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Tuesday, 7 March 2017

To: The Members of the **Licensing Committee**  
(Councillors: Bill Chapman (Chairman), Ian Sams (Vice Chairman), David Allen, Nick Chambers, Mrs Vivienne Chapman, Surinder Gandhum, Ruth Hutchinson, Paul Ilnicki, David Lewis, Oliver Lewis, Bruce Mansell, Nic Price, Pat Tedder, Joanne Potter and Valerie White)

Dear Councillor,

A meeting of the **Licensing Committee** will be held at Council Chamber, Surrey Heath House on **Wednesday, 15 March 2017 at 7.00 pm**. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Karen Whelan

Chief Executive

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## AGENDA

Pages

### Part 1 (Public)

**1 Apologies for Absence**

**2 Minutes of Previous Meeting**

**3 - 6**

To confirm and sign the minutes of the Licensing Committee meeting held on 23 November 2016.

**3 Declarations of Interest**

Members are invited to declare any Disclosable Pecuniary Interests and non-pecuniary interests they may have with respect to matters which are to be considered at this meeting. Members who consider they may have an interest are invited to consult the Monitoring Officer or the Democratic Services Officer prior to the meeting.

**4      Safeguarding Training and Convictions Policy for Hackney Carriage      7 - 24**  
**and Private Hire Drivers and Private Hire Operators**

To consider a report seeking approval of the introduction of additional conditions to Private Hire and Hackney Carriage Driver Licences to help safeguard users.

**5      Licensing Act 2003 - Summary of Decisions      25 - 36**

To receive a report summarising the licensing decisions made under delegated powers since the Committee's last meeting.

**Minutes of a Meeting of the Licensing  
Committee held at Council Chamber,  
Surrey Heath House on 23 November  
2016**

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+ Cllr Bill Chapman (Chairman)  
+ Cllr Ian Sams (Vice Chairman)

+ Cllr Nick Chambers	- Cllr Oliver Lewis
+ Cllr David Allen	+ Cllr Bruce Mansell
+ Cllr Mrs Vivienne Chapman	- Cllr Nic Price
- Cllr Surinder Gandhum	+ Cllr Pat Tedder
+ Cllr Ruth Hutchinson	+ Cllr Joanne Potter
+ Cllr Paul Ilnicki	+ Cllr Valerie White
+ Cllr David Lewis	

+ Present  
- Apologies for absence presented

**5/L Minutes of Previous Meeting**

**RESOLVED** that the minutes of the meeting of the Licensing Committee held on 29 June 2016 be approved as a correct record and signed by the Chairman.

**6/L Declarations of Interest**

There were no declarations of interest.

**7/L Licensed Driver Assessment Requirements**

The Committee considered a report detailing proposed changes to the assessment process used when determining whether Hackney Carriage and Private Hire Driver Licences should be issued or renewed.

The Local Government (Miscellaneous Provisions) Act 1976 set out the regulations surrounding the issuing of Hackney Carriage and Private Hire Driver Licences including making provision for licensing authorities to set additional local requirements on the grounds of public safety. In line with many other local authorities, Surrey Heath Borough Council implemented additional local conditions requiring drivers to undergo, and satisfactorily pass, both a medical assessment and a driving assessment before a licence was granted. For many years, these tests have been conducted by external bodies however the current providers of both the driver assessments and the medical assessments have written to the Council informing them that they will cease providing the services in the coming months.

The Committee was informed that it was felt that driver assessments were an important part of the licensing process and officers have, since the publication of a

national statement by the Driver and Vehicle Standards Agency (DVSA) informing organisations nationwide that it would be withdrawing its Driver Assessment Service with effect from 31 December 2016, identified a number of potential alternative providers including the AA and the Blue Lamp Trust. It was felt that offering drivers a choice of assessment providers would not only help maintain a high and consistent standard of driving assessments but also ensure that waiting times were kept at realistic levels and fees were competitive and continuing to tie drivers to one specified provider was unrealistic. It was therefore proposed that the application process be updated to reflect this.

As part of its responsibility to ensure that drivers granted a private hire or hackney carriage driver licence were 'fit and proper' persons and continued to remain so for the duration of the time they held a licence, the Council required all applicants and licence holders to undergo medical assessments. The Council's current provider of health assessments has written to the Council expressing the view that collating medical information relating to someone who was not registered at their surgery was not appropriate as they did not have all the necessary facts to hand in order to make a fully informed decision. Consequently they felt unable to continue providing this service.

As a result of this decision, it has been proposed that a new system for driver medical assessments be introduced. If agreed, the first step in the new process would be for drivers to undergo a medical examination with their own GP based on the DVSA Group 2 standard; a wide ranging in depth assessment that was required for drivers who hold a lorry or bus licence. The subsequent report would then be submitted to the Council as part of the licence application. If any concerns were raised at this stage, the report would be passed to a designated Medical Advisor for review and if necessary a further medical with the designated Medical Advisor would be carried out before a decision on whether or not a licence should be granted. Any costs incurred as part of the assessment process would be paid by the applicant and licences would not be granted until payment had been made. It was agreed that the medical assessment proforma would be circulated to the Committee for information.

It was proposed that an arrangement be entered into with Dr Fraser, Upper Gordon Road Surgery in Camberley to act as the Council's designated Medical Advisor. Dr Fraser was currently provided a similar service to a neighbouring licensing authority and provided medical advisor services to the Council's Housing Team and the Surrey Heath Clinical Commissioning Group.

The Committee was informed that licenced drivers are required to undergo a medical assessment every three years, a frequency that was adopted by the Council to ensure that the medical examinations dovetailed with requirements that drivers underwent a Disclosure and Barring Service (DBS) check every three years. There are a number of licence holders for whom these two checks do not match and it was proposed that flexibility be introduced to the frequency of medical assessments on one occasion only to enable the two assessments to synchronise providing that the driver in question did not have a medical issue that required an annual assessment.

**RESOLVED** that:

- i. The requirement for all applicants for a licence to drive a Hackney Carriage or Private Hire Vehicle are dependent upon passing a driving assessment specific for taxi drivers and that the requirement for this to be solely obtained from the Driving Standards Agency be removed.
- ii. The proposed revisions to the Driver Medical Procedures, set out in paragraph 14, above be approved
- iii. The Council's Licensing Team enter into an arrangement for the provision of a medical advisory service with Dr Fraser, Upper Gordon Road Surgery, Upper Gordon Road, Camberley.
- iv. The age at which licensed drivers are required to undergo annual medicals be changed from 60 years of age to 65 years of age.
- v. The application process for licensed drivers be amended to allow a period of up to 5 years between medicals on one occasion only, providing a medical reason requiring an annual check does not exist in order to bring the requirements for the frequency of medical examinations in line with requirements for regular Disclosure and Barring Service checks.

**8/L Street Collections Policy**

The Committee considered a report setting out a proposed amendment to the Council's Street Collections Policy.

The Committee was informed that at the time that the policy had been adopted in 2012, it had been agreed that any one organisation should be granted a maximum of four collection licences per year and that the Rotary Club of Camberley and the Camberley and Frimley Lions would each be granted up to three collection licences for the month of December.

However, since the adoption of the Street Collections Policy the Council has received notice that the Camberley and Frimley Lions had been disbanded. The Surrey Border Lions has taken over their commitments in the area and had written to the Council requesting that they be allocated the three collection days in December that had been previously allocated to the Camberley and Frimley Lions.

**RESOLVED** that the number of collection days currently allocated at paragraph 7b of the Street Collections Policy to Camberley and Frimley Lions be reallocated to the Surrey Border Lions and that the Street Collections Policy be amended accordingly.

**9/L Licensing Act 2003 - Summary of Decisions**

The Committee received a report setting out a summary of the decisions taken under delegated powers in respect of licence applications where no representations had been received from the responsible authorities or any other persons and the minutes of a Licensing Sub Committee held on 19 August 2016.

