

General Licensing Committee

Meeting held at 6.00pm on Tuesday, 11th July, 2017 in Cross Room, Civic Centre, West Paddock, Leyland PR25 1DH

Present:-

Cllr J Rainsbury (Deputy Mayor) (Chairman), Cllr M R Nelson (Vice-Chairman), Cllr Ms J Bell , Cllr Mrs M Green , Cllr H G Hancock , Cllr K E L Jones , Cllr J D Marsh , Cllr Mrs B A B Nathan , Cllr D J Watts , Cllr P J H Wharton , Cllr D Wooldridge

In Attendance:-

Andy Glover (interim Licensing Manager), Tasneem Safdar (Senior Solicitor) and Dianne Scambler (Democratic Services Officer)

Public Attendance:-

None.

Officers:-

Peter Haywood (Revenues Manager), Chris Ward (Licensing Officer) and Stephanie Fairbrother (Licensing Officer)

Minute No.	Description/Resolution	Action By/Deadline
18	Apologies for absence None.	
19	Minutes of the Last Meeting RESOLVED (Unanimously): That the minutes of the General Licensing Committee held on 13 June 2017 be confirmed as a correct record for signing by the Chair.	
20	Declaration of Interests No declarations of any interests were declared.	
21	Annual Report 2016/17 The Committee received a draft copy of the Licensing Section's Annual Report for 2016/17. The Annual Report covered the relevant areas of Hackney Carriage/Private Hire' Licensing Act 2003 (liquor); Gambling and Scrap Metal. However, given the exceptional circumstances of 2016/17, it was considered appropriate and understandable that the draft Report concentrated primarily on the work around taxi licensing. The Report also set out the Committee's workload for the year and emphasised the considerable steps taken by the Committee to modernise its processes and procedures. Members liked the new style of the report and the Chair on	

	<p>behalf of the Committee thanked the officers for all their hard work over the year.</p> <p>RESOLVED (Unanimously):1. Approval of the draft Annual Report for 2016/17.2. Approval that the Annual Report for 2016/17 be presented to Council to promote the good work being undertaken by the licensing team.</p>	
22	<p>Member Training</p> <p>The Committee received a report that summarised training session that had already taken place and asked Members to consider future training initiatives. At previous meetings held in February and March of this year. The General Licensing Committee had received a draft programme of training for members throughout the year. The first session, held on 9 May was facilitated by the Interim Licensing Manager and was intended to assist members in developing their technique for posing questions to applicant/drivers who appeared in front of them at hearings. The session was deliberately scheduled to precede an additional Committee date that had been diarised to deal with a backlog of hearings that had built up over the previous months. In the second session, Members will receive a presentation and have a discussion around other areas of the Committee's responsibilities, for example, scrap metal and late night refreshment licences.</p> <p>A Member Learning Hour had taken place the evening before and Members of the Committee who had attended the session, thanked the officers for providing a good overview of liquor licences. Members suggested a number of training initiatives that included a session relating to the Gambling Act, accompanying licensing officers on their visits to licensed premises, particularly out of hours and undertaking a visit to observe another authorities Committee meeting.</p> <p>RESOLVED (Unanimously):1. That the report be noted.2. That a training session be delivered on the Gambling Act 2005.3. That a visit to a neighbouring authorities Licensing Committee meeting be undertaken.4. That Members of the Licensing Committee be invited to accompany Licensing Officers on their visits to licensed premises.</p>	
23	<p>Licensing Function - Performance Data</p> <p>The Committee received a report that set out all performance data relating to the work of the Licensing Section for the consideration of Members. As part of officers attempts to provide greater transparency about the role of the Committee, performance data has started to be collated and the Committee received information relating to first quarter April to June 2017. Under the Implementation Plan, it is proposed that performance data will be presented to the Committee</p>	

