



**DEMOCRATIC AND ELECTORAL SERVICES**

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Date:	21 January 2014	Direct Line:	01895 837225/837227

Dear Councillor

**LICENSING COMMITTEE**

The next meeting of the Licensing Committee will be held as follows:

**DATE: WEDNESDAY, 29TH JANUARY, 2014**  
**TIME: 6.00 PM**  
**VENUE: ROOM 6, CAPSWOOD, OXFORD ROAD, DENHAM**

Only apologies for absence received prior to the meeting will be recorded.

Yours faithfully

Jim Burness

**Director of Resources**

To: The Licensing Committee

Mr Walters  
Mrs Simmonds  
Mr Brown  
Mr Clark  
Mr Denyer  
Mr Egleton  
Mr Pepler  
Mrs Royston  
Mr Samson  
Mr D Smith  
Ms Vigor-Hedderly



## Declarations of Interest

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

## A G E N D A

	(Pages)
1. <b>Apologies for Absence</b>	
2. <b>Minutes</b>	
To confirm the minutes of the meeting of the Committee held on 9 October 2013.	(1 - 4)
3. <b>Consideration of South Bucks District Council's adopted policy approach to tinted windows on hackney carriage and private hire vehicles</b>	
To consider report of the Director of Services.	(5 - 10)
<i>Appendix 1</i>	(11 - 12)
<i>Appendix 2</i>	(13 - 14)
<i>Appendix 3</i>	(15 - 18)
4. <b>Mobile Homes Act 2013</b>	
To consider report of the Director of Services.	(19 - 24)
5. <b>Schedule of Delegated Determinations / Appeals to Magistrates and Crown Courts</b>	
<i>Delegated Determinations made by the Licensing Officer in respect of Personal Licenses</i>	(25 - 26)
<i>Delegated Determinations made by the Licensing Officer in respect of Premises Licenses</i>	(27 - 28)
<i>Delegated Determinations made by the Licensing Sub-Committee in respect of Premises Licenses</i>	(29 - 30)
6. <b>Licensing Act 2003 - Premises / Club Premises Applications Pending</b>	
To note the report of the Director of Services.	(31 - 32)
7. <b>Hackney Carriage and Private Hire Licensing</b>	
To note the report of the Director of Services.	(33 - 34)
8. <b>Licensing of House to House Collections and Street Collections</b>	
To note the report of the Director of Services.	(35 - 36)

9. **Any other Business**

To consider any other business the Chairman decides is urgent.

The next meeting is due to take place on Wednesday, 26 March 2014

**LICENSING COMMITTEE**

**Meeting - 9 October 2013**

Present: Mr Walters (Chairman)  
Mr Denyer, Mr Egleton, Mrs Royston, Mr Samson, Mr D Smith and Ms Vigor-Hedderly

Apologies for absence: Mrs Simmonds, Mr Brown, Mr Clark and Mr Pepler

**15. MINUTES**

The minutes of the following meetings of the Licensing Committee were confirmed and signed by the Chairman:

- 10 July 2013
- 28 August 2013

**16. LICENSING ACT 2003 POLICY THIRD REVIEW 2013**

The Committee received a report which informed Members of the outcome of the consultation process carried out in respect of the revised Licensing Act 2003 Policy Statement and asked Members to consider whether to recommend the draft policy for adoption by Council.

On 10 July 2013 the Licensing Committee approved a draft updated version of the Licensing Policy Statement for consultation. A consultation exercise was undertaken for 8 weeks, between Wednesday 17 July 2013 and Wednesday 11 September 2013.

The Committee noted the two responses received as part of the consultation process, which were attached as appendix 1 and the amendments which had been made to the draft policy as a result of the comments made.

In the discussion which followed, it was clarified that whilst there were no plans to collect a Late Night Levy, this could be reviewed in the future.

The Committee welcomed the updated draft Statement of Licensing Policy.

**RECOMMENDED** to Council that the updated draft Statement of Licensing Policy be adopted.

**17. CONSIDERATION OF SOUTH BUCKS DISTRICT COUNCIL ADOPTED POLICY APPROACH TO TINTED WINDOWS ON HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES**

The Committee received a report which invited Members to consider whether the Council's current adopted policy approach to tinted windows on hackney carriages and private hire vehicles should be amended.

The report had been submitted at the request of the Licensing Sub Committee, which met on the 14 August 2013 to consider an application for a private hire vehicle in respect of a vehicle that officers had declined to licence due to the very heavy level of tint on the rear windows and rear windscreen of the vehicle. Having granted the application, the Licensing Sub-Committee were of the opinion that the Licensing Committee should be given the opportunity to review the policy and consider whether it should be amended in order to provide further clarity and consistency.

South Bucks District Council's Hackney Carriage & Private Hire Licensing Policy states that in the interest of Public Safety, tinted windows must be approved at inspection by a Licensing Officer prior to the licensing of the vehicle. Any vehicles inspected that give rise to concern for Public Safety shall be referred to the Licensing Sub Committee for determination. To ensure vehicles are safe for public use, many other local authorities have adopted policies relating to restricting the level of tint permitted on the windows of private hire vehicles. The report set out the policies of a number of local authorities in the area as examples of this.

During the discussion, the advantages and disadvantages of the options as set out in paragraph 4.5 of the report were discussed and some Members expressed concerns on options a, b and d because of implications for public safety. A number of Members were of the opinion that option c was more appropriate as by allowing for more light to be transmitted into the windows it would allow for greater public safety. However, in order to ensure that the needs of certain users are met, it was proposed that the following exemption should be added to option c:

- exceptions to limiting the tint in the rear windows and rear windscreen will be permitted for executive private hire vehicles which meet the Council's dispensation requirements i.e. vehicles which are exempt from displaying licence plates as set out in the Council's Hackney Carriage & Private Hire Licensing Policy. There will be no limit on the level of tint permitted on rear passenger windows and rear windscreen of private hire vehicles meeting the dispensation requirements.

A motion to approve option c as amended above was moved by Cllr Egleton and seconded by Cllr Smith. On a vote, the motion was carried.

