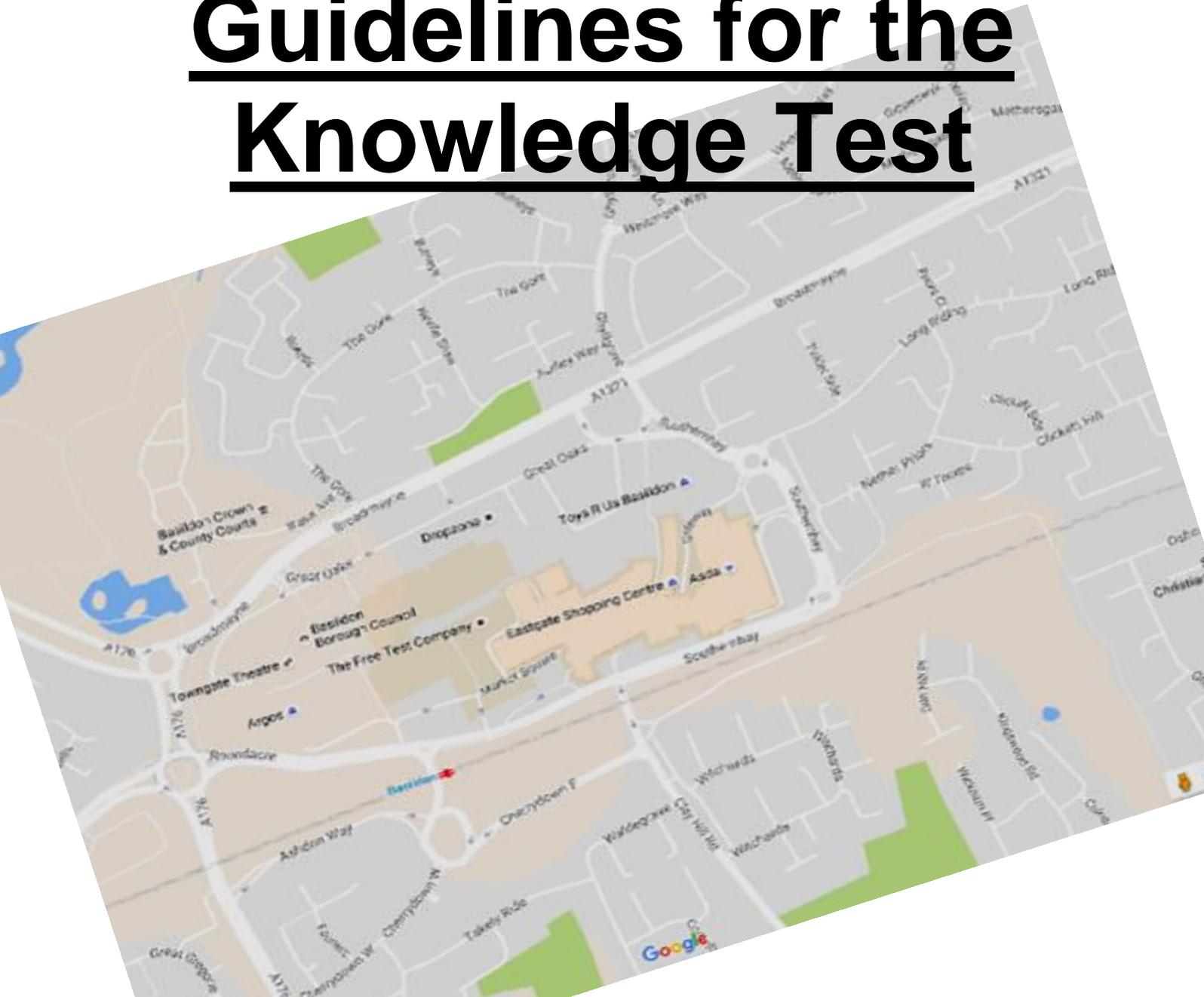


Guidelines for the Knowledge Test



All applicants for a Hackney Carriage and Private Hire drivers licence are required to pass a special test before they can be licensed to drive Hackney Carriages and Private Hire vehicles that are licensed by this authority. In London this test is known as 'The Knowledge' and a similar, though less rigorous test is administered by Basildon Borough Council.

These notes advise you on what you will need to know to pass the knowledge test and how the test is conducted.

PLEASE READ THE FOLLOWING CAREFULLY

Guidelines for Knowledge Tests **(Effective as of August 2016)**

Applicants will be expected to have a reasonable understanding of the streets and main buildings within the entire Borough of Basildon. Therefore, the test will incorporate all of the main areas of Basildon such as Laindon, Lee Chapel, Vange, Pitsea, Chalvedon, Nevendon and Bowers Gifford etc, as well as surrounding Towns and Villages within the Borough such as Wickford, Crays Hill and Billericay.

