

# Brighter Futures

## Guidance for the Rhyl Community Fleet

Please use this document as a guide to using assets within our community fleet.

*This document is a draft and subject to change [v.1.4]*

### STEP 1:

## Prerequisites to being an approved group

To register your organisations must provide us with the basic information we require to setup an account, please email [hello@brighterfutureshyl.co.uk](mailto:hello@brighterfutureshyl.co.uk) providing the following details:

Name of group/organisation: \_\_\_\_\_

Address of group/organisation (Inc postcode):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact email: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Type of activities provided (for the benefit of Rhyl residents)

\_\_\_\_\_

I confirm that I have read and agree to the terms and conditions of use and that our group/organisation will adhere to those terms, I am authorised to represent \_\_\_\_\_ (group/organisation).

Name: \_\_\_\_\_

(on behalf of \_\_\_\_\_ )

Date: \_\_\_\_\_



## STEP 2:

# Prerequisites to being an approved driver

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To use any vehicle in our fleet, your organisations must register an approved driver with Brighter Futures, (the following conditions apply to becoming an approved driver)

1. We must have a copy of your driving license on file, the license must have the appropriate category listed, i.e. D1 if you wish to use the minibus or BE or B+ if you wish to use the van and trailer.



2. A driving licence check must be completed with the DVLA online (you will need to provide your driving license number, Postcode, and National Insurance number to complete this check. *(this check should be conducted and recorded by our administrator)*

Access the online driving licence check here

<https://www.gov.uk/view-driving-licence>

3. You must be aged between 25 and 70 to use the minibus and between 25 and 75 to use the crew van and confirm that the following is true:

- You have no more than 6 penalty points on your licence
- You have not been banned within the past 5 years
- You have no pending motoring convictions

4. You must confirm you have read and understand our terms and conditions document.

Download the document here: [www.brighterfutureshyl.co.uk/files/terms.pdf](http://www.brighterfutureshyl.co.uk/files/terms.pdf)

## STEP 3:

# Ready to book?

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Our booking system is online; please visit


<https://www.brighterfutureshyl.co.uk/en/fleet>




# Use of any vehicle

To use any vehicle in our fleet, the following conditions apply (to external and internal groups/individuals)

1. You must complete the vehicle inspection checklist (example below) please use the sheets provided in the vehicle and return them to the Brighter Futures administrator.



**BRIGHTER FUTURES**  
34 WELLINGTON ROAD  
RHYL  
DENBIGHSHIRE  
LL18 1BN



REGISTRATION:  
YS18 NXL

**VEHICLE INSPECTION REPORT**  
Name: \_\_\_\_\_ Mileage: \_\_\_\_\_ Year/Make/Model: 2018 FORD TREND MINIBUS  
VIN: \_\_\_\_\_ License: \_\_\_\_\_ email: \_\_\_\_\_  
**■ CHECKED AND OK   ■ MAY REQUIRE ATTENTION   ■ REQUIRES IMMEDIATE ATTENTION**

**INTERIOR/EXTERIOR**  
NOTE: ANY LIGHTS/INDICATORS/PAVING MARKS/DEFECTS/CONDUITS  
  

■	Exterior Body
■	Windshield / Glass
■	Wipers
■	Lights (Head, Brake, Turn)
■	Interior Lights
■	AC Operation
■	Heating
■	Other

**UNDERHOOD**  

■	Engine Oil
■	Brake Fluid
■	Power Steering Fluid
■	Washer Fluid
■	Belts & Hoses
■	Antifreeze/Coolant
■	Air Filter
■	Cabin Filter
■	Fuel Filter
■	Spark Plugs / Wires
■	Other
■	Battery Charge
■	Battery Condition
■	Cables & Connections



**UNDER VEHICLE**  

■	Brakes (Pads / Shoes)
■	Brake Lines / Hoses
■	Steering System
■	Shocks & Struts
■	Driveline (Axles / CV Shaft)
■	Exhaust System
■	Fuel Lines & Hoses
■	Other

