

Designated Local Area Hackney Service Pilot Programme 2019

NTA recognises that current public transport cannot meet the travel demands of many communities in rural Ireland, either because it is not available or it is not available at the time needed. To help address this, a pilot grant aid programme has been introduced to assist in the provision of part-time hackney services in 15 designated rural areas which could not support a full time taxi or hackney operation. The funding is designed to contribute towards the costs associated with providing this part-time service. This grant is €6,000, payable over 12 equal instalments for this one year pilot programme, where the service is confirmed by Local Link to have been provided each month.

The areas designated are:

Cork: Adrigole Area	Kilkenny: Windgap	Meath: Cormeen Area
Donegal: Lettermacaward	Laois: Shanahoe Area	Monaghan: Newbliss
Galway: Dunmore	Limerick: Martinstown/Ballinvrena Area	Tipperary: Annacarty
Kerry: Glencar	Longford: Cullyfad	Waterford: Knockanore
Kildare: Kilberry Area	Mayo: Louisburgh	Wexford: Ballyfad

A key factor of this service is that it benefits the local community. The area within which a driver may pick up passengers is normally 5-7km from his/her home address. No local area hackney service may replace or displace any standard taxi or hackney service already operating in the area.

Two separate licences are legally required to operate a local hackney service:

1. A local area hackney vehicle licence (€50) issued by NTA for a suitable, appropriately insured vehicle; and
2. A local area hackney driver licence (€20) issued by An Garda Síochána for a driver who has been garda vetted.

If you are successful in applying to be part of this programme, both of these licences must be obtained before any local services can be provided. There are standalone procedures and rules for obtaining each of these licences and there is a separate guidance document for each [[on the NTA website](#)]. Please read these documents and investigate your vehicle suitability and motor insurance options before you apply to be part of this grant aided programme. If successful, you have [[60 days](#)] to obtain both licences, so preparation is crucial.

To be a part of this pilot programme, you must:

- a. be resident in, or in very close proximity to, the area designated by map;
- b. provide this local service for a minimum number of hours weekly preferably including Friday and Saturday nights;
- c. provide this local service regularly for community events and activities at other times;
- d. provide a sample journey fare for a distance of 5km;
- e. provide a suitable, insured local area hackney vehicle, less than 10 years old, with an NCT certificate;
- f. provide confirmation from Revenue that your tax affairs are in order - an eTax Clearance Certificate;
- g. be of reputable character and fit to provide the service; and
- h. demonstrate that you understand the transport needs of your community and explain how you will help to fulfil those needs.

The main steps are:

1. Read the documents available on www.dlah.ie and check your insurance options.
2. When you are confident that you will be able to complete both the vehicle and driver licensing processes within 60 days, submit the **Designated Local Area Hackney Pilot Programme 2019 Application** to NTA.
3. If successful, complete the driver and vehicle licensing processes:
 - a. Pass the NTA **Vehicle Initial Suitability Test** and be issued a with Local Area Hackney vehicle licence.

- b. Complete **Garda vetting and assessment** to be issued a Local Area Hackney driver licence.
4. Start providing the Local Area Hackney service for your community, keeping the appropriate records to allow your grant to be processed monthly.

THE LOCAL AREA HACKNEY VEHICLE LICENCE PROCESS

NTA has a list of vehicles on the website (www.dlah.ie) which are suitable for use as a Local Area Hackney. Check that your proposed vehicle is on this list. If not, please contact NTA to ask if your proposed vehicle is suitable. At a minimum, to pass NTA's vehicle suitability inspection, the vehicle must:

- be less than 10 years old;
- have a minimum of four doors;
- have a valid NCT roadworthiness certificate – irrespective of age (unlike a private car);
- have fully clear windows – privacy/tinted glass is not permitted for safety reasons;
- carry the required safety equipment; and
- be insured to carry passengers for hire or reward (SPSV insurance).

When you are confident that your vehicle will pass the NTA vehicle suitability inspection, submit the vehicle licence application form to NTA with the €50 licence application fee (bank draft or postal order made payable to “National Transport Authority”).

If your application has been successfully assessed, including NTA checking your tax clearance status with Revenue, we will send you a provisional vehicle licence number. This letter will provide further instructions on how to complete the vehicle licensing process, including arranging the vehicle inspection at one of 11 Inspection Centres nationwide.

THE LOCAL AREA HACKNEY DRIVING LICENCE PROCESS

This is a separate process for a driver to be granted a Local Area Hackney driver licence on completion of An Garda Síochána Assessment and Vetting.

- Telephone NTA to pay the Local Area Hackney driver licence fee of €20 using a credit or debit card;
- NTA will send you a receipt and the Local Area Hackney driving licence (PSV 15) application form;
- Submit the completed PSV 15 application form to the Garda PSV Officer nominated with:
 - two identical passport-style photographs
 - a letter stating that this is an application for a licence to drive a local area hackney in the designated area;
 - your tax clearance access number;
 - your standard driving licence; and
 - the licence fee receipt.
- An Garda Síochána will commence their vetting process and contact you for further information, if required, or provide you with your Local Area Hackney driver licence for the designated passenger pickup area.
- An Garda Síochána will post the paper licence to you and also inform NTA so that we can issue your driver identification cards and the map of your designated passenger pickup area.

COMMENCE PROVIDING LOCAL AREA HACKNEY SERVICES IN YOUR DESIGNATED AREA

Having received both of the above licences, you may start providing this vital transport service for your community.

By the 5th working day of each month for the duration of the Pilot Programme, you will submit your completed journey form to your Local Link office. A blank copy of this journey record form will be provided to you. Your compliance with the terms and conditions of this Pilot Programme will be monitored by NTA and Local Link to confirm that the required service is being provided to enable you to receive relevant grant monies. Where the Terms and Conditions of this Pilot Programme have been met, you will receive monthly payment directly to your bank account.

AVAILABILITY

State your proposed operating hours below. Tick where appropriate

Day/Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							
Night							

AFFORDABILITY

Please provide a sample fare to a passenger for a 5km journey. Please note the area of pick up and drop off.

Pick up point/address:

Drop off point/address:

Fare: €

APPROACH

What local activities which could benefit from a Local Area Hackney service occur on a regular basis in your area?

Include, by way of example only, days and times of social, recreational, sports, religious and educational activities, classes, clinics, etc

Section 6: Applicant declaration

1. I declare that the information furnished above is true and accurate.
2. I agree that the information furnished above will form part of my Pilot Programme 2019 requirements.
3. I accept that NTA reserves the right to approve or reject my application.
4. I agree to be bound by the Terms and Conditions of the Designated Local Area Hackney Pilot Programme 2019.
5. I accept that NTA reserves the right to amend or terminate the Designated Local Area Hackney Pilot Programme 2019 without notice at any time.

Signed:

Date:

D	D	/	M	M	/	Y	Y	Y	Y
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Section 7: Return of form

Post:

Designated Local Area Hackney Programme 2019. PO Box 436, City North Business Park, Tuam Road, Galway.

The closing date for receipt of applications is 30 September 2019.