

Gloucester City Council

Meeting:	Licensing and Enforcement Committee	Date:	11 June 2024
Subject:	Members Update for Licensing and Enforcement Committee		
Report Of:	Corporate Director		
Wards Affected:	All		
Key Decision:	No Budget/Policy For Information	Framework:	No
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Appendices:	1. Licensing Forward Plan		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To outline to Members, details of key Licensing Activities carried out from 1 March 2024 to 31 May 2024, including applications and service requests received, details of any enforcement work, progress updates of our work plan and any changes in Licensing Law.
- 1.2 To seek suggestions from members as ways to improve the format and content of this report.

2.0 Recommendations

- 2.1 Members of the Licensing and Enforcement Committee note the contents of this report.

3.0 Updates on Licensing Activities in the last Quarter

- 3.1 During this quarter, the licensing functions were carried out by the Licensing and Community Wellbeing Teams.

Licensing Applications

- 3.2 Between 1 March 2024 and 31 May 2024 a total of 229 licensing applications were received.
- 3.3 In addition to the administration of licensing applications a number of service requests are also received. These can consist of complaints and enquiries about various Licensing matters.

4.0 Enforcement Work

Sub-Committees Held between December 2023 and February 2024

Taxi and Private Hire Hearing

- 4.1 On 17 April 2024 an existing driver was referred to the Licensing and Enforcement Sub-Committee to question whether they continued to be a fit and proper person to hold a Hackney Carriage Drivers Licence following the accumulation of 9 DVLA penalty points in accordance with the Council's Hackney Carriage and Private Hire Regulatory Guidelines. Members resolved to take no further action.
- 4.2 On 17 April 2024 an existing driver was referred to the Licensing and Enforcement Sub-Committee to question whether they continued to be a fit and proper person to hold a Private Hire Operators Licence after being convicted of using an unlicensed driver to carry out work for the company. Members resolved to give the Driver a written warning and that the operator undertook a test on the rule books and to provide a written statement of the measures they have put in place to stop this happening again.

Licensing Act 2003 Hearing

- 4.3 None

Out of Hours and daytime Enforcement

4.4 Taxi and Private Hire Enforcement

Licensing Officers have continued to monitor activities of drivers and conditions of their Licence. Officers have issued Council internal penalty points to drivers for failing to display their vehicle plates in the right position, failing to notify the council of speeding offences and not displaying their door panels.

4.5 Licensed Premises

Licensing Officers have a close working relationship with the Police, Trading Standards and Environmental Protection and regularly share information to ensure compliance at licensed premises. Officers have visited a number of premises over the last few months undertaking risk assessments and making sure they are adhering to the conditions of licence.

Officers have also been working with the Sundry Debtors Team to discuss unpaid invoices of annual fees and where appropriate have visited the premises to cover any debt owed.

4.6 Animal Licensing

Rebecca Tuck, Community Wellbeing Officer has recently passed the OFQUAL Level 3 in inspecting licensable activities involving animals. Rebecca can now undertake inspections on behalf of Gloucester City Council for licensable activities involving animals.

5.0 **Legislative Updates**

None

6.0 **Future Work**

None

7.0 **Forward work plan and Conclusions**

7.1 The table in appendix 1 outlines our proposed work plan for Full Licensing and Enforcement Committee meetings over the next 12 months. As the year goes on, additional matters may need to be brought to Members attention or further requests may be presented for decision. However, the items listed illustrate expected matters that are scheduled for consideration Committee dates are in **bold** and shaded grey.

7.2 At each quarterly Licensing and Enforcement Committee meeting, we will continue to update Members on any activities carried out in the last quarter, this will include a summary of what has happened in the team, including number of new Licences, any enforcement work carried out and details of any appeals or prosecutions held, the outcomes of those hearings and any further court cases pending.

8.0 **Financial Implications**

8.1 There are no financial implications attached to the recommendations in this report.

(Financial Services have been consulted in preparing this report.)

9.0 Legal Implications

9.1 There are none at this time.

(One Legal have been consulted in the preparation this report.)

10.0 Risk & Opportunity Management Implications

10.1 In Compliance with the Council's risk management strategy any decisions made which are unreasonable or unlawful could be open to legal challenge resulting in loss of image, reputation and potential financial penalty. There is no risk to the Authority connected to this report, as it is for information only.

11.0 People Impact Assessment (PIA):

11.1 There are no key decisions included in this report.

11.2 A separate PIA will be carried out for each Policy when it is brought before the Licensing and Enforcement Committee.

12.0 Other Corporate Implications

Community Safety

12.1 None

Sustainability

12.2 None

Staffing & Trade Union

12.3 None

Background Documents: None