**RESOLVED** that the minutes of the Licensing Sub Committee held on 19 August 2016 be approved as a correct record and signed by the Sub-Committee Chairman.

**Chairman**

**Safeguarding Training and Convictions Policy for Hackney Carriage and Private Hire Drivers and Private Hire Operators**

Portfolio:	Non-Executive Function
Ward(s) Affected:	All

**Purpose**

**To consider a requirement for Hackney Carriage and Private Hire Drivers to receive compulsory safeguarding training regarding Child Sexual Exploitation (CSE) and to review the previous convictions policy for drivers and Private Hire Operators**

**1. Background**

- 1.1. In recent years there has been greater awareness about the issue of Child Sexual Exploitation (CSE). High profile media coverage of specific cases in the North of England highlighted failures within social services and other public sector bodies. These failures often allowed the abuse of vulnerable children to continue without detection or action.
- 1.2. In the wake of such incidents and as a result of the attention that grooming and other forms of exploitation have received, the Government have put additional focus on combating CSE. Professor Alexis Jay's Independent Inquiry into Child Sexual Exploitation in Rotherham was commissioned by Rotherham Metropolitan Borough Council in October 2013 and published on 26th August 2014. This covered the periods 1997-2009 and 2009-2013, and looked at how Rotherham Borough Council's Children's Services dealt with child sexual exploitation cases. On 10th September 2014, the Government appointed Louise Casey to carry out a Report of Inspection of Rotherham Borough Council specifically in relation to its functions on governance, children and young people, and taxi and private hire licensing. The Government responded to these reports in March 2015 with publication of the document Tackling Child Sexual Exploitation.
- 1.3. Some of the conclusions drawn from research into the experience and handling of CSE in Rotherham has been the identification that many in the council and its local partners continued to deny the scale of the problem; that not enough action was taken to stop the abuse; and that there was not enough communication, collaboration and joint working between local government, the police, the different agencies responsible for child protection, and the communities in which CSE occurs.
- 1.4. Tackling Child Sexual Exploitation sets out a number of actions designed to address the failures seen in Rotherham and other areas, including a new whistleblowing portal for child abuse related reports; a national taskforce and centre of expertise to assist public sector bodies in combating CSE; changes to promote accountability and end a culture of denial; and giving child sexual abuse the upgraded status of a national threat in the Strategic Police Requirement, so it is prioritised by every police force.

**2. Current Position**

- 2.1. One area of concern identified within Louise Casey's Report of Inspection was whether Rotherham Borough Council had made sufficient efforts to ensure that only 'fit and proper' persons were permitted to hold a hackney carriage or private hire licence. Professor Jay described the prominent role of taxi drivers in facilitating or engaging in CSE as a 'common thread' across England, while inspectors have raised concerns that the licensing and enforcement side of taxi and private hire regulation are often unable or uninterested in getting to grips with the issue and using their powers to good effect.
- 2.2. Those with a responsibility for confronting and tackling CSE therefore need to be aware of the potential role that taxis can play in facilitating abuse, ensure that only those who are fit and proper hold a licence, and that there are robust procedures in place for dealing with complaints. Public safety must be the first and most important priorities when determining policy, setting standards and determining enforcement of issues related to taxi and private hire licensing.

- 2.3. It is also important that those with responsibility for overseeing the taxi and private hire licensing functions of local authorities are aware of the challenges that those operating within the trade may face when asked to transport children or vulnerable young adults. Taxi drivers fall under the scope of Section 59(A) of the Sexual Offences Act 2003, which makes it an offence to intentionally arrange or facilitate the travel of a person within the UK for the purposes of sexual exploitation; or believes that another person is likely to abuse the passenger during or after the journey. This means that if a driver transports a child knowing or believing that the child will be sexually exploited, that driver will commit the offence of human trafficking and could face a maximum sentence of 14 years imprisonment.
- 2.4. There is a responsibility, on local authorities, private hire operators, and individual drivers to ensure that licensed drivers are aware of the warning signs that could indicate when a passenger is at risk of trafficking or CSE, and that training is available or has been undertaken to assist those in the taxi trade to deal with such scenarios and report them to the relevant authorities.
- 2.5. Surrey Heath Borough Council does not currently include specific safeguarding with regard to CSE. Nor does the Council offer or provide training on CSE as part of the requirements of obtaining or retaining a licence. However, partnership working is currently underway between all Surrey District, Borough, and County Councils with the objective of agreeing a consistent approach across the county.
- 2.6. Part of the Surrey Multi-Agency Strategic Child Exploitation action plan, is to agree consistent procedures with district and borough councils for vetting and licensing of premises and taxis and agree standards for revoking licenses.

### 3. Training

- 3.1. On 21 July 2015 all licensed Hackney Carriage and Private Hire Drivers/Operators were invited to attend a Safe-Guarding Course delivered by Surrey Police. Of the approximate 230 licensees, just 8 attended the one day training course.
- 3.2. The process was repeated but with more forceful wording on 28 February 2017 and 77 drivers attended the training session, 9 drivers have made arrangements to receive training with other Boroughs on alternative dates and a further 36 drivers have received training provided by their operators as a result of a compulsory requirement for Surrey County Council School Contracts, making a total of 122 or 53%.
- 3.3. Officers are proposing mandatory training for all licensed Hackney Carriage and Private Hire Drivers and Operators to undertake an appropriate safeguarding course.
- 3.4. It is envisaged that new applicants would have to undertake the training as part of the application process whilst existing drivers would be given a period of one year to complete this training.
- 3.5. Officers are looking at a number of options regarding safeguarding and CSE Training in the long term.

### 4. Convictions Policy

- 4.1. It is a matter of good practice to keep Council Policies under review and where necessary update them so as to better reflect the present need within the local area and national agenda. The present Policy has not been considered for some time. The recommendation, if adopted, would see a comprehensive review of the Policy and result in the production of a document which sets out clearly the process and options for decision making.
- 4.2. The overriding aim of the licensing authority is to protect the safety of the public. The licensing authority is to ensure:
  - that a person is a fit and proper person
  - that the person does not pose a threat to the public
  - that the public are safeguarded from a dishonest person
  - the safeguarding of children and young persons.



4.3. The Council requires applicants and licenced drivers to provide information in respect of their health, driving record and criminal record. In addition to this, they must also undertake tests on their knowledge of the relevant law and the local area. All these elements are considered within the “fit and proper” test.

4.4. The Local Government (Miscellaneous Provision) Act 1976 provides that a Licensing Authority must be satisfied that the applicant is a fit and proper person to hold a drivers licence. This has not been defined but in 1998 in the case of *McCool-v-Rushcliffe Borough Council* Lord Bingham, Lord Chief Justice at that time, gave a very clear and concise definition of the test as follows;

*“One must it seems to me approach this case bearing in mind the objectives of this licensing regime which is plainly intended among other things to ensure so far as possible that those licensed to drive private hire vehicles are suitable persons to do so, namely that they are safe drivers with good driving records and adequate experience; sober, mentally and physically fit, honest and not persons who would take advantage of their employment to abuse or assault passengers. “*

4.5. Taxis and private hire vehicles are by their very nature more likely than other methods of transport to be used by people who for one reason or another are vulnerable. Indeed a passenger may be in a taxi or private hire vehicle rather than another mode of transport precisely because they are young, elderly, have a disability or some other special need, have consumed alcohol, are in an unfamiliar place or because it is 3am or the destination is remote and isolated. For all of these reasons the trustworthiness of the driver is essential

4.6. It should be noted that The Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 2002, allows the licensing authority to take into account all convictions recorded against an applicant or the holder of a private hire vehicle or hackney carriage driver's licence, whether spent or not. Therefore the licensing authority will have regard to all relevant convictions, particularly where there is a long history of offending or a recent pattern of repeat offending, when assessing safety and suitability. Enhanced Disclosure and Barring Service (DBS) certificates are obtained by the authority in respect of a new applicant and these are renewed every 3 years.

