

Informal Guidance – An Introduction to Section 19 and Section 22 Permits

Community Transport Vehicles operate under Permit legislation which enables them to operate without compliance with Hire and Reward Passenger Carrying Vehicle Status.

These Permits are issued by **Designated Bodies**, who are authorised to issue the permits after checking that certain conditions have been met.

Permits must be displayed in the front windscreen of the vehicle.

There are two types of Permit under which Community Transport minibuses can operate: **Section 19 Standard Bus Permit**, and **Section 22 Community Minibus Permit**. They each offer transport solutions to meet a range of community needs.

Section 19 Standard Bus Permits are for vehicles which can carry no more than 16 passengers. This includes small vehicles such as cars and MPVs, which can carry up to eight passengers. Please note though that in order to use a small vehicle under a permit, passengers must be charged at separate fares.

Community Transport operations can transport people in two ways:

Individual Travel is where each individual person is registered and can then access services designed to meet the needs of individuals who may have difficulty using mainstream public transport e.g. Dial a Bus and Dial a Ride activities or in rural areas where transport is either non-existent or very limited. Concessionary fares are not available on Section 19 Small Bus Permit vehicles.

Group Travel is offered to bona-fide community groups from a range of categories who travel together to a range of destinations. These categories include, but are not limited to:

- Education
- Religion
- Social Welfare
- Recreation
- Other activities of benefit to the community.

Group Travel is usually organised by a key individual within an organisation, who should be responsible for ensuring that passengers are group members and not simply individuals with no association with the group.

The key responsibility is that these people are not members of the public but have pre-registered with the Minibus Scheme and have completed a Registration form.

Community Minibuses operating a Section 22 are different to Section 19 in that they offer transport to members of the public, on scheduled routes and operated a largely fixed timetable. Concessionary fares are eligible on these services. Until 2009 only volunteers could drive S22 minibuses, but the Local Transport Act 2008 changed that so now paying drivers is permitted (although not mandatory).

Drivers of Section 19 minibuses do not necessarily need to have PCV D1 status on their licences. Drivers who passed their test before 1997 are able to drive a minibus which exceeds 3500kg (standard) or 4250kg (accessible) and are able to be paid for driving the minibus.

Drivers who have taken their test after January 1, 1997 can still drive minibuses, but conditions apply. These are:

- that they must be volunteers and consequently can only be paid out of pocket expenses (e.g. travel expenses to the Community Transport depot and a subsistence allowance, e.g. meal /drink), and
- that they may not drive a vehicle which exceeds 3500kg (standard) and 4250kg (accessible).

Please refer to the Community Transport Association website at www.ctauk.org or ring the free CTA Member Advice Line on **0845 130 6195** for further advice or information.