

BRITISH INDUSTRIAL TRUCK ASSOCIATION



GUIDANCE NOTE

INDUSTRIAL TRUCKS ON PUBLIC ROADS

GN57 Rev 1

August 2006

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IMPORTANT NOTICE

PLEASE READ CAREFULLY

- (a) The recommendations and advice contained in this Guidance Note are based on specifications, procedures and other information which have been collected by the British Industrial Truck Association Limited ("BITA") from its members. They represent what is, so far as BITA is aware, the best available data at the time of publication on the construction and use of industrial trucks in the general conditions described, and are intended to provide guidance for such use.
- (b) However, there are a wide variety of situations in which industrial trucks may be used, consequently in all cases the suitability and safety of this Guidance Note must be determined by the person seeking to apply it on the basis of his own judgement, in the light of the conditions in which use is envisaged and subject to all relevant statutory requirements.
- (c) BITA accepts no responsibility for the recommendations, advice, statements, opinions and conclusions expressly or by implication set out below and gives no warranty or representation of assurance in respect of the accuracy or validity of the same.

1. INTRODUCTION

The wide and varied use of industrial trucks and the need on occasions for them to be moved, under their own power, from location to location, sometimes travelling short distances on public roads, has focused members attention on the regulations covering such use and the circumstances under which trucks are allowed to make such journeys in the first place.

2. SCOPE

Trucks are allowed restricted travel on public roads. The Guidance Note provides information to enable the owner, the operator and the construction of the truck to comply with current regulations covering such use.

3. REQUIREMENTS

3.1 Categories

The Department for Transport (DFT) has indicated that is categories of works trucks, industrial tractors and agriculture vehicles are permitted to travel on public roads provided they are registered appropriately.

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3.2 Classification

3.2.1 The classification of vehicles is determined by the Driver and Vehicle Licensing Agency (DVLA). Where difficulties of definition are encountered the matter should be referred to the DVLA Customer Enquiry Unit or to a Vehicle Registration Office. (re: bibliography).

3.2.2 The classification depends on the vehicle construction, its use on a public road and in certain circumstances its revenue weight.

3.2.3 The definition of Revenue Weight for Vehicle Excise Duty (VED) purposes is, for the vehicles under consideration, the manufacturer's design laden weight.

3.2.4 Trucks may travel laden as well as unladen on a public highway provided the overall maximum legal weight and the wheel/axle laden weights are within that permitted by the Construction and Use regulations.

3.3 General Requirements

3.3.1 Number plates must be displayed on industrial trucks used on public roads, including those exempt from VED. It is the responsibility of the vehicle keeper to ensure the registration marks are correctly displayed. Letters and figures must be vertical and plate(s) are required on the rear of the vehicle or alternatively on either side.

3.3.2 Vehicles are required to have rear end reflector markings if:

- a) they have a maximum speed exceeding 25mph;
- or
- b) their maximum gross weight exceeds 7500kgs
- and
- c) they were first used on or after 1st April 1986

However, if the vehicle is not fitted with any front or rear position lamps, then no such reflector marking is required to be fitted between sunrise and sunset. Re: Road Vehicle & Lighting Regulation 4 (3) (RVLA). Note: Due regard should be taken when weather conditions cause poor visibility. Vehicles used between sunset and sunrise must be equipped with appropriate lighting.

3.3.3 The showing of an amber light from a warning beacon, to the rear of a vehicle when travelling on public roads, is permitted only on certain vehicles under specific circumstances viz:-

- a) those having a maximum speed not exceeding 25mph
- b) those used for the purpose of or relating to road improvements and maintenance
- c) those used for or relating to inspecting apparatus in or under a road.

A warning beacon shall only be used when it is necessary or desirable to warn persons of the presence of the vehicle.

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- 3.3.4 Vehicles used on public roads must embody engines meeting the emission standard ECE R49. For engines meeting the EURO 4 standard, read reduced VED rate in 3.5.2b).
- 3.3.5 Red diesel (rebated fuel) is largely restricted to farmers use and must not be used on public roads unless specific tasks and operations have the express written permission from H M Customs and Excise.
- 3.3.6 The forward projection of a load on any vehicle should not exceed 2 meters.
- 3.3.7 Reversing a truck on a public road for a prolonged period, for whatever reason, is not defensible and no Authority is likely to sanction such usage. Loads must therefore be arranged to provide clear forward vision and reverse gears must not be utilised for any prolonged period.
- 3.3.8 Small amounts of extra fuel for a vehicle may be carried by a vehicle on public roads in a tank which forms part of or is permanently attached to the vehicle provided the extra fuel does not cause the vehicle to exceed its maximum allowable gross weight.

