



*Alison Stuart  
Head of Legal and  
Democratic Services*

**MEETING** : LICENSING COMMITTEE  
**VENUE** : COUNCIL CHAMBER, WALLFIELDS, HERTFORD  
**DATE** : WEDNESDAY 28 JUNE 2017  
**TIME** : 7.00 PM

**PLEASE NOTE TIME AND VENUE**

**MEMBERS OF THE COMMITTEE**

Councillor D Andrews (Chairman)  
Councillors P Ballam, R Brunton, Mrs R Cheswright, G Cutting, B Deering,  
J Jones, M McMullen, T Page, R Standley, N Symonds and J Taylor.

**CONTACT OFFICER: PETER MANNINGS**  
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## DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
  - must not participate in any discussion of the matter at the meeting;
  - must not participate in any vote taken on the matter at the meeting;
  - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
  - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
  - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.
4. It is a criminal offence to:
  - fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
  - fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
  - participate in any discussion or vote on a matter in which a Member has a DPI;
  - knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.)

### **Public Attendance**

East Herts Council welcomes public attendance at its meetings and will provide a reasonable number of agendas for viewing at the meeting. Please note that there is seating for 27 members of the public and space for a further 30 standing in the Council Chamber on a “first come first served” basis. When the Council anticipates a large attendance, an additional 30 members of the public can be accommodated in Room 27 (standing room only), again on a “first come, first served” basis, to view the meeting via webcast.

If you think a meeting you plan to attend could be very busy, you can check if the extra space will be available by emailing [committee.services@eastherts.gov.uk](mailto:committee.services@eastherts.gov.uk) or calling the Council on 01279 655261 and asking to speak to Democratic Services.

### **Audio/Visual Recording of meetings**

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## AGENDA

1. Appointment of Vice-Chairman

2. Apologies

To receive apologies for absence.

3. Chairman's Announcements

4. Declarations of Interest

To receive any Member(s)' declaration(s) of interest.

5. Minutes – 16 March 2017 (Pages 5 – 10)

To approve the Minutes of the meeting of the Committee held on Thursday 16 March 2017.

6. Licensing Sub-Committee – 13 April, 9 June and 12 June 2017 (Pages 11 – 14)

To receive the Minutes of meetings of the Licensing Sub-Committee held on:

13 April 2017

9 June 2017 – *'To Follow'*

12 June 2017 – *'To Follow'*

7. East Herts Council Safeguarding 2016/17 – Shared Internal Audit Service Report (Pages 15 – 20)

8. Licensing Activity – Quarter 4 of 2016/17 Financial Year (Pages 21 – 26)

9. Urgent Business

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.

MINUTES OF A MEETING OF THE  
LICENSING COMMITTEE HELD IN THE  
COUNCIL CHAMBER, WALLFIELDS,  
HERTFORD ON THURSDAY 16 MARCH  
2017, AT 7.00 PM

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PRESENT: Councillor R Brunton (Chairman)  
Councillors D Andrews, P Ballam,  
Mrs R Cheswright, G Cutting, B Deering,  
J Jones, M McMullen, T Page, R Standley  
and N Symonds.

ALSO PRESENT:

Councillors P Ruffles.

OFFICERS IN ATTENDANCE:

Peter Mannings	- Democratic Services Officer
Oliver Rawlings	- Senior Specialist Licensing Officer

615 APOLOGY

An apology for absence was submitted on behalf of Councillor J Taylor.

616 MINUTES – 14 JULY 2016

RESOLVED – that the Minutes of the meeting held on 14 July 2016 be confirmed as a correct record and signed by the Chairman.

617 LICENSING SUB-COMMITTEE – 16 AUGUST, 30 SEPTEMBER, 4 OCTOBER, 19 OCTOBER AND 4 NOVEMBER 2016 AND 11 JANUARY 2017

Councillor D Andrews referred to taxi driver cases and a rise in revocations. He asked if Officers could report back to Members in the event of an appeal and in particular if

an appeal was successful. The Senior Specialist Licensing Officer reminded Members that appeals could take some months to be heard at the Magistrates' Court.

