

Notice of Meeting

Licensing and Safety Committee

Councillor Gillbe (Chair),
Councillor O'Regan (Vice-Chair),
Councillors Allen, Barnard, Bidwell, Cochrane, Collings, Frewer,
Frost, Gaw, Mossom, Purnell, Smith and C Thompson

Thursday 1 February 2024, 7.30 - 9.30 pm
Time Square, Market Street, Bracknell, RG12 1JD



Agenda

*All councillors at this meeting have adopted the Mayor's Charter
which fosters constructive and respectful debate.*

Item	Description	Page
1.	Apologies for Absence	
	To receive apologies for absence.	
2.	Declarations of Interest	
	<p>Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.</p> <p>Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.</p> <p>Any Member with an affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.</p>	
3.	Minutes	3 - 8
	To approve as a correct record the minutes of the meeting held on 19 October 2023.	
4.	Urgent Items of Business	
	Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.	
5.	Notice of Public Speaking	
	To note those agenda items which have received an application for public speaking	

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6.	Hackney Carriage and Private Hire Trade Meeting Update	9 - 12
	To provide an update on the discussion at the January Taxi Trade Liaison meeting. Reporting: Moira Fraser, Principal Officer – Policy and Governance	
7.	Public Protection Partnership Fees and Charges 2024/25	13 - 42
	To consider any issues arising from the consultation and their impact on the proposed operator and vehicle licence fees which will be recommended to full Council for approval. Reporting: Moira Fraser, Principal Officer – Policy and Governance	
8.	Hackney Carriage and Private Hire Licensing Policy	43 - 48
	To consider the revised Department for Transport guidance issued on the 17 November 2023 and any ensuing implications for the taxi licensing policy in light of this. Reporting: Julia O'Brien, Principal Officer - Licensing	
9.	Update on Environmental Health and Trading Standards	49 - 50
	To provide Members with an update on the activity of these teams. Reporting: Sean Murphy, Service Lead – Public Protection Partnership	

Sound recording, photographing, filming and use of social media is permitted. Please contact Lizzie Rich, 01344 352253, lizzie.rich@bracknell-forest.gov.uk, so that any special arrangements can be made.

Published: 23 January 2024

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LICENSING AND SAFETY COMMITTEE
19 OCTOBER 2023
7.30 - 9.27 PM

Present:

Councillors O'Regan (Vice-Chair), Cochrane, Collings, Frewer, Gaw, Purnell, Smith and C Thompson

Present Virtually:

Councillors Allen and Mossom

Apologies for absence were received from:

Councillors Gillbe, Barnard, Bidwell and Frost

11. Declarations of Interest

There were no Declarations of Interest.

12. Minutes

The minutes of the meeting held on 22 June 2023 were approved as a correct record.

13. Urgent Items of Business

There were no Urgent Items of Business.

14. Notice of Public Speaking

Manoj Lacximicanta, on behalf of the Bracknell Taxi Drivers, registered to address the Committee on matters pertaining to a number of agenda items.

It was agreed that Manoj would address the Committee following agenda item 6, Hackney Carriage and Private Hire Trade Meeting update.

15. Hackney Carriage and Private Hire Trade Meeting Update

Moir Fraser, Principal Officer: Policy & Governance updated the Committee on the recent Hackney Carriage and Private Hire trade meeting.

The Chairman of the Licensing & Safety Committee had met with six members of the trade to discuss a range of issues affecting the trade, including the fees and charges, knowledge test proposals and the taxi policy.

The trade raised concerns that any increase in fees and charges would have a detrimental impact on them and requested a freeze in the fees. However it was noted that any reduction in fees would need to be met by Council subsidy.

The trade were divided over the knowledge test proposals, with Hackney Carriage drivers generally in support of its retention and Private Hire drivers generally in support of its removal.

Trade representatives did not raise particular concerns with the Group 2 medical examination requirement as this was already in the Council's existing policy. The proposal was to align with the DVLA's policies and begin the medical examination requirement from age 45 rather than 50 as in the current Council policy.

The trade had queried the frequency of the MOT testing and proposed that requirements of the existing guidance should be maintained, for annual testing for vehicles up to five years old and subsequent tests every six months. The proposed policy would change the guidance to annual testing for vehicles up to four years old. The consultation around proposals to replace age of vehicles with emission standards had been supported by 84% of respondents.

If members of the trade wished to change their taxi tariffs, they were asked to submit a business case for consideration and consultation. There had not been any request to change the fees so far in 2023, however it was recognised that rising fuel and insurance costs were having an impact on the trade. Members were reminded that if a business case to amend the fees was received, this would be the maximum possible charge and individuals or operators were not required to increase their fares.

Members of the trade were thanked for their engagement in the meeting, and it was hoped that the positive relationship could be maintained.

Public Speaking: Manoj Lacximicanta

Manoj Lacximicanta, representing Hackney Carriage association, addressed the Committee. In his speech, Manoj raised the following points:

- The trade were keen to maintain a good relationship with the new administration as they had done with the previous Committee.
- The trade requested that Euro 6 standard cars be required rather than mileage and age of vehicle requirements. It was noted that most cars had less mileage due to the loss of business during COVID.
- It was stressed that the trade needed support to compete with other cars licensed by TfL.
- It was queried whether wheelchair accessible requirements still applied after Brexit, having been an EU requirement.
- There had been no reports of drivers not being fit at their medical examinations.
- The trade were concerned about the proposed taxi sign requirement which would cost money to implement. It was noted that the cars already had taxi signs on them and there had not been a problem with this.
- The trade recommended that the fees be capped and retained for another year, however it was expected that the tariffs would increase. The trade would submit representation on this during the budget consultation process.
- The charge for Disclosure and Barring Service was too high at £70, and it was suggested that other Councils charged less for this service.
- The first aid online course used to be refreshed every 5 years and was now required to be refreshed every 3 years. It was commented that some Councils did not require this training at all.
- It was difficult for the trade to reach a contact in the Public Protection Partnership in West Berkshire, and there had been no response in some instances. Some drivers badges had expired without a reminder to renew.
- Manoj explained that he felt the Knowledge Test should be retained for Hackney Carriage drivers and not for Private Hire drivers. Dual badge drivers should have undertaken the knowledge test.

Arising from questions, the following points were noted:

- While some providers worked with wheelchair users specifically to offer assistance where required, other providers were only rarely and sporadically asked to pick up wheelchair users.
- There were concerns amongst the trade around the introduction of the ULEZ charge if they were required to go into London, and it was felt that the emissions requirements were better aligned with policies elsewhere.

The Committee thanked Manoj for attending the meeting and sharing his experiences.

16. **Outcome of the Knowledge Test Consultation**

Moir Fraser, Principal Officer: Policy & Governance presented the outcome of the knowledge test consultation.

At the last meeting of the Committee, members had asked officers to conduct a consultation on the future of the knowledge test. The consultation had run from 7 June to 28 June 2023, and had been published on the Council and Public Protection Partnership websites. There had been a high response rate comparative to similar consultations of this type, with 41 responses and a wide range of stakeholders and neighbouring authorities.

Of responses, 65% agreed that the knowledge test should be retained however there was a divide between Hackney Carriage operators who supported the knowledge test, and private hire drivers who felt it should be removed. Officers felt that the knowledge test should be retained, whilst perhaps exploring alternative formats for it.

In response to questions, the following points were noted:

- Hackney Carriage and Private Hire drivers were separate entities governed by separate processes in the taxi policy, so it was difficult to summarise the impact on the trade in its entirety if the test should be retained or removed. Dual drivers were expected to follow the requirements of the Hackney Carriage providers.
- An initial knowledge test fee was included in the application fee, and the charge for a resit was £80.

Members considered the outcome of the consultation and asked officers to investigate different options for the conduct of the knowledge test, including multiple choice tests.

Further to debate, it was **RESOLVED** that the geographic element of the 'knowledge test' is retained for Hackney Carriage Drivers and Dual (Hackney Carriage and Private Hire) Drivers and Private Hire Drivers.

The details of proposed changes to the knowledge test would be presented to a future meeting of this Committee.

17. **Hackney Carriage and Private Hire Licensing Policy**

Sean Murphy, Service Lead Public Protection Partnership presented the Hackney Carriage and Private Hire Licensing Policy.

Sean thanked members of the trade for their engagement with the consultation process and for presenting their concerns at the meeting.

Members' attention was drawn to the proposals to reduce the age of first Group 2 medical examination to 45, to replace the age of vehicle requirements with the need to meet Euro 5 or Euro 6 emissions standards, and to introduce new requirements for taxi signs to be displayed.

In response to questions, the following points were noted:

- Once a driver turned 45 years old, they would be required to undertake a Group 2 medical every 5 years until they turned 65, at which point the test would be undertaken annually. The change to policy would result in one additional medical examination in a driver's lifetime.
- The proposals for taxi signs would identify taxis as Bracknell Forest taxis, and it was noted that it was not uncommon to see logos identifying taxis by their local authority. However, members noted the resultant costs this would impose on the trade.
- The proposals including the removal of First Aid tests for drivers. The trade would still be required to undertake mandatory training in Safeguarding and Disability Awareness. The cost of training was included in drivers' initial application fee, however it was recognised that there would be associated costs to the trade in time away from driving.
- It was clarified that drivers could accrue up to 12 penalty points in a 12 month period before revocation of their licence. If a driver's licence was revoked, they had a right of appeal to a Licensing Panel.

