



## 2. Apologies for Absence

To receive apologies for absence from Members to determine the quorum of the meeting in accordance with Rule 7 of Part 4 of the Constitution.

## 3. Appointment of Substitutes

To appoint substitute Members in accordance with Rule 26 of Part 4 of the Constitution and the Substitution Procedure Rules.

## 4. Declarations of Interest

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

## 5. Minutes of the Previous Meeting

4 - 6

To read, confirm and sign the minutes of the previous meeting in accordance with Rule 19 of Part 4 of the Constitution.

## 6. Action List Arising from the Previous Meeting

To read, confirm and note the Action List arising from the previous meeting.

## 7. Petitions and Deputations

To receive any Petitions and, or, Deputations in accordance with Rule(s) 11 and 12 of Part 4 of the Constitution and the Petitions Procedure Rules respectively.

## 8. Licensing & Regulatory Update (Q2 2022/23) (Presentation)

7 - 17

Presentation of the Senior Strategic Development Manager

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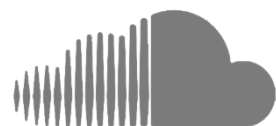
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# Agenda Item 5

**MINUTES OF THE MEETING OF THE LICENSING AND REGULATORY COMMITTEE HELD  
AT/BY COUNCIL OFFICES, BUSHLOE HOUSE, STATION ROAD, WIGSTON,  
LEICESTERSHIRE, LE18 2DR ON THURSDAY, 29 SEPTEMBER 2022 COMMENCING AT  
6.30 PM**

## **PRESENT**

M L Darr Vice-Chair



Meeting ID: 2332

## **COUNCILLORS**

G A Boulter  
D M Carter  
Mrs H E Darling JP  
F S Ghattoraya  
J Kaufman  
Mrs L Kaufman  
Mrs H E Loydall

## **OFFICERS IN ATTENDANCE**

D M Gill Head of Law & Democracy / Monitoring Officer  
A Hunt Democratic & Electoral Services Officer  
J Wells Senior Strategic Development Manager

### **11. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillors Mrs R H Adams, Mrs L M Broadley and M H Charlesworth.

### **12. APPOINTMENT OF SUBSTITUTES**

None.

### **13. DECLARATIONS OF INTEREST**

None.

### **14. MINUTES OF THE PREVIOUS MEETING**

By affirmation of the meeting, it was

#### **UNANIMOUSLY RESOLVED THAT:**

**The minutes of the previous meeting held on 16 June 2022 be taken as read, confirmed and signed.**

### **15. ACTION LIST ARISING FROM THE PREVIOUS MEETING**

By affirmation of the meeting, it was

#### **UNANIMOUSLY RESOLVED THAT:**

**The Action List arising from the previous meeting held on 16 June 2022 be noted.**

**16. PETITIONS AND DEPUTATIONS**

None.

**17. LICENSING & REGULATORY UPDATE (Q1 2022/23) (PRESENTATION)**

The Committee gave consideration to the presentation (as set out on pages 15 - 21 of the agenda pack) delivered by the Senior Strategic Development Manager, which asked it to note the Council's Licensing and Regulatory Update.

By affirmation of the meeting, it was

**UNANIMOUSLY RESOLVED THAT:**

**The content of the presentation be noted.**

**18. ANIMAL LICENSING POLICY (SEPTEMBER 2022)**

The Committee gave consideration to the report and appendix (as set out on pages 22 - 34 of the agenda pack) which asked it to consider any relevant updates with regard to the Animal Licensing Policy 2022 and to ensure that any relevant changes updates are included.

It was moved by Councillor G A Boulter and seconded by Councillor Mrs H E Loydall and

**UNANIMOUSLY RESOLVED THAT:**

- (i) The Animal Licensing Policy 2022 be adopted and;**
- (ii) The delegated authority be granted to the Head of Law and Democracy to consider any other amendments as may be necessary in consultation with the Chair of the Licensing and Regulatory Committee.**

**19. CHARITABLE COLLECTIONS POLICY (SEPTEMBER 2022)**

The Committee gave consideration to the report and appendix (as set out on pages 35 - 54 of the agenda pack) which asked it to consider any relevant updates with regard to the Charitable Collections Policy and to ensure that any relevant changes updates are included.

It was moved by Councillor Mrs H E Loydall and seconded by Councillor J Kaufman and

**UNANIMOUSLY RESOLVED THAT:**

- (i) The Charitable Collections Policy be adopted and;**
- (ii) That delegated authority be granted to the Head of Law and Democracy to consider any other amendments as may be necessary in consultation with the Chair of the Licensing and Regulatory Committee.**

**20. SPECIAL TREATMENTS POLICY (SEPTEMBER 2022)**

The Committee gave consideration to the report and appendix (as set out on pages 55 - 79 of the agenda pack) which asked it to consider any relevant updates with regard to the Special Treatments Policy and to ensure that any relevant changes updates are included.