**RESOLVED** that the following proposed amendment to the policy be consulted upon:

Light transmitted through the front windscreen of hackney carriages and private hire vehicles must be at least 75%. All other windows including the rear windscreen must allow at least 70% of light to be transmitted. Exceptions to this policy will be permitted for executive private hire vehicles which meet the Council's dispensation requirements i.e. vehicles which are exempt from displaying licence plates as set out in the Council's Hackney Carriage & Private Hire Licensing Policy. There will be no limit on the level of tint permitted on rear passenger windows and rear windscreen of private hire vehicles meeting the dispensation requirements.

#### 18. **SCRAP METAL DEALERS ACT 2013 UPDATE**

The Committee received a report which updated Members on the implementation of the Scrap Metal Dealers Act 2013, following the Special Licensing Committee meeting on 28 August 2013 and Special Council on 17 September 2013.

The report sought to address concerns which had previously been expressed by the Committee regarding the resourcing of the new licensing regime and the health and safety of officers and members when carrying out their respective duties under the Act.

In the discussion which followed, the Committee were reassured that the licensing fees, as set out in 4.1 of the report, had been set at the right level and were in line with other authorities.

It was suggested that officers might want to consider producing leaflets to give out to local builders in order to make them aware of the new requirements. It was also suggested that it would be useful to inform the local parish councils of the new requirements.

The Committee discussed issues surrounding fly-tipping and scrap metal dealers.

**RESOLVED** that the report be noted.

#### 19. **SCHEDULE OF DELEGATED DETERMINATIONS / APPEALS TO MAGISTRATES AND CROWN COURTS**

##### **Delegated Determinations made by the Licensing Officer in respect of Personal Licences**

The Committee reviewed and noted a list of the delegated determinations made by the Licensing Officer covering Personal Licences during the period 20 June 2013 to 5 September 2013.

##### **Delegated Determinations made by the Licensing Officer in respect of Premises Licences**

The Committee reviewed and noted a list of the delegated determinations made by the Licensing Officer covering Premises Licences during the period 20 June 2013 to 5 September 2013.

##### **Delegated Determinations made by the Licensing Sub-Committee in respect of Premises Licences**

The Committee noted that there were no sub-committee determinations in respect of Premises Licences during the period 20 June 2013 to 5 September 2013.

**Delegated Determinations made by the Licensing Sub-Committee in respect of Hackney Carriage & Private Hire Licences**

The Committee reviewed and noted a list of the delegated determinations made by the Licensing Officer covering Hackney Carriage & Private Hire Licences during the period 20 June 2013 to 5 September 2013.

**Appeals to Magistrates / Crown Court**

The Committee noted that there were no appeals pending.

**20. LICENSING ACT 2003 - PREMISES / CLUB PREMISES APPLICATIONS PENDING**

The Committee received a report from the Director of Services of details of Premises applications pending to date. The Committee noted that there were no pending applications for the period up to and including 5 September 2013.

**RESOLVED** that the report be noted.

**21. LICENSING SUB-COMMITTEE**

The minutes of the Licensing Sub-Committee held on 17 June 2013 were received.

**22. HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING**

The Committee received a report from the Director of Services on details of licences issued during the period 20 June 2013 to 5 September 2013.

**RESOLVED** that the report be noted.

**23. LICENSING OF STREET COLLECTIONS**

The Committee received a report from the Director of Services on details of Street Collection Permits issued between 1 September 2012 and 5 September 2013. It was noted that the list of street collections would change on a daily basis as and when applications were received.

The Committee agreed that, as of now, the Committee would only receive a brief report on the number of Street Collection Permits which had been issued rather than a list providing details on each individual permit issued.

**RESOLVED** that

1. the report be noted.
2. future reports to only detail the number of permits issued.

**24. LICENSING OF HOUSE-TO-HOUSE COLLECTIONS**

The Committee received a report from the Director of Services showing the House-to-House Collection Permits issued between 20 June 2013 and 05 September 2013. The schedule to the report also included details of charity collections where a Home Office exemption certificate had been granted. It was noted that the list of House-to-House Collection Permits would change on a daily basis as and when applications were received.

The report contained some details of collections that had already taken place. This was because Charities were required to submit returns to the Licensing Team containing details of their collections and amounts raised. These returns were due in after the collections had taken place and show as outstanding on the report if the return had not yet been received.

The Committee agreed that, as of now, the Committee would only receive a brief report on the number of House-to-House Permits which had been issued rather than a list providing details on each individual permit issued.

**RESOLVED** that

1. the report be noted.
2. future reports to only detail the number of permits issued.

25. **ANY OTHER BUSINESS**

None.

26. **EXCLUSION OF PUBLIC**

Members noted that the following item contained information which was not available to the press and public

**Licensing Sub Committee**

(Schedule 12A Part 1 para (1) - because of information relating to the financial and business affairs of any particular individual (including the authority holding that information))

The Committee received the Part II minutes of the Licensing Sub Committee held on 14 August 2013.

The meeting terminated at 6.47 pm



<b>SUBJECT:</b>	Consideration of South Bucks District Council adopted policy approach to tinted windows on hackney carriage and private hire vehicles
<b>REPORT OF:</b>	Officer Management Team - Director of Services Prepared by - Head of Health and Housing

## 1. Purpose of Report

- 1.1 To allow members to consider the results of an eight week consultation exercise concerning proposals to amend the Council's current adopted policy approach to tinted windows fitted in hackney carriages and private hire vehicles.

## 2. Links to Council Policy Objectives

- 2.1 There is a link between an efficient taxi and private hire licensing service with appropriately licensed drivers and vehicles and the council's policy objective for safer and stronger communities.

## 3. Background

- 3.1 On 9 October 2013 the Licensing Committee considered a report concerning the Council's current approach to tinted windows on hackney carriages and private hire vehicles. The Committee determined that a new policy wording, as set out below, was appropriate and that an eight week consultation exercise should be undertaken to seek views of interested parties on the proposed new wording.

***“Light transmitted through the front windscreen of hackney carriages and private hire vehicles must be at least 75%. All other windows including the rear windscreen must allow at least 70% of light to be transmitted. Exceptions to this policy will be permitted for executive private hire vehicles which meet the Council's dispensation requirements i.e. vehicles which are exempt from displaying licence plates as set out in the Council's Hackney Carriage & Private Hire Licensing Policy. There will be no limit on the level of tint permitted on rear passenger windows and rear windscreen of private hire vehicles meeting the dispensation requirements”.***

- 3.2 If adopted, this policy would only relate to new applications only. Vehicles already licensed that do not meet the proposed new policy requirements would be able to continue being licensed.
- 3.3 A consultation exercise commenced on 17 October 2013 and concluded on 11 December 2013. Details of the consultation were posted on the Council's website, letters were sent to all private hire and hackney carriage drivers and operators, South Bucks District Councillors, Parish Councils and a number of other individuals and organisation who officers believed may have been interested in contributing to this consultation. A link to the consultation was also posted on the Council's Twitter feed. A copy of the letter sent to drivers and operators is attached as Appendix 1 and a copy of the consultation webpage is attached as Appendix 2.

