

Special Function Vehicle In-Service Maintenance Standards

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Contact details	Department of Infrastructure, Planning and Logistics Passenger Transport Division Commercial Passenger Vehicles
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Version	Date	Author	Changes made
1.0	June 2019	Passenger Transport	Remove - A current approved CVL label is to be affixed on the front windscreen, passenger side, bottom corner and must be fitted outside of any glazing tint band. The fitted label is to be located so that any information on the label can be easily viewed by a person standing outside of the vehicle.
1.1	November 2022	Passenger Transport	Converted into new template and amend roadworthy definition.

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1. Introduction

The principal purpose of this document is to advise the Commercial Passenger Vehicle (CPV) industry the minimum standards for special function vehicles that form part of the conditions of licence. These conditions are applicable to special function vehicles when being assessed for first registration as a special function vehicle and to special function vehicles that are already in-service.

This document has been approved for the purposes of Section 37R(5) of the *Commercial Passenger (Road) Transport Act 1991* and section 9(2) of the Commercial Passenger (Miscellaneous) Regulations 1992, and may be cited as the approved standard and the specified minimum maintenance requirements for special function vehicles. Relevant sections of the Northern Territory legislation include:

- *Commercial Passenger (Road) Transport Act 1991*

Section 37R(5)	It is a condition of a special function vehicle licence that the special function vehicle endorsed on the licence is used as a special function vehicle and is maintained to an approved standard.
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- *Commercial Passenger (Miscellaneous) Regulations 1992*

Regulation 9(2)	If the Registrar of Motor Vehicles specifies minimum maintenance that is to be carried out on a commercial passenger vehicle, the operator of the vehicle must ensure that maintenance is carried out on the vehicle in accordance with that specified.
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This document is intended for use by the Director, the Registrar, operators, drivers, networks, Inspectors and Authorised Inspectors.

Please note all CPV industry participants being either a driver, operator or network, must be aware of the regulator's expectations and what it considers to be fit and proper. For further information refer to Information Bulletin [CPV03 - Fit and Proper Assessments and Disqualifying Offences for the CPV Industry](#).

Special function vehicles operating in the NT must ensure they continue to comply with these standards at all times. Special function vehicles must also be serviced and maintained in line with the vehicle manufacturer's recommended periodic maintenance schedule, and comply with all applicable Australian Design Rules (ADRs) and roadworthy standards.

Any item that is fitted in compliance with these standards shall be deemed to have written approval unless otherwise written or instructed by the Director.

These standards are intended to ensure special function vehicles provide a safe transport option to the public. However where necessary, and in consideration to public and industry expectations, the Director may exempt in writing, a vehicle or class of vehicles from the requirement to meet part or parts of these standards, and an Inspector may exempt in writing, a particular vehicle from the requirement to meet part or parts of these standards. Where an exemption is granted by an Inspector, it should not exceed a continuous period of three months.

Cindy-Lee McDonald
Registrar of Motor Vehicles
Director of Commercial Passenger (Road) Transport

2. Definitions

Act (the) means the *Commercial Passenger (Road) Transport Act 1991*.

ADR means the Australian Design Rules for road vehicles.

Advertising / Advertisement means any advertisement, statement or representation of any kind displayed on or in a special function vehicle, such as lettering, maps, plans, drawings or pictorial images and includes bumper stickers.

Approved means approved in writing by the Director.

Australian Standards means documents that are published by the Standards Australia organisation which set out specifications and procedures.

Authorised Inspector means a person appointed under the *Motor Vehicles Act 1949* and approved by the Director to carry out inspections on a class or classes of commercial passenger vehicles.

Commercial Vehicle Licence (CVL) means a licence to operate a commercial passenger vehicle which has been issued by the Director under the relevant section of the *Commercial Passenger (Road) Transport Act 1991*.

CVL means a commercial vehicle licence.

Decal means a sticker or design transfer (whether decorative or otherwise), which can be attached to the vehicle either directly or via magnetic backing.

Director means the Director of Commercial Passenger (Road) Transport appointed under Section 5(1) of the *Commercial Passenger (Road) Transport Act 1991*.

Emergency Spare Wheel / Tyre Assembly means a wheel and tyre assembly principally used for emergency situations (e.g. after puncture) and which has a reduced speed and load rating. They are generally designed and constructed to reduce the vehicle's allocated storage area needed for the spare wheel and may also be referred to as a "space saver" wheel.

In-service means a motor vehicle that is registered under the *Motor Vehicles Act 1949* and is endorsed against a licence that is granted or renewed under the *Commercial Passenger (Road) Transport Act 1991*.

Inspector means a person appointed or declared as such under section 64 of the *Commercial Passenger (Road) Transport Act 1991*, and includes the Director.

