03/06/21	03/06/21
Burrill Cllr D	29/05/21	29/05/21
Curson Cllr F	03/06/21	03/06/21
Easter Cllr J	29/05/21	29/05/21
Glover Cllr L	03/06/21	03/06/21
Halls Cllr J	29/05/21	29/05/21
Hardy Cllr P	29/05/21	29/05/21
Holden Cllr T	29/05/21	29/05/21
Hornby Cllr J	03/06/21	03/06/21
Legg Cllr N	29/05/21	29/05/21
Rowe Cllr J		
Savage Cllr J	03/06/21	03/06/21
Spruce Cllr T	03/06/21	03/06/21
Wilby Cllr J	29/05/21	29/05/21

At least one training event for each subject (Licensing Act 2003 and Taxis) will be included in the programme each year. Members are required to attend at least one training event in two years in each subject.

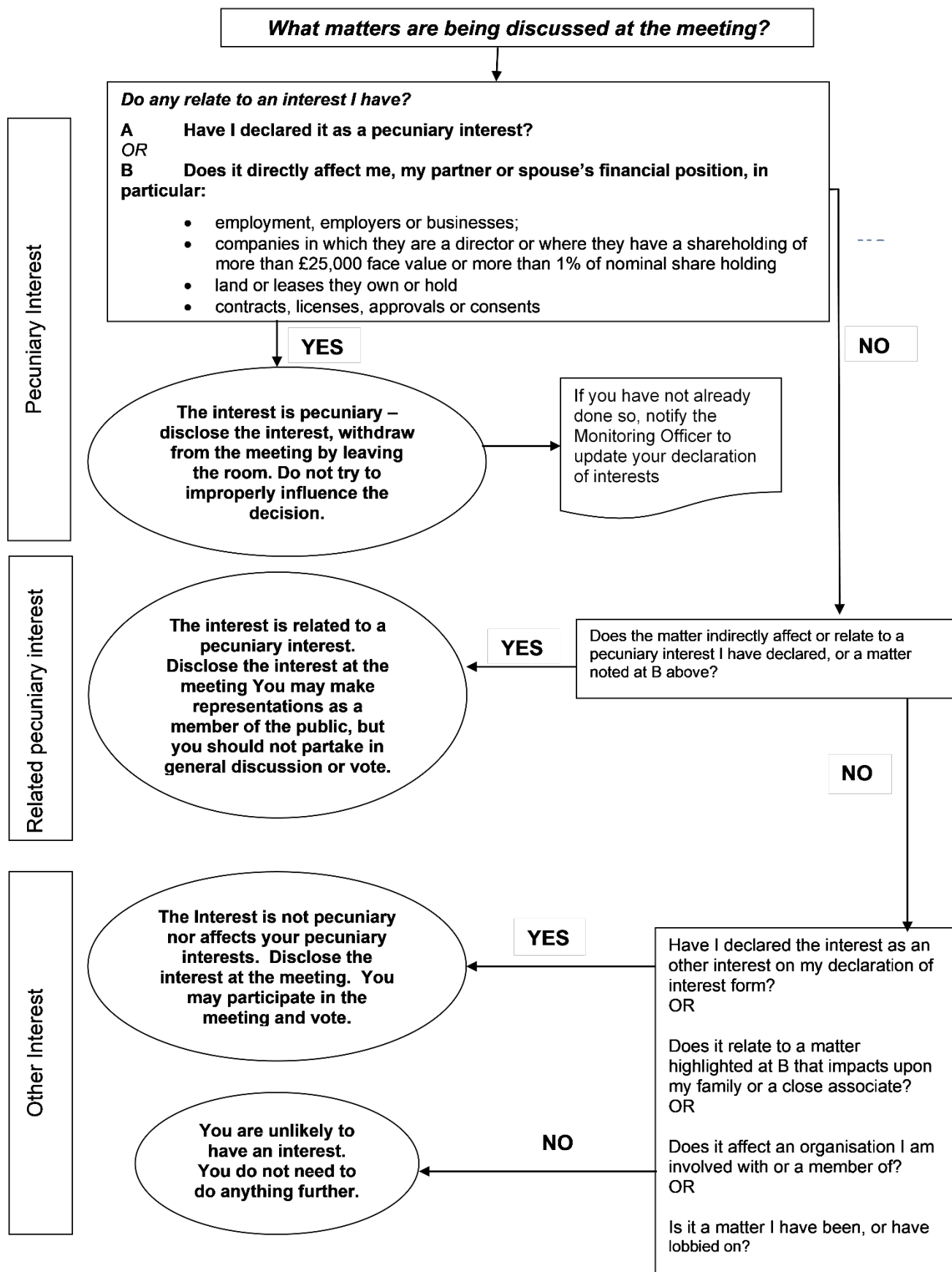
## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

