

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

LICENSING COMMITTEE – 26 NOVEMBER 2008

Title of report	REVIEW OF THE COUNCIL'S FIT AND PROPER TEST FOR HACKNEY CARRIAGE & PRIVATE HIRE DRIVERS AND IMPLEMENTATION OF DRIVING STANDARDS AGENCY DRIVING ASSESSMENT
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Purpose of report	To determine a new policy and procedure for the implementation of a Drivers Standard Agency private hire – hackney carriage driving assessment.
Strategic aims	Strong and Safer Communities
<p>Implications:</p> <p>Financial/Staff</p> <p>Health/Anti-Poverty</p> <p>Crime and Disorder</p> <p>Risk Management</p> <p>Human Rights</p> <p>E-Government</p>	<p>None</p> <p>In the district we have a higher than average number of road injuries and deaths</p> <p>Not applicable.</p> <p>There is a risk that the Council may encounter bad publicity should it decide not to implement the policy. Any injury road traffic collisions involving hackney carriages or private hire vehicles may reflect negatively on the Council if it cannot show that they have any road safety initiatives in place.</p> <p>None.</p> <p>None.</p>
Consultees	None.

Comments of Monitoring Officer	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Head of Paid Service	The report is satisfactory
Background papers	Background information and brochure from Driving Standards Agency. Kept in Licensing Team Leader's office.
Recommendations	<p>MEMBERS CAN IMPLEMENT ANY COMBINATION, OR ALL, OR NONE OF A), B) OR C) BELOW:</p> <p>A) ALL NEW DRIVERS MUST SUBMIT WITH THEIR APPLICATION FOR A HACKNEY CARRIAGE OR PRIVATE HIRE DRIVER'S LICENCE, THE APPROPRIATE DSA CERTIFICATE TO SAY THAT THE APPLICANT HAS TAKEN AND PASSED THE DSA PRIVATE HIRE – HACKNEY CARRIAGE ASSESSMENT.</p> <p>B) ANY CURRENTLY LICENSED DRIVER WHOSE DVLA DRIVING LICENCE ATTRACTS 6 OR MORE PENALTY POINT ENDORSEMENTS OVER A 3 YEAR PERIOD WILL ALSO BE REQUIRED TO TAKE THE DSA PRIVATE HIRE – HACKNEY CARRIAGE ASSESSMENT.</p> <p>C) ALL CURRENTLY LICENSED HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS WILL BE REQUIRED TO TAKE THE DSA PRIVATE HIRE – HACKNEY CARRIAGE ASSESSMENT BY 1 JULY 2010.</p> <p>D) AGREE AND APPROVE THE COUNCIL'S 'FIT AND PROPER' POLICY IN CONJUNCTION WITH ANY DECISION MADE ON THE ABOVE.</p> <p>E) THAT THE COMMERCIAL SERVICES MANAGER IS AUTHORISED TO MAKE MINOR AMENDMENTS TO THIS POLICY TO REFLECT CHANGES IN OTHER COUNCIL POLICIES AND AMENDMENTS MADE BY THE DVLA TO THEIR POLICIES.</p>

1.0 LEGISLATION

- 1.1 Section 59(1) of the Local Government (Miscellaneous Provisions) Act 1976 states:- 'Notwithstanding anything in the Act of 1847, a district council shall not grant a licence to drive a hackney carriage unless they are satisfied that the applicant is a fit and proper person to hold a driver's licence ...'.
- 1.2 Section 51(1)(a) of the same act states:- 'Subject to the provisions of this Part of this Act, a district council shall, on receipt of an application from any person for the grant to that person of a licence to drive private hire vehicles, grant to that person a driver's licence: Provided that a district council shall not grant a licence unless they are satisfied that the applicant is a fit and proper person to hold a driver's licence ...'.

2.0 BACKGROUND

- 2.1 It is clear that legislation imposes a responsibility on district councils to ensure that the people they license are fit and proper.

Under [Section 57\(1\) of the Act 1976](#):

"A district council may require any applicant for a licence under the [[Town Police Clauses Act 1847](#)] or under this Part of this Act to submit to them such information as they may reasonably consider necessary to enable them to determine whether the licence should be granted."

The information currently required to assess whether a driver is a 'fit and proper' person to whom a licence should be granted is a check of the applicant's DVLA driving licence record, a test of their medical fitness, an enhanced disclosure from the Criminal Records Bureau and for hackney carriage drivers a knowledge test.

