

Public Health Vehicle



Terms, Conditions and Booking Form

The Background

The colourful Public Health Vehicle that you are hiring is a 12.5 ton 2 axle Large Goods Vehicle (LGV). It is a joint venture between East Riding of Yorkshire Council and the NHS and was purchased using £125,000 of regional funding. Its role is to promote and improve public health both across the East Riding of Yorkshire in general and to our socially isolated and rural areas in particular.

The East Riding of Yorkshire has a population of 337.000 located in 3 major towns, in 10 smaller towns, in 250 villages and hamlets and in hundreds of isolated properties. It is an overwhelmingly rural area. In general, the health of people in the East Riding is better than both the England and regional average. However, significant health inequalities persist within the East Riding by gender, geography and deprivation.

The East Riding also has a large ageing population, a large residential caravan and chalet community and a growing number of migrant workers and their families.

The Public Health Vehicle is capable of delivering a wide range of health promotion, information, interventions and advice and brings NHS, Council and Voluntary Sector services closer to the community.

Launched in 2010, the Public Health Vehicle has been very successful in reaching out to all sections of the community. For example:

- Its appearances at workplaces have enabled hundreds of workers to have health checks on their weight, Body Mass Index, blood pressure and lifestyle choices.
- Its visits to seaside resorts and coastal caravan parks have showcased healthy cooking, living and Fit 4 Life activities.
- Its events at infants, junior and secondary schools have enabled thousands of children to learn about healthy living, eating and activity

We have high hopes and great future plans for our Public Health Vehicle and we are confident that, over the coming months, we shall reach out further to parts of the community that we have not contacted yet at workplaces, villages, shopping centres, caravan parks and traveller sites.

What's on board?

The Public Health Vehicle contains a fully equipped kitchen with gas cooker, fridge, whistling kettle, blenders, microwaves, mixing bowls, cutlery and other equipment. We do have access to a chef or two also!

It has a radio, a mounted flat screen which links to your laptop and you are welcome to use our Wii consoles and Wii Fit.

There's plenty of space on the table and seating areas to display your messages. There is an 'A' board for the external display of your posters, leaflets and other publicity (kept in the consulting room) and a wall mounted Perspex display board for your A4 and A5 leaflets and posters. 9 Aluminium A3 poster display frames can showcase your activities.

There are many games (eg Quoits) onboard which encourage physical activity. There is a private consulting room for your one to one interventions. A smoothie making bike is available for your clients to make themselves delicious healthy drinks. Please ask for these items to be put on board. The vehicle is fully wheelchair accessible. **There is no toilet on board.**



Thanks for hiring our Public Health Vehicle.

Before you complete our booking form, please read the following paragraphs.

As with any hire agreement, we have some small print that we have enlarged for you:

The Small Print (1) Public Health Vehicle Hire Terms and conditions

The booking process

All bookings will be organised via East Riding of Yorkshire Council's friendly and efficient Corporate Administration Team.

You can contact them on 01482 394281 or, alternatively email them at: publichealthvehicle@eastriding.gov.uk

They will talk you through the process

- Please aim to book the vehicle at least 4 weeks in advance of your event to guarantee vehicle and driver availability.
- By confirming your booking you are agreeing to the payment of the charge for the use of the vehicle if necessary.
- We do not charge hirers in the East Riding of Yorkshire who wish to use the vehicle to promote health and wellbeing.
- All bookings are subject to the availability of the vehicle and the driver.
- Please note that the minimum booking period is for half a day.
- Preference will be given to health related events in the East Riding of Yorkshire.
- Bookings are for the loan of the vehicle, its kitchen equipment, IT and driver only. Fuel is included in the charge.
- All payable bookings are subject to VAT at the standard rate.
- Your organisation will be invoiced within 4 weeks of your use of the vehicle by East Riding of Yorkshire Council.
- Invoices must be paid within 4 weeks of receipt.

- Persistent cancellations, failures to pay and failures to provide the required information will result in your organisation being prohibited from future use of the vehicle.
- We reserve the right to cancel your booking without being liable for any inconvenience or expense occurred by your organisation; although this course of action would be taken as a last resort.
- Vehicle use is not permitted outside of the agreed hours set out in your booking as drivers are unable to stay beyond the agreed end time.
- **If you cancel your booking within 7 working days of your event, you will be charged a late cancellation fee of £150.**

The driver

- The driver will provide instructions/demonstrations on how to use any installation or equipment on board the vehicle.
- The driver is responsible for the internal and external health and safety and reputation of the public health vehicle – please follow the driver’s instructions as they are for your own safety and your organisation’s reputation.
- The driver is on hand to assist you but requests for his or her assistance must be reasonable and appropriate.