<p>Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.</p>
<p>Does the interest directly:</p> <ol style="list-style-type: none"> <li>1. affect yours, or your spouse / partner's financial position?</li> <li>2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?</li> <li>3. Relate to a contract you, or your spouse / partner have with the Council</li> <li>4. Affect land you or your spouse / partner own</li> <li>5. Affect a company that you or your partner own, or have a shareholding in</li> </ol> <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.</p>
<p>Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.</p>
<p>Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.</p>

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.  
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST  
INSTANCE**

## DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



**Agenda Item: 4**

## **LICENSING APPEALS AND COMPLAINTS COMMITTEE**

**Minutes of a meeting of the Licensing Appeals and Complaints Committee of South Norfolk District Council held on Thursday 25 July 2019 at 2.00pm.**

**Committee Members Present:** Councillors: R Elliott (Chairman), T Spruce and J Wilby

**Officers in Attendance:** The Legal Advisor to the Sub Committee (T Eddison), the Legal Adviser (S Moss), and the Licensing and Enforcement Officer (R Setford)

One member of staff was also in attendance to observe the process only (with the consent of the applicant)

### **653 MINUTES**

The minutes of the meeting held on 11 March 2019 were confirmed as a correct record and signed by the Chairman.

### **654 EXCLUSION OF THE PUBLIC AND PRESS**

It was

#### **RESOLVED**

That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 Schedule 12A of the Act (as amended).

### **655 COMBINED HACKNEY CARRIAGE / PRIVATE HIRE DRIVER LICENCE APPLICATION**

(The applicant was in attendance for this item).

The Licensing officer distributed copies of South Norfolk Council's Private Hire and Hackney Carriage Licensing Conditions. Members were also provided with a written character reference in support of the applicant.

The Chairman welcomed everyone to the meeting and explained the procedure for determining the application.

The Licensing and Enforcement Officer outlined the salient points of her report, explaining the circumstances which had led to the requirement for the Committee to determine whether the applicant was considered a fit and proper person to be granted a Hackney Carriage / Private Hire Licence.

After the applicant had explained her past actions and had responded to a number of questions from members, she, the officer and the observer left the meeting whilst members determined the application. They were then re-admitted to the meeting, and the Chairman announced the decision.

## **RESOLVED**

1. that the applicant be granted a one-year Combined Hackney Carriage / Private Hire Driver Licence with the decision to extend the license by a further two years delegated to the Licensing and Enforcement Officer; and
2. that a written warning be issued regarding future conduct, in particular the requirement that she contact South Norfolk Council in the event of any relevant changes.

(The meeting concluded at 3.00pm)

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Chairman

## **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 PRIVATE HIRE VEHICLE DRIVER LICENSING**

**Mr Mark Brown, 54, The Street, Ashwellthorpe, Norwich, Norfolk, NR16 1AA**

**Report Author(s):** Rosie Setford  
Licensing and Enforcement Officer  
01508 533602  
rsetford@s-norfolk.gov.uk

**Portfolio:** Michael Edney (Regulation and Public Safety)

**Ward(s) Affected:** All

### **Purpose of the Report:**

This report details an application for a private hire vehicle to be used as an executive hire vehicle for decision by the Committee.

### **Recommendations:**

The Committee is RECOMMENDED to review and carefully consider all the information before deciding whether to grant a private hire licence vehicle licence to Mr Brown subject to the conditions in Section 4.1.

## **1. Summary**

- 1.1 This report details an application for a private hire vehicle licence to be used for executive hire.