Luggage means any container for a person's belongings or any individual item.

Modified means any modification, change or alteration to a vehicle from the original manufactured condition.

NT means the Northern Territory of Australia.

Operate in relation to a commercial passenger vehicle means to drive or use, or to cause or employ another person to drive or use, a vehicle to carry passengers for hire or reward, other than only in the capacity of an employee or volunteer.

Operator means the holder of a CVL under which a vehicle is being operated.

Registrar means the Registrar of Motor Vehicles and has the same meaning as that defined in the *Motor Vehicles Act 1949*.

Regulations means any regulations made under the *Commercial Passenger (Road) Transport Act 1991* that are applicable to operating special function vehicles for hire or reward in the Northern Territory of Australia.

Roadworthy means a standard determined by the Registrar of Motor Vehicles for a vehicle to be registered as outlined in the "*Northern Territory Inspection Manual for Light Vehicles*" and the "*National Heavy Vehicle Inspection Manual*" as applicable.

Special Function Vehicle means an approved motor vehicle (not being a motor vehicle operated as a taxi, private hire car, limousine, minibus, courtesy vehicle, motor omnibus, tourist vehicle or special passenger vehicle) that:

- (a) is a distinctive or unusual make or model or has a distinctive or unusual external appearance; and
- (b) is used, with the services of a driver, to carry passengers for hire or reward on pre-booked journeys for a pre-determined fee where the purpose of the journey is to transport the passengers in connection with an approved function or event or an approved class of functions or events.

Tyre Placard means a plate (or decal) affixed to the vehicle by the manufacturer and which provides specifications/dimensions of the wheels and tyres which may be fitted to the vehicle.

3. Vehicle type

The vehicle must meet the intent of all relevant ADRs and the standards within this document.

Any vehicle that is individually constructed or modified will need to be assessed by the Director and may not be deemed suitable to operate as a special function vehicle.

4. Vehicle age requirements

There are no maximum ages for entry or in-service operation of a special function vehicle.

5. Inspection requirements

All in-service special function vehicles must be inspected at intervals as determined by the Director which is currently once per year. Current inspection requirements are contained within [Vehicle Inspectors Bulletin No 19](#), unless otherwise specified in a vehicle's commercial vehicle licence (CVL).

6. Equipment

All equipment that is required to be fitted to a special function vehicle must be fitted in accordance with these standards, the manufacturer's recommended installation requirements and any applicable road law.

Equipment must not be located in a position that is likely to cause an injury as a result of an accident and must be maintained in a serviceable condition at all times. Equipment must also be secured to withstand a force equivalent to 20 times its mass.

The display of information and the correct functioning of equipment assists with protecting the drivers and public, and provides important information to all persons including persons living with disabilities.

A person must not fit any device or make any modification to the vehicle or a component used in or fitted to a vehicle which alters the correct functioning of the vehicle or any vehicle component.

All special function vehicles must be fitted with the following equipment:

- 6.1 A fire extinguisher fitted which has been certified within the past 12 months, is fully charged and meets the requirements of Australian Standard AS 2444. It shall be securely mounted and not be a hazard or cause annoyance to vehicle occupants. It must be easily accessible and must not be obscured.
- 6.2 All fitted tyres must conform to the tyre placard affixed to the vehicle and must be maintained in a roadworthy condition. Retread tyres are acceptable for use, however if fitted, must comply with the speed and load rating of the vehicle's tyre placard.

Vehicles must be fitted with a suitably inflated spare wheel/tyre assembly and wheel changing equipment as originally supplied with the vehicle from new by the vehicle manufacturer (or to equivalent specifications). Spare wheel/tyre assemblies and wheel changing equipment must be in a serviceable condition as originally designed by the manufacturer and be easily accessible in the event of a vehicle tyre becoming deflated or unserviceable. The spare wheel/tyre assembly including any tools and equipment must be correctly located, secured and covered in line with the vehicle manufacturer's original design or component requirements.

If a spare wheel/tyre assembly is relocated as a result of an approved vehicle modification (such as the fitting of a LPG system), the wheel must be adequately secured.

Where a new vehicle was sold onto the Australian market without a spare wheel/tyre assembly, the alternate device or system fitted to the vehicle by the manufacturer for managing tyre deflations must be maintained and serviceable; e.g. tyre inflation kit or "run flat" tyres. Any spare wheel/tyre assembly and wheel changing or inflating equipment must be secured in the vehicle as originally intended by the manufacturer.

