

DINAS A SIR ABERTAWE

HYSBYSIAD O GYFARFOD

Fe'ch gwahoddir i gyfarfod

PWYLLGOR TRWYDDEDU

Lleoliad: Ystafell Bwyllgor 1, Canolfan Ddinesig, Abertawe

Dyddiad: Dydd Mercher, 17 Rhagfyr 2014

Amser: 10.00 am

AGENDA

Rhif y Dudalen

- 1 Ymddiheuriadau am absenoldeb.
- 2 Derbyn datgeliadau o fuddiannau personol a rhagfarnol. 1 - 2
- 3 Cais am yr awdurdod i ganiatáu ceisiadau cerbydau y tu allan i'r meini prawf oedran presennol. 3 - 6
- 4 Gwahardd y cyhoedd. 7 - 10
- 5 Deddf Cyfrifoldebau Heddluoedd Trefol 1847 - Deddf Llywodraeth Leol (Darpariaethau Amrywiol) 1976 - Cais am Drwydded Yrru Cerbyd Hacni a Hurio Preifat - IRG. 11 - 23
- 6 Deddf Cyfrifoldebau Heddluoedd Trefol 1847 - Deddf Llywodraeth Leol (Darpariaethau Amrywiol) 1976 - Trwydded Yrru Cerbyd Hacni a Hurio Preifat 1617 - MTR. 24 - 27
- 7 Deddf Cyfrifoldebau Heddluoedd Trefol 1847 - Deddf Llywodraeth Leol (Darpariaethau Amrywiol) 1976 - Cais am Drwydded Yrru Cerbyd Hacni a Hurio Preifat - WAG. 28 - 37



Patrick Arran

Pennaeth Gwasanaethau Cyfreithiol, Democrataidd a Chaffael

Dydd Mercher, 10 Rhagfyr 2014

Cyswllt: Gwasanaethau Democrataidd – Rhif Ffôn: (01792) 637292

Disclosures of Interest

To receive Disclosures of Interest from Councillors and Officers

Councillors

Councillors Interests are made in accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea. You must disclose orally to the meeting the existence and nature of that interest.

NOTE: You are requested to identify the Agenda Item / Minute No. / Planning Application No. and Subject Matter to which that interest relates and to enter all declared interests on the sheet provided for that purpose at the meeting.

1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 below, you **MUST WITHDRAW** from the meeting (unless you have obtained a dispensation from the Authority's Standards Committee)
3. Where you have a Prejudicial Interest you may attend the meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, **provided** that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. In such a case, you **must withdraw from the meeting immediately after the period for making representations, answering questions, or giving evidence relating to the business has ended**, and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration (**Paragraph 14** of the Code).
4. Where you have agreement from the Monitoring Officer that the information relating to your Personal Interest is **sensitive information**, as set out in **Paragraph 16** of the Code of Conduct, your obligation to disclose such information is replaced with an obligation to disclose the existence of a personal interest and to confirm that the Monitoring Officer has agreed that the nature of such personal interest is sensitive information.
5. If you are relying on a **grant of a dispensation** by the Standards Committee, you must, before the matter is under consideration:
 - i) Disclose orally both the interest concerned and the existence of the dispensation; and
 - ii) Before or immediately after the close of the meeting give written notification to the Authority containing:

- a) Details of the prejudicial interest;
- b) Details of the business to which the prejudicial interest relates;
- c) Details of, and the date on which, the dispensation was granted; and
- d) Your signature

Officers

Financial Interests

1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part in the consideration or determination of the matter and shall withdraw from the meeting while that matter is considered. Any such declaration made in a meeting of a constitutional body shall be recorded in the minutes of that meeting. No Officer shall make a report to a meeting for a decision to be made on any matter in which s/he has a financial interest.
2. A "financial interest" is defined as any interest affecting the financial position of the Officer, either to his/her benefit or to his/her detriment. It also includes an interest on the same basis for any member of the Officers family or a close friend and any company firm or business from which an Officer or a member of his/her family receives any remuneration. There is no financial interest for an Officer where a decision on a report affects all of the Officers of the Council or all of the officers in a Department or Service.

REPORT OF THE DIVISIONAL OFFICER
LICENSING, FOOD & SAFETY
TO THE GENERAL LICENSING COMMITTEE
17th DECEMBER 2014

REQUEST FOR AUTHORISATION TO GRANT VEHICLE APPLICATIONS
OUTSIDE OF CURRENT AGE CRITERIA

1.0 Background

- 1.1 As Members will be aware, authorisation was given to licensing officers on 20th June 2014 to grant vehicle applications outside of the current age criteria, as long as the vehicle met all other required licensing criteria, had passed the Council's inspection test and was under 5 years old. A copy of the previous report is attached at Appendix A.
- 1.2 Due to the increasing number of applications of this nature, the General Licensing Committee on 14th November 2014 requested that consideration be given to authorising licensing officers to grant vehicle licences for any vehicle outside of the current age criteria.
- 1.3 In addition a number of vehicles have been reported for Committee decision as they do not comply with the condition that requires them to be specially adapted for the use for school transport purposes. This condition states:

"An application to licence a restricted private hire vehicle for school transport purposes will only be considered for a new contract that requires a vehicle of a certain type or design that would not be licensed as a hackney carriage or private hire vehicle. Schools transport officers will be consulted on all applications received"

2.0 Current Position

- 2.1 Since the decision made at the Special General Licensing Committee on the 20th June 2014, a further 15 vehicle applications have been presented for consideration to the General Licensing Committee as the vehicles have not complied with the age criteria and/or the requirement to be specially adapted.
- 2.2 14 of these vehicles were granted a licence on their individual merit following inspection by Members of the Committee. One vehicle was refused at Committee but this vehicle did not comply with other criteria namely that the vehicle was left hand drive and lacked seatbelts in the vehicle. In total 41 licences have been granted for vehicles that do not meet the current age criteria.

