

MINIBUS HIRE

This guidance aims to answer the most common questions about the hire of the TVCS minibus. For other questions, please contact Zoe White, Community Transport Assistant, or Dick Hewett, Community Transport Manager, in the Andover office (01264 356808).

Q: I need to hire a minibus. What options do I have?

A: TVCS have minibuses for hire, or we can suggest other organisations who hire out minibuses.

Q: Who is eligible to hire the TVCS minibus?

A: Local community and voluntary groups can register as members of TVCS and benefit from using our minibuses at low cost. Eligible groups need to be appropriately constituted and non-profit making, and priority is given to those groups who serve residents of Test Valley. They could include local churches, youth groups, sports clubs, and groups supporting people with disabilities. Membership of TVCS involves completion of a simple form: no cost is involved.

Q: What sort of minibus does TVCS have?

A: The scheme currently has seven minibuses: three 17-seater Ivecos, two 16-seater Transits, and two 14-seater Renault Masters (all capacities quoted include the driver, so must be reduced by one for actual passenger numbers). All vehicles are fully accessible for frail, older people or those with disabilities, with removable seats and facilities for taking wheelchair users. One of the Renaults has a ramp; the other six vehicles all have tail-lifts. The Ivecos and Renaults are van conversions and are suitable for any use; the Transits are coach-built and are particularly designed for use by older people or those with disabilities. The Ivecos and Transits all have all-age seat belts for children.

Q: How much will it cost to hire the TVCS minibus?

A: The minibus can be hired for a half-day or a full-day, and charges apply from/to the storage locations in Andover, Stockbridge or Romsey. Our basic current hire rates are:

- £15 per half-day (morning, afternoon or evening), or £30 per full day;
- **plus** 60p per mile (all fuel included) for the first 100 miles, 30p per mile thereafter.

As an example, a day-long trip of 50 miles in total would cost £30 + £30 mileage = £60.

These rates are reviewed annually, with additional reviews for exceptional circumstances.

Q: Can TVCS supply the driver, or must we supply our own?

A: TVCS can sometimes supply our own MiDAS driver with the vehicle if required, for which there may be an extra charge to cover the driver's expenses. TVCS drivers have been checked through the Criminal Records Bureau to work with vulnerable adults and children. Alternatively you may use one of your own drivers, but TVCS will need to have proof of their qualification to drive. Generally we would encourage groups to supply their own driver if at all possible.

Q: What qualifications are needed to drive the TVCS minibus?

A: All drivers must hold a MiDAS Certificate; MiDAS is the nationally recognised training for minibus drivers, and the Certificate lasts for four years. For most drivers, the only other qualification needed is a current Full Driving Licence for cars; there are certain limitations for drivers who passed their car driving test after 1 January 1997, or for those over the age of 70. TVCS must hold current copies of every driver's MiDAS Certificate and Driving Licence. Drivers must be given a familiarisation briefing with the minibus before they drive it for the first time.

Q: How can we get drivers trained in MiDAS?

A: TVCS offer regular MiDAS training courses, both in Romsey and Andover. The course lasts a morning (for standard minibuses), or a whole day (for accessible minibuses), plus the driver undertakes a separate individual 90-minute driving assessment. Dates of courses, and details of charges applicable, are available on request.

Q: How do I book the TVCS minibus or arrange to attend a MiDAS course?

A: Please ring 01264 356808 or email transport@tvcs.org.uk.