



Guidance for submitting vehicle to Rotherwas to assess vehicles with minor Non-conformances as detailed by the VOSA tests.

When will this test apply.

This test only applies when the vehicle has undergone the requested VOSA test and there are minor non conformances.

Is this Rotherwas test a voluntary test?

The Rotherwas test is a voluntary arrangement, arranged through the licensing service to assist members of the trade who feel they have minor failures under the VOSA test.

What are minor non conformances?

Amey (Rotherwas Test Centre) will decide the minor non conformances. The following points will be considered by way of example and not restricted to ...

- An easily rectifiable minor MOT failure (e.g. worn Tyres, cracked windscreen)
- The non conformity which does not make the vehicles unsafe or unroadworthy in normal use as a taxi.

How do I apply to have the minor non conformances looked at by Rotherwas?

The process will be managed by the licensing section by following the procedure set out below.

1. Submit the vehicle to VOSA for the Voluntary Single Vehicle Approval Test. (Enhanced test for those vehicles that have been suspended. Standard test with P and D class for the remaining vehicles with wheelchair access).
2. If the vehicle fails, decide whether you wish to submit the test results to Rotherwas as minor non-conformances. (all rectification work must be carried prior to booking at Rotherwas , unless otherwise agreed)
3. If you decide you wish to submit the vehicle to Rotherwas provide a copy of the failure certificate to the licensing service either by handing it into the Info shops (Details on reverse) for the attention of the licensing section H12 Bath Street, or by making an appointment to see a licensing assistant at the Garrick House Hereford info licensing surgeries, or posting the results to the address detailed on the reverse of this letter.
4. On receiving the paperwork licensing service will send a copy of the failure notice to Rotherwas who will decide if the issues are minor.
5. Rotherwas will inform the licensing section of their decision and the licensing section will advise the proprietor. If Rotherwas agree to see the vehicle the licensing section will obtain details of available tests and offer them to the vehicle proprietor.
6. The licensing service will arrange the test.
7. The inspection will cost £37 which will be payable by the person presenting the vehicle to the Rotherwas test centre.
8. Rotherwas will send a copy of the test results to the Licensing Section.
9. If the vehicle fails the same process will apply for any further submissions.

Please Note: The agreement to examine the vehicle lies with the management of Amey (Rotherwas) and under no circumstances should Amey (Rotherwas) be contacted directly to seek agreement to examine the minor failures. Amey may withdraw this agreement at any time if they are experiencing pressure from the trade.



Contact Details

INFO, The Hereford Centre, Garrick House, Widemarsh Street, Hereford, HR4 9EU

Opening hours:

Monday to Thursday: 8.45 a.m. to 5.15 p.m.

Friday: 8.45 a.m. to 4.45 p.m.

Saturday: 9.00 a.m. to 1.00 p.m.

INFO, Swan House, Edde Cross Street, Ross-on-Wye;

Opening hours:

Monday to Thursday: 9.00 a.m. to 4.45 p.m.

Friday: 9.00 a.m. to 4.30 p.m.

INFO, St Katharines, Ledbury; INFO, 11 Corn Square, Leominster

Opening hours:

Monday to Thursday: 9.00 a.m. to 4.45 p.m.

Friday: 9.00 a.m. to 4.30 p.m.

INFO, The Bromyard Centre, Cruxwell Street, Bromyard

Opening hours:

Monday to Friday: 8.15 a.m. to 9.30 p.m.

Sat & Sun: 9.00 a.m. to 5.30 p.m.

INFO, The Kington Centre, 64 Bridge Street, Kington

Opening hours:

Mon, Wed, Fri & Sat: 9.00 a.m. to 1.00 p.m.

Tuesday: 9.00 a.m. to 6.00 p.m.

Thursday: 12 noon to 6.00 p.m.

Licensing Section

Po Box 233

County Buildings

Hereford

HR1 2ZF

Licensing surgeries at Info Garrick House, Hereford (by appointment only)

Tuesdays 9.00am to 1.00 pm

Thursdays 9.00 to 1.00pm

Make an appointment call **01432 2600105**

