



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## General Licensing Committee

**At:** Council Chamber, Guildhall, Swansea

**On:** Friday, 12 October 2018

**Time:** 10.00 am

**Chair:** Councillor Penny Matthews

**Membership:**

Councillors: C Anderson, J P Curtice, N J Davies, P Downing, S J Gallagher, P Lloyd, H M Morris, C L Philpott, B J Rowlands, L G Thomas and L V Walton

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### Agenda

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| <b>1</b> | <b>Apologies for Absence.</b>   |                |
| <b>2</b> | <b>Disclosures of Personal and Prejudicial Interest.</b><br><a href="http://www.swansea.gov.uk/disclosuresofinterests">www.swansea.gov.uk/disclosuresofinterests</a>                    |                |
| <b>3</b> | <b>Minutes:</b><br>To approve & sign the Minutes of the previous meeting(s) as a correct record.  | <b>1 - 4</b>   |
| <b>4</b> | <b>Exclusion of the Public.</b>   | <b>5 - 8</b>   |
| <b>5</b> | <b>Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Equality Act 2010 - Passengers in Wheelchair - Request for an Exemption Certificate - SPL.</b> | <b>9 - 14</b>  |
| <b>6</b> | <b>Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Hackney Carriage and Private Hire Driver's Licence 1999 - SCM.</b>                             | <b>15 - 20</b> |
| <b>7</b> | <b>Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Application for the grant of Hackney Carriage and Private Hire Driver's Licence - JPG.</b>     | <b>21 - 25</b> |
| <b>8</b> | <b>Immediate Action Update.</b>   | <b>26</b>      |

**Next Meeting:** Friday, 9 November 2018 at 10.00 am

*Huw Evans*

**Huw Evans**  
**Head of Democratic Services**  
**Thursday, 4 October 2018**

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**Contact: Democratic Services - Tel: (01792) 636923**

# Agenda Item 3



City and County of Swansea

## Minutes of the **General Licensing Committee**

Council Chamber, Guildhall, Swansea

Friday, 10 August 2018 at 10.00 am

**Present:** Councillor P M Matthews (Chair) Presided

**Councillor(s)**

C Anderson  
P Downing  
H M Morris  
L V Walton

**Councillor(s)**

J P Curtice  
S J Gallagher  
C L Philpott

**Councillor(s)**

N J Davies  
P Lloyd  
L G Thomas

**Officer(s)**

Lynda Anthony  
Paula Livingstone  
Kath Thomas  
Lyndsay Thomas  
Samantha Woon

Licensing, Food and Safety Manager  
Team Leader, Housing and Public Health  
Licensing Officer  
Senior Lawyer  
Democratic Services Officer

**Observers:**

School Transport Officers.

**Apologies for Absence**

Councillor(s): B J Rowlands

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**22 Disclosures of Personal and Prejudicial Interest.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

**23 Minutes:**

**Resolved** that the minutes of the General Licensing Committee held on 13 July, 2018 be agreed as a correct record.

**24 Local Government (Miscellaneous Provisions) Act 1976 - Restricted Private Hire Vehicle - Request for Exemption from Displaying the Door Stickers and the Licence Plate - Restricted Private Hire Vehicle RV 178 and 308 - Mr Paul Matthews.**

The Licensing, Food & Safety Manager advised that Mr Matthews had submitted a request for an exemption from displaying the door stickers and licence plate on the exterior of his restricted private hire vehicles, FL13 HLC and EO17 VJF. The reason

for the request was that his business was pre-booked executive travel/airport runs and he did not use the vehicle for school runs or taxi work.

Members asked questions of the Officers who responded accordingly.

Mr Matthews spoke in support of his application.

Members' noted the current conditions and asked questions of Mr Matthews.

**Resolved** that Mr Matthews request for an exemption from displaying the door stickers and licence plate on the exterior of his restricted private hire vehicles, FL13 HLC and EO17 VJF be **Granted** with the following conditions:

1. The restricted licence issued by the Council must be displayed in the front windscreen of the vehicle on the nearside. It must be clearly visible at all times when the vehicle is being used for executive hire and airport travel. The vehicle licence must be returned to the Council on expiry;
2. This exemption does not apply if the vehicle is to be used for school transport.

## **25 Exemption from Displaying Licence Plate and Door Decals on Restricted Private Hire Vehicles.**

The Licensing, Food & Safety Manager advised that at the General Licensing Committee had requested that consideration be made for Licensing Officers to be given delegated authorisation to approve requests for exemptions from displaying licence plates and door decals.

Members noted the background, current position and proposed procedure.

Members' asked questions of the Officers.

**Resolved** that Licensing Officers of the Licensing Section be **authorised** to approve requests for exemptions from displaying licence plates and door decals on restricted private hire vehicles where the vehicles are only used to airport transfer and executive hire and not for school transport. Additionally, a condition reflecting this is to be attached to each individual vehicle licence.