## 4. Discussion

- 4.1 14 responses to the consultation exercise were received, as detailed below. Of the 14 responses received 8 were in favour of the proposed new policy approach and 6 were not in

favour. A petition signed by 35 private hire and/or hackney carriage drivers was also received and is attached as Appendix 3.

4.2 Responses in favour of proposed new policy wording:

Councillor Lin Hazell - Perfectly happy to support this recommendation, I would be very reluctant to ride in a taxi with blacked out windows.

Nathan March, South Bucks District Council Community Safety Manager - I am in support of the proposed changes as I do not see any significant benefit to passengers of taxis to have tinted windows. Ensuring that taxis do not have tinted rear windows will benefit both taxi drivers and passengers by increasing the likelihood of any incident that takes place within a taxi being witnessed by others.

Christine Taylor - As a taxi user I agree with the proposed amendment re tinted windows.

Carol Gibson - The proposed change seems to strike the right balance as the dispensation relates only to those vehicles not required to display a licence plate. As a regular taxi user, and unlikely to fear for my own safety as a passenger, it is important that all passengers feel secure and able to attract attention if necessary. I support this change.

Councillor Jennifer Woolveridge - I agree with the changes proposed.

Councillor Wendy Matthews - I would support the changes in the interests of public safety and ensuring the situation is as clear as possible for everyone.

Stoke Poges Parish Council - agree to support the consultation requests.

Suzy Mills - I think restricting the tint in vehicle windows is a good idea. I drove a car with tinted windows in the past and my vision, especially at night, was very restricted. I never had tinted windows again.

4.3 Responses not in favour of proposed new policy wording:

David Brackin - I recently received notice of your proposals to impose a 70% maximum tinted rear windows in minicabs. The aim of clarifying a vague directive is admirable, but the issue we face as residents is not the tint in the windows, but the lack and price of minicab services. With poor public transport options compared with our near neighbour, minicabs are an essential lifeline in South Bucks. Making it harder and/or more expensive to provide such services seems to be going to wrong way. The arguments for preventing tinting are to allow passengers to signal for help (from booked and licensed drivers: the very thing that Boris is telling Londoners is a sign of safety!) and to facilitate enforcement (a rare occurrence for a rare problem which can be easily concentrated by enforcement at taxi ranks or pick-up/drop-off spots). Neither of these arguments is compelling. South Bucks should be seeking to make it easier to provide minicab services, and so the amendment should remove the restriction altogether and rely upon C&U regs. If you are seeking to improve safety, then may I suggest engaging on a program of mystery shopping minicab drivers driving skills: the standard of Roadcraft is dire and likely to have a considerably greater impact on safety and other road users than the colour of their rear windows.

Michael Saxby - Window tinting on taxis, etc should not be allowed.

Amir Davami, Private Hire Operator - I am in favour of current policy, rear windows should be tinted enough for the passenger to be seen from outside.

Asad Khan - Further to your letter regarding window tinting, if a car is purchased which has manufacture window tints which are not up too the new opposed policy then would we be required to alter this? I totally disagree with new policy. I would agree if the windows had more of a tint then allowed by the council or the law but putting forward a policy where we would have to go through removing manufacture installed tints is not only ridiculous but very expensive. I wish you would take all drivers views in to account before you reach a final decision.

Alan Donn, Fleet Cars - We have just found out the council are intending to ban all tinted windows. We must put in objection to this as the cost of changing to clear glass will be enormous. All of our clients have no objection to tinted windows. Most of vehicles come standard with tints. As you know times are hard at the moment, all the cost of insuring, taxing, licensing and the fuel have made it very difficult to make a decent living. Even some drivers have quit the industry. We request you not to make this rule. All the drivers working for fleet are in agreement with this letter.

Shabir Hussain - I am sending this email in response to your request on my view on tinted windows on a licensed taxi. I do not feel that preventing cars with tints is adequate to justify the safety of passengers. There are controls on the driver already in place to prevent known offenders carrying a taxi badge. I am also concerned that not enough is done to prevent unlicensed taxis operating in the area which is more dangerous to the passenger than a licensed cab with tinted windows. There are so many arguments that I do not have time to banter about so I am requesting that you take the time to reflect on this decision and allow factory fitted tints on licensed taxis. On another note I have seen a letter by Wycombe District Council allowing taxis to only submit an mot with the vehicle licence renewal and would welcome this initiative from South Bucks as well. I cannot understand why one council would differ in their policies to another. Thank you for your continuing support and look forward to hearing from you.

- 4.4 Petitions received by the Council are required to be dealt with in accordance with the Council's Procedure Rule 24 and in accordance with the Council's adopted Petition Scheme as set out in Part 5 of the Constitution. As stated in paragraph 4.1, a petition signed by 35 private hire and/or hackney carriage drivers was received in relation to this consultation exercise. The petition has been acknowledged, a copy of the petition posted on the Council's website and an offer of a meeting with officers made to the petitioners. Should a meeting with petitioners take place details of the meeting will be provided to the Licensing Committee at the meeting on 29 January 2014 when this matter is considered.
- 4.5 The petition submitted does not appear to be in favour of the proposed new policy regarding tinted windows, although the petition heading is somewhat confusing. The third page of the petition has a slightly different heading to the first two pages. The petition heading states that the Council is "thinking of implementing rear tint window" with the words "removal of" and "no" added in in writing at some stage. The petition expresses concern about the cost to drivers associated with replacing tinted glass on vehicles and states that there are more serious issues that the Council ought to be addressing. The covering letter accompanying the petition states that 8 out of 10 vehicles are now manufactured with tinted rear windows. Although many vehicles have only very lightly tinted windows, which would be eligible for licensing if the policy which was the subject of consultation was adopted, it is also the case that there does appear to be a trend for dark tinted windows to be installed upon manufacture in some types of

vehicles that are commonly used as taxis and/or private hire vehicles, such as the Ford Galaxy.

