

Title of Report	LICENSING SERVICE UPDATE REPORT	
Presented by	Andrew Cooper Licensing Team Leader 01530 454844 andy.cooper@nwleicestershire.gov.uk	
Background Papers	None	Public Report: Yes
		Key Decision: No
Financial Implications	None	
	Signed off by the Section 151 Officer:	
Legal Implications	None	
	Signed off by the Monitoring Officer:	
Staffing and Corporate Implications	None	
	Signed off by the Head of Paid Service:	
Purpose of Report	To present an update to the Licensing Committee on activities carried out by the Licensing Team	
Recommendations	THAT THE LICENSING COMMITTEE NOTE THE DETAILS CONTAINED WITHIN THE REPORT	

1. BACKGROUND

1.1 The report highlights significant activities and performance of the licensing team during the current financial year to date.

2. PREMISES LICENSED UNDER THE LICENSING ACT 2003 (PUBS, CLUBS AND TAKEAWAYS)

2.1 The following table highlights complaints received relating to licensed premises during the current financial year.

Date	Type of premises	Location	Nature of complaint	Resolved/actions
10.05.2019	Public house/bar	Coalville	Drugs	Referred to police licensing for investigation.
21.06.2019	Public house	Ashby	Noise and vibration	Joint investigation with licensing and environmental protection. Voluntary agreement with the premises licence holder to adhere to additional licence conditions – Resolved.
03.07.2019	Public house	Ashby	Noise	Advisory visit and additional monitoring –

				Resolved.
04.07.2019	Late night refreshment venue/take-away	Ashby	Breach of licence - permitted hours	Visits made by licensing and police to seize CCTV evidence from the premises. Shortly after, the premises ceased trading.
28.07.2019	Public house	Castle Donington	Permitted hours	Long standing matter concerning permitted hours, noise and fire safety. Licence reviewed by Licensing Sub-Committee on 14.08.2019 following application from Leicestershire Fire and Rescue Service – Resolved – licence conditions amended.
05.10.2019	Public house	Castle Donington	Alleged breach of permitted hours and noise	Advice visit and letter to premises. No further action due to lack of evidence.
13.10.2019	Public house	Heather	Allegation of assault	Advised complainant and referred to police.
14.11.2019	Public house	Castle Donington	Noise and permitted hours	Visits carried out and warning issued.
18.12.2019	Public house	Castle Donington	Noise from customers leaving the premises, noise from emptying bottles in early hours	Visits carried out by Licensing and advice given. Further monitoring being undertaken.

3. NATIONAL LICENSING WEEK

- 3.1 The 2019 National Licensing week ran from 17th – 21st June and was an opportunity to raise awareness of licensing and its role in everyday lives. The council took the opportunity to promote our licensing activities and initiatives and the positive impact they have on the community.
- 3.2 Officers publicised the team's work via social media tweets, which included the following;
- Regular inspections on pubs and clubs within the district. Officers worked with licensees and put policies in place to keep the public safe.
 - A taxi enforcement inspection initiative with Leicestershire County Council transport team at Forest Way School. Officers spot-checked taxis that are contracted to transport children to and from school. Thirteen taxis were inspected and all passed with no issues.
 - A training session at Linden Way depot to give drivers a better understanding of taxi vehicle compliance testing and safety standards to be able to support and promote the Council Vehicle Conditions.
 - Demonstrated and tested the new digital forms with the taxi and private hire trade.
 - Significant monitoring and enforcement exercises at the annual Download festival

4. CELEBRATE SAFELY CAMPAIGN

- 4.1 Celebrate Safely is an annual campaign across the county and is held during the lead up to the festive season. This year's campaign within North West Leicestershire was launched in September 2019. It involved the Councils Licensing and Community Safety teams, Leicestershire Fire and Rescue Service, Leicestershire Police, and East Midlands Ambulance Service.
- 4.2 Licensing officers and police personally delivered key safety messages and advice focusing on the licensable activities to promote the licensing objectives in joint operations where 20 licensed premises were visited and inspected in the district.
- 4.3 Officers and partners promoted the campaign by producing joint broadcasts on Hermitage FM along with social media tweets to ensure people consider their own safety and that of their friends and family and enjoy the festive celebrations.
- 4.4 A taxi enforcement initiative was organised by licensing officers along with the council vehicle mechanics and police with 12 vehicles receiving full vehicle examinations. Only two vehicles passed the inspection. One vehicle had its plate suspended. All vehicles were re-inspected and found to be compliant with vehicle conditions within 7 days.