4.7. The licensing authority is also entitled to use other records and information that may be available to it in determining applications or an entitlement to continue holding a licence. This may include information held by the licensing authority or other licensing authorities, and information disclosed by the police under the Home Office scheme for reporting offences committed by notifiable occupations.

4.8. The Local Government Association (LGA) has provided a draft policy. It is suggested that the content within this template will help to add greater clarity for both the person making a decision and for an applicant or licensed driver who has criminal convictions or allegations made against them.

4.9. Following recent high profile media coverage of cases in the North of England it is clear that a robust policy is needed to tackle such problems. The proposed amendments to the LGA draft policy reflect the current social climate and balance the rights of applicants against the safeguarding of members of the public who use the service. A more stringent approach is being taken by Council's, examples of which are Guildford Borough Council and Bracknell Forest Council who both adopted a similar policy.

4.10. The recommendation is therefore that Members approve the draft policy as attached at Annex 1 for consultation and the results of the consultation together with a policy document will be brought to the next Licensing Committee for consideration.

4.11. It is proposed to consult with the Taxi and Private Hire Trade and the Council's list of consultees for a period of 6 weeks and report back to the Licensing Committee on 26 June 2017.

4.12. It should be noted that as an alternative approach the Council could continue to utilise the existing guidance but there could exist a higher risk of challenge in the Courts directed at the suitability of the process this Council uses in its decision making process.

5. Resource Implications

- 5.1. The only additional resource implication arising from the training process is postage and stationary costs. The total costs were met within the existing budget. It is proposed that future training will be self-funded.

6. Recommendations

6.1. That the Licensing Committee:

- i. Note the work currently being undertaken by officers on Child Sexual Exploitation
- ii. Approve the draft Hackney Carriage and Private Hire Convictions Policy, attached as Annex A, for the purposes of consultation for a period of 6 weeks

Background Papers: None

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Head of Service: Tim Pashen – Executive Head of Community

## **Policy relating to the relevance of previous convictions and other relevant information**

## 1. Introduction

- 1.1 This policy provides guidance to the Licensing Committee and Licensing Officers on the criteria to take into account when determining whether or not an applicant or an existing licence holder is a fit and proper person to be granted, have renewed or continue to hold a Hackney Carriage and/or Private Hire Driver Licence. Whilst criminal convictions will play a significant part in the Licensing Authority's determination on whether an individual is fit and proper or not, the Council will also take into account other factors such as demeanour, general character, non-criminal behaviour, driving abilities, and other police information etc.
- 1.2 Whilst this policy primarily applies to the determination of driver licences, the principles within it are equally applicable to the determination of Private Hire Operator and Vehicle/Hackney Carriage licence applications. Consequently, where a conviction (as defined below) is considered relevant to the fitness and propriety / suitability of an individual to hold (or be granted) a Private Hire Operator Licence or a vehicle licence, then this policy must be referred to in the determination of that licence / application.
- 1.3 This policy will be immediately applied to all current licences, in addition to being considered at the time of renewal and grant of a licence.
- 1.4 It is the responsibility of Surrey Heath Borough Council (referred to as the Council) to issue Hackney Carriage and Private Hire licences under the Local Government (Miscellaneous Provisions) Act 1976. In exercising this duty the Council will consider the need to ensure the safety of the public as its primary consideration. Licences will not be issued unless the person is considered to be 'fit and proper'.
- 1.5 In seeking to safeguard the safety of the public. The council will be concerned to ensure:
- 1.6 That a person is a fit and proper person in accordance with Sections 51 and 59 of the Local Government (Miscellaneous Provisions) Act 1976 (Part II)
- 1.7 That the person does not pose a threat to the public
- 1.8 That the public are safeguarded from dishonest persons
- 1.9 The safety of children, young persons and vulnerable adults
- 1.10 The term "Fit and Proper Person" for the purposes of taxi and private hire licensing is not legally defined. However, in determining whether a person is fit and proper to hold a licence, those tasked with determining licences/ applications are effectively asking the following question of themselves:
- 1.11 'Would you allow your son or daughter, spouse or partner, mother or father, grandson or granddaughter or any other person for whom you care, to get into a vehicle with this person alone?'
- 1.12 If the answer to the question is an unqualified 'yes', then the person can be considered to be fit and proper. If there are any doubts in the minds of those who make the decision, then further consideration should be given as to whether a licence should be granted to that person.
- 1.13 In order to assess the suitability of an applicant (and to inform decision makers when answering the question above), the Council will undertake whatever checks and apply whatever processes

it considers necessary to ensure that licences are not issued to, or used by, unsuitable people. In assessing the suitability of an applicant or licence holder, the council will take into consideration the following factors:

- Criminality
- Period of holding a driver's licence
- Number of endorsed driving licence penalty points
- Right to work,
- Medical fitness
- Standard of driving / driving ability

1.14 The conduct of the applicant in making the application (e.g. whether they have acted with integrity during the application process).

1.15 The previous licensing history of existing / former licence holders.

1.16 In addition, the Council will also consider further information sources such as the Police (including abduction notices), Children and Adult Safeguarding Boards, other licensing authorities and statutory agencies.

1.17 This policy provides guidance to any person with an interest in taxi and private hire licensing. In particular, but not exclusively:

- Applicants for a driver's licence
- Existing licensed drivers whose licences are being reviewed
- Licensing officers
- Members of the licensing committee/sub-committee
- Magistrates and Judges hearing appeals against local authority decisions

1.18 In considering this guidance the Council will be mindful that each case must be considered on its individual merits and, where the circumstances demand, the committee may depart from the guidelines.

1.19 In this policy the word "Conviction" is to be defined as including convictions, cautions, warnings, reprimands and other relevant information. In this policy 'from date sentence has ended' is taken to be the date which is reached once the whole of the period as sentenced by the court has elapsed and not necessarily the length of time served by the applicant. For example, if a sentence is five years imprisonment then the date that the sentence ends will be five years from the date of sentencing – regardless of the amount of time actually served by the applicant. If the sentence is amended by a court at a later date then this new sentence becomes relevant for the purposes of this policy. The term 'since completion of sentence' is to be construed in a similar way.

1.20 In this policy the word applicant refers to either new applicants, existing licence holders who are seeking renewal and existing licence holders that are the subject of periodic auditing or having their licence reviewed by the council as part of the policy implementation process. It also includes existing licence holders who are being considered by the Council by virtue of offending activity having recently come to light.

1.21 The Council reserves the right to overturn a decision that has previously been made, or refuse a renewal of a licence, where clear errors are discovered.

## 2. General Policy

- 2.1 Whilst the Council may consider that a person with a conviction for a serious offence may not need to be automatically barred from obtaining a licence, it is however to be normally expected that the applicant would be required to:
- Remain free of conviction for an appropriate period as detailed below; and
  - Show adequate evidence that they are a fit and proper person to hold a licence (the onus will be on the applicant to produce such evidence). Simply remaining free of conviction may not generally be regarded as adequate evidence that a person is a fit and proper person to hold a licence.
- 2.2 The standards and criteria set out in paragraphs 6 to 16 below are those that would normally be applied to applications and licences. The Council may depart from these criteria, however it must only do so in exceptional circumstances. The otherwise good character and driving record of the applicant or licence holder will not ordinarily be considered as exceptional circumstances.

## 3. Appeals

- 3.1 Any applicant refused a driver's licence, or who has their licence suspended or revoked on the grounds that the council is not satisfied they are a fit and proper person to hold such a licence has a right to appeal to the Magistrate's Court within 21 days of the notice of refusal [Local Government (Miscellaneous Provisions) Act 1976, s 77 (1)].