## **2. Background**

- 2.1 On 21 December 2020 Mr Brown contacted the Licensing Team to seek approval to licence a Tesla Model X to carry five passengers. Mr Brown provided a photograph of the seating configuration (see Appendix One). Mr Brown also provided a video of a Tesla Model X.
- 2.2 Mr Brown was informed that the vehicle may be refused for licensing due to; the emergency door opening mechanism, the seating configuration, and that an application to licence a Tesla Model X had been refused by a neighbouring Licensing Authority.
- 2.3 On 25 January 2021, Michelle James, previous Interim Licensing Team Leader, advised that Mr Brown could submit an application for the Tesla X to be considered for licensing, that the vehicle could be licensed for three passengers, and that anything which falls outside the South Norfolk's Private Hire and Hackney Carriage Policy would have to be heard before the Licensing Sub Committee.
- 2.4 On 26 January 2021, Mr Brown submitted his application to licence a Tesla Model X, vehicle registration number GD70 CTO (see Appendix Two). This vehicle is electrically powered.
- 2.5 On 2 February 2021 the vehicle was inspected by one of the Council's approved testing stations and passed the Council's mechanical test (see Appendix Three).
- 2.6 Section 48 of the Local Government (Miscellaneous Provisions) Act 1976 states that a district council shall not grant such a licence unless they are satisfied that the vehicle is; suitable in type, size and design for use as a private hire vehicle; and is safe.
- 2.7 South Norfolk Council's Private Hire and Hackney Carriage Policy states:
  - The vehicle shall have four side opening doors or three side opening doors and a tailgate or rear door(s) which is easily accessible and may be opened from the inside of the vehicle. [Section 3.8]
  - All newly presented vehicles in the case of any minibus or people carrier type vehicle with three or more rows of seating will need to ensure that they have clear and unobstructed access to the back-row of seating all times. This may require the removal of any seat adjacent to the nearside door or the passenger compartment of the vehicle. [Section 3.9]
  - Any vehicle's suitability for licensing will also be determined by the position of its seating, fittings and fixtures for the ingress and egress of passengers and their safety. [Section 3.10]

### **3. Current position/findings**

3.1 On 4 February 2021 Mr Brown brought the Tesla Model X to the Council offices for an inspection by Licensing Officers. The following items were inspected:

- Gull or falcon wing doors - These doors are hinged from the roof and are opened by pressing a button on the interior column or by remote control. These doors are powered by the main vehicle battery. In the event that this main battery fails, the 12-volt back-up battery should provide sufficient power to open the falcon wing doors. In the event of both batteries failing, there is an internal emergency door release. This is operated by removing the speaker cover, pulling a release cable and subsequently pushing the door open manually (see Appendix Four).
- Seat layout, legroom, headroom and overall comfort of the vehicle – the vehicle is designed to carry five passengers: one in the front, two in the middle and two in the rear. There is a wide gap between the two middle seats to enable passengers to gain access to the rear row of seats.
- Stowing of luggage - the Tesla Model X has two areas to stow luggage, one trunk at the front of the vehicle and one at the rear. The two rear seats can be folded down to for increased luggage capacity. There is no physical barrier to prevent luggage from being propelled forward, into the seated passenger area, in the event of a frontal impact (i.e. when the rear seats/3<sup>rd</sup> row are folded flat and luggage is at greater risk of travelling forwards between the wide gap in the second row of seats).

At the time of the inspection, Mr Brown informed officers that the doors could be opened with a minimum of 10% retained battery charge.

3.2 On 11 February 2021, enquiries were made with Tesla for further information in respect of whether the doors could be opened with a minimum of 10% retained battery charge, and if there was any screen or netting contained within the vehicle, or if any screen or netting could be purchased to prevent luggage being propelled forward in the event of a frontal impact. Additionally, they were requested to provide details of any safety testing which may have been carried out on the vehicle, particularly in relation to it being used in a commercial capacity. The email to Tesla is attached at Appendix Five.

3.3 Tesla has responded to this request for information. Their email is attached at Appendix Six.

3.4 Investigations have also been carried out at a national level to see if other Local Authorities have issued a licence for Tesla Model X vehicles. Oxford City Council have licensed a different variant of a Tesla Model X with an alternative seating configuration. The application was determined at officer level.

- 3.5 The application for licensing this vehicle has been referred to Committee to licence the vehicle to carry five passengers based on the vehicle inspection that took place on 4 February 2021 and the response from Tesla.

#### 4. Proposed action

- 4.1 The Committee in its role as Licensing Authority is requested to review the facts and to grant a private hire vehicle licence subject to the following conditions:
- Mr Brown displays emergency exit information clearly visible to all passengers
  - That any luggage stored on top of the rear trunk is suitably secured by a proprietary boot cargo net (or other acceptable method). This can be achieved by purchasing a proprietary boot cargo net, including metal carabiners fitted to attach the corners of the net to the factory-fitted D-ring boot anchor points. It is to be used to restrain loads whenever the vehicle is placed in seating configuration for 3 passengers, with the rear/3<sup>rd</sup> row seating folded down and when loose items are being transported in the rear luggage area. This is to reduce the likelihood of luggage being propelled forward in the event of a frontal impact. Pictures of the Tesla X Cargo Net is attached at Appendix Seven.