- 4.6 Members will note that some of the representations received do not relate directly to this proposed policy amendment, they address other issues and concerns which are not currently under consideration. In some cases representors incorrectly assume that this policy, if adopted, would be applied retrospectively. If the policy is adopted it will only apply to new applications and not existing licensed vehicles.

## 5. Resource, Risk and other Implications

### 5.1 Resource:

- 5.1.1 The cost of carrying out this review and the consultation process involve staff time and resources, but these costs will be met within the existing budget.

- 5.1.2 If an applicant for a vehicle licence appeals against the decision of either officers or the Licensing Sub Committee this would result in legal fees to defend the appeal and further costs which we would seek to recover if the appeal was unsuccessful. In the event of a successful appeal the Council may also have to pay the applicants costs.

### 6.0 Recommendation.

- 6.1 It is recommended that members consider whether to:

- a) approve the revised policy wording stated in paragraph 3.1 above as agreed on 9 October 2013; or
- b) in light of the comments made in response to the consultation, agree a revised policy wording permitting a different level of window tint on rear windows, substituting an alternative appropriate percentage into the policy wording below. Members are asked to note that if a decision was taken to recommend a level of tint to be permitted that is materially different to the level that was consulted on then a further consultation exercise would need to be undertaken and the results of that consultation exercise considered prior to a final decision being made.

***“Light transmitted through the front windscreen of hackney carriages and private hire vehicles must be at least 75%. Light transmitted through the front side windows of hackney carriages and private hire vehicles must be at least 70%. All other windows including the rear windscreen must allow at least (insert appropriate percentage) of light to be transmitted. Exceptions to this policy will be permitted for executive private hire vehicles which meet the Council’s dispensation requirements i.e. vehicles which are exempt from displaying licence plates as set out in the Council’s Hackney Carriage & Private Hire Licensing Policy. There will be no limit on the level of tint permitted on rear passenger windows and rear windscreen of private hire vehicles meeting the dispensation requirements. Executive private hire vehicles meeting the dispensation requirements will be required to meet the requirement for 75% and 70% of light to be transmitted through the front windscreen and front side windows respectively”.***

- 6.2 It is further recommended that if the Licensing Committee approves option 6.1a above, it recommends adoption of the preferred policy option to full Council for approval at the meeting of 25 February 2014.

<b>Officer Contact:</b>	Clare Bradley 01895 837222 clare.bradley@southbucks.gov.uk
<b>Background Papers:</b>	Hackney Carriage & Private Hire Licensing Policy & Associated Documentation Date of Adoption 11 December 2007, First Review 12 April 2011. Report to Licensing Sub Committee 9 October 2013 Consideration of policy approach to tinted windows on hackney carriage and private hire vehicles.

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### HEALTH & HOUSING - Licensing Team

**Martin Holt**  
 Head of Health & Housing

Dealt with by: Clare Bradley - Licensing Manager  
 My Ref:  
 e-mail: clare.bradley@southbucks.gov.uk  
 Fax:  
 Direct Line: 01895 837222  
 Date: 17 October 2013

Dear Sir/Madam,

### POLICY REVIEW - TINTED WINDOWS IN HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES

I am writing to advise you that South Bucks District Council is reviewing the section of its Hackney Carriage and Private Hire Licensing Policy relating to tinted windows installed in licensed vehicles and to seek your views of the proposed policy changes. Although this policy impacts directly upon those involved in the taxi trade, it also has wider implications for others as it is based upon the need to ensure the safety of the public travelling in licensed vehicles.

The Local Government (Miscellaneous Provision) Act 1976 allows Local Authorities to attach conditions to the grant of hackney carriage and private hire vehicle licences. The Road Vehicles (Construction and Use) Regulations 1986, as amended, specify the minimum levels of light that must pass through the front windscreen and front side windows of vehicles generally, these are 75% and 70% respectively. There is no legislation governing the level of tint on rear side windows and rear windscreens of vehicles generally.

Excessively tinted windows in the front screen or front side windows may restrict the driver's vision especially in dark conditions and may prevent drivers from seeing other road users or pedestrians. They may also prevent other road users and pedestrians from confirming through eye contact that they have been seen.

Excessively tinted windows in rear passenger windows and rear windscreens are not generally prohibited on all vehicles, but are commonly prohibited by local authorities in relation to vehicles which are licensed as taxis and private hire cars on safety grounds. Whilst dark tinted rear windows are installed (or manufactured) for privacy reasons they can be of concern when fitted to licensed vehicles as they restrict the view of passengers travelling in the vehicle from those outside. If a passenger were to be in difficulty inside a vehicle with heavily tinted windows the passenger would not be able to be seen from outside and this would prevent the passenger from attracting attention. In addition dark tinted windows in the rear of vehicles restrict effective enforcement in that officers are unable to observe whether a vehicle is overcrowded.

In view of these concerns and the need to ensure vehicles are safe for public use, many local authorities have adopted policies relating to restricting the level of tint permitted on the windows of hackney carriages and private hire vehicles.

The existing South Bucks District Council policy, as adopted on 12 April 2011, states:

***“In the interest of public safety, tinted windows must be approved at inspection by a Licensing Officer prior to the licensing of the vehicle. Any vehicles inspected that give rise to concern for public safety shall be referred to the Licensing Committee for determination”.***



The wording of the current policy allows for interpretation by officers and is not helpful to persons wishing to purchase vehicles with some degree of tint on windows as there is no level specified at which a vehicle is suitable for licensing. In order to provide greater clarity for vehicle proprietors, but also maintain public safety standards, it is proposed that the policy be changed to state:

***“Light transmitted through the front windscreen of hackney carriages and private hire vehicles must be at least 75%. All other windows including the rear windscreen must allow at least 70% of light to be transmitted. Exceptions to this policy limiting the tint in the rear windows and rear windscreen will be permitted for executive private hire vehicles which meet the Council’s dispensation requirements i.e. vehicles which are exempt from displaying licence plates as set out in the Council’s Hackney Carriage & Private Hire Licensing Policy. There will be no limit on the level of tint permitted on rear passenger windows and rear windscreen of private hire vehicles meeting the dispensation requirements”.***

It is proposed that this policy should relate only to vehicles being presented for licensing for the first time. Vehicles already licensed that do not meet the proposed new policy requirements would be able to continue being licensed.