- 2.2 There is no legislative requirement for councils to make specific checks. Councils can 'mix and match' their checks from the systems available to them. Case law has established that a requirement to provide evidence that an applicant has passed the DSA test falls within the provisions of Section 57(1) above. (Darlington BC v Kaye Queen's Bench Division (Administrative Court), 07 December 2004)
- 2.3 The Government's Driving Standards Agency (DSA) is tasked with improving driving standards with a view to reducing the numbers of road traffic collisions. They have introduced driving tests for drivers of, amongst others, heavy goods vehicles, public service vehicles and motorcycles.
- 2.4 The Agency has devised a driving test aimed specifically at prospective and/or current hackney carriage and private hire vehicle drivers.
- 2.5 Currently road accident injuries and deaths per mile of road are higher in North West Leicestershire than the national average. Although there is no suggestion that our licensed drivers are seriously contributing to these statistics it is important that we contribute to any initiative that seeks to combat a fall in driving standards.

- 2.6 With this system available for use it is incumbent on councils to consider whether they should adopt it as one of their 'fit and proper' checks. Many councils have adopted the DSA driving assessment, with neighbouring Erewash Borough Council being one of the latest.
- 2.7 Representatives of the DSA gave a presentation to local drivers at the Hackney Carriage & Private Hire Drivers' Consultative Forum held in the Council Chamber on 6 March 2008. The drivers were not enthusiastic. Those who attended the meeting were given DSA information packs. There has been no further feedback from drivers.
- 2.8 The cost of the DSA driving assessment, to drivers, is currently £70 and once passed is current for the life of the driver. There are several local driving test centres but drivers are not restricted to a particular centre.
- 2.9 At Appendix A is a copy of a DSA form explaining the driving assessment.

3.0 IMPLEMENTATION

- 3.1 If it is deemed as an appropriate scheme by members, the following is offered as a way of implementing the system:-
- 1) From 1 January 2009 all prospective drivers must submit with their application the appropriate DSA certificate to say that the applicant has taken and passed the taxi driving test.
 - 2) Any currently licensed driver whose DVLA driving licence attracts 6 or more penalty point endorsements over a 3 year period will also be required to take a DSA driving assessment. This time period will be measured from the date of conviction of the first endorsement. The driver will have 3 months from the date of the qualifying conviction to pass a DSA taxi driving assessment. Drivers continuing to attract penalty point endorsements will be required to take more than one DSA driving assessment. Appropriate action will be taken against drivers who fail to achieve this goal.
 - 3) All current licensed drivers of hackney carriage and private hire vehicles have until 1 July 2010 to take and pass the DSA test. Appropriate action will be taken against drivers who fail to achieve this goal.
- 3.2 The committee has to consider various options. It may decide not to implement any of the above main, three recommendations, alternatively it may decide to implement A) only, B) only or C) only or any combination of each. Equally it may decide to implement all three. Recommendation D) is to reaffirm the Council's stance on the fit and proper test.
- 3.3 The proposed fit and proper person policy and procedure document can be found at Appendix B. Currently it is written taking into account all of the three conditions above. It will be eventually adapted to reflect the decision of members. It also reaffirms the Council's 'fit and proper' test and policy. It is anticipated that this document will form part of an application pack which will give drivers a clear understanding of how they will be dealt with in most circumstances.



1a Eyesight Test

At the start of the test the examiner asked you to read a vehicle registration number. If you required glasses or contact lenses, you must wear them whenever you drive. If you had problems with the eyesight test, perhaps you should consider consulting an optician.

1b Highway Code Safety

If you didn't need to take a separate theory test, for example to obtain a licence for a tractor or other specialist vehicle, you will have been asked questions on the Highway Code and other related motoring matters.

You will have also been asked to identify some traffic signs. If you had difficulty with these questions make sure that you study properly by reading as wide a range of publications as you can to increase your understanding. If you have already passed a theory test you will not have been asked Highway Code questions at the practical test stage; but you should still have a thorough knowledge of it.

Safety questions (if applicable) - you should know the location of, and be able to operate, safety components such as fire extinguisher, fuel cut-off switch and emergency door.

On taxi tests, you will additionally be asked 'Cabology' questions (General questions relating to taxis and taxi driving)

2 Controlled stop

You will need to be able to display a high level of skill in bringing your vehicle to a stop, safely, promptly and under full control avoiding locking the wheels. Remember that in wet weather it can take twice as long to stop safely.