Arising from debate, it was **RESOLVED**:

- 1 That the following modifications be made to the draft policy:
 - i. Removal of requirement for Bracknell Forest taxi signs
 - ii. Removal of first aid test requirement
 - iii. Addition that electronic payment facilities be mandatory for all providers and implemented within 3 months of the policy being agreed at Council
 - iv. Maintain current policy that a twice-yearly MOT should be mandatory after a vehicle is 5 years old rather than 4 years old as proposed.
 - v. Require all new vehicles to be no older than 5 years at point of entry to the fleet.
 - vi. Require all vehicles to be at least Euro from 2027/28 and Euro 6 from 2029/30.
 - vii. Require first Group 2 medical at age 45
- 2 That any conditions appertaining to emissions policy be reviewed in the light of any new emissions standards.
- 3 That the Committee **RECOMMENDS** to Full Council that the Policy be adopted subject to the changes to the policy incorporated by the Committee (as above)

18. **Fees and Charges 2024/25**

Sean Murphy, Service Lead for Public Protection Partnership presented the Fees and Charges 2024/25 which detailed the discretionary fees and charges proposed by the Joint Public Protection Committee.

Members were asked to consider the proposed fees and charges before recommending them to Council. There were some exceptions for some taxi fees which required separate statutory consultation to be undertaken before this

Committee would be asked to recommend them to Council to be adopted as part of the budget setting process for implementation from 1 April 2024.

Arising from debate, it was **RESOLVED**:

- 1 That, save for the Private Hire Operator, and Hackney Carriage and Private Hire Vehicle licence fees, the Committee **RECOMMENDS** to the Executive and Council the 2024/25 fees and charges detailed in Appendix A.
- 2 That the fees for Private Hire Operators and Hackney Carriage and Private Hire Vehicle licence fees are subjected to a twenty eight day statutory consultation period from 08 November 2023 to 06 December 2023.
- 3 That a public notice pertaining to the hackney carriage and private hire vehicles and private hire operator's fees is placed in the Bracknell News.
- 4 That a consultation letter is sent to all Hackney Carriage and Private Hire vehicle owners and Private Hire Operators in the Borough and that a copy of the consultation is posted on the Public Protection Partnership website and at Time Square.
- 5 That if no objections are received, the charges for operators and vehicle licence fees are included in the February 2024 Executive and Council papers for approval; or if objections are received they be considered by the Licensing and Safety Committee at the meeting on 01 February 2024 and any changes be recommended to Council for approval.
- 6 That the Chairman of the Licensing and Safety Committee should write to Central Government to request that the statutory fees be revisited.

CHAIRMAN

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To: **LICENSING AND SAFETY COMMITTEE**
01 FEBRUARY 2024

HACKNEY CARRIAGE AND PRIVATE HIRE TRADE MEETING UPDATE **Service Lead - Public Protection**

1 Purpose of Report

- 1.1 To summarise the work of the Taxi Trade Group since the last Licensing and Safety Committee meeting, inform Members about any matters raised and where appropriate agree a way forward on queries raised at the meeting.

2 Recommendations

That the Committee:

- 2.1 **NOTES** the content of the report and the positive ongoing dialogue between the trade and the Council.

3 Reasons for Recommendations

- 3.1 The Group has been set up to provide an opportunity for the Taxi Trade, Members and Officers to meet to discuss a range of topics of common interest, to provide a forum to resolve issues and foster closer working relationships, to undertake informal consultation and then report back to the Licensing and Safety Committee with any recommendations for alterations to the existing or proposed licences, policies, tariffs and fees etc.
- 3.2 It has previously been agreed that we will hold two scheduled meetings a year. One in January to discuss, amongst other things, the outcome of the annual fees and charges statutory consultation and to hold initial discussions about any changes to the tariff scheme to be consulted on and if appropriate implemented later during that year. The second meeting, which will usually be held in October would include a discussion on the fees and charges pertaining to the trade before the formal consultation process is started and to provide feedback on the tariff consultation. Ad hoc meetings can be arranged to discuss any matters of concern or interest during the year. The Chairman has raised the possibility of holding additional meetings throughout the year.

4 Alternative Options Considered

- 4.1 None - the meetings are seen as a good opportunity to engage in meaningful dialogue with the trade in an attempt to reach agreement on a wide number manner of topics affecting them.

5 Supporting Information

- 5.1 Since the Licensing and Safety Committee meeting on the 19 October 2023 one liaison meeting has been held. This meeting took place on the 16 January 2024.
- 5.2 The main focus of this meeting was to:
- Report back on the outcome of the statutory fees and charges consultation relating to the 2024/25 fees;

- to inform the trade about changes to the way Disability and Barring Service (DBS) checks would be undertaken once a contract had been signed with a provider to undertake this work.

5.3 There were two members of the trade in attendance at this meeting. A summary of the comments received on the agenda items is set out below.

Fees and Charges 2024/25

- 5.4 Officers reported that one response to the consultation was received during the statutory consultation period. The response was submitted by the Chairman of the Bracknell Hackney Taxi Driver Association and was signed by 44 Members of the local trade.
- 5.5 The Group discussed the submission and noted that the trade would like to see the fees for 2024/2025 frozen. The trade had also raised concerns about costs associated with age of vehicle inspections, the cost of drivers' licences and Disclosure and Barring Service (DBS) fees.
- 5.6 The outcome of the consultation and the responses to the comments made are the subject of another item on this agenda.
- 5.7 The trade did not raise any other matters relating to the proposed fees at the meeting.

Disclosure and Barring Service (DBS) Checks

- 5.8 Officers reported that the Public Protection Partnership (PPP) was in the process of signing up to an online service operated by TaxiPlus to process future DBS checks. In addition to being cheaper for the trade it would also save time for officers as they would no longer have to do the processing themselves.
- 5.9 Officers were also in the process of putting together a new suite of licensing application forms which should help to streamline the service and be easier for the trade to complete. Information about these forms and the revised DBS procedures would be circulated to the trade as soon as all the work had been completed. Officers were also looking at the presentation of information on the website in order to make the process easier for the trade to follow.
- 5.10 The following matters were raised in addition to the items on the agenda:
- It was reported that the trade continued to experience difficulties with unauthorised vehicles parking on the taxi rank at Waitrose. It was noted that the Civil Enforcement Officers (CEOs) had visited the site 1619 times (an average of 4,5 visits per day) over the previous calendar year and had issued 23 fixed penalty notices. The trade was encouraged to draw up a log in order to target enforcement activity.
 - The Chairman queried if the trade had any comments to make about the location and distribution of ranks throughout the Borough. It was agreed that the trade would come back to a future meeting with any suggestions about this issue.

- The Vice – Chairman of the Licensing and Safety Committee who was chairing the meeting noted the Council's focus on addressing the climate emergency and he queried if there were ways in which the Council could support the trade to 'go greener'. While discussing whether discounted fees would make electric or hybrid vehicles more attractive to the trade, the trade commented that the issue was the cost of purchasing these vehicles and also the range they could achieve. They would however speak to colleagues to see if they had any suggestions, and a further discussion would take place at the next meeting.

5.11 It was hoped that Members, the trade and officers would continue to build on the good relationships being developed at these meetings. The next meeting would take place on the 14 October 2024. This meeting would focus on the statutory fee consultation for 2025/26, looking at ways to support the trade to 'go greener' and if a business case was submitted any changes proposed to the tariffs.

Consultation and Other Considerations

Legal Advice

6.1 None

Financial Advice

6.2 None

Other Consultation Responses

6.3 Not applicable

Equalities Impact Assessment

6.4 Not applicable

Strategic Risk Management Issues

6.5 Not applicable

Climate Change Implications

This report is to note only and will therefore not in itself have any impact on CO₂ emissions. Discussions are however ongoing with the trade at these meetings to establish if there are ways in which the Council can support them to 'Go Greener'.

The recently approved Hackney Carriage and Private Hire Licensing Policy includes a requirement that for any vehicle renewing in 2027/28 – the vehicle must be compliant with Euro 5 emissions standards. For any vehicle renewing in 2029/30 – the vehicle must be compliant with Euro 6 emissions standards. Where vehicles do not meet the relevant emissions criteria, the proprietor may have the vehicle adapted/ modified to meet the standard and provide evidence of this; or replace the vehicle with one that meets the emission standard.

Contact for further information

Sean Murphy 01635 519 840 sean.murphy@westberks.gov.uk

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To: **Licensing Committee**
01 February 2024

PUBLIC PROTECTION PARTNERSHIP FEES AND CHARGES 2024/2025
Service Lead: Public Protection

1 Purpose of Report

- 1.1 To consider representations made to the Council in the statutory twenty-eight day consultation period relating to variations to operators and vehicle licence fees.
- 1.2 Consider if the fees proposed by the Joint Public Protection Committee should be adjusted in the light of the consultation responses and therefore recommend a revised fee structure to full Council.
- 1.3 To consider whether any additional changes should be made the wider set of discretionary Public Protection Partnership (PPP) fees being recommended to full Council for approval.