## 4. Powers

- 4.1 Section 61 of the Local Government Miscellaneous Provisions Act 1976 allow the council to suspend, revoke or refuse to renew a licence if the application/licence holder has been convicted of an offence involving dishonesty, indecency, violence; failure to comply with the provisions of the Town Police Clauses Act 1847; failure to comply with the provisions of Part II of the Local Government (Miscellaneous Provisions) Act 1976; or any other reasonable cause.
- 4.2 The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, allows the council to take into account all convictions recorded against an applicant or the holder of a Private Hire or Hackney Carriage driver's licence, whether spent or not. Therefore the council will have regard to all relevant convictions, particularly where there is a long history of offending or a recent pattern of repeat offending. Applicants need to be aware that, in accordance with this Act, all convictions, cautions, warnings and reprimands must be declared.
- 4.3 Under the provisions of Sections 51, 55 and 59, Local Government (Miscellaneous Provisions) Act 1976, the council is required to ensure that an applicant for the grant or renewal of a Hackney Carriage and / or a Private Hire Vehicle driver's licence is a "fit and proper" person to hold such a licence. However, if an applicant has any convictions, warnings, cautions or charges awaiting trial, the council will look into:
- How relevant the offence(s) are to the licence being applied for
  - How serious the offence(s) were
  - When the offence(s) were committed
  - The date of the conviction, warning, caution etc
  - Circumstances of the individual concerned
  - Any sentence imposed by the court
  - The applicant's age at the time of offence / incident leading to the conviction, warning, caution etc

- Whether they form part of a pattern of offending
  - Any other character check considered reasonable (e.g. personal references)
  - Any other factors that might be relevant, for example:
    - ❖ The previous conduct of an existing or former licence holder, or
    - ❖ Whether the applicant has intentionally misled the council or lied as part of the application process,
    - ❖ Information provided by other agencies/council departments.
- 4.4 Existing holders of driver's licences are required to notify the council in writing within five working days of receiving a driving licence endorsement, fixed penalty notice, warning, reprimand, police caution, criminal conviction or other criminal proceedings (including their acquittal as part of a criminal case). In addition, licence holders must inform the council within 3 working days of their arrest for any matter (whether subsequently charged or not). To fail to do so, will raise serious questions for the Council as to the honesty of the licence holder and will be taken into account as part of any subsequent renewal applications.
- 4.5 Applicants can discuss further what effect a caution/conviction may have on any application by contacting the Licensing Team for advice.
- 4.6 The Council conducts enhanced disclosures from the Disclosure and Barring Service (DBS) of any applicant for a driver's licence. Applicants applying for the grant or a renewal of a driver's licence will be required to obtain an enhanced disclosure at their expense, this includes any fees payable to the DBS.
- 4.7 The Council is also entitled to use other records and information that may be available to it in determining applications or an entitlement to continue holding a licence. This may include information held by the Council or other licensing authorities, and information disclosed by the police under the Common Law Police Disclosure Scheme or other similar arrangements. Examples of such information sources that may be used include social care information, benefits payments etc.
- 4.8 It is an offence for any person knowingly or recklessly to make a false declaration or to omit any material particular in giving information required by the application for a licence (S57 Local Government (Miscellaneous Provisions) Act 1976). Where an applicant has made a false statement or a false declaration on their application for the grant or renewal of a licence, the licence will normally be refused.
- 4.9 Any offences or behaviour not covered by this Policy will not prevent the Council from taking into account those offences or behaviours.
- 5. Options when determining an application/licence**
- 5.1 When determining an application or reviewing an existing licence the Council have the following options:
- approve the application or take no further action
  - refuse the application/revoke the licence/suspend the licence
  - issue a warning
  - For existing drivers who have accumulated 9 or more points on their DVLA driving licence, their drivers' licence will normally be suspended until the driver has successfully undertaken a driving test to DVSA standards. Such a test will be at the licence holder's expense.

## 6. Serious offences involving violence

- 6.1 Licensed drivers have close regular contact with the public. A firm line is to be taken with those who have convictions for offences involving violence. An application will be refused if the applicant has a conviction for an offence that involved the loss of life.
- 6.2 A licence will not be granted where the applicant has a conviction for an offence such as:
- Murder
  - Manslaughter
  - Manslaughter or culpable homicide while driving
  - Terrorism offences
  - Any offences (including attempted or conspiracy to commit offences) that are similar to those above.
- 6.3 Consideration may only be given to the granting / issuing of a licence if at least 10 years have passed since the completion of any sentence and / or licence period following conviction for an offence shown below:
- Arson
  - Malicious wounding or grievous bodily harm which is racially aggravated
  - Actual bodily harm
  - Grievous bodily harm
  - Robbery
  - Possession of firearm
  - Riot
  - Assault Police
  - Violent disorder
  - Resisting arrest
  - Any racially-aggravated offence against a person or property
  - Common assault
  - Affray
  - Any offence that may be categorised as domestic violence
  - Any Public Order Act offence (harassment, alarm or distress, intentional harassment or fear of provocation of violence)
  - Any offences (including attempted or conspiracy to commit offences) that are similar to those above.
- 6.4 Consideration may only be given to the granting / issuing of a licence if at least 5 years have passed since the completion of any sentence and / or licence period following conviction for an offence shown below:
- Obstruction
  - Criminal damage
  - Any offences (including attempted or conspiracy to commit offences) that are similar to those above.
- 6.5 A licence will not be granted if an applicant has more than one conviction for an offence of a violent nature.

## 7. Possession of a weapon

- 7.1 If an applicant has been convicted of possession of a weapon or any other weapon related offence, this will give serious concern as to whether the person is fit to carry the public.



- 7.2 Depending on the circumstances of the offence, at least 3 years must have passed since the completion of the sentence, before a licence is granted.

## 8. Sexual and indecency offences

- 8.1 As licensed drivers often carry unaccompanied and vulnerable passengers, the council will take a strong line in relation to applicants or existing licence holders with convictions for sexual offences. All sexual and indecency offences will be considered as serious. Applicants with convictions for sexual or indecency offences that involve a third party will be refused a licence. Such offences include:

- Rape
- Assault by penetration
- Offences involving children or vulnerable adults
- Trafficking, sexual abuse against children and / or vulnerable adults and preparatory offences (as defined within the Sexual Offences Act 2003).
- Making or distributing obscene material
- Possession of indecent photographs depicting child pornography.
- Sexual assault
- Indecent assault
- Exploitation of prostitution
- Soliciting (kerb crawling)
- Making obscene / indecent telephone calls
- Indecent exposure
- Any similar offences (including attempted or conspiracy to commit) offences which replace the above

- 8.2 In addition to the above the council will not grant a licence to any applicant who is currently on the Sex Offenders Register or any other similar register.

## 9. Dishonesty

- 9.1 A licensed PHV or taxi driver is expected to be trustworthy. In the course of their working duties drivers will deal with cash transactions and valuable property may be left in their vehicles. Drivers may well deal with customers who are vulnerable or intoxicated and potentially easily confused. For these reasons, a serious view is taken of any conviction involving dishonesty.

- 9.2 In general, a minimum period of 5 years free of conviction or at least 5 years have passed since the completion of sentence (whichever is longer) should be required before granting a licence. Offences involving dishonesty include:

- Theft
- Burglary
- Fraud
- benefit fraud
- handling or receiving stolen goods
- forgery
- conspiracy to defraud
- obtaining money or property by deception
- other deception
- taking a vehicle without consent
- fare overcharging

- or any similar offences (including attempted or conspiracy to commit) offences which replace the above

9.3 Applicants or existing licence holders that are found to have intentionally misled the council, or lied as part of the application process, will not be issued with a licence.

## 10. Alcohol and Drugs

10.1 A serious view is taken of any drug related offence. Taking drugs and driving poses an obvious risk to public safety, whilst applicants who have convictions for the supply of drugs should also be treated with considerable concern. The nature and quantity of the drugs, whether for personal use or supply are issues which will be considered carefully.