3, 4 and 5 Reverse exercises

You will need to display the ability to control the vehicle safely whilst reversing to the left, right, when parking on the road or into a parking bay.

You must take good effective all round observation throughout the manoeuvre and show consideration to other road users.

6 Turn in the road

You will need to display the low speed control and observation skills necessary to carry out this exercise safely with due regard for other road users and pedestrians.

7 Vehicle Checks

You will need to display to the examiner a basic knowledge of the fundamental safety checks applicable to your vehicle, for example safe fluid levels, lighting and tyre checks.

8 Taxi manoeuvre

You must be able to display the ability to turn your car around by whatever means available, making sure you take effective, all round observation showing consideration to other road users and pedestrians.

You should control your vehicle smoothly making proper use of the clutch, accelerator, brakes and steering. You should not use a driveway or allow your vehicle to mount the pavement as this could damage your vehicle.

9 Taxi wheelchair

You should be able to securely erect wheelchair ramps, safely install the wheelchair and an imaginary wheelchair occupant into your vehicle, ensuring the wheelchair and its occupant are secured in readiness for the journey then reverse the entire process.

10 Vehicle & trailer combinations (uncoupling / re-coupling)

You will need to demonstrate the skills necessary when uncoupling and re-coupling your vehicle, driving the towing vehicle to a designated position prior to re-coupling safely.

11 Precautions

Before you start the engine make sure that you are comfortably seated and all controls can be safely operated.

12 Control

This section covers, where appropriate, the safe and controlled use of accelerator, clutch, gears, footbrake, parking brake, and steering. Additional specific control elements apply to the drivers of different vehicle categories.

Always try and use the vehicle controls as smoothly as possible. This means less wear and tear on your vehicle and a smoother ride for your passengers. Make proper use of your accelerator and clutch to make a smooth start. Always depress the clutch just before you stop. Select the correct gear to match the road and traffic conditions. Change gear in good time but not too soon before a hazard. Do not allow the vehicle to coast by running on in neutral or with the clutch depressed.

There should be no need to look down at the gear lever when changing gear. Use the footbrake smoothly and progressively. Brake in plenty of time for any hazard. Make full use of the parking brake whenever it would help you to prevent the vehicle rolling backwards or forwards, and if you are parking. Steer the vehicle as smoothly as possible.

Avoid harsh steering, or steering too early or too late as it may cause you to hit the kerb or swing out towards another road user. If you are riding a motorcycle slowly, maintain a straight line and do not allow the machine to wobble towards other vehicles.

13 Move off

You will need to demonstrate your ability to move off smoothly and safely on the level, on a gradient and at an angle taking the correct precautionary observations.

14 Use of mirrors - Rear observations

Use all the mirrors fitted to your vehicle safely and effectively. You must always check carefully before signalling, changing direction or changing speed. Use the Mirrors Signal Manoeuvre (MSM) routine effectively.

15 Signals

You must signal clearly to let others know what you intend to do. You should only use the signals shown in the Highway Code if it would help other road users (including pedestrians).

Always signal in good time and ensure that the signal has been cancelled after the manoeuvre has been completed. Do not beckon to pedestrians to cross the road.

16 Clearance to obstructions

Allow plenty of room to pass stationary vehicles, obstructions and be prepared to slow down or stop. A door may open, a child may run out or a vehicle may pull out without warning.

17 Response to signs/signals

You should understand and be able to react to all traffic signs and road markings, You must act correctly at traffic lights, and check that the road is clear before proceeding when the green light shows, Obey signals given by police officers, traffic wardens and school crossing patrols, Look out for signals given by other road users, including people in charge of animals, and be ready to act accordingly.

18 Use of Speed

You should make safe, reasonable progress along the road bearing in mind the road, traffic and weather conditions and the road signs and speed limits, Make sure that you can stop safely, well within the distance you can see to be clear, Do not speed. Remember, as a new driver, your licence will be revoked if you accrue six or more penalty points during the first two years, and you will have to retake and pass both theory and practical tests.

19 Following distance

Always keep a safe distance between yourself and other vehicles. Remember, on wet or slippery roads it takes much longer to stop. When you stop in traffic queues leave sufficient space to pull out if the vehicle in front has problems.

