

**Minutes of a Meeting of the Licensing
Committee held at Surrey Heath House,
Camberley on 6 March 2013**

+ Cllr Bill Chapman – Chairman
+ Cllr Ian Sams – Vice Chairman

+ Cllr Rodney Bates	+ Cllr Bruce Mansell
+ Cllr Glyn Carpenter	+ Cllr Ken Pedder
+ Cllr Mrs Vivienne Chapman	Cllr Chris Pitt
+ Cllr Surinder Gandhum	+ Cllr Joanne Potter
+ Cllr David Hamilton	+ Cllr Pat Tedder
+ Cllr Beverley Harding	+ Cllr Valerie White
+ Cllr Paul Innicki	

+ Present
- Apologies for absence presented

011/L Minutes

The minutes of the meeting held on 30 January 2013 were signed by the Chairman.

PART I
(public)

012/L Scheme of Delegation of Functions to Officers – Licensing Functions

The Committee was reminded that Chapter 12 of the Scheme of Delegation of Functions to Officers authorised a number licensing functions to be carried out by officers on behalf of the Council.

The Scheme of Delegation had been reviewed and it was proposed to remove references to specific sections of the Acts in order to make it more generic to ensure that it remained relevant in the event of any changes to legislation.

It was further proposed to update the Scheme to include authority for officers to carry out functions which had not been included in the Scheme in relation to Hackney Carriage taxi stands. The Scheme had also been updated to provide for officers to acknowledge any Temporary Event Notices received where no objection or adverse representation had been received.

Members were advised that it had been proposed to delegate authority to officers to prepare, advertise and consult on Hackney Carriage scale fares and Hackney Carriage and Private Hire licence fees; however, it was felt that the Licensing Committee should retain involvement in this process.

The Committee noted that the Governance Working Group would be asked to comment on the proposals at its next meeting.

RECOMMENDED that, subject to any comments by the Governance Working Group, Chapter 12 of the Scheme of Delegation of Functions to Officers be amended as attached at Annex A to these minutes.

013/L Licensing of Hackney Carriage and Private Hire Vehicle Drivers - Criminal Record Disclosures

The Committee was reminded that, at its meeting on 3 June 2009, it had resolved that drivers should wait no longer than 8 weeks for the result of a Criminal Records Bureau check. It was reported that existing drivers who applied to renew their hackney carriage or private hire vehicle drivers' licences were currently required to provide criminal record disclosures every three years.

The Committee was informed that it was proposed to amend the standard condition for licensed hackney carriage and private hire drivers to allow officers the discretion to permit drivers to continue to drive whilst waiting for repeat disclosures. It was advised that officers considered these arrangements adequate to protect the safety of the travelling public who use hackney carriages and private hire vehicles.

RESOLVED to amend the standard condition for licensed hackney carriage and private hire drivers to allow Officers the discretion to permit licensed drivers to continue driving whilst awaiting the result of a repeat Disclosure Barring Service (formerly CRB) check.

014/L Summary of Taxi Licensing in 2012

The Committee received a report outlining the details of decisions taken under delegated powers in relation to applications relating to hackney carriage and private hire licensing during the 2012 calendar year.

RESOLVED to note the report.

015/L Licensing Act 2003 – Summary of Decisions

The Committee received details 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.

CHAIRMAN