As this policy impacts upon vehicle proprietors, but also general public safety I am writing to seek your views on the proposed policy changes. Should you wish to make any comments on the proposed changes please do so by **Wednesday 11 December 2013** via email to [licensing@southbucks.gov.uk](mailto:licensing@southbucks.gov.uk). Alternatively comments may be sent by post to The Licensing Team, South Bucks District Council, Capswood, Oxford Road, Denham, Bucks, UB9 4LH.

All responses and comments will be considered by the Council’s Licensing Committee when it meets on 29 January 2014.

If you require any further information, please contact the licensing team on 01895 837222/837373/837325 or email [licensing@southbucks.gov.uk](mailto:licensing@southbucks.gov.uk).

Yours faithfully

A handwritten signature in black ink, appearing to read 'C. Bradley', with a long, sweeping underline.

Clare Bradley  
Licensing Manager





## South Bucks District Council

### Licensing Consultation

#### POLICY REVIEW - TINTED WINDOWS ON HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES

On 9 October 2013 the South Bucks District Council Licensing Committee considered whether the Council policy regarding tinted windows on hackney carriages and private hire vehicles should be amended.

The existing South Bucks District Council policy, as adopted on 12 April 2011, states:

**"In the interest of public safety, tinted windows must be approved at inspection by a Licensing Officer prior to the licensing of the vehicle. Any vehicles inspected that give rise to concern for public safety shall be referred to the Licensing Committee for determination".**

The Committee considered the existing law, public safety issues, the current policy and the approach of other local authorities in the surrounding area regarding this issue.

A copy of the report considered by the Licensing Committee and the draft Minutes detailing the decision of the Committee are attached below.

The Licensing Committee decided that a new policy, as stated below is appropriate and should be consulted upon:

**"Light transmitted through the front windscreen of hackney carriages and private hire vehicles must be at least 75%. All other windows including the rear windscreen must allow at least 70% of light to be transmitted. Exceptions to this policy limiting the tint in the rear windows and rear windscreen will be permitted for executive private hire vehicles which meet the Council's dispensation requirements i.e. vehicles which are exempt from displaying licence plates as set out in the Council's Hackney Carriage & Private Hire Licensing Policy. There will be no limit on the level of tint permitted on rear passenger windows and rear windscreen of private hire vehicles meeting the dispensation requirements".**

An 8 week consultation exercise seeking views on the proposed new policy is now taking place. The consultation commenced on Thursday 17 October 2013 and will close on Wednesday 11 December 2013. A copy of the consultation letter sent out to interested parties is attached below for information.

Should you wish to make any comments on the proposed changes please do so by **Wednesday 11 December 2013** via email to [licensing@southbucks.gov.uk](mailto:licensing@southbucks.gov.uk). Alternatively comments may be sent by post to The Licensing Team, South Bucks District Council, Capswood, Oxford Road, Denham, Bucks, UB9 4LH.

All responses and comments will be considered by the Council's Licensing Committee when it meets on 29 January 2014.

#### Downloadable documents

All documents open in a new window.

File name	Size	Download time
Consultation Letter in PDF format	98 KB	27 secs @ 28.8k, 14 secs @ 56k
Committee Report Tinted Windows in PDF format	80 KB	22 secs @ 28.8k, 11 secs @ 56k
DRAFT Licensing Committee minutes in PDF format	65 KB	18 secs @ 28.8k, 9 secs @ 56k

[Download Acrobat PDF Reader \(external website\)](#). Acrobat PDF Reader allows you to view PDF files.

If you require any further information, please contact the licensing team on 01895 837222/837373/ 837325 or email [licensing@southbucks.gov.uk](mailto:licensing@southbucks.gov.uk).

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**Contact Information**

If you wish to contact the Licensing Team, you can do so by the following means:

Licensing Team, Capswood, Oxford Road, Denham, Bucks, UB9 4LH

Direct Line: 01895 837373 or 837325 / 837222

E-mail: <mailto:licensing@southbucks.gov.uk>

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## APPENDIX 3

4<sup>th</sup> December 2013

Claire Bradley – Licensing Manager  
South Bucks District Council  
Capswood  
Oxford Road  
Denham  
Bucks  
UB9 4LH

**Re: Policy Review- Tint Windows**

Following on from our telephone conversation today, the drivers have signed a petition against the Council regarding the new tint window policy review taking place in January.

We the drivers feel that this Licensing team like previous Licensing team seems to be working against the drivers rather than working with them. Drivers have always been neglected by the Council over the years.

Below is a portion of the details the drivers are concerned by in this policy review. In spite of the fact that you say this is a policy review we know it will be executed without looking for fitting counsel from drivers. This has happened before.

1. 8/10 cars are manufactured with rear tints.
2. The cost to replace the glass (very expensive).
3. Noise after door card has been removed to replace windows.
4. How many incidents have taken place within the district regarding public safety (Tinted windows).
5. Serious Public Safety issue is with illegal cars picking up customers from Beaconsfield, and not from the drivers who are fully licensed, insured and enhanced CRB checked.
6. Very high quality Licensed cars within the District.

**We believe that manufactured tint windows should be allowed and not the custom-made tints.**

**We the drivers request that we have a full meeting with you before the Licensing committee takes place on 29<sup>th</sup> January 2014.**

I wait for you reply in this matter,

*Yours faithfully*  
Amjad Mahmood Rasib

## TINT WINDOWS PETITION

We the drivers believe this is **unacceptable** that the **SBDC** is thinking of implementing rear tint windows, even on **manufactured** vehicles. Maybe the council is unaware that 7 out of 10 cars that are made today have privacy glass fitted as standard. The cost of replacing the glass is very expensive especially in today's climate, rising costs etc. We also believe there are more serious issues than tint windows here in the District such as touting which we feel the council does not do enough in its power to stop.

**THIS IS UNFAIR AND UNJUST FOR ALL THE DRIVERS.**

The drivers would also like to have a meeting with the Council Licensing Committee when it meets on 29 January 2014 to express their feelings and opinions on this matter as it directly affects the drivers.