10.2 As licensees are professional vocational drivers, a serious view is taken of convictions for driving, or being in charge of a vehicle while under the influence of drink or drugs. More than one conviction for these offences raises significant doubts as to the applicant's fitness to drive the public. At least 3 years, after the restoration of the driving licence following a drink drive conviction should elapse before an application will be granted. If there is any suggestion that the applicant is alcohol or drug dependent, a satisfactory special medical report must be provided before the application can be granted.

10.3 Because of the nature of a driver's involvement with the public, a licence will not be granted where the applicant has a conviction for an offence related to the supply of drugs.

10.4 A licence will not be granted where the applicant has a conviction for offences related to the possession of illegal / controlled drugs until at least 10 years have passed since the completion of any sentence and / or licence period, and only then after full consideration of the nature of the offence and the quantity / type of drugs involved.

10.5 If there is evidence of persistent drugs use, misuse or dependency a specialist medical examination (in accordance with DVLA Group 2 medical standards) and a satisfactory medical report may be required before the licence is granted. If the applicant was an addict then they would be required to show evidence of 5 years free from drug taking after detoxification treatment.

## 11. Driving offences involving the loss of life

11.1 A very serious view is to be taken of any applicant who has been convicted of a driving offence that resulted in the loss of life.

11.2 A licence will not be granted if an applicant has a conviction for:

- Causing death by dangerous driving
- Causing death by careless driving whilst under the influence of drink or drugs
- Causing death by careless driving
- Causing death by driving: unlicensed, disqualified or uninsured drivers
- Or any similar offences (including attempted or conspiracy to commit) offences which replace the above

## **12. Other traffic offences**

- 12.1 Traffic offences such as obstruction, some speeding offences (usually dealt with by means of a fixed penalty), pedestrian crossing offences, traffic light offences waiting in a restricted area, or offences of a similar nature may not ordinarily merit refusal.
- 12.2 For existing drivers who have accumulated 9 or more points on their DVLA driving licence, their driver licence will normally be suspended until the driver has successfully undertaken a driving test to DVSA standards (taxi and private hire test). Such a test will be at the licence holder's expense.
- 12.3 Traffic offences such as driving without due care and attention, reckless driving, more serious speeding offences (usually dealt with by a court rather than a fixed penalty), or offences of a similar nature will give rise to serious doubts about the applicant's suitability to be a driving professional. An applicant with any such convictions will be required to show a period of at least one year free of such convictions. For applicants with more than one offence this should normally be increased to two years.
- 12.4 In cases where the courts have imposed a disqualification in respect of the DVLA driving licence, the periods stated above should normally commence from the date of the restoration of the licence.

## **13. Outstanding Charges or Summonses**

- 13.1 If the individual is the subject of an outstanding charge or summons their application may be suspended until the matter is resolved, this decision will be made on a case by case basis.

## **14. Non-conviction information**

- 14.1 The Council will also take into account situations and circumstances that have not led to a conviction. This will include acquittals, circumstances in which convictions were quashed due to misdirection to the jury, circumstances where the decision was taken not to prosecute, situations where the person has been arrested and bailed but not yet charged, and complaints from the public. In considering the most appropriate action to take in relation to non-conviction information (or a complaint), the credibility of both the witness / complainant and the licence holder will be taken into account.
- 14.2 If an applicant has been arrested or charged, but not convicted, for a serious offence which suggests he could be a danger to the public, consideration should be given to refusing the application. Such offences would include violent and / or sexual offences.
- 14.3 In assessing the action to take, the safety of the travelling public must be the paramount concern.

## **15. Licensing Offences**

- 15.1 Certain offences under taxi legislation such as plying for hire, overcharging and refusing to carry disabled persons will prevent a licence being granted or renewed until a period of 3 years has passed since conviction.

## 16. Insurance Offences

- 16.1 A serious view will be taken of convictions of driving or being in charge of a vehicle without insurance. An isolated incident in the past will not necessarily stop a licence being granted provided he/she has been free of conviction for 3 years, however strict warning should be given as to future behaviour. More than one conviction for these offences will prevent a licence being granted or renewed.
- 16.2 An operator found guilty of aiding and abetting the driving of passengers for hire and reward whilst without insurance will have his Operator's Licence revoked immediately and will not be permitted to hold a licence for a period of at least three years.

## 17. Applicants with periods of residency outside the UK

- 17.1 If an applicant has spent six continuous months or more overseas (since the age of 16) the council will expect to see evidence of a criminal record check from the country / countries visited covering the period.
- 17.2 Because of the potential lifetime relevance for some of the most serious offences mentioned in this policy, the Council will need to ensure that sufficient background checks are conducted for those applicants who have lived overseas. For EU nationals a disclosure that is similar to the UK DBS will be required, for those countries for which checks are not available, the council will require a certificate of good conduct authenticated by the relevant embassy.

## 18. Summary

- 18.1 Whilst a criminal history in itself may not automatically result in refusal and a current conviction for a serious crime need not bar an applicant permanently from becoming licensed, in most cases, an applicant would be expected to have remained free from conviction for 3 to 10 years (the period of time depending on the crime committed, as detailed above), before an application is likely to be successful. If there is any doubt about the suitability of an individual to be licensed, the committee needs to be mindful of the need to protect the public and caution should be exercised.
- 18.2 While it is possible that an applicant may have a number of convictions that, individually, meet the above guidelines, the overall offending history must be considered when assessing an applicant's suitability to be licensed. A series of offences over a period of time is more likely to give cause for concern than an isolated minor conviction. Obviously some discretion can be afforded if an offence disclosed is isolated and there are mitigating circumstances, but the overriding consideration is the protection of the public.
- 18.3 A suspension or revocation of the licence of a driver takes effect at the end of the period of 21 days beginning with the day on which notice is given to the driver. If it appears that the interests of public safety require the suspension or revocation of the licence to have immediate effect, and the notice given to the driver includes a statement that is so and an explanation why, the suspension or revocation takes effect when the notice is given to the driver. (S61(2B) of the Local Government (Miscellaneous Provisions) Act 1976).
- 18.4 At least three years should elapse (after the restoration of the DVLA driving licence), before a licence would be granted for a Hackney Carriage or Private Hire drivers licence.

### Annex A – Motoring offences and penalty points

The following is a guide to the number of penalty points a court may impose, it does not reflect the fact that some offences may incur a disqualification. These codes are recorded from information supplied by the courts (accurate at the time of this document).

	Code	Offence	Penalty Points
Accident offences	AC10	Failing to stop after an accident	5 to 10
	AC20	Failing to give particulars or report an accident within 24 hours	5 to 10
	AC30	Undefined accident offences	4 to 9
Disqualified driver	BA10	Driving while disqualified by order of court	6
	BA30	Attempting to drive while disqualified by order of court	6
	BA40	Causing death by driving while disqualified	3 to 11
	BA60	Causing serious injury by driving while disqualified	3 to 11
Careless driving	CD10	Driving without due care and attention	3 to 9
	CD20	Driving without reasonable consideration for other road users	3 to 9
	CD30	Driving without due care and attention or without reasonable consideration for other road users	3 to 9
	CD40	Causing death through careless driving when unfit through drink	3 to 11
	CD50	Causing death by careless driving when unfit through drugs	3 to 11
	CD60	Causing death by careless driving with alcohol level above the limit	3 to 11
	CD70	Causing death by careless driving then failing to supply a specimen for alcohol analysis	3 to 11
	CD80	Causing death by careless, or inconsiderate, driving	3 to 11
	CD90	Causing death by driving: unlicensed, disqualified or uninsured drivers	3 to 11
Construction and use offences	CU10	Using a vehicle with defective brakes	3
	CU20	Causing or likely to cause danger by reason of use of unsuitable vehicle or using a vehicle with parts or accessories (excluding brakes, steering or tyres) in a dangerous condition	3
	CU30	Using a vehicle with defective tyre(s)	3
	CU40	Using a vehicle with defective steering	3
	CU50	Causing or likely to cause danger by reason of load or passengers	3
	CU80	Breach of requirements as to control of the vehicle, mobile telephone etc	3
Reckless / dangerous driving	DD10	Causing serious injury by dangerous driving	3 to 11
	DD40	Dangerous driving	3 to 11
	DD60	Manslaughter or culpable homicide while driving a vehicle	3 to 11
	DD80	Causing death by dangerous driving	3 to 11
	DD90	Furious driving	3 to 9
Drink	DR10	Driving or attempting to drive with alcohol level above limit	3 to 11
	DR20	Driving or attempting to drive while unfit through drink	3 to 11
	DR30	Driving or attempting to drive then failing to supply a specimen for analysis	3 to 11
	DR31	Driving or attempting to drive then refusing to give permission for analysis of a blood sample that was taken without consent due to incapacity	3 to 11