2 Recommendations

The Licensing and Safety Committee:

- 2.1 **NOTES** the comments received during the statutory consultation on variations to operators and vehicle licence fees as set out in Appendix A to this report.
- 2.2 **NOTES** the proposed revised hackney carriage and private hire vehicle and private hire operator's fees (included in Appendix B) and consider if any further modifications should be made to those being recommended to full Council for approval in light of the consultation responses.
- 2.3 **NOTES** the wider set of relevant discretionary Public Protection Partnership fees (as set out in Appendix B) being recommended to full Council for approval.
- 2.1 **RECOMMENDS** that Full Council adopt the proposed fees at Appendix B as part of the annual fee setting process and that these fees come into effect as of the 01 April 2024, noting there is no additional impact on the revenue budget proposals.

3 Reasons for Recommendations

- 3.1 A proposed set of fees were presented to the Licensing and Safety Committee at the [19 October 2023 meeting](#). The Committee agreed that the fees for Taxi and Private Hire Vehicles and Private Hire Operators be subjected to a twenty-eight day statutory consultation period. The Committee also agreed that if representations were received that they be considered by the Licensing and Safety Committee at this meeting and that any changes be recommended to full Council for approval.
- 3.2 The wider set of PPP fees proposed at the October meeting were based on the Consumer Price Index (CPI) for the 12 months to the end of August 2023 i.e. 6.7%. In September CPI remained at 6.7% before reducing to 4.6% in October and then 3.9% in November 2023 albeit that it rose slightly to 4% in December 2023. Taking into account the forecast increase in the cost base of the service it is proposed to increase the hourly rate on which the fees are based to £67 p/h i.e. at full cost recovery. This equates to an increase of 4.68%.

4 Alternative Options Considered

- 4.1 To propose amending the discretionary fees in line with the corporate position of 5%.
- 4.2 To propose the [fees originally presented](#) to the Committee in October 2023 based on a 6.7% uplift. (£68.25 hourly rate)

5 Supporting Information

- 5.1 The JPPC is required by the Inter-Authority Agreement (IAA) that set up the Public Protection Partnership (PPP) shared service, to recommend a draft set of fees and charges to each of the member Councils (Bracknell Forest and West Berkshire) annually. The proposed fees for 2024/25 were discussed at the [JPPC meeting held on Monday, 02 October 2023](#). In light of the then inflation rate it was proposed to increase the hourly rate from £64p/h to £68.25p/h for 2024/25 (increase of 6.7% which was in line with CPI for the 12 months to the end of August 2023)
- 5.2 These fees were then presented to the [Licensing and Safety Committee at the 19 October 2023 meeting](#). The Committee agreed that, save for the private hire operator, and hackney carriage and private hire vehicle licence fees, the discretionary fees go forward for consideration as part of the Council fee setting process.
- 5.3 The Committee also agreed that the fees for private hire operator, and hackney carriage and private hire vehicle licence fees be subjected to a twenty-eight day statutory consultation period. If representations were made that they would be considered by the Licensing and Safety Committee at this meeting and that any changes arising from the consultation be recommended to full Council for approval. The fees, with or without variation would come into effect on the 01 April 2024.
- 5.4 The proposed 2024/25 fees subjected to the statutory consultation are set out below:

Hackney Carriage (Taxi) and Private Hire Vehicle Licence

Hackney carriage vehicle new / renewal	£307 /£273
Private hire vehicle new / renewal	£307/£273
Private hire vehicle with dispensation / renewal	£307/£273
Temporary Vehicle Licence (issued up to 3 months Maximum)	£273
Home to School new/ renewal	£171

Number of vehicles	New	Renewal
1	£512	£375
2	£597	£461
3	£682	£546
4	£768	£631
5	£853	£717
6	£938	£802
7	£1024	£887
8	£1109	£973
9	£1194	£1058
10	£1280	£1143
11	£1365	£1229

12	£1450	£1314
13	£1536	£1399
14	£1621	£1484
15	£1706	£1570
16	£1792	£1655
17	£1877	£1740
18	£1962	£1826
19	£2048	£1911
20	£2133	£1996
20+	£2133	£1996
Variation to licence	£68.25	£68.25

5.5 The following consultation process was followed:

- The consultation ran from 08 November 2023 to 06 December 2023.
- A public notice was placed in the Bracknell News (Wednesday, 08 November 2023) and on the Public Protection Partnership's website on the 08 November 2023.
- A copy of the notice was emailed individually to all licensed hackney carriage proprietors for their comments on the 08 November 2023.
- A copy of the notice was also placed on the Time Square notice board on the 08 November 2023.

5.6 Officers received one response to the consultation during the consultation period. The response was submitted by the Chairman of the Bracknell Hackney Taxi Driver Association and was signed by 44 Members of the local trade.

5.7 The submission stated that the trade would like to see the fees for 2024/2025 frozen at the existing levels to reflect the issues being experienced by the trade including the cost-of-living crisis, impact of the rail strikes and increased running costs of the vehicles. Although they noted that these items were outside of the scope of the statutory consultation, they also raised concerns about costs associated with age of vehicle inspections, the cost of drivers' licences and Disclosure and Barring Service (DBS) fees.

5.8 In response to the representation officers would advise as follows:

- Whilst the representation is understandable the fact remains that the Service, like all organisations, has been affected by inflation which has fed into salaries and supplies and services.
- It is an accepted principle that licensed activities should be paid for by those benefiting from the licensed activity, rather than drawing on the public purse.
- The hourly rate set at the October JPPC meeting reflected an increase of 6.7% which was in line with CPI in the 12 months to the end of August 2023. The CPI figure remained at 6.7% in September, decreased to 4.6% in October and fell again to 3.9% in November 2023, albeit that it rose slightly to 4% in December 2023.

- Officers have therefore proposed a revised hourly rate of £67 p/h. This represents a 4.68% increase. The proposed fees at Appendix B have been adjusted to reflect this revised hourly rate.
- The proposed fees would mean an annual increase of £13.50 for a new vehicle licence and £12 for a renewal. The three year driver licence fees would increase by £12 for a new licence and £10.50 for a renewal.
- As a result of the adoption of the new [Hackney Carriage and Private Hire Licensing Policy](#) which now sets criteria around emissions standards for vehicles the age of vehicle checks will no longer be undertaken and the fee has been removed.
- In terms of DBS checks, drivers will be able to sign up to a national scheme which will see the initial cost reduced to £59 for an initial check and an ongoing annual renewal fee.

5.9 As a representation has been received as was previously agreed the objections have been brought to this Committee for consideration prior to the Committee making a recommendation on the proposed fees to Council.

6 Consultation and Other Considerations

Legal Advice

6.1 The implications of the proposals are identified within the report and its Appendixes.

Other than those as identified within the Appendixes as being fixed, by amount, under Statute, the Council has discretion to determine its own fees and charges in seeking to recover its reasonable costs incurred in the carrying out its licensing functions. Such discretion arises either specifically under the various Acts and Regulations that are referred to in the Appendixes, or else as determined and prescribed under its published fees policies, where applicable.

Specifically, for Hackney Carriage and Private Hire Vehicle and Private Hire Operators' fees, The Local Government (Miscellaneous Provisions) Act 1976 prescribes,

s. 53 Fees for Hackney Carriage and Private Hire Vehicles Drivers' Licences

"...a district council may demand and recover for the grant to any person of a licence to drive a hackney carriage, or a private hire vehicle, as the case may be, such a fee as they consider reasonable with a view to recovering the costs of issue and administration and may remit the whole or part of the fee in respect of a private hire vehicle in any case in which they think it appropriate to do so."

Section 53 above therefore limits the cost of a driver's licence to the council's administration costs associated with "...the grant to any person of a licence to drive a hackney carriage, or a private hire vehicle..."

S. 70 Fees for Vehicle and Operators' licences

"...a district council may charge such fees for the grant of vehicle and operators' licences as may be resolved by them from time to time and as may be sufficient in the aggregate to cover in whole or in part:

- (a) the reasonable cost of the carrying out by or on behalf of the district council of inspections of hackney carriages and private hire vehicles for the purpose of determining whether any such licence should be granted or renewed;
- (b) the reasonable cost of providing hackney carriage stands; and
- (c) any reasonable administrative or other costs in connection with the foregoing and with the control and supervision of hackney carriages and private hire vehicles.”

The licensing costs recoverable by a district authority in respect of vehicles and operators is limited to vehicle inspection costs for the specific purpose of determining their suitability to be licensed, reasonable cost of providing hackney carriage stands, reasonable administration costs for processing the licence application and finally reasonable costs associated with “...control and supervision of hackney carriages and private hire vehicles.”

Financial Advice

- 6.2 The financial implications are contained within the report. It should be noted that there will be no net financial impact from the proposals.

Other Consultation Responses

- 6.3 As set out in Appendix A.

Equalities Impact Assessment

- 6.4 No evident contribution to inequality. The income received from licence applicants covers the cost of providing the statutory licensing function.