NAME	DRIVER NO	SIGNATURE
Amjad Mahmood		
Shabir Hussain		
Tameez Mahmood		
ABID KHAN		
ABID Hussain		
JAVID AKHTAR		
KHALID HUSSAIN		
ZAFAR Hussain		
JT Chaudhry		
GHAZI KHAN		
ABID Hussain		
AJAIB HUSSAIN		
V Shafiq		
AZAD KHAN		
JAHIL BELMAM		
SHARAFAT-ALI		
EIJAZ A KHAN		
NABIRATMAN		
WASID MEHMOOD		
Chondhrya Mahmood		
SABIR Ali		

## TINT WINDOWS PETITION

We the drivers believe this is **unacceptable** that the **SBDC** is thinking of implementing <sup>No</sup> rear tint windows, even on **manufactured** vehicles. Maybe the council is unaware that 7 out of 10 cars that are made today have privacy glass fitted as standard. The cost of replacing the glass is very expensive especially in today's climate, rising costs etc. We also believe there are more serious issues than tint windows here in the District such as touting which we feel the council does not do enough in its power to stop.

### THIS IS UNFAIR AND UNJUST FOR ALL THE DRIVERS.

The drivers would also like to have a meeting with the Council Licensing Committee when it meets on 29 January 2014 to express their feelings and opinions on this matter as it directly affects the drivers.

NAME	DRIVER NO	SIGNATURE
ARSHED SHAH		
MUHAMMAD SIRROO		
SALIM MEHMOOD		
ASHIQ HUSSAIN		
CHOUHARY HEMDI KHAN		
AFTAB ANWAR		
MUHAMMAD YASIR		
Muhammad Anjaad		
AASAM ALI		
R-MAHAT		
SIBTAIN TARER		
		
		
		
LUBA DARUSZ		

### TINT WINDOWS PETITION

LOL

We the drivers believe this is unacceptable that the SBDC is thinking of <sup>NO</sup>implementing rear tint windows, even on manufactured vehicles. Maybe the council is unaware that 7 out of 10 cars that are made today have privacy glass fitted as standard. The cost of replacing the glass is very expensive especially in today's climate, rising costs etc. We also believe there are no safety issues here in the District.

We the drivers would also like to have a meeting with the Council Licensing Committee when it meets on 29 January 2014.

Name	Driver No.	Signature
[REDACTED]		
ABUL SAJJID		
SHAKIL AKRAM		

<b>SUBJECT:</b>	<b>The Mobile Homes Act 2013</b>
<b>REPORT OF:</b>	<b>Officer Management Team - Director of Services Prepared by - Head of Health &amp; Housing</b>

## **1. Purpose of Report**

- 1.1 To inform members of new local authority powers contained within the Mobile Homes Act 2013 (2013 Act) and to put in place required delegations and terms of reference in order to implement the new legislation.

## **2. Links to Council Policy Objectives**

- 2.1 Implementation of the Mobile Homes Act 2013 is a statutory function of the authority and links to Councils Community Strategy and Corporate Plan Key Themes of “safe communities” and “improving health and well-being for all.”

## **3. Background**

- 3.1 The Council currently has a statutory duty under the Caravan Sites and Control of Development Act 1960 as amended (1960 Act) to licence caravan sites (including mobile home parks) which have planning permission. There is no discretion regarding the issue of a licence where planning permission has been granted.
- 3.2 There are ten licensed permanent multiple residential caravan sites (i.e. with more than one caravan) and 14 licensed permanent single residential sites in the South Bucks District. New applications are received infrequently - less than one application per year.
- 3.3 The 2013 Act received Royal Assent on 26<sup>th</sup> March 2013. Its provisions partially came into force 26<sup>th</sup> May 2013, but the majority will be implemented with effect from 1<sup>st</sup> April 2014. The 2013 Act has been introduced as the current law relating to mobile homes was viewed as ineffective and outdated.
- 3.4 The 2013 Act aims to ensure local authorities are properly funded for exercising their powers and have sufficient tools for enforcement action. It aims to raise standards in the industry so to deliver a more professional service to home owners and to ensure the opportunity for blocking sales of homes on licensed sites by site owners is removed and effective enforcement action can be taken against those operators who fail to comply with their licence obligations. The new provisions in relation to local authority powers include:
- i. Power to charge fees for new residential site licences, licence transfers and variations
  - ii. Power to charge an annual fee to existing residential site licence holders
  - iii. Power to refuse a licence (or to refuse to transfer a licence)
  - iv. New enforcement powers to tackle breach of licence conditions

including powers to serve and enforce 'compliance notices' and undertake emergency works together with the power to recover expenses and costs relating thereto.

- v. Requirement to be the keeper of 'Site Rules' deposited with the authority by site operators and Registers.

#### 4. Discussion

- 4.1 The Council is able to attach conditions to licences to ensure basic standards relating to the physical condition of the site including matters such as layout and the provision of services and equipment. In attaching conditions the Council has to have regard to the Model Standard Conditions produced by the Secretary of State the latest being published in 2008 and can also adopt its own conditions. The Council has not adopted its own conditions relying upon the Model Standard Conditions. A copy of the 2008 Model Conditions have been deposited in the Members Room and will be available at the Committee Meeting. It is recommended that these Model Standard Conditions as amended and updated from time to time be formally adopted by the Council as its pool of Caravan Site Licence Conditions.
- 4.2 The Act allows a local authority to charge fees in relation to the licensing of "relevant protected sites" within their district to enable them to recover the costs incurred in operating licensing schemes. A relevant protected site is a site requiring a licence other than one which is for holiday use only or is otherwise not capable of being used all year round (only residential sites). The 2013 Act requires that where a local authority intends to charge fees it must prepare and publish a fee policy which can be revised from time to time. However the guidance around the setting of fees is not expected to be issued until February 2014.
- 4.3 It is therefore proposed that no fees are charged in the first year 2014/15 and a fee policy is developed and adopted during the coming year to come into effect on 1<sup>st</sup> April 2015. The reasons for this are:
  - i. Timeframe: The timeframe between the availability of the guidance and the start of the financial year are too short to give full consideration to appropriate charges, leaving the authority at risk of challenge or non-payment. Delaying the introduction of fees for a year will enable the Council to enter in to effective consultation with site owners and also assess the costs in exercising this licensing regime. National case law will also provide more clarity as to the appropriate fee charges to apply.
  - ii. Numbers: As there are few sites, the potential income is not significant. The application process will therefore need to be low cost.
  - iii. Shared Service: Caravan site licensing will be dealt with by the new shared Chiltern and South Bucks licensing team. In the early part of 2014/15 resources will be focused on implementing the new service. The processes and costs of



administering caravan site licensing will need to reflect the resources available in the shared service.