	Code	Offence	Penalty Points
Drink	DR61	Refusing to give permission for analysis of a blood sample that was taken without consent due to incapacity in circumstances other than driving or attempting to drive	10
	DR40	In charge of a vehicle while alcohol level above limit	10
	DR50	In charge of a vehicle while unfit through drink	10
	DR60	Failure to provide a specimen for analysis in circumstances other than driving or attempting to drive	10
	DR70	Failing to provide specimen for breath test	4
Drugs	DG10	Driving or attempting to drive with drug level above the specified limit	3 to 11
	DG60	Causing death by careless driving with drug level above the limit	3 to 11
	DR80	Driving or attempting to drive when unfit through drugs	3 to 11
	DG40	In charge of a vehicle while drug level above specified limit	10
	DR90	In charge of a vehicle when unfit through drugs	10
Insurance offences	IN10	Using a vehicle uninsured against third party risks	6 to 8
Licence offences	LC20	Driving otherwise than in accordance with a licence	3 to 6
	LC30	Driving after making a false declaration about fitness when applying for a licence	3 to 6
	LC 40	Driving a vehicle having failed to notify a disability	3 to 6
	LC 50	Driving after a licence has been revoked or refused on medical grounds	3 to 6
Miscellaneous offences	MS10	Leaving a vehicle in a dangerous position	3
	MS20	Unlawful pillion riding	3
	MS30	Play street offences	2
	MS50	Motor racing on the highway	3 to 11
	MS60	Offences not covered by other codes (including offences relating to breach of requirements as to control of vehicle)	3
	MS70	Driving with uncorrected defective eyesight	3
	MS80	Refusing to submit to an eyesight test	3
	MS90	Failure to give information as to identity of driver etc	6
Motorway offences	MW10	Contravention of special roads regulations (excluding speed limits)	3
Pedestrian crossings	PC10	Undefined contravention of pedestrian crossing regulations	3
	PC20	Contravention of pedestrian crossing regulations with moving vehicle	3
	PC30	Contravention of pedestrian crossing regulations with stationary vehicle	3
Speed limits	SP10	Exceeding goods vehicle speed limits	3 to 6
	SP20	Exceeding speed limit for type of vehicle (excluding goods or passenger vehicles)	3 to 6
	SP30	Exceeding statutory speed limit on a public road	3 to 6
	SP40	Exceeding passenger vehicle speed limit	3 to 6
	SP50	Exceeding speed limit on a motorway	3 to 6
Traffic direction and signs	TS10	Failing to comply with traffic light signals	3
	TS20	Failing to comply with double white lines	3
	TS30	Failing to comply with 'stop' sign	3
	TS40	Failing to comply with direction of a constable/warden	3
	TS50	Failing to comply with traffic sign (excluding 'stop' signs, traffic lights or double white lines)	3
	TS60	Failing to comply with a school crossing patrol sign	3

	Code	Offence	Penalty Points
Traffic direction and signs	TS70	Undefined failure to comply with a traffic direction sign	3
Special code	TT99	To signify a disqualification under totting up procedure. If the total of penalty points reaches 12 or more within 3 years the driver is liable to be disqualified	
Theft or unauthorised taking	UT50	Aggravated taking of a vehicle	3 to 11

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**LICENSING ACT 2003 – SUMMARY OF DECISIONS**

Portfolio:	Community
Ward(s) Affected:	All

**Purpose**

**To report decisions that have been taken in respect of licence applications that have been dealt with under powers delegated to the Executive Head – Community and to the Licensing Officer and the outcomes of any Licensing Sub-Committee hearings held since the Committee’s last meeting**

**Background**

1. Details of decisions taken under delegated powers in relations to applications, representations etc have to be reported to the Licensing Committee in accordance with the provisions of the Licensing Act 2003.

**Current Position**

2. In accordance with the provisions of the Licensing Act 2003 powers have been delegated to the Executive Head of Community and to the Licensing Officer to determine applications for premises licences, club premises certificates and personal licences where no representations have been received from responsible authorities or interested parties.
3. If representations are received, consideration has to be given as to whether such representations are relevant, are not vexatious or frivolous and have been submitted in accordance with statutory requirements. No representations have been rejected on the grounds since the last report on these matters to the Committee.
4. When representations have been received powers are delegated to the Licensing Adjudication Sub-Committee to determine the licence following consideration of these representations. No Licensing Sub-Committee have been held since the Committee’s last meeting on 23 November 2016.
5. A summary of the decisions that have been taken in respect of applications that have been considered and determined since the last meeting of the Committee is attached as Annex A. These details are submitted for information only and do not require ratification by the Committee.

**Recommendation**

6. The Committee is advised to NOTE this report.

**Background Papers:** None

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**Head of Service:** Tim Pashen – Executive Head of Community

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## ***Premises Licences Approved Under Delegated Powers Between 01 November 2016 and 28 February 2017***

<b><i>Premises</i></b>		<b><i>Application Type</i></b>	<b><i>Application Date</i></b>	<b><i>Licence Number</i></b>
BELLA ITALIA	3 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	11/01/2017	SHBCPR-08247
CAMBERLEY PREMIER INN	10 PARK STREET, CAMBERLEY, GU15 3PL	Variation of Premises Supervisor	21/12/2016	SHBCPR-08235
CAMBERLEY PREMIER INN	10 PARK STREET, CAMBERLEY, GU15 3PL	Change of Address	21/11/2016	SHBCPR-08235
CAMBERLEY TENPIN	UNIT L2, THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Minor Premises Variation	24/11/2016	SHBCPR-06215
CENTRAL STORES	7-9 DEAN PARADE, CAMBERLEY, GU15 4DQ	Variation of Premises Supervisor	07/11/2016	SHBCPR-05106
CHILLI SPICE	369 LONDON ROAD, CAMBERLEY, GU15 3HQ	Replacement Premise/Club	07/02/2017	SHBCPR-05131
CHOBHAM PFS	CHOBHAM SERVICE STATION, STATION ROAD, CHOBHAM,	Variation of Premises Licence	27/01/2017	SHBCPR-00577
CO-OP	57-61 GUILDFORD ROAD, LIGHTWATER, GU18 5SA	Variation of Premises Supervisor	03/02/2017	SHBCPR-05103
CO-OP	57-61 GUILDFORD ROAD, LIGHTWATER, GU18 5SA	Variation of Premises Supervisor	24/11/2016	SHBCPR-05103
CO-OP	193-197 UPPER COLLEGE RIDE, CAMBERLEY, GU15 4HE	Minor Premises Variation	07/11/2016	SHBCPR-00582
DUKE OF YORK	88-90 HIGH STREET, CAMBERLEY, GU15 3RS	Variation of Premises Supervisor	20/02/2017	SHBCPR-00057
Deepcut News and Off Licence	59 DEEPCUT BRIDGE ROAD, DEEPCUT, CAMBERLEY, GU16 6QP	Variation of Premises Supervisor	12/01/2017	SHBCPR-05189
Deepcut News and Off Licence	59 DEEPCUT BRIDGE ROAD, DEEPCUT, CAMBERLEY, GU16 6QP	Transfer Premises Licence	12/01/2017	SHBCPR-05189
FOUR HORSESHOES	FOUR HORSESHOES, 75 FRIMLEY ROAD, CAMBERLEY, GU15 3EQ	Variation of Premises Supervisor	13/01/2017	SHBCPR-05162
FOUR HORSESHOES	FOUR HORSESHOES, 75 FRIMLEY ROAD, CAMBERLEY, GU15 3EQ	Transfer Premises Licence	13/01/2017	SHBCPR-05162
FRANKIE AND BENNY'S	4 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	27/01/2017	SHBCPR-07220
Gordon's School	Gordon's School, Bagshot Road, West End, Woking, Surrey	Application for Premises Licence	17/02/2017	SHBCPR-17350
Harvester Kings Head	KINGS HEAD, GUILDFORD ROAD, FRIMLEY GREEN, CAMBERLEY,	Minor Premises Variation	20/01/2017	SHBCPR-00535
Longacres Nursery	Longacres Nursery, London Road, Bagshot, Surrey, GU19 5JB	Transfer Premises Licence	27/02/2017	SHBCPR-09263
MCDONALDS	MCDONALDS RESTAURANTS LTD, 489 LONDON ROAD, CAMBERLEY, GU15	Minor Premises Variation	29/11/2016	SHBCPR-00534