Members were also reminded that even if a decision was made by the Chairman and the Head of Housing and Health to immediately revoke a taxi driver's licence, there was still a right of appeal.

The Senior Specialist Licensing Officer referred to a lack of a uniform standards being applied by Local Authorities in respect of taxi driver licensing. He referred to a recent appeal that had been upheld relating to the decision of East Herts Licensing Sub-Committee. Officers believed that the Magistrates' Court had erred in law in upholding this appeal and the authority was likely to appeal to a higher court.

The Chairman requested that the Senior Specialist Licensing Officer keep Members informed regarding the outcomes of appeals against the decisions of the Licensing Sub-Committee and Officers.

RESOLVED – that the Minutes of the Licensing Sub-Committee meetings held on 16 August, 30 September, 4 October, 19 October and 4 November 2016 and 11 January 2017, be received.

## 618 AMENDMENTS TO LICENSING POINTS RECORDS SCHEME

The Head of Housing and Health submitted a report to inform the Licensing Committee of minor updates to the Licensing Records Points Scheme which had been made so that it remained fit for purpose.

The Senior Specialist Licensing Officer advised that the Licensing Points Record Scheme had been in place for a number of years as an aid to compliance and as a tool for dealing with minor offences and more serious convictions.

Members were advised of incidents where private hire drivers had refused to carry passengers with assistance dogs as well as incidents of overcharging and other discrimination against these passengers. The Senior Specialist Licensing Officer advised that all East Herts Taxi Drivers were issued with guidance regarding passengers with assistance dogs.

Members were advised that, in the last 12 months, 73 drivers had received a total of 266 licensing record points between them. Given that the average number of drivers' licenses held during this period being 327, this equated to 22.3% of East Herts licensed drivers receiving licensing record points.

In response to Members' concerns regarding the attitude of taxi drivers towards passengers with assistance dogs, they were advised that assistance dogs were very well behaved and left very little hair behind. The Senior Specialist Licensing Officer confirmed that taxis drivers' actions regarding this issue often went unreported. Officers were aware that it had been reported nationally that, 8 out of 10 taxi drivers were routinely refusing to take passengers with assistance dogs.

Members felt that there were no excuses for this appalling behaviour and Councillor B Deering commented on whether there was an app for reporting this conduct to Officers. The Senior Specialist Licensing Officer confirmed that there was currently no app but the emerging digital East Herts initiative could facilitate reporting in the same way as done via an app.

The Committee received the report.

RESOLVED – that (A) the report be received;

(B) the Chairman of the Licensing Committee and the Senior Specialist Licensing Officer advise the Head of Housing and Health of Members'

comments.

619 POLICY CHANGES FOLLOWING THE WITHDRAWAL OF THE DVSA TAXI DRIVER ASSESSMENT

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The Head of Housing and Health submitted a report to inform the Licensing Committee of minor updates following the Driver and Vehicle Standards Agency (DVSA) withdrawing its Taxi Driver Assessment.

The Senior Specialist Licensing Officer advised that as the DVSA test had been withdrawn, this had necessitated policy changes and all new applicants for a taxi drivers' licence were now expected to undertake the Council approved driving test.

Officers intended to avoid a similar problem again by approving a minimum of two providers to ensure that taxi drivers can continue to be tested to the required standard without delay. Members were advised that since the change of provider, 35 individuals had taken the revised test including 31 new applicants and 3 drivers with 9 or more DVLA penalty points. 4 drivers had failed at their first attempt but had subsequently passed the test successfully.

The Senior Specialist Licensing Officer confirmed to Councillor Mrs R Cheswright that taxi drivers must be licensed where they predominantly work and should never wait at a taxi rank in a neighbouring Local Authority area. Private hire drivers were however, permitted to work across Local Authority borders as long as they were pre-booked. The Committee received the report.