It was moved by Councillor J Kaufman and seconded by Councillor Mrs L Kaufman and

**UNANIMOUSLY RESOLVED THAT:**

- (i) The Special Treatments Policy be adopted and;**
- (ii) That delegated authority be granted to the Head of Law and Democracy to consider any other amendments as may be necessary in consultation with the Chair of the Licensing and Regulatory Committee.**

**THE MEETING CLOSED AT 7.40 pm**



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**Chair / Vice-Chair**

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**Thursday, 24 November 2022**

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# Licensing and Regulatory Update

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Jon Wells  
Licensing and Regulatory Committee  
08 December 2022



# Food

- Q2 and temperature check with FSA – submitted
- Triaging new businesses continues
- Dealing with complaints – 18 last quarter
- Joint enforcement and information sharing protocol
- 88% compliance rate, with 29 premises awaiting inspection
- Looking at possibility of food courses when Dhara starts
- Duty of care for small businesses project
- 3cs, 4 Bs left, 102 Ds missed inspections and 250 Es to program for this year and next following the pandemic
- Challenges/issues noted – staff shortages (cleaning standards), increase in energy (temperature control)



# Food

## Recent food hygiene inspection results in Oadby

Aigburth Care Home - 5  
Devonshire Court Home - 5  
Gartree High School - 5  
Mezze Mangal - 5  
Papa John's - 5  
Oadby Owl - 5  
St George's Day Nursery - 5  
Tipu Restaurant - 5  
Woodland Grange Primary School - 5  
Oadby Fish Bar - 4  
Oriental Chef - 4  
Oriental Star - 4  
Shakehouse - 4  
Chestnuts Coffee Shop - 3  
Maakan Café - 3  
Sycamore Residential Home - 2  
Cheikos - 1



## Recent food hygiene inspection results in Wigston and South Wigston

**South Wigston**  
Little Desserts - 5  
TJ's - 4  
Holmes House - 1

**Wigston**  
Bella Italia - 5  
Birkett House School - 5  
Cradle Nursery - 5  
Holiday Inn - 5  
Hunnypot Day Nursery & Preschool - 5  
Kiddy Kapers Daycare - 5  
Magna Care Home - 5  
Queens Pizza - 5  
South Leicestershire Day Nursery - 5  
Willow Court Care Home - 5



# Food

FHRS score	
5 (very good)	297
4 (good)	39
3 (generally satisfactory)	23
2 (improvement necessary)	13
1 (major improvement necessary)	3
0 (urgent improvement necessary)	0
Exempt	20
Awaiting inspection (new businesses)	29

# Selective Licensing

- No of rented properties – 815
- Applications received – 765 (94%)
- Exemptions/empty – 1
- Licenses issued – 640 (pending 100, withdrawn 25)
- Income - £563,339

# Green Homes Grant Programme

- LAD programme – 163 properties, 174 measures. 146 owner occupied with remainder private rented (solar, external wall insulation, cavity and loft insulation)
- HUG – off gas properties only. 9 properties, 4 owner occupied and 5 private rented (same measures as LAD)
- Funding update

HUG 1	Budget	Spent	%	Left over	%
All	£55,000.00	£52,931.70	96%	£2,068.30	4%
Admin / Ancillary	£5,000.00	£2,744.00	55%	£2,256.00	45%
Capital (Measures)	£50,000.00	£50,187.70	100%	-£187.70	0%

LAD 2 & 3	Budget	Spent	%	Left over	%
All	£528,000.00	£226,202.5	43%	£301,797.48	57%
Admin	£28,407.24	£19,317.00	68%	£9,090.24	32%
Capital (Measures)	£480,000.00	£206,885.5	43%	£273,114.48	57%

# Air Quality

- Additional diffusion tubes – Newton Lane and the A6 in place
- Data from Zephyr along A6 and AQMS along Blaby Road now hosted live on <https://www.ukairquality.net/>

# Licensing

- Profile of licensed vehicles

<b><u>1<sup>st</sup> June 2021</u></b>	<b><u>1<sup>st</sup> June 2022</u></b>
Number of vehicles: 359	Number of vehicles: 366
Average Age: 6.26 years	Average Age: 5.89 years
Average Emissions: 115.74 G/KM	Average Emissions: 112.12 G/KM

- Registrations and licenses – 155 on database currently
- Enforcement cases – 5 being investigated

# Licensing

work received April to August 22

Licence Type	New	Renewal	Review	Grand Total
	2			2
Animal boarding	1			1
Combined Driver	14			14
Combined Driver (Renewal)		36		36
Full Variation to the Premises Licence	1		1	2
Hackney Carriage	31			31
Hackney Carriage (Renewal)		93	2	95
Hairdresser & Barber Premises	1			1
Hairdresser and Barber Mobile	1			1
Personal Licence	1			1
Microblading business	1			1
Microblading person	1			1
Personal licence	4			4
Premises licence	2			2
Private hire	3	2		5
Street collection	4			4
TEN	6			6
House to house	3			3
Variation to DPS	1			1
Totals	77	131	3	211

# Dog warden service

- Quotation process for a new contract started 1 November 2022
- Appointment of successful contractor December 2022/January 2023





# Midland mainline electrification programme update

Work activity	Start date	Estimated end date
Ground Trial Holes	30 July 2022	26 Jan 2023
Wigston Compound and Road Rail Access Point install	29 October 2022	29 March 2023
Vegetation Management	15 August 2022	18 August 2023
Piling	15 October 2022	August 2023
Steel Installation	December 2022	September 2023
Wiring	January 2023	December 2023
Adjustments and assurance	February 2023	January 2024

RRAP being installed first (Oct – Nov 22) and the compound Setup planned for early 2023

Anything in red denotes a change from original dates