20 Maintain progress

In order to pass your test you must show that you can drive at a realistic speed appropriate to the road and traffic conditions. You should approach all hazards at a safe, controlled speed, without being over cautious or interfering with the progress of other traffic. Always be ready to move away from junctions as soon as, it is safe and correct to do so, driving excessively slowly can create dangers for yourself and other drivers.

21 Junctions (including roundabouts)

You should be able to judge the correct speed of approach so that you can enter a junction safely and stop if necessary. Position your vehicle correctly. Use the correct lane - if you are turning right, keep as near to the centre of the road as is safe. Avoid cutting the corner when turning right. If turning left, keep over to the left and do not swing out. Watch out for cyclists and motorcyclists coming up on your left and pedestrians who are crossing, you must take effective observation before moving into a junction and make sure it is safe before proceeding.

22 Judgements

Only overtake when it is safe to do so. Allow enough room when you are overtaking another vehicle. Cyclists and motorcyclists need as much space as other vehicles; they can wobble or swerve suddenly. Do not cut in too quickly after overtaking. Take care when the width of the road is restricted or when the road narrows. If there is an obstruction on your side or not enough room for two vehicles to pass safely, be prepared to wait and let the approaching vehicles through.

When you turn right across the path of an approaching vehicle, make sure you can do so safely, other vehicles should not have to stop, slow down or swerve to allow you to complete your turn.

23 Positioning

You should position your vehicle sensibly, normally well to the left. Keep clear of parked vehicles and position correctly for the direction that you intend to take. Where lanes are marked, keep to the middle of the lane and avoid straddling lane markings. Do not change lanes unless necessary.

24 Pedestrian Crossings

You should be able to recognise the different types of pedestrian crossing and show courtesy and consideration towards pedestrians. At all crossings you should slow down and stop if there is anyone on the crossing. At zebra crossings you should slow down and be prepared to stop if there is anyone waiting to cross. Give way to any pedestrians on a pelican crossing when the amber lights are flashing. You should give way to cyclists as well as pedestrians on a toucan crossing and act correctly at puffin crossings.

25 Position / Normal Stops

Choose a safe, legal and convenient place to stop, close to the edge of the road, where you will not obstruct the road and create a hazard. You should know how and where to stop without causing danger to other road users.

26 Planning

You must be aware of other road users at all times. You should always think and plan ahead so you can judge what other road users are going to do, predict how their actions will affect you and react in good time. Take particular care to consider the actions of the more vulnerable groups of road users such as pedestrians, cyclists, motorcyclists and horse riders. Anticipate road and traffic conditions, and act in good time, rather than reacting to them at the last moment.

27 Ancillary Controls

You should understand the function of all the controls and switches, especially those that have a bearing on road safety. These include indicators, lights, windscreen wipers, demisters and heaters. You should be able to find these controls and operate them correctly when necessary, without looking down. You may now use www.dsa.gov.uk to re-book your practical driving test online.

28 Health Declaration

You must declare any change to your health status since you last applied for a licence. It is a criminal offence for you (or anyone else) to make a false statement in order for you to obtain a driving licence and can lead to prosecution.

North West Leicestershire District Council

Hackney Carriage & Private Hire Driver

'Fit and Proper' Person Policy

1) INTRODUCTION

The Council is required by law to ensure that any persons it licenses either as hackney carriage or private hire drivers are 'fit and proper'. There is no specific test for this condition but this council currently checks DVLA driving licence records, requires a medical examination, an enhanced disclosure from the CRB, DSA driving assessment and for hackney carriage drivers, a knowledge test.

2) DEFINITIONS

For the purposes of this policy the following definitions apply:

- a) Council – North West Leicestershire District Council
- b) DSA – Driving Standards Agency
- c) DVLA – Driver & Vehicle Licensing Agency
- d) Driving licence – any driving licence issued by the DVLA
- e) Driver's licence – either a Hackney Carriage or Private Hire driver's licence issued by North West Leicestershire District Council
- f) Driving assessment – DSA private hire / hackney carriage driving assessment
- g) Licensed driver – private hire and hackney carriage drivers currently licensed by North West Leicestershire District Council

3) APPLICATION & DOCUMENTATION

Prospective applicants should contact the authority for an application pack. The following documentation is required to be returned for an application to be accepted for processing:-

- a) Relevant completed and signed application form
- b) DVLA driving licence – prospective applicants may be turned away if they have certain traffic convictions
- c) Completed medical examination form.
- d) A completed enhanced CRB application form together with supporting documentation. Prospective applicants with certain criminal convictions may be turned away.
- e) DSA driving assessment pass certificate – Applicants need to contact the DSA direct. Their address is DSA, Stanley House, 56 Talbot Street, Nottingham NG1 5GU or via the internet.

