



Information Rights

bbc.co.uk/foi bbc.co.uk/privacy

Karin Mabberley

Via email: request-465306-00071d72@whatdotheyknow.com

16 March 2018

Dear Karin Mabberley

Request for Information – RFI20180317

Thank you for your request of 16th February 2018 under the Freedom of Information Act 2000 ('the Act') seeking the following information:

"Please provide the latest edition of the Capita Policy for TV Licensing Prosecutions. For the avoidance of doubt, the document I refer to can be viewed at this URL

<https://www.whatdotheyknow.com/request/284215/response/703629/attach/html/4/RFI20151337%20Disclosure%20Document%20%20Prosecution%20Policy.pdf.html>

I assume that it has been updated since 2013 and require the latest version of this document or it's equivalent."

Please note that "TV Licensing" is a trade mark used by companies contracted by the BBC to administer the collection of television licence fees and enforcement of the television licensing system. The majority of the administration of TV Licensing is contracted to Capita Business Services Ltd ('Capita'). Over-the-counter services are provided by PayPoint plc ('PayPoint') in the UK, and by the Post Office in the Isle of Man and Channel Islands. Marketing and printing services are contracted to Proximity London Ltd. Media services are contracted to Media Planning Limited trading as Havas Media UK. The BBC is a public authority in respect of its television licensing functions and retains overall responsibility.

The most up to date version of the document you have requested - the Policy for TV Licensing Prosecutions - is readily available on the TV Licensing website at the web-link below. Please refer to the sub-heading "What is your Prosecution policy?".

<http://www.tvlicensing.co.uk/about/foi-policies-AB17>

Appeal Rights

If you are not satisfied that the BBC has complied with the Act in responding to your request you have the right to an internal review by a BBC senior manager or legal adviser. Please contact us at the address above,

explaining what you would like us to review under the Act and including your reference number. If you are not satisfied with the internal review, you can appeal to the Information Commissioner. The contact details are: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow SK9 5AF. Tel: 0303 123 1113 (local rate) or 01625 545 745 (national rate) or see <http://www.ico.gov.uk/>.

Kind regards

Rupinder Panesar

Freedom of Information Advisor, TV Licensing Management Team

