

REPORT TO	ON
GENERAL LICENSING COMMITTEE	23 JANUARY 2018

September 2017



TITLE	REPORT OF
UPDATE ON RECENT LICENSING ACTIVITY	REVENUES MANAGER

Is this report confidential?	No
------------------------------	----

1. PURPOSE OF THE REPORT

This report is to update the Committee on a range of Licensing activity which has taken place since the November meeting of the Committee, including:

- (i) the consultation process which has taken place over December 2017 / January 2018 in relation to the licensing of mobile home sites;
- (ii) arrangements for the next Taxi Trade Forum to be held on 1 February 2018;
- (iii) arrangements for the joint training with Chorley Borough Council (9 March 2018); and
- (iv) promotional Licensing work undertaken via social media.

2. RECOMMENDATIONS

Members are requested to:

- 2.1 note the information provided in sections 4-7 below on recent Licensing activity;
- 2.2 note the proposed date of the next Taxi Trade Forum;
- 2.3 confirm their availability to attend the training session at Chorley on 9 March 2018 (if they have not already done so) and consider whether they would want communal transport to the venue to be arranged; and
- 2.4 support officers in their attempts to proactively engage with residents on Licensing matters via social media.

3. CORPORATE PRIORITIES

The report relates to the following corporate priorities

Clean, green and safe		Strong and healthy communities	
Strong South Ribble in the heart of prosperous Lancashire		Efficient, effective and exceptional council	x

4. CONSULTATION UPDATE

- 4.1 Members will recall that – at the November meeting of the General Licensing Committee – they agreed to submit two (connected) matters for further consultation. Both of these items related to the licensing of mobile home sites, specifically (i) the Model Standards 2008 and (ii) the draft fees policy which would allow the Council to charge for certain services.

4.2 The following action has subsequently taken place:

- the consultation period was agreed as 18 December 2017 to 5pm on Sunday 28 January 2018;
- the consultation pages have been drawn up and appear on the Council's website. They can be accessed via the following link:

<http://southribble.moderngov.co.uk/ieListDocuments.aspx?CId=136&MId=150>

- an advisory letter was sent to each of the 3 currently-licensed sites on 12 December 2017 informing them of the forthcoming exercise; and
- a similar letter was also hand-delivered by Licensing staff on 18 December 2017 to each individual mobile home located on the 3 licensed sites.

4.3 In addition, it was agreed at the November meeting of the Committee that all 3 holders of a site licence in the Borough would be approached in writing, with a view to establishing whether – should the Model Standards ultimately be adopted by full Council - they would be willing to voluntarily adopt the Model Standards 2008 on their respective sites. (Members will recall that the Council is not in a position to impose the Model Standards on a retrospective basis although – subject to the agreement of full Council - they will apply to new site licences issued in future). On 19 December 2017 a letter was sent to the current site owners seeking their views on this matter.

4.4 It is intended that a report outlining the outcomes of the consultation exercise (including correspondence with site owners as referred to in section 4.3 above) will be presented to members of the General Licensing Committee at their meeting in February 2018.

5. TAXI TRADE FORUM

5.1 Members are asked to note that the next meeting of the Taxi Trade Forum will take place at 5pm on 1 February 2018. The venue will be the Wheel Room.

5.2 It is proposed that a similar approach to that adopted at the last meeting of the Forum will be adopted, with an officer presentation and responses to pre-submitted questions from the trade.

6. JOINT TRAINING EVENT

6.1 Members will recall that, at their November meeting, they provisionally agreed to support the arrangement of a joint training course to be undertaken with Chorley Borough Council. The half-day training would be carried out by the prominent and leading Licensing expert Mr Jim Button. The main emphasis of the course will be on taxi licensing and hearings, but it will also cover key elements of the Licensing Act 2003.

6.2 It can now be confirmed that the training session will take place on 6 March 2018 at Chorley Town Hall. It is anticipated that the training will start around 10am with a break for lunch and will conclude at around 2.30pm.

6.3 A calendar invitation was sent round the Committee on 13 December 2017 and a total of 6 members have responded. The 5 members who have not yet confirmed their availability at the time of writing are asked to do so at the meeting of the Committee, so that information on member attendance can be forwarded to Chorley (along with proposed officer attendance).

6.4 Officers are aware of members' concerns regarding parking at the Chorley Town Hall venue and are exploring whether some dedicated parking can be identified. If not, members are asked to consider whether they would want communal transport (eg a minibus) to be arranged from the Civic Centre in Leyland so that parking issues may be avoided.

7. PROACTIVE PROMOTIONAL WORK OVER CHRISTMAS PERIOD

7.1 Clearly, the festive period is a busy time for Licensing both in terms of taxi licensing and the Licensing Act 2003. This year, the Licensing team has worked hard to produce a series of promotional messages which have been distributed via social media. The purpose of these is to engage with the public (as well as licence holders) and encourage the public to behave responsibly when accessing taxis / licensed premises.

7.2 The "tweet" reproduced in Appendix 1 encourages the public to access a licensed taxi over the Xmas period. It was first posted on 27 November 2017 and then retweeted on 1 December and 7 December. At the time of writing, this particular tweet has been seen 2,090 times by people on Twitter and a total of 16 people have interacted with the tweet (either liked or re-tweeted). The council's Twitter page has a potential audience of 11,400 followers.

7.3 A second tweet is being posted on 15 December 2017; this focuses on the responsible consumption of alcohol and is reproduced as Appendix 2. It will have the tagline "Don't drink and drive... travel the safe way this Festive Season #Taxi #LicensedTaxi".

7.4 It is understood that Licensing is one of the few Council sections to proactively engage with residents via social media in this way and credit should be given to Licensing officers for their efforts here.

8. WIDER IMPLICATIONS AND BACKGROUND DOCUMENTATION

8.1 Comments of the Statutory Finance Officer

There are no financial implications arising from the recommendations in this report.

8.2 Comments of the Monitoring Officer

There are no legal implications to comment upon in respect of this report.

Other implications:	
▶ Risk	None
▶ Equality & Diversity	None
▶ HR & Organisational Development	None
▶ Property & Asset Management	None
▶ ICT / Technology	None

9. BACKGROUND DOCUMENTS (or there are no background papers to this report)

Appendix 1 – Xmas taxi tweet

Appendix 2 – Don't Drink and Drive tweet

SMT Member's Name: Peter Haywood

Job Title: Revenues and Benefits Manager

Report Author:	Telephone:	Date:
Peter Haywood	01772 625578	8 January 2018