5. LICENSED PREMISES AND WORKING WITH LEICESTERSHIRE POLICE

- 5.1 Leicestershire Police are the key responsible authority relating to the licensing objective of reducing crime and disorder under the Licensing Act. From time to time, the police will be contacted to respond to an alleged crime or an instance of disorder at a licensed public house or club. Crime reports relating to licensed premises are recorded by Leicestershire Police and referred to the Police Licensing Sergeant.
- 5.2 On a weekly basis, the Police Licensing Sergeant shares data relating to incidents with the council's licensing team. Any concerns relating to licensed premises are discussed at a fortnightly meeting with the police. Both agencies will agree an approach to address any concerns and secure compliance with licence conditions.
- 5.3 Over the Christmas period the police responded to three linked incidents at an Ashby nightclub, and an incident at a public house in Coalville. Leicestershire Police are investigating the incidents and liaising with the council's licensing team.

6. LICENSING AUDIT

- 6.1 An internal audit review of the licensing system has been completed in accordance with the agreed 2019/20 audit plan during the period 8 July 2019 to 19 August 2019. The scope of the audit was to evaluate the adequacy of the licensing system and the extent to which controls have been applied.
- 6.2 The audit team's findings concluded that internal controls are adequate in all important aspects and accordingly achieved a grade 1 result that internal controls are adequate in all important aspects. Any recommendations made by the audit have also been carried out.

7. ASHBY DE LA ZOUCH AND COALVILLE PUBWATCH

- 7.1 Both Ashby De La Zouch and Coalville towns are members of the national pubwatch scheme. Both pubwatch groups have been in operation for some time and operate consistently with local premises to help encourage an enjoyable, safe drinking environment for visitors and locals.
- 7.2 Over recent years, member numbers did drop at both groups to the point where the schemes were under threat, however, after a change in leadership and recent revival, the schemes now thrive. Regular attendees of the monthly Coalville pubwatch include White Horse, Three Crowns, Kings Arms, Whitwick, The Monkey Walk, Emporium/Bar X, Engineers,

Snibston New Inn, Labour Club, West End Club, The Victoria. The monthly or bi-monthly meeting in Ashby de la Zouch is regularly attended by The Shoulder of Mutton, La Zouch, The Plough, Bowling Green, Bluebell, White Hart, Bulls Head, Lamb Inn, The Vine, Tap@76, Ciro's/Queens Head and Manhattans. Ashby Town Council and Ashby street pastors also attend and contribute to the meetings.

- 7.3 Pubwatch members share information and intelligence, ensuring that any incidents including violent behaviour, drunk and disorderly behaviour or matters concerning drugs misuse are discussed and action is taken accordingly. The members have been very proactive recently, ejecting and banning persons associated to these matters, implementing banning notices for significant amounts of time from member premises. Members also share good practice amongst themselves and are supported at meetings by the local police and the council's licensing team.
- 7.4 The council has taken a supportive role to ensure the scheme continues and will often assist members by writing to other premises encouraging them to join the scheme. Pubwatch premises were also visited as part of the Celebrate Safely campaign in November 2019. There were no significant issues identified.

8. NATIONAL REGISTER OF HACKNEY CARRIAGE AND PHV DRIVER LICENCE REFUSALS AND REVOCATIONS (NR3)

- 8.1 In April 2019, the council adopted the national register of taxi and private hire licence revocations and refusals (NR3).
- 8.2 The licensing authority provides information to the National Register of Taxi Licence Refusals and Revocations (NR3), a mechanism for licensing authorities to share details of individuals who have had a hackney carriage or private hire vehicle licence revoked, or an application for one refused. This check is necessary when assessing whether an individual is a fit and proper person to hold a hackney carriage or private hire licence.
- 8.3 North West Leicestershire District Council was the first licensing authority to adopt the scheme in Leicestershire and Rutland. We support the scheme and promote the use of it to other licensing authorities. Officers have also provided advice and support to other authorities that are in the process of adopting the scheme.

9. FIRST ELECTRIC VEHICLE LICENSED IN NORTH WEST LEICESTERSHIRE

- 9.1 North West Leicestershire had its first electric private hire vehicle after CK Cars' new Tesla was officially licensed by the district council. The Ellistown firm invested £50,000 in the new car as it looks to adopt a greener and more environmentally friendly business model fit for the future. Kelly Hagger, owner of CK Cars, brought the new Tesla Model 3 to the council offices in Coalville where it was officially licensed.
- 9.2 Vehicle proprietors that licence an ultra-low emission vehicle currently receive a 15% discount on vehicle licensing fees. This development is very much in line with the council's emerging aim to ensure that the district as a whole is carbon neutral by 2050.