	<p>on a regular basis. The report covered a wide range of enforcement activity, including:</p> <ul style="list-style-type: none"> • Inspections of Hackney Carriage/Private Hire Vehicles; • Applications for licences for Hackney Carriage. Private Hire drivers and vehicles; • Number of hearings heard by General Licensing Committee; • Number of inspections of licensed premises carried out under the Licensing Act 2003 • Number of applications for a licence under the Licensing Act 2003 • Number of applications/enforcement activity under the Gambling Act 2005; and • Miscellaneous applications under other legislation. <p>Members made some suggestions on how the data could be better presented that included the use of colour, comparative targets, the inclusion of an executive summary and use of case studies to provide some context. The Committee also commented that the use of acronyms should be removed from future reports.</p> <p>RESOLVED (Unanimously):</p> <ol style="list-style-type: none"> 1. That the information be noted. 2. That the Interim Licensing Manager would look improve the look and feel of future performance reports in line with member's suggestions. 	
24	<p>“Out of town” drivers: Presence in this borough of driver's licenced by other authorities.</p> <p>In response to Members concerns around the firm trading as Uber, the Committee received a report that provided information relating to the presence of drivers operating within South Ribble, who have not been licensed by South Ribble Borough Council. The report also sought to identify the legal/practical circumstances when “out of town” drivers may lawfully operate in the Borough; consider the risks that this situation may pose; and set out a range of options for Members to consider on how to combat the situation in the future.</p> <p>Many local authorities have introduced an Intended Use Policy that obliges Hackney Carriage proprietors to declare that they will primarily operate the vehicle as a Hackney Carriage within the area of that licensing authority and the Committee was asked to consider adopting an Intended Use Policy for South Ribble. Members considered that this approach along with changes to the operator's conditions would strengthen the Council's position when dealing with this issue in the future.</p> <p>Although licensing officers were confident that Uber was not operating in the South Ribble area, some Members reported that they had been able to book a taxi through this service and asked if the situation could be monitored before more formal action was taken.</p> <p>RESOLVED (Unanimously): To consult on the proposed Intended Use Policy and to bring the results</p>	

	back to the next committee for consideration.	
25	<p>Implementation Plan - Update</p> <p>The Committee received a report that provided Members with an updated version of the Implementation Plan. The Plan is updated on a regular basis and colour coded so that Members can easily see the progress being made. Some timescales had been changed to reflect those matters of the highest priority. However, real progress was being made against the identified targets. Of the 31 targets that had been implemented, 7 were shown as green (completed), 17 as Amber (in progress); with 7 actions yet to be commenced. At the meeting the Interim Licensing Manager reported that more of the actions had been completed since the publication of the agenda.</p> <p>RESOLVED (Unanimously): The report be noted.</p>	
26	<p>Safeguarding Training</p> <p>The Committee received a report advising Members of the current requirements for licensed drivers in relation to Safeguarding. The report also highlighted some of the concerns and difficulties and suggested a way forward. At its meeting in June, the Committee had considered a report on proposed amendments to the Licensing Policy. One of the suggested amendments related to driver qualifications, which led to a discussion on Safeguarding training for drivers and applicants.</p> <p>Officers have recently established that the Lancashire Children's Safeguarding Board offers a module of online training that is available on their website and can be accessed free of charge. The course, entitled Child Sexual Exploitation provides the learner with a basic understanding of the subject along with an overview of the pre-disposing factors, knowledge of the warning signs and what action to take if concerned. Members agreed that this option provided a cost effective and convenient option that would oblige all drivers to possess a suitable understanding of Child Sexual Exploitation. To ensure that the relevant driver completes the test, they will be asked to present ID and complete the online course through Gateway.</p> <p>RESOLVED (Unanimously): 1. That all new applicants and existing licence holders for a Hackney Carriage or Private Hire Driver's Licence satisfactorily complete the online/eLearning course on Child Sexual Exploitation (2017) run by the Lancashire Safeguarding Children's Board. All new applicants will be requested to complete the online course through Gateway and will present ID. 2. That subject to amended wording to reflect the agreed arrangements at 1 above for completion of the online training, the</p>	

	amendment to the Licensing Policy be consulted upon and brought back to Committee for decision at the earliest opportunity.	
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The meeting finished at 6.45pm

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