RESOLVED – that the report be received.

620 TAXI LICENSING UPDATE

The Head of Housing and Health submitted a report updating the Licensing Committee of the results following the introduction of a new Convictions Policy and

mandatory training for licensed drivers. The report also covered future work in this area.

The Senior Specialist Licensing Officer summarised the decisions detailed in Essential Reference Paper 'B', all of which had been made since the new driver convictions policy had come into force in July 2016. He focussed in particular, on the decisions that had since been the subject of an appeal.

The Senior Specialist Licensing Officer reminded the Committee that taxi driver licenses could be revoked on the balance of probabilities. If a license was revoked by the Sub-Committee or immediately revoked by Officers in the most serious of cases, there was still a right of appeal. Officers had to work within the law and whilst an appeal was pending, a taxi driver was still permitted to work in East Herts.

Councillor T Page commented on whether a recommendation could be made for a stricter regime for taxi licensing. Members agreed that the Senior Specialist Licensing Officer and the Chairman should liaise with the Executive Member for Environment and the Public Space regarding this issue and the importance of the safety of the travelling public.

Members and Officers had a general debate around mandatory Licensing training being organised as a combined session for Hertfordshire Local Authorities. Councillor D Andrews commented on whether a representative from Rotherham Council could present at this training session.

The Senior Specialist Licensing Officer confirmed to Councillor T Page that enhanced Criminal Records Bureau (CRB) checks were required and other checks give an indication of Offences that had been committed in foreign countries. The Committee received the report.

RESOLVED – that (A) the report be received;

(B) the Senior Specialist Licensing Officer and the Chairman liaise with the Executive Member for Environment and the Public Space regarding a stricter regime for taxi licensing and the importance of the safety of the travelling public.

621 ATTENDANCE AT LICENSING SUB-COMMITTEE

The Executive Member for Environment and the Public Space submitted a report detailing Members’ attendance at Licensing Sub-Committees including those attending as observers. Councillor G Cutting commented on whether this report should continue to be prepared given that attendance statistics for Members were already available on the Council’s website.

Members questioned the usefulness of this report and expressed concerns regarding the equitability of the system currently used to select Licensing Members for Licensing Sub-Committee hearings.

Councillor P Ballam commented that Members sometimes could not be on the Sub-Committee if a premises license application was for a site in their ward. Members requested that the format of this report be reviewed and Officers report back at the July meeting of the Committee. The Committee received the report.

RESOLVED – that the report be received.

The meeting closed at 8.45 pm

Chairman .....
Date .....

MINUTES OF A MEETING OF THE  
LICENSING SUB-COMMITTEE HELD IN  
THE COUNCIL CHAMBER, WALLFIELDS,  
HERTFORD ON THURSDAY 13 APRIL  
2017, AT 2.00 PM

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PRESENT: Councillor Michael McMullen (Chairman)  
Councillors R Standley and N Symonds.

ALSO PRESENT:

Councillors P Ballam, R Brunton and T Page.

OFFICERS IN ATTENDANCE:

Peter Agbley	- Licensing Officer
Lorraine Blackburn	- Democratic Services Officer
James Ellis	- Legal Advisor

35 APPOINTMENT OF CHAIRMAN

It was proposed by Councillor P Ballam and seconded by Councillor R Standley that Councillor M McMullen be appointed Chairman of the Licensing Sub-Committee for the meeting.

RESOLVED – that Councillor M McMullen be appointed Chairman of the Licensing Sub-Committee for the meeting.

36 MINUTES - 11 JANUARY 2017

RESOLVED – that the Minutes of the meeting held on 11 January 2017 be confirmed as a correct record and signed by the Chairman.