#### 5. Issues and risks

- 5.1 **Resource Implications** – The Council could incur costs in officer and legal representative time if a person is aggrieved by the decision of the Committee and pursues an appeal to the Magistrates' Court.
- 5.2 **Legal Implications** – There are no legal implications other than the issues detailed at 5.1 and 5.3.
- 5.3 **Equality Implications** – There are human rights implications associated with this matter. The interests of the applicant have to be balanced against the interests and protection of the wider community. Any actions proposed in respect of the application, must be proportionate to the matter under consideration, the decision-making process must be transparent and the applicant must be given full opportunity to make representations. The Committee is therefore required to balance the interests of the applicant against the interests of the community and decide where the balance should lie.
- 5.4 **Environmental Impact** – It is not anticipated that there will be any environmental impact as a result of this report.
- 5.5 **Crime and Disorder** – It is not anticipated that there will be any crime and disorder impact as a result of this report.

- 5.6 **Risks** – The Council could incur costs in office and legal representative time if a person is aggrieved by the decision of the Committee and pursues an appeal in the Magistrates' Court.

## **6. Recommendations**

- 6.1 The Committee is RECOMMENDED to grant the private hire vehicle licence as applied for subject to the conditions in Section 4.1.
- 6.2 That any further applications to licence this particular model and seating configuration can be approved at officer level.

### **Appendices:**

- 1 - Copy of seating configuration provided by Mr Brown.
- 2 - Copy of application form and V5C
- 3 - Copy of the Council's mechanical test
- 4 - Copy of how to open interior doors with no power
- 5 - Copy of Licensing and Enforcement Officer's email to Tesla
- 6 - Copy of response from Tesla
- 7 - Copy of photographs of a Cargo Net

Copy of the seating configuration provided by Mr Brown.



6 Seat Option Added to Tesla Model ...  
[teslarati.com](http://teslarati.com)

## Appendix 2 – Application form and V5C



### APPLICATION FOR A HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE LICENCE (All sections must be completed)

#### Part A – Details of Applicant

(insert full name) (Mr/Mrs/Ms) MARK BROWN

(full address) 54 THE STREET ASHWELLTHORPE  
NORWICH NORFOLK NR16 1AA

Tel No 01508 488485 Mobile No 0751514113

Email firstclassstavis@me.com

#### Part B – Documentation

I enclose the following ORIGINAL documents:

- ☐ A valid Certificate of Insurance and Insurance Schedule indicating the purpose for which the vehicle is to be used
- ☒ A Vehicle Registration Document (V5C)
- ☐ A current MOT certificate for vehicles over 1 year old
- ☐ A Certificate for disabled equipment (if installed)
- ☒ A seating plan for vehicles, which have more than 4 passengers
- ☒ A fee of £115

#### Part C

I am applying to licence this vehicle as a ~~Hackney Carriage~~/Private Hire  
(Delete as appropriate)

Has this vehicle been involved in a major accident, or been written off? ~~YES~~/NO  
(Delete as appropriate)

**Please note: All vehicles will have their history checked via HPI or a similar service.**

#### Part D – Testing Station Details

Nominated Garage conducting the test POST MILL

Have you booked a combined taxi test & MOT? YES/NO

Test date 2/2/2021 Time of test 09:30

Please indicate if you wish to collect or have your plates posted to you?

Collect ☐ Post ☒

**Please Note: If your application is for a new vehicle, you will need to collect your Roundels and Plate.**

#### Part E - Vehicle Details

Vehicle Registration GD70 CTO Vehicle make & model TESLA X

Colour WHITE CC ELECTRIC

No of Passengers excluding Driver 5 (If your vehicle is for more than 4

passengers, please include a seating plan) ☐ ☐ ☐  
☐ ☐ ☐ - Driver

If already licensed state Licence Plate No No Plate Expiry date: No

#### Part F - OWNERSHIP AND OPERATION OF VEHICLE

The full name and address of every current owner or part owner of the vehicle (if different from applicant) FIRST CLASS TAXIS 54 THE STREET  
ASHWELLTHORPE NR16 1AA

The full name and address of the registered keeper (if different)

Address where vehicle is normally kept when not in use (if different)

54 THE STREET ASHWELLTHORPE

The full name of every person to whom the vehicle is let or rented

N/A

## Part G - DETAILS OF INSURANCE

Name and address of Insurance Company

Equity Star 21 Lombard Street London EC3V9AH

Name and address of Insurance Broker

HUGH J BOSWELL CARROW HILL NORWICH NR1 2AH

\*Insurance Certificate or \* Cover Note No.