<b>Premises</b>		<b>Application Type</b>	<b>Application Date</b>	<b>Licence Number</b>
MRH Windlesham South	MRH WINDLESHAM SOUTH, LONDON ROAD, WINDLESHAM,	Variation of Premises Supervisor	01/02/2017	SHBCPR-05150
ROKA	1A THE SQUARE, BAGSHOT, GU19 5AX	Application for Premises Licence	29/11/2016	SHBCPR-16348
SUGAR DUMPLIN	UNIT R7, THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	12/01/2017	SHBCPR-15333
THE CABIN	173-175 LONDON ROAD, CAMBERLEY, GU15 3JS	Application for Premises Licence	30/11/2016	SHBCPR-16349
THE CRABTREE	CRAB AND DRAGON, 220 FRIMLEY ROAD, CAMBERLEY, GU15 2QJ	Minor Premises Variation	21/02/2017	SHBCPR-05101
THE SURREY CRICKETERS	55 CHERTSEY ROAD, WINDLESHAM, GU20 6HE	Minor Premises Variation	19/01/2017	SHBCPR-05163
THE SURREY CRICKETERS	55 CHERTSEY ROAD, WINDLESHAM, GU20 6HE	Variation of Premises Supervisor	30/11/2016	SHBCPR-05163
THE SURREY CRICKETERS	55 CHERTSEY ROAD, WINDLESHAM, GU20 6HE	Minor Premises Variation	01/11/2016	SHBCPR-05163
The Windmill	THE WINDMILL PH, LONDON ROAD, WINDLESHAM, GU20 6PJ	Variation of Premises Supervisor	23/12/2016	SHBCPR-00520
Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS	Variation of Premises Supervisor	10/02/2017	SHBCPR-00599
WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD	Variation of Premises Supervisor	02/02/2017	SHBCPR-00536
WHITE HART	FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7HU	Variation of Premises Supervisor	02/11/2016	SHBCPR-00557
WOK AND GO	37-39 HIGH STREET, CAMBERLEY, GU15 3RB	Application for Premises Licence	08/11/2016	SHBCPR-17347
Windlesham Golf Club	WINDLESHAM GOLF CLUB, GROVE END, BAGSHOT, GU19 5HY	Variation of Premises Supervisor	07/11/2016	SHBCPR-00524

***Personal Licences Approved Under Delegated Powers  
Between 01 November 2016 and 28 February 2017***

<b><i>Name</i></b>		<b><i>Licence Number</i></b>
Agache	Ciprian-Iulian	SHBCPER-16055
Alberts	Gareth	SHBCPER-08501
Alexander	Rebecca Louise	SHBCPER-16051
Atputhanathan	Samuval	SHBCPER-16050
Beauchamp	Peter	SHBCPER-16059
Bejan	Gheorghe-Cosmin	SHBCPER-16054
Blondell	Marcus Nathan	SHBCPER-16060
Burr	Alex	SHBCPER-16061
Chiverton	James Robert Alfred	SHBCPER-16053
Clark	Stephen Jeffrey	SHBCPER-16066
Cornish	Jane	SHBCPER-07426
Costa	Jorge Manuel Dos Santos	SHBCPER-16052
Cross	Kevin David	SHBCPER-05159
De Sousa Pereira	Jose Carlos	SHBCPER-15989
Dineen	Chris	SHBCPER-16036
Fullick	Kerry Louise	SHBCPER-16044
Hemus	Richard William	SHBCPER-05317
Hepp	Ferenc Zoltan	SHBCPER-07431
Joseph	Jasmine	SHBCPER-16047
Lance	Stuart	SHBCPER-07461
Lee	Kevin James	SHBCPER-16056
Livingstone	Amy Rebecca Rhiannon	SHBCPER-08505
Malisan	Matteo	SHBCPER-16062
Martino	Antonio	SHBCPER-16046
Nicolai	Joseph Anthony	SHBCPER-15945
Nishanthan	Balasubramaniam	SHBCPER-0348
Parke	Kevin Duncan James	SHBCPER-16063
Pawley	Darren Richard	SHBCPER-16068
Podar	Alexandra	SHBCPER-16069
Rachwal	Pawel	SHBCPER-16058
Sadler	Adriaan Dirk	SHBCPER-16049
Samut	Murat	SHBCPER-05229
Sharma	Ajay	SHBCPER-16045
Sheldon	Michael	SHBCPER-05305
Sherpa	Rio De	SHBCPER-16067
Taylor	David	SHBCPER-14891

<b><i>Name</i></b>		<b><i>Licence Number</i></b>
Thomas	Brian Gordon	SHBCPER-13807
Thorpe	Cassandra Maria	SHBCPER-08507
Tolland	Neil Peter	SHBCPER-16057
Tonkyn	Hazel May	SHBCPER-05355
Tweeddale	Pasquale David	SHBCPER-16018
Waijoo	Bishal	SHBCPER-16048
Woolley	Amanda	SHBCPER-14874
Zyberaj	Njazi	SHBCPER-13831

## ***Temporary Event Notices Received Between 01 November 2016 and 28 February 2017***

*(No representations have been received from the Police in respect of any of the notices listed and all events have been authorised to take place)*

<b><i>Event Date</i></b>	<b><i>Premises Name</i></b>	
4-Nov-2016	Temporary Event Notices	0 PARK STREET, CAMBERLEY
17-Dec-2016	Temporary Event Notices	0 PARK STREET, CAMBERLEY
17-Dec-2016	Temporary Event Notices	0 PARK STREET, CAMBERLEY
21-Jan-2017	Temporary Event Notices	0 PARK STREET, CAMBERLEY
18-Feb-2017	Temporary Event Notices	0 PARK STREET, CAMBERLEY
3-Dec-2016	BOOTS PHARMACY	11 THE PARADE, FRIMLEY, CAMBERLEY, GU16 7HY
31-Dec-2016	THE ROYAL STANDARD	115 FRIMLEY ROAD, CAMBERLEY, GU15 2PP
25-Nov-2016	ROKA	1A THE SQUARE, BAGSHOT, GU19 5AX
17-Dec-2016	ROKA	1A THE SQUARE, BAGSHOT, GU19 5AX
2-Jan-2017	ROKA	1A THE SQUARE, BAGSHOT, GU19 5AX
22-Dec-2016	WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD
4-Dec-2016	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
11-Dec-2016	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
18-Dec-2016	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
22-Dec-2016	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
27-Dec-2016	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
29-Dec-2016	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
29-Jan-2017	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
26-Nov-2016	All Saints Community Hall	All Saints Community Hall, Broadway Road, Lightwater, Surrey GU18 5SJ

