

**Minutes of a Meeting of the Licensing
Committee held at Council Chamber,
Surrey Heath House, Knoll Road,
Camberley, GU15 3HD on 19 October
2022**

- + Cllr Pat Tedder (Chairman)
- Cllr Valerie White (Vice Chairman)

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| + Cllr Dan Adams | Cllr Mark Gordon |
| - Cllr Rodney Bates | + Cllr David Lewis |
| + Cllr Peter Barnett | + Cllr Robin Perry |
| - Cllr Richard Brooks | - Cllr John Skipper |
| + Cllr Tim FitzGerald | + Cllr Graham Tapper |
| + Cllr Shaun Garrett | |

- + Present
- Apologies for absence presented

Officers Present: Nick Steevens, Paula Barnshaw, Frances Soper, Nathita Fleet

10/L Minutes

The minutes of the meeting held on 30th August 2022 were confirmed and signed by the Chairman.

11/L Street Trading Policy

The Committee considered a draft Street Trading policy. Street Trading in the Borough was regulated by the Council, and street trading consents had been issued to 14 temporary/permanent traders, with trading prevented on prohibited streets.

The Committee was advised that the Council currently had a Camberley Town Centre Street Trading Policy published in 2013, but this had since become outdated due to the public realm works that had taken place.

Approval was sought from the Committee to consult on the new Borough-wide draft policy. The report also sought approval for a new street trading resolution that would amend the current list of prohibited streets. The results of the consultation would be presented to the Committee on 16th February 2023 and the policy was intended to take effect on 1st April 2023.

New provisions in the policy related to having clearer criteria against which applications would be considered, new environmental and healthy eating criteria, wider consultation and an expanded list of consent conditions.

Following Member's discussion, several key points were raised and were as follows:

1. A number of streets, including existing shopping parades and arcades, were currently listed as prohibited streets, and this had been subject to change since the original resolution was put in place.
2. Big Issue vendors were not subject to street trading controls.
3. Ward Councillors had been asked to participate in the consultation.
4. Following consultation with Police, Highways, those streets designated as prohibited would not be open to consent requests.
5. The Borough's tackling obesity objectives had been taken into consideration when drafting the policy.

RESOLVED that

- (i) **the draft Street Trading Policy in Annex 1 of the report be approved for Consultation; and**
- (ii) **a new street designation resolution be sought that would list the prohibited streets, rescind the current list of consent streets and designate all existing streets that are not prohibited streets as consent streets and any new streets thereafter, to ensure that the Council retains control over street trading in the borough.**

12/L Review of Private Hire Operator Licencing Fees 2023-2024

The Committee received a report on proposed revised Private Hire and Hackney carriage operator fees. Hackney Carriage and Private Hire fees had been reviewed in 2022 when it was found that 5 Year Private Hire operator fees could not be included in the review because further compliance and time recording checks had been required. This was in part due to the pandemic, wherein no audits were completed during 2020 and 2021. In July 2020, the Department for Transport had introduced the new Statutory Taxi and Private Hire Vehicle Standards, which required annual DBS and right-to-work checks on staff. A new Audit List was compiled for these checks.

The review proposed that the 1-year multiple-vehicle licence fee that had been reduced in 2022 from £215 to £140 had been increased to £220 to cover costs incurred by the Council. The fees for single vehicle operator licences for both 1 year and 5 years did not change as the existing fees covered the costs incurred by the Council.

The Council licenced 36 operators in total, 22 of which were single-vehicle operators. Proposed fees sought to encourage the uptake of 5-year licences, which provided a discount to operators over the 1-year licence for the same period. It also reduced the cost for the Council. Operators with 5-year licences had made a saving of £140 over 5 years. Multiple vehicle operators with a 5-year licence had made a saving of £235 over five years.

A number of points were raised, and were as follows:

1. The cost of licence fees had been raised due to the completion of audits and fees remained the same, subject to future audits.
2. A comparison between Surrey Heath and neighbouring Boroughs had been completed, but concluding based on licence fees was complicated because other LA's have varied levels for Private Hire Operator's with more than one vehicle and fees increase with the number of vehicles, therefore a direct comparison could not be made.

RESOLVED that the proposed revised fees for private hire operators as set out at Annex A of this report be recommended for consideration by the Strategic Director of Environment and Community in consultation with the Strategic Director Finance and the Finance Portfolio Holder prior to public consultation.

13/L Licencing 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. A list of premises which had obtained new licenses was provided, which included existing and newly established businesses.

The Committee noted the report.

14/L Work Programme

RESOLVED to agree the Licensing Committee Work Programme for the remainder of the 2022/23 municipal year.

Chairman