Fuels are classified as dangerous in transport and several regulations cover their use notably; The Carriage of Dangerous Goods and use of Transportable Pressure Receptacles – Regulations 1996; The Carriage of Dangerous Goods by Roads – Regulation 1996; and the Carriage of Dangerous Goods by Roads (Driver Training) – Regulations 1996.

Queries regarding the transport of fuel should be directed to the Department for Transport – Road Haulage Division.

- 3.3.9 If dangerous goods are carried as a truck load, the Carriage of Dangerous Goods by Road etc. regulations will apply including the display of appropriate warning symbols. However, these requirements need not be applied if operation is restricted to that outlined in 3.5.1b.

3.4 Specific Requirements for Work Trucks

- 3.4.1 Fork arms should be removed, folded back or fitted with marker plates when travelling unladen on public roads. Similar measures should be taken with load handling attachments. During the hours of darkness marker plates etc. must be suitably illuminated.

- 3.4.2 An MOT inspection for industrial (works) trucks is not currently required.

- 3.4.3 Limited use works trucks may tow trailers only if they remain within the definition of a limited use works truck (see para 3.5.1b). It follows that if a limited use works truck ceased to comply with these requirements it would be by definition not be a works truck and would fall to pay VED at whatever alternative class was appropriate.

In towing trailers on public roads, works trucks need to comply with all relevant Construction and Use regulation requirements.

- 3.4.4 Independent wheel braking systems, if fitted, must be linked.

- 3.4.5 Trucks capable of all wheel steering should be arranged for front wheel steer with rear wheels locked in the straight ahead position.

- 3.4.6 Four wheel drive, if selectable, should normally be disengaged.

- 3.4.7 Different locks, if fitted, should be disengaged.

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3.5 Licensing and Insurance

3.5.1 Registration

- a. For a "used" vehicle a licence is obtained at first registration on form V55/5. Note: (for ease of completion see Appendix 1) For a "new" vehicle on form V55/4, by application to a local Driver and Vehicle Licensing Agency (DVLA) Office. Re-licensing is possible at any post office authorised to issue licences. A Statutory Off Road Notification (SORN) declaration must be made on form V890 for vehicles where the licence disc expired on or after 31st January 1998. There is no need to make a SORN declaration for a vehicle while a licence disc is in force unless a VED Tax rebate is required. In which case form V14 must be completed.
- b. A works truck qualifies within this special vehicle class of registration "Limited Use" if it is designed for private premises use and is used on public roads only for carrying goods
 - i) between private premises
 - or
 - ii) to other private premises in the immediate vicinity
 - or
 - iii) for carrying good between private premises and a vehicle on a road in the immediate vicinity
 - or
 - iv) in connection with road works at or in the immediate vicinity

Note: For engined trucks the immediate vicinity is currently considered by the courts to be a maximum of 1.5km.

- c. An industrial tractor or truck may be registered as an 'agricultural machine' provided it is designed and constructed primarily for use otherwise than on roads, and incapable by reason of it's construction of exceeding a speed limit of 25mph, on the level under it's own power.
- d. The DVLA have confirmed that there is no requirement to register pedestrian controlled equipment for use on the road; additionally the RVL R 1989 clause 9 states these vehicles are exempt for all lighting requirements as long as they are used within the daylight hours.