Expiry Date (N.B. where only a cover note is produced, the applicant is responsible for ensuring that details of future cover notes are supplied and the certificate must be produced when received)

## DECLARATION

I declare that I have read the above notes and those set out in the South Norfolk Council's Guidance Notes. I understand that I may be liable to prosecution if I have knowingly or recklessly made a false statement or have omitted any details as requested from this application.

I further declare that I am a Proprietor of the vehicle to which this application applies and that the details contained in Section F 1-4 are the names and addresses of every Proprietor or part Proprietor of such vehicle or every person concerned, either solely or in partnership with any other person in the keeping, employing or hiring of such vehicle.

## Data Protection Statement

South Norfolk Council takes your privacy very seriously and provides the following information in compliance with *Data Protection Legislation*. Under data protection legislation we lawfully process your personal information as a public authority which may involve sharing your information with other regulatory authorities.

Data received as a result of any Licensing application will be retained for the period of your licence and for a period of 7 years once the licence has lapsed. We may need to share your information with other regulatory authorities and any relevant Council Committees. We securely transfer vehicle data to DEFRA in line with the Air Quality Regulations 2019.

Under data protection law you have the right to request access to, rectification, restriction or objection to the processing of your personal data, as detailed in our Privacy Policy (on our website). You can contact our Data Protection Officer at [right2know@s-norfolk.gov.uk](mailto:right2know@s-norfolk.gov.uk) or 01508 533943. You also have the right to lodge a complaint with the regulator, the Information Commissioner's Office.

This information is true to the best of my knowledge and belief.

Sign  Print Name M L BROWN

Date 26/1/2021

Your attention is drawn to the summary of the main provisions of Part 11 of the Local Government (Miscellaneous Provisions) Act 1976 and the Town Police Clauses Act 1847 contained in South Norfolk Council Conditions.

**If vehicle owner is not the applicant: -**

I/we as owner(s) of vehicle registration number ..... *N/A* ..... give my permission for it to be licensed as a Hackney Carriage/Private Hire (delete as appropriate) as described in this application made by ..... (name of applicant)

Sign (vehicle owner(s) .....

Print Name ..... Date .....

**NOTES**

If a Licence is granted to you it will be subject to South Norfolk Council's Hackney Carriage/Private Hire Licensing Conditions. Copies of these conditions can be obtained from the Licensing Team, South Norfolk House, Cygnet Court, Long Stratton, Norfolk, NR15 2XE, or alternatively you can download this document from our website; [www.south-norfolk.gov.uk](http://www.south-norfolk.gov.uk)

Any change in the details set out above must be notified in writing to the Licensing Team within **seven** days.

If a licence is refused, the Council may, at its discretion, retain the whole or part of the licence fee.

Please return the completed application form together with licence fee and required supporting documentation (see section B) to the Licensing Team, South Norfolk House, Cygnet Court, Long Stratton, Norfolk, NR15 2XE

## OPTIONAL ADDITIONAL APPLICATION FOR PRIVATE HIRE VEHICLE ONLY – EXECUTIVE HIRE

I am applying for an exemption from the requirement to display roundels when this vehicle is used as an executive Private Hire Vehicle.

I am applying for executive Private Hire on the grounds that this vehicle will be used for the following examples of executive hire: -

.....  
.....  
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.....

**Please tick**

☒ I understand that while the vehicle is used for executive hire under this exemption, the driver must be appropriately dressed in a chauffeur's uniform or business suit

☒ I understand that when the vehicle is not in use as an executive hire vehicle it must display the SNC vehicle roundels as supplied to me when this licence was granted

☒ I understand I will be supplied with executive hire Private Hire licence plates which must be displayed **at all times** in the front and rear window of the vehicle

☒ I have enclosed the additional fee of £30.00 for an executive hire application

Please refer to full conditions

Signed ..... 

Print Name ..... MARK COLIN BROWN

Date ..... 26/1/2021

Official use only  
Do not write in this space

V5C  
CN 5699564  
1/19

You must make sure that the name and address printed here is correct. If it is not, see section 3.

FIRST CLASS TAXIS  
4 THE STREET  
ASHWELLTHORPE  
NORWICH  
NR16 1AA



Thinking of buying this vehicle?  
**Buyer beware...**

Do you know how to avoid being proved into buying a stolen vehicle?