Strategic Risk Management Issues

- 6.5 The fees are potentially subject to legal challenge. It is therefore important that the fees and methodology are subject to ongoing review.

Climate Change and Ecological Impacts

- 6.6 The recommendations in Section 2 above are expected to have no impact on emissions of CO₂. Discussions are however ongoing with the trade to establish if there are ways in which the Council can support them to ‘Go Greener’. The recently approved Hackney Carriage and Private Hire Licensing Policy includes a requirement that for any vehicle renewing in 2027/28 – the vehicle must be compliant with Euro 5 emissions standards. For any vehicle renewing in 2029/30 – the vehicle must be compliant with Euro 6 emissions standards. Where vehicles do not meet the relevant emissions criteria, the proprietor may have the vehicle adapted/ modified to meet the standard and provide evidence of this; or replace the vehicle with one that meets the emission standard.

Health & Wellbeing Considerations

- 6.7 None.

Background Papers

The Consultation Document
Reports and Minutes from the 19 October 2023 Licensing and Safety Committee

Contact for further information

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Outcome of the Hackney Carriage and Private Hire Operators and Vehicle Licence Fees Consultation - 2023

Background

In accordance with [Section 70 \(1\) of the Local Government \(Miscellaneous Provisions\) Act 1976](#) the Council is required to undertake a statutory 28 day consultation when variations to hackney carriage and private hire operators and vehicle licence fees are proposed.

The proposed fees for 2024/25 were discussed at the Joint Public Protection Committee meeting held on the [02 October 2023](#). The Joint Public Protection Committee (JPPC) is required by the Inter-Authority Agreement (IAA) that set up the Public Protection Partnership (PPP) shared service to recommend a draft set of fees and charges to both of the member councils which includes Bracknell Forest Council.

At the meeting of the Joint Public Protection Committee in December 2017 it was agreed that as a matter of principle all fees and charges should be set on the basis of full cost recovery.

Bracknell Forest Council's Licensing and Safety Committee considered the proposed fees at a meeting held on Thursday, [19 October 2023](#)

The Licensing and Safety Committee agreed that save for the, hackney carriage and private hire vehicles and private hire operator's fees, [all of the PPP fees](#) would go forward for consideration as part of the council's fee setting process, with the final determination to be made at the Full Council meeting on Wednesday 21 February 2024.

The hackney carriage and private hire vehicles and private hire operator's fees would be subjected to the statutory consultation process.

In light of the then inflation rate it was proposed to increase the hourly rate from £64p/h to £68.25p/h for 2024/25 (increase of 6.7% which was in line with the 12 month CPI to the end of August 2023)

The proposed fees that are required to be consulted on under the legislation are set out below:

Hackney Carriage (Taxi) and Private Hire Vehicle Licence

Hackney carriage vehicle new / renewal	£307/£273
Private hire vehicle new / renewal	£307/£273
Home to School vehicle new / renewal	£171
Private hire vehicle with dispensation new/ renewal	£307/£273
Temporary Vehicle Licence (issued up to 3 months Maximum)	£273

Private Hire Operator Licence

	Number of vehicles	New	Renewal
New Per vehicle calculation of 3.5 hours (at £64.00 hourly rate) plus an hour per year (years	1	£512	£375
	2	£597	£461
	3	£682	£546
	4	£768	£631

2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles Renewal Per vehicle calculation of 1.5 hours (at £64 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles	5	£853	£717
	6	£938	£802
	7	£1024	£887
	8	£1109	£973
	9	£1194	£1058
	10	£1280	£1143
	11	£1365	£1229
	12	£1450	£1314
	13	£1536	£1399
	14	£1621	£1484
	15	£1706	£1570
	16	£1792	£1655
	17	£1877	£1740
	18	£1962	£1826
	19	£2048	£1911
	20	£2133	£1996
	20+	£2133	£1996
	Variation to licence	£68.25	£68.25

Who and How we Consulted

- The consultation ran from 08 November 2023 to 06 December 2023.
- A public notice was placed in the Bracknell News (Wednesday, 08 November 2023) and on the Public Protection Partnership's website on the 08 November 2023.
- A copy of the notice was emailed individually to all licensed hackney carriage proprietors for their comments on the 08 November 2023.
- A copy of the notice was also placed on the Time Square notice board on the 08 November 2023.

What you Told Us

We received one response to the consultation during the consultation period. The response was submitted by Manoj Lacximicant on Behalf of the Bracknell Hackney Taxi Driver Association Signed by 44 Members

The response is set out below.

Comment
<p>Response 1:</p> <p>It is important to understand the concerns of Hackney drivers regarding to freeze on vehicle licence fees new/renewal and hourly rate for a further year due to the ongoing challenges posed by the lack of trading, lots of strikes by RMT this year, the rising cost-of-living, bills are going up for foods, the cost of maintenance the vehicles, taxi insurance, mortgage all are piling the pressure for some and still not yet recovered from pandemic. We all are feeling the pinch and it could be a crucial issue for the taxi trade and drivers' livelihoods. Advocating for stability in fees and charges is a valid way to support the industry during challenging times.</p> <p>This is why the reason our Bracknell Hackney Taxi Driver association is opposing the increase in proposed consultation statutory on Fees and charges-2024/2025 , hourly rate of £68.25-Initial/inspection/renewal of Vehicle Age and fees increase for New - £307 /renewals - £273 of vehicle licenses , contesting and maintaining at least the same old fees as 2023/2024 - New - £288/Renewed -£256 Licensed Vehicle. - Vehicle Age Inspection at an hourly rate of £64. (2023/2024)</p>

In order for our concerns to be considered in the consultation, I am emailing a scanned letter attached in pdf file with 44 signatures from the Hackney driver to the appropriate committee conducting the consultation for review on Fees and Charges for 2024-2025.

It should be noted that with regards to hackney drivers concerns, we understand the list below does not apply in Statutory consultation fees on the Age of Vehicle inspection of £68.25, proposed increase New-£350/ renewal-£316 driving license (badge) increase also fees need to be capped for 1 year equal to 2023/2024 fees £328/£296 and also £70 fee on DBS enhanced new application needs to be reviewed, reason is still high.

We hope you understand the current situation in the taxi trade. We would like you to give us a fair decision and continue to support the taxi trade.

What Happens Next?

Section 70 (1) of the Local Government (Miscellaneous Provisions) Act 1976 sets out the requirements when variations to hackney carriage and private hire vehicles and private hire operator's fees are proposed. This legislation also prescribes the statutory consultation process that must be followed and the procedures for ensuring that objections are properly considered.

Members agreed at the 19 October 2023 Licensing and Safety Committee that if any objections to the hackney carriage and private hire vehicles and private hire operator's fees were received, they be considered by the Committee at the meeting on **01 February 2024** and that any ensuing changes would then be recommended to full Council for approval. Council will agree the fees and charges at the meeting on **the 21 February 2024.**

As objections have been received a discussion will take place at the 01 February 2023 Licensing and Safety Committee meeting. The Committee will be asked to recommend that Full Council adopt the fees, with or without modification, as part of the annual fee setting process and that these fees come into effect as of the 01 April 2024.

The trade will be kept informed throughout the process.



A shared service provided by
Bracknell Forest Council and
West Berkshire Council



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PUBLIC PROTECTION PARTNERSHIP FEES AND CHARGES 2024/2025

The Public Protection Partnership (PPP) provides chargeable services on behalf of two authorities, Bracknell Forest Council and West Berkshire Council.

Fees effective from 1 April 2024

Please Note:

- All Statutory Fees and those linked to national schemes are based on fees published on 08 September 2023 and may be subject to change by Central Government or the management of the schemes.
- The Hourly rate is **£67 ph** for 2024/25, if there is a minimum number of hours or it is capped it is indicated in the text below.
- Class A Statutory Fees are marked with **Pale Gold** and Class B Discretionary Fees are headed **Blue**
- There are some additional fees which will be due when making an application, these are listed separately (if known) and with a note if varied amounts
- If you have any questions regarding our fees and charges please contact PPP Partnership Support Customer Care team using our [Make an enquiry form](#).

