



Licensing and Regulatory Committee	Thursday, 05 March 2020	Matter for Information
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Report Title: **Licensing Update (Q2 & Q3 2019/2020)**

Report Author(s): **Tracey Aldwinckle (Licensing Enforcement Officer)**

Purpose of Report:	This report provides an overview of the work undertaken by the Licensing Section for the second and third quarter of 2019/2020.
Report Summary:	This report covers the standard quarterly reporting items in relation to taxi and private hire licensing, applications under the Licensing Act 2003 and Gambling Act 2005 and any notable enforcement activity. An update is also provided in respect of other concurrent matters
Recommendation(s):	That the contents of the report and appendices be noted.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	David Gill (Head of Law & Democracy / Monitoring Officer) (0116) 257 2626 david.gill@oadby-wigston.gov.uk Tracey Aldwinckle (Licensing Enforcement Officer) (0116) 257 2689 tracey.alldwinckle@oadby-wigston.gov.uk
Corporate Objectives:	Providing Excellent Services (CO3)
Vision and Values:	Accountability (V1) Teamwork (V3) Customer Focus (V5)
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	There are no implications arising from this report.
Corporate Risk Management:	No corporate risk(s) identified.
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable.
Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.

Consultees:	None.
Background Papers:	None.
Appendices:	<ol style="list-style-type: none"> 1. Licensing Application Statistics (Q2 2019/2020) 2. Licensing Application Statistics (Q3 2019/2020)

1. Taxi and Private Hire Licensing

1.1 Licensing Applications

During the Quarter 2 period 1 July 2019 to 31 September 2019, the Licensing Section has processed 206 applications for Hackney Carriage & Private Hire Driver, Vehicle and Operator licences.

During the Quarter 3 period 1 October 2019 to 31st December 2019, the Licensing Section has processed 211 applications for hackney carriage & private hire driver, vehicle and operator licences.

1.2 Drivers

During the reporting periods we held Competency tests, attended by a total of 55 new candidates. Of the candidates who sat the test 12 gained a pass and the remaining candidates failed. The test forms part of the application criteria and a pass is required before the applicant can go forward to make an application to become a licensed driver. 30 applicants and drivers attended the Child Sexual Exploitation courses which were held.

1.3 Appeal

On the 21 February 2020, an applicant was successful in appealing to the Crown Court against the dismissal of a first appeal by the Magistrates' Court against the Council's initial decision to refuse a drivers' licence.

2. Licensing Act 2003

2.1. During quarter 2, there have been 36 applications relating to the Licensing Act; 1 Temporary Event Notice with alcohol, 13 Personal Licence applications and 18 applications for premises licences which included 1 minor variation and 12 licence transfers and or variation of the DPS (Designated Premises Supervisor).

2.2. During quarter 3, there have been 33 applications relating to the Licensing Act; 1 Temporary Event Notice with alcohol, 8 Personal Licence applications and 19 applications for premises licences which included 2 minor variations and 2 licence transfers and or variation of the DPS (Designated Premises Supervisor).

3. Gambling Act 2005

3.1. During the Quarter 2, there were 11 applications made under the above Act, 1 Club machine permit, 1 Notification of Gaming Machines and 11 new small society lotteries registrations.

3.2. During the Quarter 3, there were 2 applications made under the above Act, both being small lottery applications.

4. General Licences

4.1. During Quarter 2, the team also issued the following licences 11 House to House collection

and 13 Street Collection applications.

- 4.2. During Quarter 3, the team also issued the following licences, 1 Hairdressers, 5 House to House Collections, 28 Street Collection Permits and 35 Street Trading Consents.

5. Licensing Enforcement

- 5.1. Pro-active enforcement visits have been conducted in conjunction with the Police of Licensed premises. These visits will continue and it is intended that the amount of time dedicated to Taxi enforcement will increase during the year. The Licensing Enforcement Officer is currently investigating 3 complaints against taxi drivers, and one against a licensed premises.
- 5.2. The Licensing Enforcement Officer has attended regularly meetings in conjunction with the Police with the Licensees of Wigston licenced premises. In November 2019, 'Safeland' was launched whereby all of the licensees in Wigston save 3 have joined a scheme similar to the old Pub Watch where if one customer is barred from one licenced establishment they are barred throughout Wigston. Officers designed a 'Safeland' poster to be displayed in all participating establishments, which are being used in conjunction with a 'Safeland' app on their phones they can send information and photographs of trouble makers to other licensees.
- 5.3. The breakdown of licensing application statistics for quarter two is attached at **Appendix 1** to this report for Members' information. Similarly, quarter three is attached at **Appendix 2**.

6. 'Sam Says Stop' Campaign

- 6.1. In March 2019, 'Sam Says Stop' campaign posters were given out to all taxi operators to promote the use of the Dutch Reach to prevent unnecessary injury to cyclists when passing stationary vehicles. Since that time all new and renewed vehicles have been issued with 'Sam Says Stop' stickers to be placed on windows in all of our licensed vehicles. The Council continues to support the 'Sam Says Stop' Campaign by issuing the stickers from the original stock

7. Hackney Carriage and Private Hire Driver Forum

- 7.1. A consultation letter is still to be formatted and to be distributed to all licensed drivers outlining the intention to facilitate a Hackney Carriage and Private Hire Drivers Forum. The purpose of the Forum will be to engage with the trade on current issues, customer expectations and consultations. It is proposed that the Forum will meet 6-monthly and comprise members of the Trade, elected Members and Officers.

8. Uniform

- 8.1. Final configuration of the system has been completed and full go live will be by the end of January 2020. Initially, the basic use of the system will be implemented across the team. Throughout Q4, the additional aspects will be implemented which will include new work flows for staff, notifications of annual fees and renewals due, etc.
- 8.2. Final testing is being carried out on the 'public access' pages on the Councils website, where customers will be able to search for licensable activity. It is still expected that this function will be in use during Q4. The on-line functionality for applications is still offering a better service to the customer whilst making savings on printing/paper costs, staff time and streamlining the process for all parties.