<b>Event Date</b>	<b>Premises Name</b>	
27-Jan-2017	Bagshot County Infant School	Bagshot County Infant School, School Lane, Bagshot, Surrey, GU19 5BP
16-Dec-2016		CANAL CAFE MYTCHETT PLACE ROAD, MYTCHETT, CAMBERLEY, GU16 6DE
26-Nov-2016	THE CEDAR TREE	CEDAR TREE, 1 HIGH STREET, BAGSHOT, GU19 5AG
14-Jan-2017	THE CEDAR TREE	CEDAR TREE, 1 HIGH STREET, BAGSHOT, GU19 5AG
3-Dec-2016	Chobham Cricket Club	CHOBHAM CRICKET CLUB, 56A HIGH STREET, CHOBHAM WOKING, GU24 8AA
19-Nov-2016		COLLECTIVELY CAMBERLEY, HIGH STREET, CAMBERLEY
25-Feb-2017	Collingwood College	COLLINGWOOD COLLEGE, KINGSTON ROAD, CAMBERLEY GU15 4AE
19-Nov-2016	COWORTH-FLEXLANDS SCHOOL	COWORTH FLEXLANDS, CHERTSEY ROAD VALLEY END, CHOBHAM, WOKING, GU24 8TE
9-Dec-2016	Cross Farm County Infant School	Cross Farm County Infant School, Gresham Way, Frimley Green, Camberley, Surrey, GU16 6LZ
4-Nov-2016	Windlesham Field of Remembrance	FIELD OF REMEMBRANCE, KENNEL LANE, WINDLESHAM, GU20 6DT
11-Nov-2016	Gordon's School	Gordon's School, Bagshot Road, West End, Woking, Surrey
18-Nov-2016	Gordon's School	Gordon's School, Bagshot Road, West End, Woking, Surrey
21-Jan-2017	Gordon's School	Gordon's School, Bagshot Road, West End, Woking, Surrey
11-Feb-2017	Gordon's School	Gordon's School, Bagshot Road, West End, Woking, Surrey
6-Dec-2016		HAMMOND COUNTY JUNIOR SCHOOL, BADGER DRIVE, LIGHTWATER, GU18 5TS
19-Nov-2016	Hammond Community Junior School	Hammond Community Junior School, Badger Drive, Lightwater Surrey, GU18 5TS
26-Nov-2016	Heather Ridge County Infant School PTA	Heather Ridge County Infant School, Martindale Avenue, Camberley, Surrey, GU15 1AY
17-Dec-2016	High Cross Church Camberley	High Cross Church, Knoll Road, Camberley, Surrey, GU15 3S
4-Nov-2016	Holy Trinity Primary School	Holy Trinity Church Of England School, 42 Benner Lane, West End, Woking, Surrey, GU24 9JQ
25-Nov-2016	Kings International College For Business and the Arts	Kings International College For Business And The Arts, Watchetts Drive, Camberley, Surrey, GU15 2PQ
9-Dec-2016	HUMPHREY'S DINER	LANGSHOT EQUESTRIAN CENTRE, GRACIOUS POND ROAD, CHOBHAM, WOKING, GU24 8HJ
3-Dec-2016	LYNDHURST SCHOOL	LYNDHURST SCHOOL, 36 THE AVENUE, CAMBERLEY, GU15 3NE



<b>Event Date</b>	<b>Premises Name</b>	
9-Feb-2017	LYNDHURST SCHOOL	LYNDHURST SCHOOL, 36 THE AVENUE, CAMBERLEY, GU15 3NE
7-Feb-2017	Longacres Nursery	Longacres Nursery, London Road, Bagshot, Surrey, GU19 5JE
31-Dec-2016	Heatherside Community Centre	Martindale Avenue Community Centre, Martindale Avenue, Camberley, Surrey, GU15 1BB
5-Nov-2016	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
9-Dec-2016	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
2-Feb-2017	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
15-Dec-2016	NOVARTIS PHARMACEUTICALS UK LTD	NOVARTIS, 200 FRIMLEY BUSINESS PARK, FRIMLEY, CAMBERLEY, GU16 7SR
23-Nov-2016		PARK VIEW, RIVERSIDE WAY, CAMBERLEY, GU15 3YL
30-Nov-2016		PARK VIEW, RIVERSIDE WAY, CAMBERLEY, GU15 3YL
15-Dec-2016		PARK VIEW, RIVERSIDE WAY, CAMBERLEY, GU15 3YL
12-Nov-2016	St Annes Church Hall	ST ANNES CHURCH HALL, 11 CHURCH ROAD, BAGSHOT, GU19 5EQ
25-Feb-2017	St John The Baptist Church	ST JOHN THE BAPTIST CHURCH, CHURCH ROAD, WINDLESHAM
12-Nov-2016		ST PAULS CHURCH, CRAWLEY RIDGE, CAMBERLEY, GU1 2AD
10-Dec-2016		ST PAULS CHURCH, CRAWLEY RIDGE, CAMBERLEY, GU1 2AD
10-Dec-2016	St Peters Church Hall	ST PETERS CHURCH HALL, 1 PARSONAGE WAY, FRIMLEY CAMBERLEY, GU16 8HZ
17-Dec-2016	St Peters Church Hall	ST PETERS CHURCH HALL, 1 PARSONAGE WAY, FRIMLEY CAMBERLEY, GU16 8HZ
18-Nov-2016	St Augustine Roman Catholic Primary School	St Augustine Roman Catholic Primary School, Tomlinscote Wz Frimley, Camberley, Surrey, GU16 8PY
3-Dec-2016	St Augustine Roman Catholic Primary School	St Augustine Roman Catholic Primary School, Tomlinscote Wz Frimley, Camberley, Surrey, GU16 8PY
4-Nov-2016	Agincourt Nightclub	THE AGINCOURT, 487 LONDON ROAD, CAMBERLEY, GU1 3JA
4-Feb-2017	THE BEAR	THE BEAR, 23 PARK STREET, CAMBERLEY, GU15 3PQ
5-Feb-2017	THE BEAR	THE BEAR, 23 PARK STREET, CAMBERLEY, GU15 3PQ
12-Nov-2016	THREE MARINERS	THREE MARINERS, 56 HIGH STREET, BAGSHOT, GU19 5A

<b><i>Event Date</i></b>	<b><i>Premises Name</i></b>	
15-Dec-2016	TRU	TRU, 52 High Street, Camberley, Surrey, GU15 3RS
31-Dec-2016		Twelve Oaks, Woodlands Lane, Windlesham, Surrey, GU20 6J
1-Jan-2017	SUGAR DUMPLIN	UNIT R7, THE ATRIUM, PARK STREET, CAMBERLEY, GU11 3GP
9-Dec-2016	Valley End C of E Infant School	VALLEY END CHURCH OF ENGLAND INFANT SCHOOL, VALLEY END ROAD, CHOBHAM, WOKING, GU24 8TB
19-Nov-2016	Valley End Institute - Village Hall	VALLEY END INSTITUTE, HIGHAMS LANE, CHOBHAM, WOKING, GU24 8TD
26-Nov-2016	Chobham Village Hall	VILLAGE HALL, STATION ROAD, CHOBHAM, WOKING, GU24 8AQ
21-Jan-2017	Chobham Village Hall	VILLAGE HALL, STATION ROAD, CHOBHAM, WOKING, GU24 8AQ
3-Dec-2016	Windlesham Village County Infants School	WINDLESHAM VILLAGE COUNTY INFANT SCHOOL, SCHOOL ROAD, WINDLESHAM, GU20 6PD

***Club Certificates Approved Under Delegated Powers Between  
01 November 2016 and 28 February 2017***

***Premises***

***Application Type***

***Licence Number***

***Nil Return***

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