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LICENCES, REGISTRATIONS AND CONSENTS

Pre Application Advice

We provide chargeable pre-application advice for the following licenses and consents:

License/Consents	2023/24 Fee	2024/25 Fee
Gambling Act	£64ph	£67ph
Licensed Premises Notifications	£64ph	£67ph
Licensing Act 2003	£64ph	£67ph
Scrap Metal	£64ph	£67ph
Sex Establishments	£64ph	£67ph
Skin Piercing & Dermal Treatments	£64ph	£67ph
Street Trading Consents	£64ph	£67ph

Animal Licences

Animal Licences – (Class A – Fee Discretionary)			
*The granting fee includes initial inspection and mid-term inspection totalling 4 hours (unless stated differently). Inspections required beyond this due to additional visits and aborted visits will be charged at an additional fee **Additional vets fee payable		2023/24 Fee	2024/25 Fee
NEW - Animal Boarding Establishment - combined (dogs and cats)	Application Fee	£192	£201
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£448 minimum	£469 minimum
RENEWAL - Animal Boarding Establishment - combined (dogs and cats)	Application Fee	£160	£167.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£416 minimum	£435.50 minimum
NEW - Animal Boarding Establishment - single species (dogs or cats))	Application Fee	£128	£134
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£384 minimum	£402 minimum
RENEWAL - Animal Boarding Establishment - single species (dogs or cats))	Application Fee	£96	£100.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£352 minimum	£368.50 minimum
NEW - Home boarder (midterm inspections removed for 2024)	Application Fee	£128	£134
	Granting Fee	Minimum 2 hours at £128*	Minimum 2 hours at £134*
	Total Fee (minimum)	£256 minimum	£268 minimum
RENEWAL - Home boarder (midterm inspections removed for 2024)	Application Fee	£96	£100.50
	Granting Fee	Minimum 2 hours at £128*	Minimum 2 hours at £134*
	Total Fee (minimum)	£224 minimum	£234.50 minimum

NEW - Home Boarder - Franchisee arrangers licence (excludes inspection fee per host)	Application Fee	£128	£134
	Granting Fee	Per inspection at hourly rate	Per inspection at hourly rate
	Total Fee (minimum)	£128 + host inspection fee	£134 + host inspection fee
RENEWAL - Home Boarder - Franchisee arrangers licence (excludes inspection fee per host)	Application Fee	£96	£100.50
	Granting Fee	Per inspection at hourly rate	Per inspection at hourly rate
	Total Fee (minimum)	£96 + host inspection fee	£100.50 + host inspection fee
Assessment of hobby host as part of a franchisee licence	Host inspection fee	£128	£134
NEW - Dog Day Care	Application Fee	£192	£201
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£448 minimum	£469 minimum
RENEWAL - Dog Day Care	Application Fee	£160	£167.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£416 minimum	£435.50 minimum
NEW - Dog Breeding Establishment (**excluding vet fee)	Application Fee	£192	£201
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£448 minimum	£469 minimum
RENEWAL - Dog Breeding Establishment	Application Fee	£160	£167.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£416 minimum	£435.50 minimum
NEW - Dog Breeding Establishment (in domestic dwelling)(**excluding vet fee)	Application Fee	£128	£134
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£384 minimum**	£402 minimum **
RENEWAL - Dog Breeding Establishment (in domestic dwelling)	Application Fee	£96	£100.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£352 minimum	£368.50 minimum
NEW - Pet Vending / Sale of pets	Application Fee	£128	£134
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£384 minimum	£402 minimum
RENEWAL - Pet Vending / Sale of pets	Application Fee	£96	£100.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£352 minimum	£368.50 minimum

NEW - Animal for Exhibition	Application Fee	£192	£201
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£448 minimum	£469 minimum
RENEWAL - Animal for Exhibition	Application Fee	£160	£167.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£416 minimum	£435.50 minimum
Riding Establishment - Inspections are carried out annually, regardless of the star rating or length of licence, by a qualified Veterinarian Officer. **Vets fees will be recharged separately.			
NEW - Main inspection fee, plus fee per horse (**excluding vets fee)	Application Fee	£128	£134
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£416 minimum**	£402 minimum**
RENEWAL - Main inspection fee, plus fee per horse (**excluding vets fee)	Application Fee	£96	£100.50
	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £268*
	Total Fee (minimum)	£352 minimum**	368.50 minimum**
Fee per horse, for the first 10 horses		£16	£16.75
Fee per horse, for next 11-50 horses		£11	£11.50
Fee per horse, for every horse 51 & over		£9	£9.50
Other Fees			
Additional mid licence visit		£128	£134
Variation to the licence fee (inclusive of one visit)		£192	£201
Replacement licence fee (lost or stolen paperwork, change of name, etc.)		£32	£33.50
Re-evaluation of star rating (inclusive of one visit)		£128	£134
Transfer due to death of licensee	Admin cost	£32	£33.50

Wild Animals and Zoos

Wild Animals & Zoos	Duration	2023/24 Fee	2024/25 Fee
NEW - Dangerous Wild Animal Consent (** excluding vets fee)	2 years	£512	£536
RENEWAL - Dangerous Wild Animal Consent (** excluding vets fee)	2 years	£320	£335
NEW and RENEWAL - Zoo Licences Periodical inspections (** excluding Vets Fees)	Up to 6 years	£2240	£2345

Explosives Licences – Statutory

Description	Duration	All Council Areas
New licence for explosives below 250kg Net Explosive Content (NEC)	1 year	£113.00
	2 years	£147.00
	3 years	£181.00
	4 years	£215.00
	5 years	£248.00
Renewal of licence for explosives below 250kg Net Explosive Content (NEC)	1 year	£56.00
	2 years	£90.00
	3 years	£125.00
	4 years	£158.00
	5 years	£193.00
New licence for explosives above 250kg Net Explosive Content (NEC)	1 year	£193.00
	2 years	£253.00
	3 years	£317.00
	4 years	£390.00
	5 years	£441.00
Renewal of licence for explosives above 250kg Net Explosive Content (NEC)	1 year	£90.00
	2 years	£153.00
	3 years	£215.00
	4 years	£277.00
	5 years	£340.00
Varying the name of licensee or address of site		£38.00
Any other kind of variation		Cost Recovery
Transfer of licence		£38.00
Replacement Licence		£38.00
Full year registration for sale of fireworks (capped fee)		£500.00

Gambling Act 2005 – Statutory

Description	Type	All Council Areas
Casinos (regional)	New Application	£15,000
	Provisional Statement	£15,000
	Application with Provisional Statement	£8,000
	Variation	£7,500
	Transfer/Reinstatement	£6,500
	Annual Fee	£15,000

Casinos (large)	New Application	£10,000
	Provisional Statement	£10,000
	Application with Provisional Statement	£5,000
	Variation	£5,000
	Transfer/Reinstatement	£2,150
	Annual Fee	£10,000
Casinos (small)	New Application	£8,000
	Provisional Statement	£8,000
	Application with Provisional Statement	£3,000
	Variation	£4,000
	Transfer/Reinstatement	£1,800
	Annual Fee	£5,000
Bingo Clubs	New Application	£3,500
	Provisional Statement	£3,500
	Application with Provisional Statement	£1,200
	Variation	£1,750
	Transfer/Reinstatement	£1,200
	Annual Fee	£1,000
Betting Premises	New Application	£3,000
	Provisional Statement	£3,000
	Application with Provisional Statement	£1,200
	Variation	£1,500
	Transfer/Reinstatement	£1,200
	Annual Fee	£600
Tracks	New Application	£2,500
	Provisional Statement	£2,500
	Application with Provisional Statement	£950
	Variation	£1,250
	Transfer/Reinstatement	£950
	Annual Fee	£1,000
Family Entertainment Centres	New Application	£2,000
	Provisional Statement	£2,000
	Application with Provisional Statement	£950
	Variation	£1,000
	Transfer/Reinstatement	£950
	Annual Fee	£750
Adult Gaming Centres	New Application	£2,000
	Provisional Statement	£2,000
	Application with Provisional Statement	£1,200
	Variation	£1,000
	Transfer/Reinstatement	£1,200
	Annual Fee	£1,000
Lotteries & Amusements	New Application	£40
	Annual Fee	£20
All licences	Notification of change	£50
	Copy of licence	£25
Club gaming or machine permit	New Application	£200
	Existing holder	£100
	Renewal	£200
	Annual Fee	£50
	Variation	£100
	Copy of licence	£15

Club Gaming or Machine Permit (holds a club Premises Certificate under Licensing Act 2003)	New Application	£100
	Renewal	£100
Licensed Premises Notifications		All Council Areas
To make available up to 2 gaming machines on premises which hold on-premises alcohol licence	Notification of intention	£50
Gaming Machine Permit (more than 2 machines) on-premises which hold on premises alcohol licence	Application (existing holder)	£100
	New Application	£150
	Annual Fee	£50
	First Annual Fee (payable within 30 days of date permit takes effect)	£50
	Variation	£100
	Transfer	£25
	Change of name	£25
	Copy of permit	£15

Hackney Carriage and Private Hire Licences

Vehicle Licences		Bracknell Forest 2023/24 Fee	West Berkshire 2023/24 Fee	All Council Areas (where applicable) 2024/25 Fee
Hackney Carriage Vehicle – NEW		£288	£288*	£301.50*
Hackney Carriage Vehicle – RENEWAL		£256	£256*	£268*
Private Hire Vehicle – NEW		£288	£288	£301.50
Private Hire Vehicle – RENEWAL		£256	£256	£268
Home to school – NEW and RENEWAL		£160	-	£167.50
Private Hire Vehicle with Dispensation - NEW		£288	£288	£301.50
Private Hire Vehicle with Dispensation - RENEWAL		£256	£256	£268
Temporary Vehicle Licence	Up to 3 months	£256	£256	£268
Driver Licences				
Driver – NEW	3 year Includes initial tests, safeguarding and disability trainings	£328	£328	£340
Driver – RENEWAL	3 year Includes tests, safeguarding	£296	£296	£306.50

	and disability trainings			
Home to school – NEW & RENEWAL	3 year Includes initial tests, safeguarding and disability trainings	£225	-	£233
Conversion of driver licence to another type	1.5hrs (inc retaking tests)	£96	£96	£100.50
* It was agreed at the Executive meeting on the 22 September 2022 that West Berkshire Council would offer a fee based remittance scheme, subsidised by the Council and that it be introduced from 01 April 2023 for both electric (100%) and hybrid (50%) vehicles that met the agreed criteria.				