4) DSA DRIVING ASSESSMENT & EXISTING DRIVERS

The council requires a DSA driving assessment to be taken by existing drivers under the following circumstances:-

- a) Any licensed driver whose DVLA driving licence has attracted 6 or more penalty point endorsements over a 3 year period will be required to take a driving assessment. Drivers will be permitted 3 months from the date of the qualifying conviction to successfully complete a driving assessment AND lodge their pass certificate with the licensing section. Should a driver lodge an appeal with the court the 3 months will commence on the date it confirms the conviction. Any new endorsements to the driver's DVLA licence during the appeal period will count towards the current period if the appeal is allowed or the next period if the appeal is dismissed. Licensed drivers will continue to be required to take driving assessments each time they breach the 6 penalty point endorsement level.
- b) All currently licensed drivers will be required to take and pass a driving assessment AND lodge their pass certificate with the licensing section on or before 1 July 2010. As soon as the driving assessment has been passed it will be presumed that the driver's DVLA driving licence is clear of endorsements because the private hire driver's conditions requires the driver to notify the authority, in writing, of any conviction within 7 days of the date of conviction. The driver will only be required to take another DSA driving assessment if he/she accumulates a further 6 or more penalty points.

5) ADMINISTRATION

- a) Drivers/prospective drivers will be responsible for contacting the DSA direct to arrange a driving assessment. Any financial arrangements will be between the driver and the DSA, the Council will not accept payment on behalf of the DSA.
- b) Any deception or attempted deception of the DSA will be treated as a dishonest act and action will be taken to revoke the driver's licence or refuse in the case an application for grant of a licence. The matter may be reported to the police. The DSA have their own security measures aimed at preventing such instances.
- c) Any drivers in category 4b) above will risk having their hackney carriage or private hire driver's licence suspended or revoked if they have not successfully completed a DSA driving assessment AND lodged their pass certificate with the licensing section on and before 1 July 2010. A driver failing to pass the assessment by this date will be deemed as not being a fit and proper person to hold a driver's licence.

- d) Any failure to notify the licensing section of any endorsements is a breach of licence conditions and could result in proceedings aimed at the revocation of a driver's licence.
- e) A private hire driver is required to inform the licensing section, in writing, of any endorsements received within 7 days of the date of the conviction. Officers will check the driver's records and, if a DSA driving assessment is required, will write to the driver informing him/her of the fact. The letter will contain time limits, for the completion of the DSA driving assessment, with which the driver must adhere. The driver must then contact the DSA directly to organise an assessment.
- f) The decision of the DSA driving assessors is final and the Council will not enter into any negotiations, with the DSA, on behalf of the driver.
- g) For drivers governed by the contents of paragraph 4a) above, the number of points on their licence will equal the number of points on their licence that could be considered for 'totting up' purposes by a court of law at the commencement date of this policy (see paragraph 5i) below).
- h) Should any driver in category 4a) above be required to take a third driving assessment, in any 10 year period, they will be automatically brought before a Council committee that will decide whether the driver should remain licensed with this authority.
- i) Any circumstances not covered by this document and requiring a decision will be brought to the attention of the Commercial Services Manager or deputy.
- j) The commencement date of this policy is 1 December 2008.

6) A WORKED EXAMPLE

For those drivers that may find themselves in category 4a) above the following worked example may be of assistance:-

On 1 October 2005 Driver A is convicted of a speeding offence and his/her licence is endorsed with 3 penalty points.

On 1 April 2008 Driver A is convicted of offences after a minor road traffic collision and his/her licence is endorsed with 4 penalty points.

Within 3 years from 1 October 2005 Driver A has accumulated 7 points and has until and including 30 June 2008 to take and pass a DSA driving assessment.

On 20 April 2008 Driver A is convicted of another speeding offence and his/her licence is endorsed with 3 more penalty points.