3.5.2 Vehicle Excise Duty (VED)

- a) Trucks not used on public roads do not need to be licensed.
- b) The current rates of Vehicle Excise Duties (2006/7), as published by the Department for Transport on form V149 are:-

Note: (Always check the current V149 before making an application)

- i) Works trucks, up to 3.5 tonnes (see paragraph 3.2.3) propelled by internal combustion engines – i.e.
Light Goods Vehicles:-
Part 1 TC39 Registered on or after 1st March 2001; £170 per annum; or (£93.55 for 6 months)

Euro 4
Part 1 TC36 Registered on or after 1st March 2003; £110.00 per annum; or (£60.50 for 6 months)

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- ii) Works trucks, over 3.5 tonnes, propelled by internal combustion engines – i.e. Special Vehicles:-
Part IV TC14 £165.00 per annum; or (£90.75 for 6 months)
- iii) Vehicle Excise Duty Exemptions for tax classes, “Limited use Vehicles & Agricultural machines:
Vehicles which comply with 3.5.1; b) & c) are exempt
Electric Works Trucks powered by traction battery are exempt. Note; (Diesel electric trucks do not qualify as electric works trucks).
- iv) Exemptions from paying Vehicle Tax:-
The law requires that vehicle tax should be paid for any vehicle used or kept on a public road in the UK. Certain vehicles are exempt from paying vehicle tax, however, these vehicles still require to be taxed annually and are issued with a “nil” or free tax disc. Applications for vehicles first being taxed as “exempt” must be made at a (DVLA) local office. The application must be made on a V10 form, available for download from the forms link, see bibliography also DVLA local offices and Post Office branches. Supporting documentation must be provided as listed in the link. Future Tax/SORN renewals can take place using the Tax renewal reminder form that will usually be sent by the DVLA.
- c) ‘Trade Plates’ (manufacturer’s plates) may be used on trucks on public roads provided the user qualifies for trade plates use. The current annual cost is £165.00 or £90.75 for 6 months.
- d) Agricultural vehicles used on public roads for less than 1.5km per journey between lands occupied by the same person are eligible to be licensed in the ‘agricultural machine tax class’ which automatically confers exemption from VED.

3.5.3 Driving Licence

- a. No (road going) driving licence is needed to operate trucks not driven on public roads, but the requirements of the Health and Safety at Work Act 1974 apply.
- b. The minimum driving ages applicable on public roads are:-
 - i) - Agriculture vehicles – 17 years
 - ii) – Industrial trucks of less than 3.5 tonnes (MAM) – 17 years (Note: “MAM” relates to the “Maximum Authorised Mass” which is the truck’s total weight plus the maximum load it can carry).
 - iii) – Industrial trucks over 3.5 tonnes and under 7.5 tonnes (MAM)- 18 years
 - iv) – Industrial trucks over 7.5 tonnes (MAM)- 21 years
- c. The following road driving licence categories apply to exempt large goods vehicles:-
 - i) - Works trucks and industrial tractors – category B. (car) Licence
 - ii) – Agricultural vehicles – either a Category B (or Group A if the licence was issued before 1st June 1990 or a Category F Licence)

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- Note
- i) A Category B (or Group A if issued before 1st June 1990) licence automatically gives entitlement to Category F.
 - ii) A higher large goods vehicle licence (LGV) is not required to drive works trucks of any capacity on public roads.
 - iii) Industrial tractors must not exceed an unladen weight of 7370kgs and a design speed of 20 mph.
- d. Provisional driving licence holders may drive trucks on public roads provided:-
- i) The driving licence held by the driver covers the vehicle category driven.
 - ii) 'L' plates are displayed on the front and rear of the vehicle.
 - iii) If the vehicle is constructed for more than one person a qualified driver who is at least 21 years old and holds a full valid British, Northern Ireland or EU Community licence in the appropriate category and has done so for 3 years or more, must accompany the provisional holder.
 - iv) The driver (operator) must be properly trained in accordance with the Health & Safety at Work Act 1974, etc.
- e. Drivers of vehicles which may be driven on a Category B (car) licence are no subject to higher medical standards (except on renewal of C1 and D1 entitlement at age 70 and over when a medical examination report D4 must be signed by a doctor).
- f. A full driving licence may be obtained by:-
- i) Applying to the DVLA for a provisional licence form D1 obtainable at post offices.
 - ii) Applying for and passing a driving test and theory test in an appropriate vehicle (driving tests can be booked by completing form DL26 obtainable at driving test centres).

Note It is sometimes possible for 'on site home tests' to be arranged.

3.5.4 Insurance

The minimum insurance required is third party liability at all times for any road use however small.