**TIRES**  

Tread Depth				
■ 7/32" or greater	■ 3/32" to 6/32"	■ 2/32" or less		
LF ■ ■ ■	RF ■ ■ ■	LR ■ ■ ■	RR ■ ■ ■	
Wear Pattern / Damage		Air Pressure	Tire Check / OE Internal Support	
LF ■ ■ ■		RF ■ ■ ■	LR ■ ■ ■	RR ■ ■ ■
RF ■ ■ ■		LF ■ ■ ■	LR ■ ■ ■	RR ■ ■ ■
LR ■ ■ ■		RF ■ ■ ■	LF ■ ■ ■	RR ■ ■ ■
RR ■ ■ ■		RF ■ ■ ■	LF ■ ■ ■	RR ■ ■ ■

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

2. You will be offered training appropriate to the vehicle\*:

- MIDAS for the Minibus
- Driver awareness for the Van

MIDAS Training can be provided by Brighter Futures via Dial a Ride Rhyl as funds allow, Driver awareness is an online course lasting roughly 30mins, the MIDAS training will take 1 full day of theory and practice. \*Those persons who have already completed training must provide us with a copy of your certificate.

3. You must pay for your own fuel and cleaning.

All vehicles should be returned clean and tidy with a full tank of fuel.

4. The maximum mileage per 24hrs useage is 150 miles, any use above this is not approved and will breach our terms of use policy.

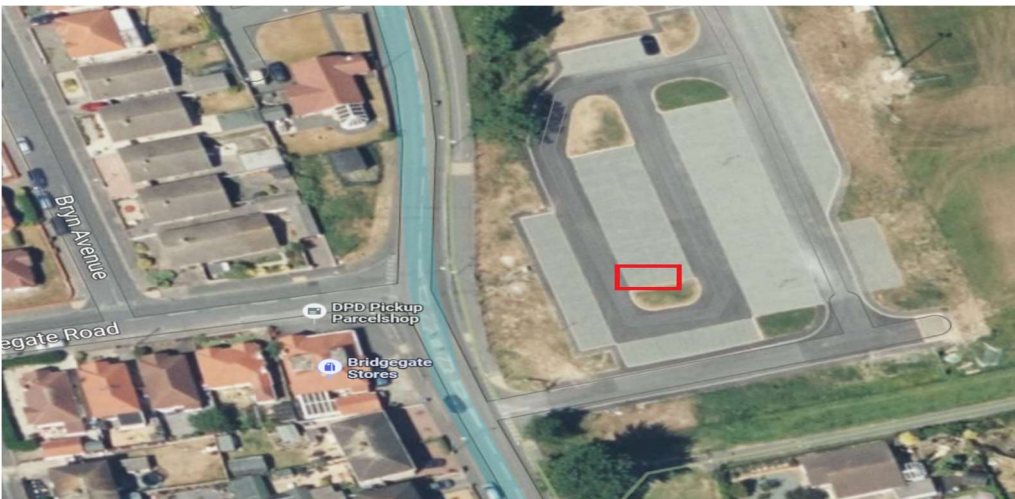


# Return of any vehicle

On completion of your vehicle use you MUST ensure the following:

- You must fully refill the tank with Diesel fuel
- You must ensure all rubbish is removed from the inside of the vehicle
- You must ensure the vehicle is clean (internal and external)
- You must return the key and your vehicle check list to Brighter Futures
- You must report any damage to the internal safety equipment i.e. fire extinguisher, first aid box, emergency kit, mobile phone, satnav to our administrator on the rear of your check list
- The main storage location for the minibus will be at Rhyl Rugby Club, the main storage location for the van will be St.Mary's Church

**MINIBUS LOCATION:** Rhyl Rugby Club, Tynewydd Road, Rhyl LL18 4AQ



**CREW VAN LOCATION:** St Mary's Church, 119 Wellington Road, Rhyl, LL18 1LE



Please ensure the vehicle is parked in the area marked by the red rectangle.