If the DSA driving assessment was taken and passed and the pass certificate lodged with the licensing section by 30 June 2008 those 7 penalty points can be disregarded with regards to another, future, DSA driving assessment. However, the 3 points collected during the 3 month waiting period do count towards the possibility of another DSA test. If Driver A attracts 3 or more penalty points during the period up to and including 19 April 2011 he/she will have to take another DSA driving assessment. Failure to take and pass the DSA driving assessment by the required date may result in proceedings being taken to revoke their driver's licence.

7) MEDICAL EXAMINATION FORM

7.1 The applicant needs to produce a medical examination form completed and signed by a Doctor. A blank form will be supplied by the authority

8) GUIDELINES TO COUNCIL POLICY RELATING TO THE RELEVANCE OF CONVICTIONS

8.1 General Policy

- a) Each case will be decided on its own merits.
- b) A person with a current conviction for serious crime need not be permanently barred from obtaining a licence but should be expected to remain free of conviction for 3 to 5 years, according to the circumstances, before an application is entertained. Some discretion may be appropriate if the offence is isolated and there are exceptional mitigating circumstances. However, persons with convictions for offences of a sexual or child related nature or other very serious crime will not normally be issued with a licence. The overriding consideration should be the protection of the public and all other matters, including unemployment, shall be secondary to the public safety factor.

8.2 Minor Traffic Offences

- a) Convictions for minor offences eg obstruction, waiting in a restricted street, speeding etc. should not prevent a person from proceeding with an application. If sufficient points have been accrued to require a period of disqualification of the applicant's driving licence then a hackney carriage or private hire vehicle driver's licence may be granted after its restoration but a warning should be issued as to future conduct.

8.3 Major Traffic Offences

- a) An isolated conviction for driving without due care and attention or dangerous driving etc. (depending on the circumstances of the individual case) should normally merit a warning as to future

driving and advice on the standard expected of hackney carriage and private hire vehicle drivers. More than one conviction for this type of offence within the last two years should merit refusal and no further application should be considered until a period of 1 to 3 years free from conviction has elapsed.

An applicant with a conviction for any of the following motoring offences should be refused and no further application should be considered until a period of 3 to 5 years free from conviction has elapsed. A period of 12 months must also have elapsed since the end of any disqualification period:

Using a vehicle uninsured against third party risks,
Reckless driving,
Driving whilst disqualified,
Driving or attempting to drive whilst under the influence of drugs or drink.

8.4 CRIMINAL CONVICTIONS

- a) An applicant with a conviction for a drug related offence should be required to show a period of at least 3 years free of convictions before an application is entertained, or 5 years after detoxification treatment if he/she was an addict.
- b) As hackney carriage and private hire vehicles drivers often carry unaccompanied passengers, applicants with convictions for offences of a sexual or child related nature or other very serious crime will not normally be issued with a licence.
- c) As hackney carriage and private hire drivers maintain close contact with the public, firm line should be taken with applicants who have convictions for grievous bodily harm, wounding or assault. At least 3 years free of such convictions should be shown before an application is entertained and even then a strict warning should be administered.
- d) Hackney carriage and private hire vehicle drivers are expected to be persons of trust. The widespread practice of delivering unaccompanied property is indicative of the trust that business people place in drivers. Moreover, it is comparatively easy for a dishonest driver to defraud the public by demanding more than the legal fare, etc. For these reasons a serious view should be taken of any conviction involving dishonesty. In general, a period of 3 to 5 years free of conviction should be required before entertaining an application.

9) KNOWLEDGE TESTS

- a) Only hackney carriage driver's licence applicants are required to take a knowledge test. The knowledge test seeks to examine the applicant's knowledge of the street places and buildings of the district and their ability to take the quickest route between two places.

10) DELEGATION

- a) The Commercial Services Manager is authorised to make minor amendments to this policy to reflect changes in other Council policies and amendments made by the DVLA to their policies.

NOTES NOT FORMING PART OF THE POLICY

- a) The Committee can decide to implement any combination of paragraphs 3e), 4a) and 4b) above. Equally they could vote for all three paragraphs or reject the policy as a whole.
- b) If all three paragraphs are voted in the above document remains wholly intact.
- c) If only 3e) is voted in, the following paragraphs will be deleted – 4a), 4b), Section 4, 5c), 5e), 5g), 5h), Section 6.
- d) If only 4a) is voted in, the following paragraphs will be deleted – 3e), 4b), 5c).
- e) If only 4b) is voted in, the following paragraphs will be deleted – 3e), 4a), 5g), 5h), Section 6.