NOTE: Emergency spare wheel/tyre assemblies (space savers) and deflated "run flat" tyres cannot generally be used when operating the vehicle for hire or reward. An exception to this is where the vehicle's primary wheel/tyre assembly has deflated (e.g. punctured) during a journey involving passengers and the emergency spare wheel/tyre assembly (space saver) is needed to complete that journey; or the operator of the vehicle relies on the "run flat" tyre feature to complete the journey. In any event the driver must not accept any new hiring until the vehicle's primary wheel/tyre assembly has been repaired and refitted to the vehicle. An emergency spare wheel/tyre assembly (space saver) is defined as being different in size and construction than the vehicle's primary wheel assembly and which is restricted in maximum speed and/or travel distance. Run flat tyres are tyres designed to allow continued vehicle operation upon becoming deflated (e.g. puncture), however have maximum speed and travel distance restrictions.

7. Exterior

Operators and drivers of special function vehicles should ensure that each vehicle is maintained to a high standard in keeping with public and industry expectations of a reliable and safe transport service. Well maintained and presented vehicles promote community confidence in the industry.

8. Interior

Special function vehicles are to be maintained in a safe and reliable condition and do not present a risk of injury to a driver, passenger or other road user.

- 8.1 All seating including head rests must provide adequate support as originally intended.
- 8.2 All interior lighting must be operational as originally designed.
- 8.3 Any vehicle equipped with factory fitted airbag safety devices is to be free of stickers or any decal plates which may affect operation of the airbags. The vehicle must not be modified in a way, including the fitment of an accessory, which affects any vehicle safety feature or the correct functioning of a vehicle component.

9. Luggage compartment

- 9.1 If fitted, the luggage compartment such as the boot lid or door seal must be correctly secured, aligned and not be damaged so that it prevents the ingress of exhaust fumes and dust.
- 9.2 The spare wheel assembly, tools and equipment must be correctly located, secured and covered in line with the vehicle manufacturer's requirements. If a spare wheel is relocated as a result of an approved vehicle modification such as the fitting of an LPG system or a lift/hoist mechanism for wheelchair access, the wheel must be adequately secured.
- 9.3 All station wagon vehicles must be fitted with a cargo barrier that meets the requirements of Australian Standard AS/NZS 4034 or a later standard. The barrier installation must at all times comply with the manufacturer's requirements.

10. Accessories and modifications

- 10.1 Any accessory fitted must be maintained in a sound condition, and must meet the manufacturer's installation requirements and be secured to withstand a force equivalent to 20 times its mass.
- 10.2 Aftermarket audio visual displays may be fitted to the interior of the vehicle provided;
 - 10.2.1 the player or screen does not interfere directly or indirectly with any other vehicle system, the driver's view of the road, or the passengers' view of required information;
 - 10.2.2 no video display screen is in the view of the driver when the vehicle is in motion (this does not apply if screens display only geographic or vehicle data);
 - 10.2.3 no video is displayed unless at the request of a passenger or hirer;
 - 10.2.4 the player has an on/off switch and a volume control which are clearly identified and accessible to the passenger for controlling these functions;
 - 10.2.5 the video only displays material which is suitable for passengers of all ages;
 - 10.2.6 any video or audio content complies with all relevant legislative requirements that apply to the content of material being viewed; and
 - 10.2.7 the installation complies with the requirements of the ADRs and ARRs..

11. Advertising

Advertising on special function vehicles is permitted.

- 11.1 Any mounted display units, if fitted, must be mounted centrally on the boot or roof, have no sharp edges or protrusions, be of sound construction, be secured to withstand a horizontal force equivalent to 20 times its mass and must not obscure the centre high mount brake light.
- 11.2 Advertisements displayed must be static and must not be reflective (e.g. must not be mirror like in appearance).
- 11.3 The Director may direct an operator to remove any advertising that is in compliance with these standards, if in the opinion of the Director, the advertising is not in keeping with public or industry expectations of the category or the intent of these standards. It is a condition of the Commercial Vehicle Licence (CVL) that operators obey any direction to remove advertising if the Director Commercial Passenger (Road) Transport forms the opinion that the advertising is not consistent with public or industry expectations.
- 11.4 Restrictions on Alcohol Advertising
 - 11.4.1 Advertising of take away outlets is not permitted.
 - 11.4.2 Advertising specific alcohol products, or alcohol related promotions such as “drink specials” is not permitted.
 - 11.4.3 Advertising of licenced venues such as restaurants, pubs and clubs is permitted, however the advertising should not draw attention to or glamorise alcohol or excessive drinking.
 - 11.4.4 Operators will be directed to remove any advertising which contravenes the above rules. Operators who fail to obey such a direction risk prosecution for breach of operator licence condition, and suspension/cancellation of licence.

For further information on alcohol advertisement on commercial passenger vehicles, refer to Information Bulletin [CPV27 – Restrictions on Alcohol Advertising on Commercial Passenger Vehicles](#).

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