**THIS DOCUMENT IS NOT PROOF OF OWNERSHIP.**  
It shows who is responsible for registering and taxing the vehicle.

## Registration Certificate translations

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## Data protection

even better, your pension will rise as you get older. And you'll have a lot more time to enjoy it. So, if you're looking for a way to make the most of your money, why not consider a pension plan? It's a great way to make sure you have enough money to live on when you're old. And it's a great way to make sure you have enough money to live on when you're old.

## Special notes (these notes cannot be removed)

NO. OF FORMER KEEPERS 0  
1. DECLARED NEW AT FIRST REGISTRATION  
2. DATE FIRST VEHICLE LICENCE DUE AFTER REGN 01 12 2023

Official use only  
Do not write in this space

How to fill in your V5C Registration Certificate (log book)

## 1 Charge my vehicle details

You must fill in section 1 over the page and return the whole V5C to DVLA, Swansea, SA99 1BA. For more information go to: gov.uk/change-vehicle-details-registration-certificate

## 2 Selling or transferring my

it's quick and simple to tell us online at: [gov.uk/sold-bought-vehicle](http://gov.uk/sold-bought-vehicle)

Or fill in section 2 over the page and send to DVLA, Swansea, SA99 1BA.

You must give section 6 to the new keeper.

**3** Change my name and / or

You must fill in section 3 over the page and return the whole V5C to DVLA, Swansea, SA99 1BA. You should receive your new V5C within 4 weeks.

#### 4 Selling, transferring or

It's quick and simple to tell us online at: [gov.uk/sold-bought-vehicle](http://gov.uk/sold-bought-vehicle)  
Or fill in section 4 over the page and return just that page to DVLA, Swansea, SA59 1BA.

**5** Permanently exporting this

If you or someone you're selling the vehicle to is taking it out of the country for 12 months or more, go to section 5 over the page.

For more information go to: gov.uk/taking-vehicles-out-of-uk

**9** **How long**  
**ago**

Selling your vehicle: you must fill in the date of sale on section 6 over the page and give it to the new keeper.

Vehicle tax or SORN isn't passed on to someone else.

For more information go to: gov.uk

V5C-0119

Official use only

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3 Change my name and / or address - Enter full details for all changes

If your personal details are changing, you are declaring that any information provided is correct.  
If your submitted details are wrong or have changed, you must tell us by filling in the boxes below giving us your full name and/or address. Use block ink and CAPITALS.  
Send the vehicle V5C to DVLA, Swansea, SA98 1BA.

Registration number **G D 70 : T O** **D**  
Document reference number **0364 142 0090**

This Mr. Mrs. Miss  
Or other title or company name:

First and middle names within 140

Surname

**0364 142 0090** **29 12 20**  
**800 / 1020085013 / 00767** **29**

FIRST CLASS TAXIS  
54 THE STREET  
ASHWELLTHORPE  
NOTTINGHAM  
N118 3AA

New UK address (house number, street name, town / city):

Postcode:

Contact number (optional)

Email address (optional)

#### 4 Selling, transferring or part exchanging this vehicle to a motor trader

If you are selling this form you are declaring that the information provided is correct.

A motor trader can be:  
- a motor dealer, motor auctioneer, vehicle dismantler, vehicle dealer, finance and leasing company, insurance company, or car buying service.

If you want to know the registration number you must do this before you sell or transfer it. To tell us go to [gov.uk/keep-registrations-number](http://gov.uk/keep-registrations-number)

Registration number **G D 70 C T O** **D**  
Document reference number **0364 142 0090**

00

Date of sale:  
(month/year)

Mileage:  
(optional)

VAT number

Postcode:

#### 5 Permanently exporting this vehicle for more than 12 months

If you are taking the vehicle out of the country for 12 months or more, it must be reported you must fill in the boxes below. Use block ink and CAPITALS. Tell along the **not** performed for and the vehicle section to DVLA, Swansea, SA98 1BA.

Registration number **G D 70 C T O** **D**  
Document reference number **0364 142 0090**

Date of export:

Which country are you exporting the vehicle to?

#### 6 New keeper slip - must be given to the new keeper

Do not send this slip to DVLA or to DVLA - you won't get a V5C.

You, the new keeper, must ensure this vehicle is taxed before you drive it.  
If you are taxed, your records show that the vehicle is not taxed, insured or the Secretary of State has not been notified (DVLA has been notified).