Terms and Conditions: Using the facilities

- Hirers are responsible for providing appropriately trained or qualified staff and volunteers.
- If a hirer requires a chef for their booking, please contact Tim Williams on 07702366810 who will pass on details of people used previously.
- Hirers are welcome to use any of the equipment on board but breakages and losses will require replacing and your organisation will be charged for this.
- Hirers agree to return the vehicle and its contents in a clean and tidy condition.

Some Things to Remember

A number of challenges occurred during the Public Health Vehicle's first years of operation. As a result, we thought it was important to gently remind you of a few things to remember:

- Hirers agree to maintain and not jeopardise the reputation of East Riding of Yorkshire Council and the NHS whilst using the vehicle – please do not put their reputations at risk.
- Hirers agree to carry out their own risk assessments and take any necessary action to eliminate / reduce risk. A risk assessment form is available from Tim Williams (timothy.williams@eastriding.gov.uk).
- Hirers agree to ensure to maintain a good standard of hygiene and agree to undertake control of infection procedures if necessary.
- Hirers agree to obtain any necessary permission for parking from appropriate authority (Highways Agency, Local Council, Police, Business etc). Hirers must ask these organisations concerned to ensure that all those associated with the premises are aware of the booking to avoid problems on the day and identify the on site point of liaison for the duration of the booking.
- Hirers agree to liaise with the owner of the premises to ensure that it is accessible and does not present any avoidable hazards e.g. grassed areas that can become waterlogged, weight or height restrictions.
- Hirers agree to ensure that the area surrounding the vehicle (eg car park, field etc) is left as it is found and is in a clean and tidy condition.
- Hirers agree to keep records and, where possible, provide the Public Health Manager with anonymised details of numbers using the bus capturing details of: age, ethnicity, gender and postcode breakdown.
- Hires agree to liaise with the driver to ensuring safety at the venue.
- Hirers agree to ensure compliance with the Smoking Policy – i.e. no smoking is permitted anywhere on the vehicle or in the vicinity of its access points.
- Hirers agree not to allow any consumption of alcohol on and around the vehicle.

- Hirers are welcome to bring your promotional leaflets, posters and merchandise on board the vehicle but hirers must remove them all at the end of the day.
- Any promotional material that is left on board will be couriered back to you together with a bill for the cost of carriage.
- The contents of the cupboards must be returned to the correct cupboards and lockable cupboards must be locked after use.
- Hirers will need to bring their own refreshments – tea, milk and coffee etc are not provided.
- A gas stove top whistling kettle is provided and the cooker has a grill.
- Hirers must provide any disposable items themselves i.e. paper towels, paper plates, paper cups.
- Hirers must provide their own ingredients if using the cooker, microwave, mixing bowls or pans.
- Tea towels are provided
- The inside of the vehicle must be left in a clean and tidy state.
- Hirers must empty the fridge and sink, kitchen equipment, cutlery and dishes must be washed and put away and any rubbish placed in the black refuse sacks provided. These will be taken away by the driver at the end of the day.
- Hirers must NOT affix anything to the outside of the vehicle and must NOT use sellotape, blu tak or other adhesives on the colourful Change 4 Life logos as they damage them.
- An 'A' (advertising board) is available for your outside publicity, leaflets and posters. This must be returned to the driver at the end of the day.
- Hirers must return the smoothie bike in a clean condition to the driver at the end of the day.
- Hirers may bring their own laptops and leads (please see the driver if you have any queries).
- Please note that the dimensions of the vehicle when the side is expanded are 40ft (length) x 16ft (width).
- PLEASE CHECK WHETHER YOUR VENUE IS ACCESSIBLE FOR OUR VEHICLE
- If the driver of the Public Health Vehicle feels that they require some help in gaining access to a site before an event or leaving the site after an event, the hirer agrees to provide a member of staff to help and to stay on site until the Public Health Vehicle has left the location of the event and act as an informal 'banksman'.

Public Health Vehicle – Schedule of Charges

(Prices subject to VAT)

If your event is health related and you are an organisation based in the East Riding of Yorkshire, there will be **NO CHARGE** for hiring the Public Health vehicle

Otherwise we will charge according to the following schedule.

Please note that we are considerably cheaper than similar health promotion vehicles.

For other (non health related) events held within the East Riding of Yorkshire:

Single Use – One to four days charge per day	£200.00
Block Booking – 5 -10 days charge per day	£175.00
Block Booking – over 10 days charge per day	£165.00

For any events outside of the East Riding of Yorkshire:

Single Use – One to four days charge per day	£300.00
Block Booking – 5 to 10 days charge per day	£250.00
Block Booking – over 10 days charge per day	£240.00