Note: It is recognised that "over the pavement" unloading and loading is often practised without registration of trucks and without insurance. Such condonable "Blind Eye" practices carry with them the risk of prosecution and should be avoided at any time.

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Completion of DVLA Form V55/5

Long Term Hire OR Customer, New or Used

V55/5 Section	Example Comment	Notes
1		DVLA local office to complete.
2	"Works Truck" or "Special Vehicle"	Engine Powered Fork Lift Trucks are classified as "Works Trucks" Electric Powered Lift Trucks are classified as "Special Vehicles"
3	"6 months" or "12 months"	Period of licence, indicate as appropriate.
4	"£165" p.a. for "Works Trucks" or "nil" for "Limited use" & "Electric" Vehicles re: GN 57 Para; 3.5.2 b) iii)	Check on the current issue DVLA Form V149/T, for correct rates of duty. Engine Powered Lift Trucks; see Special Vehicles TC14 Part 4. Also Euro 4 Part 1 TC 36, also Part 1 TC39.
5	"Hyster"	Actual lift truck brand name.
6	"H2.00XMS"	Actual lift truck model.
7	"Fork Lift Truck"	Insert the code "87" in adjacent box 13.
8	"2 axle rigid body"	Insert the code "C" in adjacent box 15.
9	"Yellow / Black"	Insert the code "FP" in adjacent box 17.
10-14	"N/A"	Not applicable for these taxation categories.
15	"3120 kg"	Obtain information from Name Plate or Specification Sheet.
16	"4"	Driver only – Passengers not carried.
17	"29.4kW"	Power from lift truck nameplate.
18-20	"N/A"	Not applicable for these categories.
21	"N/A"	Revenue weight is only required for vehicles over 3500kgs unladen. In these cases it would be unladen weight plus maximum rated load.
22	"N/A"	Not applicable to these categories.
23	"N/A"	Not applicable to these categories.
24	"0.0055 kw/kg" N/A	Divide 17 above by (15 above + maximum rated load) N/A to these categories.
25	"N/A"	Not previously registered.
26	"N/A"	Not previously registered in the U.K...
27	"N/A"	Not applicable to these categories.
28	"01/06/06"	Date as required, must start with the first day of the month, full months.
29	"LPG"	Insert appropriate code in adjacent box 10: Diesel – 2, LPG – 5, Electric – 3.
30	"E001B)3730Z"	Serial number as stated on the Certificate of Conformity / Newness, Nameplate or Frame.
31	"XXXXXXXX"	Obtain from the engine block / I.D. plate or "N/A", if the lift truck is electric.
32	"1998"	Obtain information from specification sheet, <u>numeric only</u>
33-41	"N/A"	Not applicable for these taxation categories.
42	"2002"	Obtain from the nameplate, Certificate of Conformity or Newness.
43	"RG3"	Partial Postcode – first half only of location where lift truck is to be used.
44	"F Williams Timber Ltd" "Unit 1" "Branch Industrial Estate" "Woodley" "Berks" "RG33 3QN"	<ul style="list-style-type: none"> • The name and address must be that of the "Keeper", as defined in DVLA form V100, i.e. "The person who keeps the vehicle on a public road, not necessarily the legal owner". • If the "Keeper" is a "Company", then the name of the person responsible for the vehicle in the company must be declared. This is to ensure that all licence renewal reminders are directed to that person and for Statutory Off Road Notification purposes, • (See GN 57 Para 3.5.1 a.)
45	"N/A"	Not applicable for this application.
46	"Yes"	Reason – Work Truck – Not a road vehicle.
47-50	Leave Blank	Not applicable for these taxation categories.
Declaration		
General Declaration	Sign & Date	Only when you are sure that the information is correct, ensure required documentation required is submitted.

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Bibliography and useful sources of information

Vehicle Registration & Licensing

DVLA; nearest Local Office by Post Code

t. 08702 430444

www.direct.gov.uk/motoring

INF 148 'Licensing and Registering Your Vehicle'
(Forms V55/4 or V55/5)

Driver Licences – Information Leaflets:-

t. 01792 792792

www.dvla.gov.uk

The Road Vehicle Lighting Regulations 1989 (RVLR)

The Health & Safety at Work Act 1974 CH 37 SI 11974/1439