It is quick and simple to tax online at [gov.uk/vehicle-tax](http://gov.uk/vehicle-tax) or at a Post Office\*

Declare the vehicle is not on fire at [gov.uk/vehicle-tax](http://gov.uk/vehicle-tax)

Registration number **G D 70 C T O** **D**  
Document reference number **0364 142 0090**

Date of sale / transfer:

**0364 142 0090** **29 12 20**  
**800 / 1020085013 / 00767** **29**

You must keep the rest of your V5C - you will need this to register your vehicle abroad.

If you're selling the vehicle to a new keeper with a foreign address go to:  
[gov.uk/vehicle-tax-out-of-uk](http://gov.uk/vehicle-tax-out-of-uk)

You should register your new V5C within 4 weeks of the registered keeper giving us your details.

If you do not send your V5C, you'll need to fill in a V5C form to apply for a new one. Send it, with this slip, to DVLA, Swansea, SA98 1BA. Make sure the case of sale/transfer box is filled in.

For more details on the vehicle go to: [gov.uk/vehicle-information-from-dvla](http://gov.uk/vehicle-information-from-dvla)

For data protection information go to: [gov.uk/data-protection](http://gov.uk/data-protection)

Make **TESLA**  
Model **MODEL X LONG RANGE AWD**  
Colour **WHITE**

Engine size

Suspension type

Tax class **ELECTRIC**

No. of seats **6**

Official use only. Do not write in this space.

## Appendix 3 – copy of Council's Mechanical Test

Garage Name Postmill Garage



The Vehicle Inspectors are fully trained MOT Testers and as such their assessment of such subjective areas is final (just as in an MOT). For reasons of public safety certain criteria used for taxi tests are more stringent than those applied to an MOT Test. Any disputes regarding the taxi test should be dealt with by the garage that carried out the inspection.

Make: TESLA Model: Model X Chassis No: 5YJXDC.E29ME312968

Reg No: GD70 CTO Number of seats: 5

Operators name: FIRST CLASS TAXIS Tel. No: 01508 488488

Is there an appropriate taxi roof light in place Yes ☒ No ☐

Hackney Carriages MUST have a roof light with the words "taxi", "cab" or "for hire" ☐

Private Hire Vehicle roof lights must only display the words "Pre Booked Only" ☐

Use the manual of inspection standards when testing the following sections	Please record a Pass /Fail *(If fail indicate the reason using manual of inspection standards e.g. A1. 2)
<b>Section A – Brakes</b>	<u>Pass</u> / Fail *
A1. Performance of footbrake	
A2. Performance of handbrake	<u>Pass</u> / Fail *
A3. Condition of mechanical brake components	<u>Pass</u> / Fail *
A4. Condition of brake pipes and brake hoses	<u>Pass</u> / Fail *
A5. Conditions of Servos, vacuum pumps and hydraulic brake components	<u>Pass</u> / Fail *
A6. Footbrake and handbrake –condition and operation- inspection in drivers cabin	<u>Pass</u> / Fail *
<b>Section B – Steering</b>	<u>Pass</u> / Fail *
B1. Steering Linkages	
B2. Steering Controls	<u>Pass</u> / Fail *
B3. Steering mechanism	<u>Pass</u> / Fail *
B4. Power Steering	<u>Pass</u> / Fail *
B5. Stub axles/ king pin assemblies/ wheel bearings	<u>Pass</u> / Fail *