An applicant will be expected to have knowledge of the law in relation to hackney carriage / private hire vehicles as well as the Suitability Criteria and Conditions of Licence for drivers, vehicles and operators, adopted by Basildon Borough Council. Applicants should also be familiar with and have studied the Highway Code.

The test is computer based and the questions are automatically generated by the computer. The test is time limited and candidates will have a maximum of **35 minutes** to complete it.

The test will consist of:-

1a) Identifying the whereabouts of 5 main roads within the district. A multiple choice of five possible answers will be offered.

1b) Identifying the whereabouts of 5 through roads within the district. A multiple choice of five possible answers will be offered.

1c) Identifying the whereabouts of 5 minor roads within the district. A multiple choice of five possible answers will be offered.

2a) Identifying the correct route from point to point of 5 routes within the district. The route chosen should be the shortest in terms of distance **not time taken**. A multiple choice of four possible answers will be offered.

2b) Identifying the whereabouts of 5 places of interest within the district. A multiple choice of five possible answers will be offered.

3a) Answer 5 questions on the licence conditions and bye laws relating to hackney carriages / private hire vehicles and conditions adopted by Basildon Borough Council. A multiple choice of five possible answers will be offered.

3b) Answer 5 questions on the Highway Code. This will consist of the correct identification of road signs, as well as general questions on the Highway Code. A multiple choice of five possible answers will be offered

A candidate must achieve a pass mark in each of the sections to satisfactorily pass the test.

The number of questions and the pass mark in each category is:

- | | |
|--|----------------|
| 1a. Identify 5 main roads | pass mark 80% |
| 1b. Identify 5 through roads | pass mark 80% |
| 1c. Identify 5 minor roads | pass mark 80% |
| 2a. Identify 5 correct routes from A to B | pass mark 80% |
| 2b. Identify 5 Places of interest | pass mark 80% |
| 3a. Answer 5 Highway Code general questions | pass mark 100% |
| 3b. Answer 5 questions on Law and Licence conditions | pass mark 100% |

Should you fail one sub section in questions 1, 2 or 3 you will have failed the complete section and be required to return at a later date to retake the test. You will be permitted to undertake the knowledge test 4 times. Should you not have completed the test after 4 attempts your application will be terminated. The council will entertain a fresh application for the licence will be considered after a period of 4 months has elapsed. The Licensing Office may under exceptional circumstances permit a further test to be undertaken after 4 attempts.

It is strongly recommended that anybody wishing to be licensed as a new driver should take the time therefore, to familiarise themselves with the highway code, the law relating to the driving of Hackney Carriage and Private Hire Vehicles, Basildon Borough Council Vehicle licensing conditions, Basildon Borough Council Hackney Carriage / Private Hire dual driving licence conditions.

The knowledge test will be administered in English. Assistance may be given, should an applicant have any difficulty in undertaking this test.

Additional information is enclosed with this guidance to assist you.

Protocol expected of applicants undertaking the Knowledge Tests

- 1) Applicants may be undertaking the knowledge test in company with two other applicants. Should you wish to undertake a test on your own please make this clear to a member of the Licensing Team when booking the test
- 2) When undertaking the test the examiner may assist you should you not understand the question, however no assistance or clues will be given to enable you to answer the question.
- 3) To assist you in answering the questions you may make notes during the test. All notes made during the course of the test must not be taken from the examination room. They should be handed to the examiner at the end of the test where they will be subsequently destroyed.
- 4) Laptops or other similar electrical devices cannot be used during the test and must be switched off.
- 5) All mobile phones must be switched off.
- 6) Should you be undertaking the test in company with other applicants, no conversation will be permitted between applicants.
- 7) Should you be undertaking the test in company with other applicants please keep your conversation with the examiner to a minimum.
- 8) Should you be undertaking the test in company with other applicants and finish early, you may remain in the room but are expected to remain silent and not disrupt any other applicants who may be present and undertaking the test.
- 9) At the completion of the test you will be given, in writing, the result of the test. The examiner will not discuss the questions you have undertaken.
- 10) In the event of any disruptive behaviour during the course of the test, the examiner reserves the right to exclude any individual applicant or terminate the test.

Using the Knowledge Test Software

Step 1.

Read the question through **carefully**, and then select your answer from the options given as demonstrated by the circle below.

MAIN ROADS - Identify the correct location of the following roads. EACH QUESTION CARRIES TWO CORRECT ANSWERS

Question 1 : East Mayne

Your answer...