37 APPLICATION BY TESCO STORES TO VARY THE PREMISES LICENCE FOR TESCO STORES, BISHOPS PARK CENTRE, LANCASTER WAY, BISHOP'S STORTFORD, CM23 4DD

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The Head of Housing and Health submitted a report in respect of an application to vary a premises licence under the Licensing Act 2003 for Tesco Stores, Bishops Park Centre, Lancaster Way, Bishop's Stortford, CM23 4DD.

The Chairman outlined the procedure to be followed. All those present were introduced. The Licensing Officer explained the original issue in relation to the statutory "blue notice" which had necessitated that it be correctly displayed a second time. The Licensing Officer summarised why the matter had been reported to the Licensing Sub-Committee, what the current licensing arrangements were and what revisions had been requested by the applicant.

The Licensing Officer advised that the applicant had been provided with copies of the four objections.

The two objectors in attendance, summarised why residents did not support the variation, some of which went beyond the realms of licensing such as an alleged increased in littering. The Legal Adviser asked representatives to keep to issues relevant to licensing matters.

The applicant's solicitor provided a summary of the store's responsible approach to the sale of alcohol which had been embedded within a number of policies and enforced by the store's trained staff. The applicant's solicitor advised why the variation had been requested, which was to be able to sell alcohol when the store traded. He assured the Sub-Committee that this minor variation would not result in a huge increase in the sale of alcohol and reminded the Sub-Committee that no objections to the variation had been received from the Police or Environmental Health, as Responsible

Authorities. The applicant's solicitor stated that the application was consistent with policy and law and that the request for a variation was entirely appropriate.

At the conclusion of the representations, the Sub-Committee withdrew with the Council's Legal Adviser and the Democratic Services Officer to consider the application. Following this, they returned and the Chairman announced that the Sub-Committee, after considering the evidence put forward by all parties, and given the fact that there had been no objections from Responsible Authorities or any relevant evidence put forward, the Sub-Committee agreed to grant the variation as applied, including the additional conditions as detailed in page 21 of the report for the reasons now detailed.

The Legal Adviser explained that he took no part in the decision making process and was there to advise Members on points of law and what they could and could not do within the law.

RESOLVED – that the application to vary the premises licence be agreed.

Reasons:

- 1) The Sub Committee felt that the concerns put forward by the residents were not substantiated by any documentary evidence. Where there were concerns, the Sub Committee felt that the applicant addressed them fully.
- 2) The variation applied for was in line with Government guidance and East Herts Licensing Policy.

The meeting closed at 3.10 pm

Chairman .....
Date .....

## EAST HERTS COUNCIL

### LICENSING COMMITTEE – 28 JUNE 2017

#### REPORT BY HEAD OF HOUSING AND HEALTH

#### EAST HERTS COUNCIL SAFEGUARDING 2016/17 – SHARED INTERNAL AUDIT SERVICE REPORT

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WARD(S) AFFECTED: ALL

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#### **Purpose/Summary of Report**

- To update the Licensing Committee on the results and recommendations of the Safeguarding Audit carried out by the Shared Internal Audit Service, SIAS.

<b><u>RECOMMENDATION FOR DECISION:</u></b>	
<b>(A)</b>	<b>That the information detailed in the report be noted; and</b>
<b>(B)</b>	<b>Members' comments be forwarded to the Head of Housing and Health.</b>

#### 1.0 Background

1.1 The Shared Internal Audit Service, SIAS, provides East Herts Council (the Council) with an independent and objective opinion on the organisation's governance arrangements, encompassing internal control and risk management. The 2016/17 audit plan for East Herts Council included a review of the council's safeguarding arrangements.

1.2 Following the events concerning child sexual exploitation, CSE, perpetrated by taxi drivers in Rotherham, there has been much effort nationally to ensure that councils are doing enough to protect vulnerable children and adults. Therefore, the SIAS audit included a review of the council's work regarding the licensing and enforcement of taxis with regard to safeguarding. This sought to provide the council with external oversight and to inform and, where relevant, empower change.