# FAQ's

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Q: Can I use the minibus or van for community transport such as door to door, shopping or attending appointments?

A: No, our fleet can not be used for these types of services, we recommend joining a local scheme such as Dial a Ride or Foryd Centre transport for these services.

Q: Can I use the minibus or van for personal social events?

A: No, our fleet should not be used for any private hire such as attending parties or airport runs.

Q: Our group does not have a driver with MIDAS or category D / D1, can we use the Fleet?

A: It might be possible if we can source a driver, but this can not be guaranteed and something that will only be available in the short term.

Q: Can we take the vehicles abroad?

A: No, our fleet is only to be used in the UK (and is subject to limited daily mileage)

Q: Can we book the vehicle for more than one day?

A: Yes, but keep in mind we will be actively monitoring how fairly the vehicles are being shared out, we would advise you email us prior to booking more than 1 consecutive day and wait for a response, we will assess each request separately.

Q. Can our group charge or request a donation from passengers

A. No, Our insurance policy only allows other groups to use the Minibus in "not for hire or reward" situations. Under no circumstances can any passengers make any payment in cash or in kind to your organisation/group that would give the person (s) an opportunity to travel on our minibus



# Current fleet details

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Our pool of vehicles currently includes:

## **CREW VAN**

MD63CPU

VAUXHALL COMBO

1.6 DIESEL ENGINE

5-SEATER CREW VAN

Includes:- First Aid Kit, Fire Extinguisher, Breakdown/emergency bag, handwash, maintenance kit (screen wash, oil etc) Mobile phone with calls and data, Blue Badge (for use when disabled passengers are in the vehicle).



## **MINIBUS**

GX16 NWT

FORD TRANSIT MINIBUS

2.2 460 TREND

17 SEATER H/R BUS

Includes:- A/C – Reversing camera, deploying side step, Satnav, privacy glass, overhead storage, First Aid Kit, Fire Extinguisher, Breakdown/emergency bag, handwash, maintenance kit (screen wash, oil etc) Mobile phone with calls and data, Blue Badge (for use when disabled passengers are in the vehicle).



## **MINIBUS**

GX16 NWT

VAUXHALL VIVARO MINIBUS

1.6 TURBO DIESEL

8 SEATER

Includes:- A/C – Reversing camera, deploying side step, Satnav, privacy glass, overhead storage, First Aid Kit, Fire Extinguisher, Breakdown/emergency bag, handwash, maintenance kit (screen wash, oil etc) Mobile phone with calls and data





# What is the community fleet?

Our new pool is being created in response to some of the challenges highlighted by local groups, we understood that costs and administration of accessing resources was something a lot of groups found to be challenge.

As such we are building up a “pool” of resources that will be accessible to any groups in our area that will ultimately be of benefit to the groups and as such the people in our community.

So, in the simplest terms, we will have a selection of vehicles and equipment that your community group will be able to use for free, from sports clubs to food banks, youth clubs to refugee groups we want to try and ensure we can 1. Save you money, 2. Make life easier, 3. Help change peoples lives.

You will soon be able to sign up as part of our community network and access everything we have, we are starting small but hope in the futures to expand on these resources aligned with the feedback you give us.

(From August 2023), we will have, a 17 seater minibus and a 5 seat crew van, we are currently in the process of looking for an Ifor Williams trailer and a large 30ft shipping container (this will be filled with equipment for everything you have told us would be useful, from sports kit to events stands, tools to ICT).

So finally, keep in mind this is something new, we will have hiccups, get things wrong and need to learn as we go, please bare with us as we develop this and feedback as much as you can, your thoughts, ideas, and suggests will be essential to making improvements as we go.

If you have any thoughts, ideas or suggestions...

please email: [hello@brighterfutureshyl.co.uk](mailto:hello@brighterfutureshyl.co.uk) or speak to any of our trustees, employees or volunteers.