Private Hire Operators (PHO)

Private Hire Operator	Number of Vehicles	2023/24 Fee	2024/25 Fee
NEW Per vehicle calculation of 3.5 hours (at £67.00 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles	1	£480	£502.50
	2	£560	£586.25
	3	£640	£670.00
	4	£720	£753.75
	5	£800	£837.50
	6	£880	£921.25
	7	£960	£1005.00
	8	£1040	£1088.75
	9	£1120	£1172.50
	10	£1200	£1256.25
	11	£1280	£1340.00
	12	£1360	£1423.75
	13	£1440	£1507.50
	14	£1520	£1591.25
	15	£1600	£1675.00
	16	£1680	£1758.75
	17	£1760	£1842.50
	18	£1840	£1926.25
	19	£1920	£2010.00
	20	£2000	£2093.75
	20+	£2000	£2093.75
Private Hire Operator	Number of Vehicles	2023/24 Fee	2024/25 Fee
RENEWAL Per vehicle calculation of 1.5 hours (at £67 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per	1	£352	£368.50
	2	£432	£452.25
	3	£512	£536.00
	4	£592	£619.75
	5	£672	£703.50
	6	£752	£787.25
	7	£832	£871.00
	8	£912	£954.75
	9	£992	£1038.50
	10	£1072	£1122.25
	11	£1152	£1206.00

years (years 1-5) up to a maximum of 20 vehicles	12	£1232	£1289.75
	13	£1312	£1373.50
	14	£1392	£1457.25
	15	£1472	£1541.00
	16	£1552	£1624.75
	17	£1632	£1708.50
	18	£1712	£1792.25
	19	£1792	£1876.00
	20	£1872	£1959.75
	20+	£1872	£1959.75

Other Private Hire & Hackney Carriage Charges

Other charges		2023/24 Fee	2024/25 Fee All Council Areas (where applicable)
Transfer of vehicle to new owner		£64	£67
Change of vehicle		£80	£83.75
Replacement Licence		£32	£33.50
Replacement Badge		£32 + Badge Costs (£5)	£33.50 + Badge Costs (£5)
Replacement Vehicle Licence Plate		£32 + Plate Costs (£26)	£33.50 + Plate Costs (£26)
Knowledge Test	First attempt in initial fee	£80	£83.75
Missed Appointment		£32	£33.50
Disclosure and Barring Service Check (DBS)		£70	At cost
Advertising on a Hackney carriage - NEW	Bracknell Only	£64	£67
Advertising on a Hackney Carriage - RENEWAL	Bracknell Only	£32	£33.50
Change of address (PH & HC)		£11.50	£16.75
Backing Plate		£26 at cost	£26 at cost
Medical Exemption		£32	£33.50
Refund Processing Fee		£32	£33.50
Change of vehicle registration	Including	£32 + sticker and licence costs (£31)	£33.50 + sticker and licence costs (£31)
Age of vehicle Inspection – initial & renewal	Bracknell Only	£64	Removed in light of new policy
Pre-application advice, hourly rate	Min 1 hour	£64	£67

Hairdresser Registration

Description	2023/24 Fee All Council Areas (where applicable)	2024/25 Fee All Council Areas (where applicable)
Hairdresser/barber registration	£32	£33.50

Licensing Act 2003 – Statutory

Premises Licence – “one off” fees set by statute based upon rateable value (RV) of premises (Class B – Statutory Fee)	PPP Areas
Band A – RV up to 4,300	£100
Band B – RV 4,300 to 33,000	£190
Band C – RV 33,001 to 87,000	£315
Band D – RV 87,001 to 125,000	£450
Band E – RV 125,001 and above	£635
Pre-application advice, hourly rate	£67
Premises Licence – Annual Fee (Class B – Statutory Fee)	
Band A	£70
Band B	£180
Band C	£295
Band D	£320
Band E	£350
Personal Licence - (Class B – Statutory Fee)	£37
Temporary Event Notices (TENs) - (Class B – Statutory Fee)	£21
Application for copy licence	£10.50
Application to vary DPS/transfer licence/interim notice	£23
Application for making a provisional statement	£315
Minor variation	£89
Application to disapply mandatory DPS condition	£23
Pre-application work, hourly rate	£67

Petroleum Licences – Statutory

Petroleum Licences		All Council Areas
Not exceeding 2,500 litres		£46
Not exceeding 50,000 litres		£62
Exceeding 50,000 litres		£131

Scrap Metal

Description		2023/24 Fee	2024/25 Fee
Scrap Metal site –NEW	3 Years	£512	£536
Scrap Metal site - RENEWAL	3 Years	£480	£502.50
Scrap Metal mobile collector - NEW	3 Years	£256	£268
Scrap Metal mobile collector - RENEWAL	3 Years	£224	£234.50
Scrap Metal - Variation of Licence		£256	£268
Scrap Metal - change of site manager		£64	£67
Scrap Metal - copy of licence		£16	£16.75
Scrap Metal - Change of Name		£32	£33.50

Sex Establishments – Statutory

Description	Type	All Council Areas
Sex Establishments - (Class A – Fee Discretionary)	Cinema	min £3,100 to max £5,150
	Shop	min £3,100 to max £5,150
	Entertainment Venue	min £3,100 to max £5,150

Skin Piercing & Dermal Treatments

Description	Type	2023/24 Fee	2024/25 Fee
Skin piercing Registrations (one off registration) - (Class A – Fee Discretionary)	Individual (4hrs)	£256	£268
	Premises (5hrs)	£320	£335
	Joint application (7hrs)	£448	£469
Pre-application work, hourly rate	Min. 1 hour	£64	£67

Street Trading Consents

Description	Type	Bracknell 2023/24 Fee	Bracknell Forest 2024/25 Fee	West Berkshire 2023/24 Fee	West Berkshire 2024/25 Fee
	Daily	£64	£67	£64	£67
Street Trading Consents - (Class A – Fee Discretionary)	1 Week	£156	£163.50	£156	£163.50
	Monthly Rate	£262	£275	£262	£275
	3 months	£699	£732.50	£699	£732.50
	6 months	£875	£917	£875	£917
	Annual Fee	£1487	£1558.50	£1487	£1558.50
	6 months max. 2 trading days a week incl. Fri, Sat & Sun	£699	£732.50	N/A	N/A
	6 months max. 2 trading days a week Mon-Thurs only	£525	£550	N/A	N/A
	Ice cream van (per van) 6 month	£781	£818.50	£875	£917
	Ice cream van (per van) 1 month	£202	£212	£262	£275
Variation fee		£96	£100.50	£96	£100.50
Refund for Street Traders	In the event that following consultation the application is refused or deemed withdrawn by officers, a sum of 50% of the application fee is payable as a refund. If the application is refused by a Panel, no refund of the application fee is payable.				
Pre-application work, hourly rate	Min. 1 hour	£64	£67	£64	£67

ENVIRONMENTAL PROTECTION

Abandoned vehicles – Statutory

Description		Bracknell Forrest Only
Removal (prescribed fee)	Less than 3.5 tonnes	£150
Daily Storage (prescribed fee)	Less than 3.5 tonnes	£20
Enforcement Disposal costs (prescribed fee)	Less than 3.5 tonnes	£75
Fixed Penalty Notice	Reduced to £120.00 if paid within 7 days	£200
Enforcement invoice costs		£77

Fly Tipping Environment Protection Act 1990

Description		Bracknell Forest Only 2023/24 Fee	Bracknell Forest Only 2024/25 Fee
Section 33 of the Environmental Protection Act 1990	Fixed Penalty Notice	£400	£400
Section 34 of the Environmental Protection Act 1990	Fixed Penalty Notice	£300	£300

Anti-Social Behaviour Act

Description		2023/24 Fee	2024/25 Fee
Anti-Social Behaviour Act	High Hedges Fee (Class A – Fee Discretionary)	£1310	£1373

Dog Warden Services

Description	2023/24 Fee	2024/25 Fee
Stray Dogs – not taken to kennel	£80	£83.75
Stray Dogs – taken to kennel	£80 plus Cost recovery and Vets fees separate.	£83.75 plus Cost recovery and Vets fees separate.
Kennels cost	Recharge based on cost	Recharge based on cost
Dog fouling fixed penalty charge	£75	£75
Miscellaneous stray dog activities e.g. taxi, relocating, microchipping	Cost recovery charged at £64ph	Cost recovery charged at £67ph

Environmental Permitting Regulations 2016 – Statutory

Scheduled Processes – (Class B – statutory Fee)		All Council Areas
Standard Process		£1,650
Additional fee for operating without a permit		£1,188
Service Stations (PVR 1 & PVR II combined)		£257
Service Station (PVR 1)		£155
Dry Cleaners		£155
Vehicle Refinishers		£362
Mobile Screening & Crushing Plant		£1,650
Mobile Screening & Crushing Plant for the 3 rd to 7 th applications		£985

