

Committee:	Licensing & Environmental Health	Date:	16 November 2021
Title:	Licensed Vehicle Compliance Testing Stations		
Report Author:	Jamie Livermore, Senior Licensing & Compliance Officer, 01799 510326	Item for decision:	Yes

Summary

1.1. The purpose of this report is to present Members with the proposed Service Level Agreement between Uttlesford District Council and any MOT testing station that wishes undertake the compliance testing of Hackney Carriage and Private Hire vehicles on behalf the Council.

Recommendations

2.1. It is recommended that Members resolve whether the proposed Service Level Agreement should be adopted.

Financial Implications

3.1. N/A

Background Papers

4.1. The following documents were referred to by the author in the preparation of this report and are available for inspection on request.

- A. Licensed Vehicle Compliance Testing Stations report submitted to the 10 May 2021 Committee
- B. Proposed Service Level Agreement Relating to Roadworthiness Testing of Licensed Hackney Carriages & Private Hire Vehicles in the District of Uttlesford
- C. Proposed Application Form to become an Authorised Testing Station

Impact

5.1.

Communication/Consultation	There has been consultation with the existing authorized testing stations whose comments, thoughts and feedback have been carefully
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	considered in producing the final draft documents.
Community Safety	There are currently no contractual or performance monitoring agreements held between the authorised testing stations and the Council. This risks there being varying levels of testing standards for licensed vehicles.
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	None

Situation

6.1. Members are asked to refer to the previous report submitted to the Licensing & Environmental Health Committee on 10 May 2021 in which the background to the compliance testing of licensed vehicles is explained and draft proposals for this Service Level Agreement (SLA) were provided. The report is attached as **Background Paper A**.

6.2. Licensing Officers have continued to consult with the existing Authorized Testing Stations since the time of the previous report, including holding a further evening meeting, telephone calls and written correspondence. Having done so, and having given reasonable consideration to suggestions that are mutually practicable and beneficial to both parties, Licensing Officers are now able to present their final proposed version of the new Service Level Agreement, attached as **Background Paper B**.

6.3. An accompanying application form is proposed for any existing or prospective Authorized Testing Station to complete prior to entry into the Service Level Agreement. The necessary details of the MOT testing station and its operation are required along with signed declarations including its conformity with the SLA.

6.4. For the information of Members, the proposed application form is attached as

Background Paper C.

6.5. Should Members approve the adoption of the draft documents at this Committee, Licensing Officers propose for the new SLA to be adopted 28 days later – namely the 15 December 2021 – in order to allow existing Authorized Testing Stations reasonable time to make any required adjustments and to complete the paperwork without causing unduly impeding of its current operations.

Risk Analysis

7.1.

Risk	Likelihood	Impact	Mitigating actions
Hackney Carriage and Private Hire vehicles licensed by UDC being passed as safe and suitable when they may not in fact be safe and suitable.	The lack of contractual or performance monitoring agreements increases the risk of varying testing standards and the potential approval of unsuitable vehicle.	4	Members note that there is a significant need for contractual and performance monitoring agreements.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.