- 4.4 It is proposed that the preparation, adoption and publishing of the fees policy be delegated to the Head of Health & Housing in consultation with the Chair of Licensing Committee.
- 4.5 The provisions set out that where an annual fee under this section has become overdue, the local authority may apply to a residential property tribunal for an order requiring the licence holder to pay by the date and in the manner specified. Where a licence holder fails to comply with an order from the tribunal made under this section within 3 months, the local authority may apply to a residential property tribunal for an order revoking the site licence. The 2013 Act also provides for a right of appeal for the site owner to a residential property tribunal rather than the Magistrates Court regarding conditions attached to site licences, compliance notices and demands for expenses and costs.
- 4.6 **Suitability of an Applicant:** Within the 2013 Act there is a provision to apply the 'fit and proper person' test to confirm that the occupier (licence holder) or an appointed person is fit and proper to manage the site. However this is not being introduced with the rest of the 2013 Act on 1st April 2014 as it requires further legislation to be enacted in order for this to come into force. The government has decided to delay this section and review it over a three year period.
- 4.7 **Site Rules:** Site rules are made by the occupier to outline the management and conduct of the site and anything else to be prescribed. Every site rule will be included in the pitch agreement between the occupier and the mobile home owner. However, there is no requirement for site rules at all. Under the new sections, the Secretary of State may also make provisions in regulations:
- i. rendering existing site rules of no effect by such date as set out in the regulations;
  - ii. prescribing matters in relation to which site rules may not be made;
  - iii. about the resolution of disputes arising between site owners and mobile home occupiers. This may be in the form of a consultation procedure through the Licensing Authority.
  - iv. requiring local authorities to keep and publish an up-to-date register of site rules in their areas.

The regulations to accompany the 2013 Act are due to be released in March 2014 so we cannot be sure if these provisions will be exercised at this moment in time.

- 4.8 **Scheme of Delegation:** The Council's Scheme of Delegation will need to be amended to reflect the new powers in the 2013 Act, for example the powers to serve a Compliance Notice and powers to undertake emergency action. It is proposed that authority to exercise the Councils functions

under the 2013 Act is delegated to the Head of Health and Housing.

## **5. Resources, Risk and Other Implications**

- 5.1 **Financial Implications** - The Government's intention is that the cost of administering the licensing regime will be met from fee income. The costs of investigation and enforcement will not form part of the cost recovery but be met by the Council.
- 5.2 The number of existing sites is low and it is considered that the additional workload imposed will be absorbed within existing resources, however there is a risk that should the investigation and enforcement burden be more than expected there will be a shortfall which would be considered should it arise.
- 5.3 **Legal Implications** - The 2013 Act imposes new legal duties on the Council. Failure to discharge these duties adequately may result in legal challenge from Mobile Home Site Holders, residents, members of the public and aggrieved parties.

**Equalities Impact** - This change does not impact on equalities

## **6.0 Recommendation**

- 6.1 Licensing Committee is asked to recommend to Full Council:
- i. To note the new local authority powers in the Mobile Homes Act 2013.
  - ii. That the terms of reference of the Licensing Committee be amended to include the new functions introduced by the Mobile Homes Act 2013.
  - iii. That the terms of reference of the Licensing Sub-Committee be amended to include conducting hearings and making determinations in relation to the licensing of caravan sites and related enforcement matters in circumstances where the Head of Health & Housing is unable or unwilling to make a decision under the terms of the Scheme of Delegations to Officers.
  - iv. To agree that a fee policy is considered and developed during 2014/2015 and to take effect from 1 April 2015, but that no fees are to be charged for the year 2014/15.
  - v. To agree a new delegation to the Head of Health & Housing in consultation with the Chair of Licensing Committee to prepare, adopt and publish a fees policy in accordance with the Mobile Home Act 2013.
  - vi. To adopt the 2008 Model Standard Conditions for Caravan Sites in England including any future replacement Model Standards specified and published by the Secretary of State as the Council's pool of Caravan Site Licence Conditions.

- vii. To agree that the scheme of delegation be amended to give authority to the Head of Health & Housing to exercise the functions under the Caravan Sites and Control of Development Act 1960, as amended by subsequent legislation and the new functions introduced by the Mobile Homes Act 2013 with cases of doubt or difficulty being referred to the next available Licensing Sub-Committee for a decision.

<b>Officer Contact:</b>	Charlie Robinson, Licensing Enforcement Officer 7325 E-mail - <a href="mailto:charlie.robinson@southbucks.gov.uk">mailto:charlie.robinson@southbucks.gov.uk</a> Clare Bradley, Licensing Manager 7222 E-mail - <a href="mailto:clare.bradley@southbucks.gov.uk">mailto:clare.bradley@southbucks.gov.uk</a>
<b>Background Papers:</b>	Mobile Homes Act 2013 <a href="http://www.legislation.gov.uk/uksi/2013/1966/pdfs/uksi_20131966_en.pdf">http://www.legislation.gov.uk/uksi/2013/1966/pdfs/uksi_20131966_en.pdf</a>

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<b>SUBJECT:</b>	<b>Licensing Act 2003 - Officer Determinations for Personal Licence</b>
<b>REPORT OF:</b>	<b>Officer Management Team - Director of Services</b>
	<b>Prepared by - Head of Health and Housing</b>

1. Purpose of the Report

1.1 To inform members of Officer Determinations during the period  
6 September 2013 to 8 January 2014

<u>File Reference</u>	<u>Applicants Name</u>	<u>Type of Application</u>	<u>Date Of Application</u>	<u>Date Determined</u>	<u>Outcome</u>
13/00422/LAPER	Kay Duff	Personal Licence	18/09/2013	22/11/2013	Granted
13/00462/LAPER	Darren James Grainger	Personal Licence	08/10/2013	12/12/2013	Granted
05/00205/LAPER	Simon Anthony D'Offay	Change of details	28/10/2013	22/11/2013	Granted
13/00463/LAPER	Varuska Fao Da Fonte	Personal Licence	28/10/2013	12/12/2013	Granted
13/00464/LAPER	Christine Elisabeth Adali	Personal Licence	30/10/2013	12/12/2013	Granted
13/00465/LAPER	Joanna Danuta Phyllis Villiers	Personal Licence	31/10/2013	08/01/2014	Granted
13/00472/LAPER	Emma Tracey St Ledger	Personal Licence	26/11/2013	13/12/2013	Granted
13/00471/LAPER	Piotr Kasza	Personal Licence	10/12/2013	13/12/2013	Granted
13/00474/LAPER	Peter James Toland	Personal Licence	04/12/2013	16/12/2013	Granted
13/00491/LAPER	Colin Raymond Hobbs	Personal Licence	17/12/2013	19/12/2013	Granted
13/00497/LAPER	Nicholas Jonathan Rodney Woolf	Personal Licence	23/12/2013	23/12/2013	Granted