Mobile Screening & Crushing Plant for the 8 th and subsequent applications		£498
Substantial changes		
Standard Process		£1,050
Standard process where substantial change results in a new PPC activity		£1,650
Reduced Activities		£102
Annual Subsistence Charge (Statutory)		
Standard Process	Low	£772
	Medium	£1,161
	High	£1,747
Service stations PVR II	Low	£113
	Medium	£226
	High	£341
VR and other reduced fees	Low	£228
	Medium	£365
	High	£548
Dry cleaners/PVR1	Low	£79
	Medium	£158
	High	£237
Mobile Screening & Crushing Plant	Low	£626
	Medium	£1,034
	High	£1,506
Mobile Screening & Crushing Plant for 2 nd permit	Low	£646
	Medium	£1,034
	High	£1,506
Mobile Screening & Crushing Plant for 3 rd to 7 th permit	Low	£385
	Medium	£617
	High	£924
Mobile Screening & Crushing Plant for the 8 th and subsequent permits	Low	£198
	Medium	£316
	High	£473
Late payment charge	If invoice issued & not paid within 8 weeks	£52
Transfer and Surrender		
Transfer		£169
Partial Transfer		£497
Surrender		£0
Transfer Reduced fees		£0
Partial Transfer Reduced Fees		£47

Private Sector Housing

Description	2023/24 Fee	2024/25 Fee
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary)	£435	£456
Enforcement Notices served under Housing Act 2004	Hrly Rate	Hrly Rate
HMO Licence NEW - assisted application	£1280	£1340
HMO Licence RENEWAL	£865	£907
Caravan Site Licences		
Site licence new (plus additional fee per pitch)	£480	£502.50
New licence additional fee per pitch	£17	£16.75
Transfer of licence	£192	£201

Alteration of conditions	Hrly Rate	Hrly Rate
Annual inspection fee – per pitch	£15	£16
Enforcement action -per hour	£64	Hrly Rate
Deposit, vary or deleting site rules	£128	£134
Mobile Homes Regulations 2020		
Application Fee – Fit and Proper Test (any application taking more than two hours to process will be charged at an additional hourly rate of £67/ph or part thereof)	£128	£134
Annual Check Fee – Fit and Proper Test	Hrly Rate	Hrly Rate
Where the authority has to assist with appointing a site manager the costs will be specified in the agreement between the parties		

Private Water Supplies

Description		2023/24 Fee	2024/25 Fee
Risk assessment (for each assessment)	Every 5 years. Min. charge 1 hour, simple risk assessment and report typically 5 hours	£64 hourly rate	At Hrly Rate
Sampling visit (for each sampling visit) *	Charge for a visit, taking a sample and delivery to the laboratory. Typically 2.5 hours	£64 hourly rate	At Hrly Rate
Investigation	Carried out in the event of a test failure, can be substituted by the risk assessment - this does not include any required analysis costs.	£128	At hrly rate
Regulation 9 Supply Analysis of Group A Parameters		Hourly Rate + Laboratory Costs	Laboratory Costs **
Regulation 9 Supply Analysis of Group B Parameters		Hourly Rate + Laboratory Costs	Laboratory Costs **
Regulation 10 Supply Parameters		Hourly Rate + Laboratory Costs	Laboratory Costs **
Analysis of Single Dwelling Supplies (upon request)		Hourly Rate + Laboratory Costs	Laboratory Costs **

* A local authority should not charge for a sample that is taken and analysed solely to confirm or clarify the results of a previous sample. A local authority can charge for a sample visit to verify the effectiveness of improvements, e.g. following completion of actions specified in a Notice.

** Laboratory fees set annually

Other Fees

	Hourly rate applies minimum of 2 hours	2023/24 Fee	2024/25 Fee
Environmental Information Request - Individual, Non-Commercial	Hourly rate applies minimum of 2 hours	£128 minimum	£134 minimum
Environmental Information Request - Commercial and Government	Hourly rate applies minimum of 2 hours	£128 minimum	£134 minimum
Civil Actions (Class A – Fee Discretionary)		£128 minimum	£134 minimum
Safety Certification and administration	Hourly rate applies minimum of 2 hours	£128 minimum	£134 minimum
Pre-Application Advice, hourly charge		£64	£67

TRADING STANDARDS

Buy with confidence

Description	Employee numbers	2023/24 Fee	2024/25 Fee
Application Fee (set nationally by Buy with Confidence scheme)	1-5 employees	£136	£145
	6-20 employees	£182	£200
	21-49 employees	£226	£250
	50+ employees	POA	POA
Annual fee (set nationally by Buy with Confidence scheme)	1-5 employees	£272	£270
	6-20 employees	£408	£405
	21-49 employees	£545	£540
	50+ employees	POA	POA
Members before 2017/18 Annual Fee (Bracknell Forest legacy members only)	1-5 employees	£136	£136
	6-20 employees	£206	£206
	21-49 employees	£274	£274

* West Berkshire & Wokingham schemes administered by Hampshire County Council

Primary Authority

Description	2023/24 Fee	2024/25 Fee
Primary Authority Work hourly chargeable rate	£64 Hourly Rate	£67 Hourly Rate
Annual charge - previous year usage 10 hours or less	£576	£603
Annual charge - previous year usage 20 hours	£1,158	£1206
Anything likely to be in excess of 20 hours	Individually assessed	Individually assessed

Assured Care and Support

Description	Employee numbers	2023/24 Fee	2024/25 Fee
Application fee	1-5 employees	£64	£67
	6-20 employees	£130	£134
	21+ employees	£327	£343

Weights and Measures

Description		2023/24 Fee	2024/25 Fee
Weights and Measures Fees	Includes the cost of maintaining calibration of equipment annually (Based on ACTSO guidance)	£64 p/h	£67 p/h

Other Fees

Description		2023/24 Fee	2024/25 Fee
Food export certificates	Full cost recovery based on hourly rate	£64 minimum	£67 minimum
Food Hygiene Rating Scheme rescore	2 hours	£128	£134
General Business Advice (Non-Primary Authority)	Hourly rate (first 30 minutes free)	£64	£67
Resident Request for Advice	Hourly rate	£64	£67

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To: LICENSING AND SAFETY COMMITTEE
DATE 01 February 2024

Hackney Carriage and Private Hire Licensing Policy Service Lead – Public Protection

1 Purpose of Report

- 1.1 To consider proposed modifications to the recently adopted Hackney Carriage and Private Hire Licensing Policy in light of the [revised best practice guidance](#) issued by the Department for Transport on the 17 November 2023.

2 Recommendations

- 2.1 That the Committee:
- i. **RESOLVES** that authority be delegated to the Service Lead - Public Protection in consultation with the Borough Solicitor and Chairman and Vice Chairman of the Licensing and Safety Committee to amend the policy in line with 5.6 (b) and (d) below.
 - ii. **RESOLVES** that the proposed actions at 5.6 (c) and 5.6 (e) be approved.

3 Reasons for Recommendations

- 3.1 To align with the DFT Statutory Standards of Vehicle Licensing requirements and recent legislative changes.
- 3.2 To reduce the risk of successful challenges to decisions made by the Council by having an up to date and robust policy in place.

4 Alternative Options Considered

- 4.1 To undertaken further consultation on the draft policy.

5 Supporting Information

- 5.1 In July 2020 the Department for Transport issued guidance in relation to hackney carriage and private hire licensing namely: "[Statutory Taxi and Private Hire Vehicle Standards](#)". This required local authorities to review, revise and update their policies in relation to hackney carriage and private hire licensing. This led to a revision of the then Bracknell Forest Council Guidance Notes and Conditions for Hackney Carriage and Private Hire Vehicle Owners, Operators and Drivers.
- 5.2 The Statutory Standards set out a range of measures to protect taxi and private hire vehicle passengers and in particular those most vulnerable. Government advice is that licensing authorities should work together to ensure that, above all else, the taxi and private hire vehicle services the public use are safe. Members received a report in regard to the Statutory Standards [in October 2020](#) setting out the main items contained in it that had to be considered.
- 5.3 A draft Hackney Carriage and Private Hire Licensing Policy was developed and brought to the [23 June 2022 Licensing and Safety Committee](#). The draft policy

incorporated best practice from across England and Wales and was drafted to underpin the overriding aim and purpose of hackney carriage and private hire licensing, which is public safety.