- 2.3 Following a discussion at the General Licensing Committee on 22nd August 2014, officers now request an up to date vehicle history check and full service history where available.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that :

i) Members authorise officers of the Licensing Section to grant vehicle licences in respect of vehicle applications that do not comply with the current age criteria for licensing vehicles subject to:

- a) the vehicle passing the Council's inspection;
- b) submission of an up to date vehicle history check;
- c) submission of the full service history for the vehicle where available;

and

- d) the vehicle meeting all other application criteria;

and

ii) the condition that requires restricted private hire vehicles to be specially adapted for school transport purposes be removed.

The Licensing Committee's instructions are requested.

Background Papers: Special General Licensing Committee 20th June 2014
Contact Officer: Yvonne Lewis
Extension: 5600
Legal Contact: Kath Clague

REPORT OF THE DIVISIONAL OFFICER
LICENSING, FOOD & SAFETY
TO THE GENERAL LICENSING COMMITTEE
20TH JUNE 2014

REQUEST FOR AUTHORISATION TO GRANT VEHICLE APPLICATIONS
OUTSIDE OF CURRENT AGE CRITERIA

1.0 Background

- 1.1 As Members will be aware, increasing numbers of applications are being reported to the General Licensing Committee for decision as they do not comply with the Council's current licensing criteria relating to the type and age of vehicles.

2.0 Current Position

- 2.1 Existing vehicle licence criteria dictate the standards of vehicle required by the local authority before consideration of a licence. Such documents ensure that a proprietor has clear guidance prior to making an informed choice of the type of vehicle to purchase. It is important however, that local authorities do not strictly apply these criteria and that all applications for a licence are dealt with on their individual merit.
- 2.2 Currently, hackney carriage vehicles must be brand new before a licence is granted or replaced.
- 2.3 Current criteria for licensing private hire and restricted private hire vehicles state that vehicles will not be accepted for licensing on the first occasion more than two years after the first date of registration. Those vehicles purchased from new will be re-licensed on merit but if a vehicle when first licensed is of any age up to two years old from date of first registration it will be re-licensed on merit until it is six years old.
- 2.4 During the period June 2013 to May 2014, 27 vehicle applications were presented for consideration by the General Licensing Committee due to the type and age of the vehicle not complying with current conditions.
- 2.5 All of the 27 vehicles were granted a licence on their individual merit following inspection by Members of the Committee.

3.0 Proposal

- 3.1 An increasing number of applications to licence and to replace existing vehicles that do not comply with the Council's current age criteria are being received by the Licensing Section with many more expected over the next few weeks. In view of this and as all applications to licence an older vehicle reported to Licensing Committee in the previous 12 months have been granted, it is proposed that officers of

the Licensing Section be authorised to grant such applications under delegated powers . This authorisation only to apply in circumstances where the application complies with all licensing criteria with the exception of the age of the vehicle. The vehicle must also pass the Council's inspection.

- 3.2 Vehicle applications received that do not comply with other current licensing criteria will be reported to the General Licensing Committee for inspection and consideration.

4.0 RECOMMENDATIONS

- 4.1 It is recommended that Members authorise officers of the Licensing Section to grant vehicle licences in respect of vehicle applications that do not comply with the current age criteria for licensing vehicles, subject to the vehicle passing the Council's inspection and meeting all other application criteria.

The Licensing Committee's instructions are requested.

Background Papers: None
Contact Officer: Yvonne Lewis
Extension: 5600
Legal Contact: Lyndsay Thomas

Report of the Head of Legal, Democratic Services & Procurement

Special General Licensing Committee – 17 December 2014

EXCLUSION OF THE PUBLIC

Purpose:	To consider whether the Public should be excluded from the following items of business.	
Policy Framework:	None.	
Reason for Decision:	To comply with legislation.	
Consultation:	Legal.	
Recommendation(s):	It is recommended that:	
1)	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	Item No.	Relevant Paragraphs in Schedule 12A
	5, 6 & 7	12, 13 & 18
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	Patrick Arran – Head of Legal, Democratic Services and Procurement (Monitoring Officer)	

1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, **Council / Cabinet / Committee** will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involve(s) the likely disclosure of

exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

3. Financial Implications

- 3.1 There are no financial implications associated with this report.

4. Legal Implications

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
 - 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
 - 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
 - 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

Background Papers: None

Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. His view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
13	Information which is likely to reveal the identity of an individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. His view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. His view on the public interest test was that:</p> <p>a) Whilst he was mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or</p> <p>b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</p> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
15	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the

	Crown and employees of, or office holders under, the authority.
	The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. His view on the public interest test was that whilst he is mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them he was satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.
16	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
	No public interest test.
17	Information which reveals that the authority proposes: (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) To make an order or direction under any enactment.
	The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. His view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.
18	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
	The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. His view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.
18c	The deliberations of a Standards Committee or of a sub committee of a Standards Committee established under the provisions of the Local Government Act 2000 in reaching any finding of a matter referred to it.

Agenda Item 5

By virtue of paragraph(s) 12, 13, 18 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 12, 13, 18 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
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of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

Agenda Item 6

By virtue of paragraph(s) 12, 13, 18 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

Agenda Item 7

By virtue of paragraph(s) 12, 13, 18 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 12, 13, 18 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

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