2. Recommendation

2.2 It is recommended that: The information in this report is noted.

<b>Officer Contact:</b>	<b>Clare Bradley Ex 7222      clare.bradley@southbucks.gov.uk</b>
<b>Background Papers:</b>	<b>Service Application Files</b>

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<b>SUBJECT:</b>	Licensing Act 2003 - Schedule of Officer Determinations
<b>REPORT OF:</b>	Officer Management Team - Director of Services Prepared by - Head of Health and Housing

1. Purpose of the Report

- 1.1 To inform members of Officer Determinations during the period 6 September 2013 - 8 January 2014.

<u>File Reference</u>	<u>Premises Name</u>	<u>Type of Application</u>	<u>Date Of Application</u>	<u>Date Determined</u>	<u>Outcome</u>
13/00314/LAPVA	The Stag, Wexham Street, Stoke Poges	Variation	10/09/2013	17/10/2013	Granted
13/00489/LAPVA	Waitrose, Penn Road, Beaconsfield	Variation	31/10/2013	19/12/2013	Granted
13/00500/LAPMIN	Co-Operative, Bells Hill Road, Stoke Poges	Minor Variation	03/12/2013	24/12/2013	Granted
14/00002/LAPVA	Revolution, Maxwell Road, Beaconsfield	Variation	22/11/2013	20/12/2013	Granted
13/00433/LAPRE	South Buckinghamshire Golf Club, Park Road, Stoke Poges	Grant	21/11/2013	19/12/2013	Granted

2. Recommendation

- 2.2 It is recommended that the information in this report is noted.

<b>Officer Contact:</b>	Clare Bradley Ex 7222 <a href="mailto:clare.bradley@southbucks.gov.uk">clare.bradley@southbucks.gov.uk</a>
<b>Background Papers:</b>	Service Application Files

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<b>SUBJECT:</b>	Licensing Act 2003 - Schedule of Licensing Sub-Committee Determinations
<b>REPORT OF:</b>	Officer Management Team - Director of Services Prepared by - Head of Health and Housing

1. Purpose of the Report
  - 1.1 To inform members of Licensing Sub-Committee determinations during the period 6 September 2013 - 8 January 2014

<u>File Reference</u>	<u>Premises Name</u>	<u>Type of Application</u>	<u>Date Of Application</u>	<u>Date Determined</u>	<u>Outcome</u>
13/00428/LA PVA	Beech House, 17 Penn Road, Beaconsfield	Variation	28/10/2013	11/12/2013	Granted at Committee

2. Recommendation
  - 2.2 It is recommended that: The information in this report be noted.

<b>Officer Contact:</b>	Clare Bradley Ext 7222      clare.bradley@southbucks.gov.uk
<b>Background Papers:</b>	Service Application Files

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<b>SUBJECT:</b>	<b>Hackney Carriage &amp; Private Hire Licensing</b>
<b>REPORT OF:</b>	<b>Officer Management Team - Director of Services</b> <b>Prepared by - Head of Health and Housing</b>

1. Purpose of the Report

1.1 To inform members of the number of Officer Determinations in respect of private hire and hackney carriage matters during the period 6 September 2013 - 8 January 2014.

<b>Hackney Carriage Drivers Licence New Application</b>	<b>5</b>
<b>Hackney Carriage Vehicle Licence New Application</b>	<b>7</b>
<b>Hackney Carriage Drivers Licence Renewal</b>	<b>0</b>
<b>Hackney Carriage Vehicle Licence Renewal</b>	<b>19</b>
<b>Private Hire Drivers Licence New Application</b>	<b>9</b>
<b>Private Hire Vehicle Licence New Application</b>	<b>16</b>
<b>Private Hire Drivers Licence Renewal</b>	<b>7</b>
<b>Private Hire Vehicle Licence Renewal</b>	<b>18</b>
<b>Dual Driver Licence New Application</b>	<b>2</b>
<b>Dual Driver Licence Renewal</b>	<b>5</b>
<b>Private Hire Operator Licence New Application</b>	<b>1</b>
<b>Private Hire Operator Renewal</b>	<b>6</b>

2. Recommendation

2.2 It is recommended that the information in this report is noted.

<b>Officer Contact:</b>	<b>Clare Bradley Ext 7222 <a href="mailto:clare.bradley@southbucks.gov.uk">clare.bradley@southbucks.gov.uk</a></b>
<b>Background Papers:</b>	<b>Diamond Licensing Performance report.</b> <b>Service application files</b>

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<b>SUBJECT:</b>	<b>Licensing of House to House Collections and Street Collections</b>
<b>REPORT OF:</b>	<b>Officer Management Team - Director of Services</b>
	<b>Prepared by - Head of Health and Housing</b>

1. Purpose of the Report

- 1.1 To inform members of Officer Determinations during the period 6 September 2013 to 8 January 2014.

**The total number of House-to-House collection permits issued for the period 6 September 2013 to 8 January 2014 is 21.**

House-to-House Collection Permits are issued to registered charities that wish to undertake collections door to door on behalf of a charity.

Some charities have been allocated Exemption Orders from the Home Office granting them exemption certification from local authority licensing. The local authority have no control over the dates these charities will be collecting.

**To be noted, the total number of Street Collection Permits issued for the period 6 September 2013 to 8 January 2014 is 29.**

Street Collection Permits are issued to registered charities that wish to undertake collections or sales on behalf of a charity either on the public highway.

2. Recommendation

- 2.2 It is recommended that the information in this report is noted.

<b>Officer Contact:</b>	<b>Clare Bradley Ex 7222 clare.bradley@southbucks.gov.uk</b>
<b>Background Papers:</b>	<b>Diamond Licensing Performance report Service application files.</b>

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