## **26 Rear Wheelchair Accessible Hackney Carriage Vehicles.**

The Licensing, Food & Safety Manager advised that at the General Licensing Committee had requested that consideration be made for Licensing Officers to be given delegated authorisation to approve requests for rear loading, wheelchair accessible vehicles to be licensed as a hackney carriage.

Members noted the proposed procedure and asked questions of the Officers.

**Resolved** that the report be deferred pending further information regarding safety from Mid and West Wales Fire Authority (or other professionals deemed appropriate by Licensing Officers).

**27 Exclusion of the Public.**

The Committee was requested to exclude the public from the meeting during the consideration of the items of business identified in the recommendations to the report on the grounds that it involved the likely disclosure of exempt information as set out in the exclusion paragraph of 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation)(Wales) Order 2007, relevant to the item of business as set out in the report.

The Committee considered the Public Interest Test in deciding to exclude the public from the meeting for the items of business where the Public Interest Test was relevant, as set out in the report.

**Resolved** that the public be excluded for the following items of business.

**(Closed Session)**

**28 Results of Appeals.**

The Licensing, Food & Safety Manager and Team Leader, Housing & Public Health provided background information in relation to the three appeals detailed in the report.

The Immediate Action Update was noted.

**29 Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Restricted Hackney Carriage and Private Hire Driver - SAC.**

The Licensing, Food & Safety Manager detailed the background in respect of SAC's restricted hackney carriage and private hire driver's licences and outlined the conviction received by SAC.

Members asked questions of the Officers who responded accordingly.

SAC, accompanied by KW explained the circumstances of the conviction and answered Member questions relating to the matter.

**Resolved** that SAC be issued with a warning letter regarding future conduct particularly in relation to notifications and legal compliance.

**30 Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Hackney Carriage and Private Hire driver - NM.**

The Licensing, Food & Safety Manager detailed the background in respect of NM's hackney carriage and private hire driver's licences and hackney carriage vehicle licences and outlined the conviction received by NM.

NM explained the circumstances of the conviction and answered Member questions relating to the matter.

**Resolved** that NM be issued with a warning letter regarding future conduct and compliance with Licensing requirements.

**31 Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Renewal of Hackney Carriage and Private Hire Driver - AS.**

The Licensing, Food and Safety Manager detailed the background in respect of AS's application for renewal his hackney carriage and private hire driver's licence.

AS explained the circumstances relating to his offences and answered Members' questions.

The Lawyer advising the Committee clarified AS's mitigation.

**Resolved** that AS be issued with a warning letter regarding future conduct.

**32 Town Police Clauses Act 1847 - Local Government (Miscellaneous Provisions) Act 1976 - Application for the Grant of a Hackney Carriage and Private Hire Driver's Licence - PJA.**

The Licensing, Food and Safety Manager advised that PJA had failed to attend the meeting or submit a request for deferment.

The Licensing, Food and Safety Manager detailed the background in respect of PJA's application for the grant of a restricted hackney carriage and private hire driver's licence.

**Resolved** that:

1. The matter be considered in PJA's absence; and
2. PJA's application for the grant of a restricted hackney carriage and private hire driver's licence be **refused**.

Reason for decision

The Committee were not satisfied that PJA was a fit and proper person based on the information before them and their inability to seek clarification from PJA.

The meeting ended at 12.19 pm

**Chair**

# Agenda Item 4



## Report of the Chief Legal Officer

General Licensing Committee – 12 October 2018

### Exclusion of the Public

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.	
<b>Policy Framework:</b>	None.	
<b>Consultation:</b>	Legal.	
<b>Recommendation(s):</b>	It is recommended that:	
<b>1)</b>	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.	
	<b>Item No's.</b>	<b>Relevant Paragraphs in Schedule 12A</b>
	5, 6, 7, & 8	12, 13, 18
<b>Report Author:</b>	Democratic Services	
<b>Finance Officer:</b>	Not Applicable	
<b>Legal Officer:</b>	Tracey Meredith – Chief Legal Officer(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, Cabinet 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.

**Appendices:** Appendix A – Public Interest Test.



## Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
<b>12</b>	<b>Information relating to a particular individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their 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 they 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>
<b>13</b>	<b>Information which is likely to reveal the identity of an individual.</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their 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 they 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>
<b>14</b>	<b>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <p>a) Whilst they were 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 they 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>

No.	Relevant Paragraphs in Schedule 12A
15	<p><b>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.</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. Their view on the public interest test was that whilst they are mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them they were 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 they 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>
16	<p><b>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</b></p>
	<p>No public interest test.</p>
17	<p><b>Information which reveals that the authority proposes:</b></p> <p><b>(a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</b></p> <p><b>(b) To make an order or direction under any enactment.</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. Their 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 they 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>
18	<p><b>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</b></p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. Their 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 they 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>

# 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  
Information) (Variation) (Wales) Order 2007.

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# 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.

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# 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.

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# Agenda Item 8

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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