- 5.4 The draft policy was consulted on between the 08 July 2022 and the 30 September 2022. Following the consultation and discussion at the 19 October 2023 Licensing and Safety Committee Full Council adopted a new [Hackney Carriage and Private Hire Licensing Policy](#) on the 29 November 2023. It was reported at that Council meeting that [revised best practice guidance](#) to help local licensing authorities carry out their taxi and private hire vehicle licensing functions had been issued on the 17 November 2023. It was reported that Officers were considering this guidance and would present any proposed further modifications at the February 2024 Licensing and Safety Committee meeting.
- 5.5 The new guidance states that:
- a) Councils must take action against drivers who discriminate against people with disabilities and guide dog owners, issuing fines and suspending licences where required.
 - b) Private Hire Vehicle (PHV) Operators are encouraged to identify a passenger's accessibility needs before they take a booking to ensure an appropriate vehicle is provided.
 - c) Councils should incentivise the uptake of wheelchair accessible vehicles (WAVs) and ensure they can be used easily and safely by a range of passengers. Some WAVs may not be suitable for other disabled passengers and, when issuing licences, licensing authorities should ensure their area has the right mix of vehicles to suit their community.
 - d) Training and assessing drivers should focus on taking a defensive approach to driving, such as recognising the impact of speeding, or driving while distracted or fatigued, particularly where there have been passenger complaints.
 - e) The guidance also seeks to support industry by removing undue burdens. For instance, given the reliability and ease of satnav systems, PHV drivers should not be required to undertake navigational skills tests for pre-booked journeys, while licensing fees should be reviewed regularly to ensure they are appropriate.
- 5.6 It is accepted that the policy needs to be an organic document that needs to be subjected to regular review and updating in light of changes to legislation and guidance and social and economic changes. In respect of the matters set out above the policy adopted in November 2023 which came into effect on the 01 December 2023:
- a) States at paragraph 13.3 'If you have been issued a certificate of exemption from carrying assistance dogs or providing wheelchair assistance you must ensure that that notice is correctly placed on the nearside of the front windscreen.'

At paragraph 16.2 'Drivers must comply with the requirements of the Equality Act 2010 and The Taxis and Private Hire Vehicles (Disabled Persons) Act 2022. This includes carrying assistance dogs with their passenger and providing mobility assistance to disabled and wheelchair using passengers (in the case of a listed wheelchair accessible vehicle). This does not apply to drivers who have been granted an exemption from those requirements by the Council. Details of the exemption requirements and processes are available on the website.'

At paragraph 18.2 'When driving a hackney carriage you must carry an assistance dog and allow it to remain with its owner unless you have a certificate of exemption issued by the Council. You must not make any additional charge for doing so. When you are carrying an assistance dog you must allow it to be carried wherever the owner requires i.e. you cannot insist on the dog being separated from the owner or the owner and dog sitting in a particular seat (Section 168 Equality Act 2010).

And at paragraph 19.2 'When your operator has accepted a booking for a passenger with an assistance dog (whether or not the existence of the dog has been communicated to you), you must carry that assistance dog and allow it to remain with its owner unless you have a certificate of exemption issued by the Council. When you are carrying an assistance dog you must allow it to be carried wherever the owner requires i.e. you cannot insist on the dog being separated from the owner or the owner and dog sitting in a particular seat (Section 170 Equality Act 2010).'

The Penalty Points Scheme sets out that drivers who fail to carry assistance dogs without exemption, make additional charges for carrying assistance dogs and or fail to apply for or provide an exemption certificate on medical grounds for not being medically fit to carry an assistance dog will be awarded four penalty points per offence.

In light of the above no additional changes are proposed.

- b) Does not currently encourage Private Hire Vehicle (PHV) Operators to identify a passenger's accessibility needs before they take a booking to ensure an appropriate vehicle is provided.

Proposed Revision: *It is therefore proposed that section 83 Private Hire Operator Conditions at section 18 be updated to include a requirement to this effect.*

- c) States that the Council currently licences four different types of vehicle: Wheelchair Accessible Vehicles (WAVs), Non-Wheelchair Accessible Vehicles, stretched limousines and novelty vehicles.

Proposed Action: *It is proposed that some additional work is done to look at the make-up of the local fleet and compare that with some demographic data to ensure that the fleet has the right mix of vehicles.*

- d) Includes a requirement that 'If a licensee is subject to enforcement action in relation to their driving, more than once within a period of twelve calendar months, including road traffic convictions, they will be required to undertake

the practical driving assessment within three calendar months. The licence may be suspended until such time as this test has been passed'. (section 53.4)

Drivers are required to 'You must declare all convictions, cautions, fixed penalty notices, CBO's (Criminal Behaviour Orders), CPNs (Community Protection Notices), requirements to attend a speed awareness course, injunctions, restraining orders to Bracknell Forest Council on your initial application form.

Section 78 Hackney Carriage and Private Hire Licensing Convictions Policy sets out exclusion periods relating to various motoring offences.

Section 53 of the policy sets out the requirements around the Practical Driving Assessment. It states that any new applicants (including any drivers whose licences have lapsed) must take and pass the appropriate practical driving assessments. Applicants can select an assessor from a list approved by the Council. This section (at paragraph 53.4) states that 'If a licensee is subject to enforcement action in relation to their driving, more than once within a period of twelve calendar months, including road traffic convictions, they will be required to undertake the practical driving assessment within three calendar months. The licence may be suspended until such time as this test has been passed.'

Proposed revision: *It is proposed that section 53 is reviewed to ensure that it is more explicit in terms of an emphasis on a defensive approach to driving.*

- e) Following a consultation and lengthy discussion at the last meeting it was agreed that all drivers, except home to school drivers, undertake a knowledge test.

Proposed Action: *It is proposed that in light of the revised guidance the requirement for private hire drivers to undertake this test be revisited.*

- 5.7 It is proposed that the current policy is reviewed in light of the revised guidance and the discussion at this meeting and that it be amended by the Service Lead in consultation with the Borough Solicitor and the Chairman and Vice Chairman of this Committee.

6 Consultation and Other Considerations

Legal Advice

- 6.1 The Local Government (Miscellaneous Provisions) Act 1976 permits the Council to set Policy / Conditions with respect to the granting of any licence for vehicles, drivers and operators under the Hackney Carriages and Private Hire licensing regimes.

In 2020 the government issued Statutory Taxi and Private Hire Vehicle Standards, which licensing authorities must give due regard to when setting taxi and private hire vehicle licensing policies. Alongside this, the Department for Transport issue non-statutory best practice guidance, which addresses a range of issues outside the remit of the statutory standards. The best practice guidance was updated on 17th November 2023.

The Council currently has a policy which has been further reviewed. The proposed actions as set out in this report are in compliance with the updated practice guidance.

Financial Advice

- 6.2 There are no financial implications arising from the recommendation in this report.

Other Consultation Responses

- 6.3 See Appendix B

Equalities Impact Assessment

- 6.4 The policy has been drafted to take into consideration the Equalities Act 2010 and the Taxis and Private Hire Vehicles (Disabled Persons) Act 2022.

Strategic Risk Management Issues

- 6.5 The purpose of the licensing regime is to protect users of taxi and private hire vehicles but also to ensure that those operating within the regime do so on a level playing field. The Council sets those standards locally and it is imperative that there is clarity and that the standards are applied universally. It is also important that those licensed by the Council are consulted on the terms of the licensing arrangements.

Climate Change Implications

- 6.6 The recommendations in Section 2 above are expected to:

Reduce emissions of CO₂

The reasons the Council believes that this will reduce emissions is that the draft policy, if approved, includes revised standards which will require vehicles to meet the Euro 5 or Euro 6 emissions standards if they are being submitted for grant or renewal of a licence.

7 CONSULTATION

- 7.1 The methodology and outcome of the consultation is set out in the report.

Background Papers

Statutory Taxi & Private Hire Vehicle Standards Report 22 October 2020

Contact for further information

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To: **Licensing and Safety Committee**
01 February 2024

Update on Environmental Health and Trading Standards Service Lead – Public Protection

1 Introduction

- 1.1 It was agreed, at the 03 February 2022 Licensing and Safety Committee meeting, that Officers would provide Members with a verbal update on the work of the Environment Health and Trading Standards Teams annually.

2 Supporting Information

- 2.1 The current service plan and associated appendixes for the Public Protection Service can be found here: [West Berkshire Council - Agenda for Joint Public Protection Committee on Thursday, 26th January, 2023, 7.30 pm](#)
- 2.2 The Inter Authority Agreement (IAA) at Schedule 5 sets out the initial priorities identified by the councils namely:
1. community protection;
 2. protection and improving health;
 3. protection of the environment;
 4. supporting prosperity and economic growth; and
 5. the delivery of effective and improving service.
- 2.3 The [Strategic Assessment](#) (approved by the Joint Public Protection Committee September 2021) was updated with a priorities refresh here [West Berkshire Council - Agenda for Joint Public Protection Committee on Monday, 13th March, 2023, 7.00 pm](#). The [Delivery Plan](#) sets out how the priorities will be delivered on a practical level. Both of these documents are in the process of being updated and the services priorities are being updated.
- 2.4 The National Intelligence Model is used to identify the key areas of delivery against the identified priorities and we also work with key partner, including Members, to inform delivery at local level.
- 2.4 Sean Murphy, Service Lead – Public Protection will present an update on the work in Environmental Health and Trading Standards in the Public Protection Partnership and set out the key areas the teams will be focussing on in the forthcoming financial year.

3 Equalities Impact Assessment

- 3.1 None Required

4 Strategic Risk Management Issues

- 4.1 None identified

Background Papers

The Public Protection Partnership's key policies and documents which can be found here:

[Key policies and documents - PPP \(publicprotectionpartnership.org.uk\)](http://publicprotectionpartnership.org.uk)

Contact for further information

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