- Broadmayne to A127
- A127 to Cranfield Park Rd
- Ashlyns roundabout to Burnt Mills Rd
- A127 to Nevendon Rd
- A127 to Ashlyns roundabout

Time Left = 29:31

Next Question >>

<< Previous Question

Finished

Step 2

Once your answer has been selected (it will show a tick in the box next to the answer you have selected), press the 'Next Question' button as shown below.

Please note that you can change your answer at any time by simply selecting an alternative answer.

Places of Interest - Identify the correct location of the following places of interest. EACH QUESTION CARRIES ONE CORRECT ANSWER

Question 24 : Ask Restaurant

Your answer...

- Laindon High Rd on the left when travelling towards Billericay
- Billericay High St on the right when travelling towards Stock
- Wickford High St on the left when travelling towards Runwell
- Wickford High St on the right when travelling towards Runwell
- Billericay High St on the left when travelling towards Stock

Time Left = 22:51

Next Question >>

<< Previous Question

Finished

Step 3

When you have finished the test it will not be possible to select the 'Next Question' button, and you should click on the button marked 'Finished'. The computer will then ask you if you are sure you have finished and will highlight any questions that you have not selected an answer for. You then have the opportunity to go back and enter an answer for these questions if you wish, or the opportunity to double check your answers. Once you are satisfied with your answers, you should end the test and inform the invigilator.

Should you run out of time the test will abort, however the questions that you have completed will not be erased and you will be marked accordingly.

Guidance to the Knowledge Test (points to study)

There are no lists of roads, routes or places of interest to assist you in learning the area of Basildon. Experience has shown that an applicant could sit down and learn the list without knowing the area in which they will be working. In this day and age of GPS navigation it could be said that there is no requirement for a driver to learn the area as the device will take him or her to the destination. This is not the case. There can be no substitute for having a working knowledge of the area that you intend to drive. It conveys a wrong impression to the customer and is unprofessional when a driver has to fumble with his GPS before setting off on the journey. In undertaking the knowledge test there is no substitute for studying the area and where necessary driving around to familiarise yourself with the location.

a) Main Roads

To help you in studying the area you will have been supplied with a map. This is to give you an overall view of the area; however you should purchase a suitable map book such as an A to Z that will show all minor roads and places of interest. Look at the map you have been given and you will see that it shows the main routes that you would take to drive from one side of the district to the other e.g. from Eastmayne to Broadmayne.

b) Through Roads

Now having identified the main roads you should look at taking a different route if the main road was blocked. So from the previous example you could consider the following Eastmayne to Broadmayne via Whitmore Way. Other examples of through roads could be The Knares, Sparrows Herne or Ballards Walk.

c) Minor Roads

There are hundreds if not thousands of minor roads in the Borough of Basildon and it would be impossible to learn them all for the purpose of this test. To help you narrow down the minor roads that you may be asked to identify the following information may be of help.

You will not be asked to name a road that is in the middle of a housing estate. The minor roads that you will be asked to identify will be roads that you will readily see if you were to drive along a 'through road' e.g. if you were to be asked to identify Danbury Down the answer would be off of Whitmore Way.

d) Routes

You will be asked to name the shortest routes from point A to point B. The purpose of this section is to ensure that you have a 'feel' for the area and would be able to convey passengers with confidence across the district. These routes do not take into account the use of bus or 'taxi' lanes.

e) Places of interest.

In this section you will be required to identify public buildings such as Police Stations, courts, Job Centres, Social Services buildings, hospitals, hospice, secondary schools and colleges, cemeteries and crematoriums. You should be able to identify all pubs, restaurants, hotels, nightclubs and places of entertainment within the district together with local football and rugby clubs, parks and open spaces, golf courses, sports and leisure centres. You should be able to identify large businesses within the district and the industrial estates that they are located on. The list of places of interest is not exhaustive and applicants should actively research the area using such aids as the Yellow pages, Thompsons Local Directories and the internet. Where any doubt exists then you should consider a visit to the area may be of benefit.

f) Licence Conditions/Highway Code

You should be able to answer all questions in this section as they are the conditions upon which you operate and on which failure to comply may result in sanctions against you. The licence conditions and bye laws will be supplied to you when you attend the council offices to pay the application fee. You may also be able to view these conditions by visiting the Licensing Section of the Basildon Borough council web site. You should also obtain the latest copy of the Official Highway Code. **It is strongly recommended that anybody wishing to be licensed as a new driver should take the time to familiarise themselves with the Highway Code and the Suitability Criteria and Conditions of Licence for drivers, vehicles and operators.**