10. DIGITAL TRANSFORMATION

- 10.1 The licensing team continue to work closely with the council's digital transformation team and in October 2019 launched a number of live digital forms. This not only makes it an easier and more streamlined application process for the customers, it also benefits the licensing team as some applications are now integrating with our databases, eliminating the need for manual data entry. The current live digital forms are;

- Street trading
- House to house collections
- Street collections

- Temporary event notices (TEN's)/Late Tens
- Application to vary the designated premises supervisor (DPS) and consent
- Personal licence
- Premises licence (New)
- Transfer of premises licence
- Licensing Act 2003 premises inspections

Various other application forms including taxi and private hire licensing are in the process of being digitalised.

11. SAFEGUARDING AND CHILD SEXUAL EXPLOITATION AWARENESS TRAINING (CSE)

- 11.1 In 2017, The Licensing Committee approved the implementation of safeguarding and child sexual exploitation awareness training. All licensed drivers have been trained to understand the need to protect vulnerable adults, young people and children, identify possible victims of abuse and exploitation by understanding indicators of risk, identify sources of advice and pathways for reporting concerns and understand their roles and responsibilities in relation to personal safety and security. Any new drivers must also undertake the training within 12 months of being granted a licence. In 2019, our licensing officers began to assist in the delivery of the training.

12. MULTI AGENCY TAXI AND PRIVATE HIRE ENFORCEMENT INITIATIVES

- 12.1 Throughout 2019, the licensing team have conducted two multi-agency enforcement initiatives with other neighbouring councils, Leicestershire Police, Driver Vehicle Standards Agency (DVSA) and Her Majesty's Revenue and Customs (HMRC).

On 30th April 2019, the results of the initiative were:

- 84 vehicles inspected.
- DVSA - 11 prohibitions issued 4 delayed and 4 immediate (tyres and brake related), 3 immediate prohibitions for defective tyres.
- Police – penalty notices issued for 3 x seatbelt offences and 2 tyre offences. One vehicle had no vehicle road fund licence, one breath/drug test passed, other vehicles inspected for window tints and number plate issues.
- One licensing authority suspended four of its vehicle licenses whilst a further authority also suspended a vehicle licence, and another authority looked to issue internal penalty points for driver failing to wear his driver's badge.
- HMRC – dip tested the majority of vehicles for fuel duty evasion. There were no positive samples.

On 20th September 2019 the results of the initiative were:

- 135 vehicles inspected.
- DVSA - 6 prohibitions issued: 2 delayed and 4 immediate all for defective tyres (others included minor issues).
- HMRC – dip tested the majority of vehicles for fuel duty evasion. There were no positive samples.

13. REVOCATIONS/REFUSALS/PROSECUTIONS

The following tables detail revocation and refusal decisions made by the Licensing Team Leader or Licensing Sub-Committee.

Date	Licence type	Decision	Decision by
21.05.2019	Private Hire	Refused	Licensing Team

			Leader (Delegated)
14.08.2019	Dual	Revoked	Licensing Sub-Committee
23.08.2019	Private Hire	Revoked	Licensing Team Leader (Delegated)
23.08.2019	Private Hire	Refused	Licensing Team Leader (Delegated)
16.12.2019	Dual	Refused	Licensing Sub-Committee

The following table highlights prosecutions carried out by the Licensing Team.

Name	Reason	Outcome/Sentence
McCausland	Unlicensed vehicle/operator and false booking records	Prosecuted for 3 offences, (total fines £400) Victim surcharge - £30 Council costs - £1000 Total: £1430
Griffin	Operating otherwise than in accordance with an operating licence	Prosecuted - Fine: £40 Councils costs - £850 Victims surcharge - £32 Total: £922
Download Driver 1 (Hussain)	Illegal plying for hire	Guilty plea – sentenced; fine £240 Council's costs - £500 Victim surcharge - £30. Six points on his driving licence which led to a disqualification from driving of six months due to points already accumulated.
Download Driver 2	Illegal Plying for hire	Awaiting trial in January 2020

Policies and other considerations, as appropriate	
Council Priorities:	Our communities are safe, healthy and connected
Policy Considerations:	Not applicable
Safeguarding:	Positive impact on safeguarding – Driver awareness and training
Equalities/Diversity:	Not applicable
Customer Impact:	Positive impact on public safety
Economic and Social Impact:	Positive impact on public safety
Environment and Climate Change:	Electric vehicle licensed as a private hire vehicle
Consultation/Community Engagement:	Not applicable
Risks:	No significant risks identified
Officer Contact	Lee Mansfield Environmental Health Team Manager lee.mansfield@nwleicestershire.gov.uk Andy Cooper Licensing Team Leader