<b>Section C – Tyres/Wheels</b>	<b>Pass/ Fail *</b>
C1. Tyres	<b>Pass/ Fail *</b>
C2. Road Wheels	<b>Pass/ Fail *</b>
C3. Wheel Bearings	<b>Pass/ Fail *</b>
<b>Section D – Chassis and Under parts</b>	
D1. Conditions of chassis	<b>Pass/ Fail *</b>
D2. Under panels, sills and body mountings	<b>Pass/ Fail *</b>
D3. Exhaust system	<b>Pass/ Fail *</b>
D4. Engine under parts	<b>Pass/ Fail *</b>
D5. Clutch, gearbox/ automatic transmission under parts	<b>Pass/ Fail *</b>
D6. Rear Axle	<b>Pass/ Fail *</b>
D7. Propshaft	<b>Pass/ Fail *</b>
D8. Fuel Tank and Pipelines	<b>Pass/ Fail *</b>
D9. Front suspension	<b>Pass/ Fail *</b>
D10. Rear suspension	<b>Pass/ Fail *</b>
<b>Section E – Engine Compartment</b>	<b>Pass/ Fail *</b>
E1. Cooling System	<b>Pass/ Fail *</b>
E2. Drive belts	<b>Pass/ Fail *</b>
E3. Fluid reservoirs	<b>Pass/ Fail *</b>
E4. Battery	<b>Pass/ Fail *</b>
E5. Wiring and fuses	<b>Pass/ Fail *</b>
E6. Bonnet security	<b>Pass/ Fail *</b>
E7. Alternator	<b>Pass/ Fail *</b>
E8. Injector pump, injectors and carburettors	<b>Pass/ Fail *</b>
E9. Fuel lift pump	<b>Pass/ Fail *</b>
E10. Fuel cut off devices and signs	<b>Pass/ Fail *</b>
E11. Air filter	<b>Pass/ Fail *</b>
E12. Horn	<b>Pass/ Fail *</b>
<b>Section F – Lighting</b>	<b>Pass/ Fail *</b>
F1. Obligatory front and rear side lamps and obligatory fog lamp and reverse lights	<b>Pass/ Fail *</b>
F2. Obligatory and additional stop lamps.	<b>Pass/ Fail *</b>
F3. Obligatory and additional red reflectors	<b>Pass/ Fail *</b>
F4. Obligatory headlamps	<b>Pass/ Fail *</b>
F5. Direction of indicators and hazard warning lights	<b>Pass/ Fail *</b>
<b>Section G – Driver's Compartment</b>	<b>Pass/ Fail *</b>
G1. Drivers seat belt	<b>Pass/ Fail *</b>
G2. Drivers seat	<b>Pass/ Fail *</b>
G3. Drivers controls	<b>Pass/ Fail *</b>
G4. Fire extinguisher	<b>Pass/ Fail *</b>



### Opening Interior Doors with No Power

If Model X has no electrical power, the front doors open as usual using the interior door handles. To open the rear doors, carefully remove the speaker grille from the door and pull the mechanical release cable down and towards the front of the vehicle. After the latch is released, manually lift up the door.



### Licensing and Enforcement Officer's email sent to Tesla 11 February 2021

Good Morning

My name is Rosie Setford and I am one of the Licensing and Enforcement Officers in the Licensing Team at South Norfolk Council.

We have received an application from one of licensed Private Hire Operators who would like to licence a Tesla Model X as a Private Hire Vehicle.

As part of the application process I have raised my concerns with the operator with regards to the opening of the doors in the event of both batteries failing, or the connection being lost to both and the carrying of luggage whilst fare paying passengers are on board.

The applicant has provided me with a video to demonstrate how the doors can be opened in the event of both batteries failing, or the connection being lost to both. He has also informed me that the doors can be opened even if the battery has only 10% retained charge. I have checked the Tesla X 2020 Owner Manual and Emergency Response Guide and cannot find any information in relation to this. Are you able to confirm or provide any information that supports this statement?

With regards to carrying of luggage, I can see that there is a cargo area and cover in the rear trunk. I would like to know the measurements of the cargo area and do you have pictures to show how the cargo cover can be moved to prevent any luggage being catapulted forward in the event of an accident. If the cargo cover is unable to stop luggage being catapulted into the vehicle, is there a net or any other cover that can be purchased/installed to prevent this from happening.

Furthermore, I have been unable to find any safety testing information on the vehicle where it is being used as a commercial vehicle, rather than as a family car. If you have any safety data on this, it would be much appreciated if you are able to include this in your reply.

A prompt reply would be very much appreciated.

Regards

**Rosie Setford**  
**Licensing & Enforcement Officer**  
t 01508 533602 e [rsetford@s-norfolk.gov.uk](mailto:rsetford@s-norfolk.gov.uk)

### Response from Tesla on 23 February 2021

Dear Rosie,

Hope you are well.

My apologies that no one has come back to you I did forward the email on internally.

Firstly, our cars are designed and specified as family vehicles not Commercial Hire, reading over your email the manual would have been what I would have suggested as all concrete information and helpful information will be on there. The doors do have a manual override button in case of accidents or loss of power; however, we do have Roadside Assistance Team which is open 24 hours who can also access the vehicle if needed in an emergency.

Carrying luggage in the vehicle - I am assuming you mean for a six-seat configuration as the luggage can move around in the back. We don't offer anything to secure luggage in our vehicles so if that was something you wanted to purchase it would have to be from a third-party source. I would advise putting luggage in the front trunk or the extra storage space that lifts in the boot for security purposes.

I hope this helps.

Kind regards

**Tesla Advisor | UK Sales & Delivery**

Photographs of Tesla X Cargo Net