1.3 The SIAS audit was carried out within the context of the report of Inspection of Rotherham and subsequent information such as the

Local Government Association's (LGA) 'The importance of oversight and scrutiny'.

## 2.0 Report

### 2.1 **Overall Audit Opinion**

2.2 Based on the work performed during their audit, SIAS found that overall there was **substantial assurance** that the council has put in place effective controls for those elements of the risk management processes covered by this review.

2.3 In relation to taxi licensing the areas audited included the issue, review and renewal of licences. The approach focused on how the council has applied the learning from the LGA guidance following the Inspection of Rotherham report as it applies to taxi licensing as a specific area of risk.

2.4 This audit sought to provide assurance to Members, Directors and other Senior Managers that the council's safeguarding risks are adequately and effectively identified and controlled. It took a strategic approach and the overall audit opinion was formed from management and Officer assurances given in response to enquiries. The examination of appropriate documentary evidence linked to the council's commitment to safeguarding was also undertaken.

2.5 The audit scope covered the areas of corporate safeguarding and taxi licensing. A gap analysis was undertaken using a questionnaire which has been effectively used at other SIAS clients. The questionnaire covered the following themes as identified by the LGA following the Inspection of Rotherham as critical to effective safeguarding activity in a local authority: strategy and policy, training, convictions, complaints, promotion of CSE awareness, reporting, scrutiny and analysis of data and intelligence.

2.6 The audit highlighted that the council is committed to effectively discharging its safeguarding responsibilities. A comprehensive safeguarding policy exists and the council has identified clear Officer roles and responsibilities in relation to safeguarding, including the identification of a lead Officer for safeguarding (Head of Housing and Health). Training programmes are in place for staff who come into contact with children, teenagers and vulnerable adults and for those expected to review and refer safeguarding concerns. SIAS noted, however, scope to enhance

the safeguarding role of Members. As a result, the remit of the Executive Member for Health and Wellbeing has been extended to explicitly cover an oversight of safeguarding issues and furthermore, the newly formed Community Wellbeing Forum covers safeguarding.

- 2.7 In respect of safeguarding responsibilities in relation to taxi licensing, it was noted that comprehensive licensing and driver conviction policies exist and the council has a strong process for application checks including the requirement to provide details of convictions from countries outside the UK. Other factors such as demeanour, general character and non-criminal behaviour are considered alongside convictions when making a determination as to whether an individual is fit and proper.
- 2.8 **Summary of Recommendations**
- 2.9 The report made four recommendations; none were high priority recommendations, two were of medium priority with the other two 'meriting attention'. Only one of the medium recommendations related to taxi licensing.
- 2.10 The recommendation covered changes and improvements to increase safeguarding awareness by introducing a regular report submitted to Licensing Committee regarding complaints and test purchasing.
- 2.11 The audit identified that the quarterly report had been withdrawn as Members had found the information included in it of limited use so suggested that a revised report be put to the Licensing Committee on a quarterly basis with the content reflecting the needs of the Committee members.
- 2.12 The associated risk of not having such a report was identified as the Council not being able to evidence that it is effectively carrying out its enforcement responsibilities, leading to potential damage to its reputation and failure to meet its safeguarding responsibilities.
- 2.13 A report will now be made to the Licensing Committee on a quarterly basis commencing in June 2017.

### 3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

#### Background Papers

None.

Contact Member: Councillor Graham McAndrew – Executive Member for Environment and the Public Space

Contact Officer: Oliver Rawlings – Service Manager Licensing and Enforcement, Extn: 1629.

Report Author: Oliver Rawlings – Service Manager Licensing and Enforcement, Extn: 1629.

## ESSENTIAL REFERENCE PAPER 'A'

### IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives <i>(delete as appropriate)</i> :	Priority 1 – Improve the health and wellbeing of our communities  Priority 2 – Enhance the quality of people's lives  Priority 3 – Enable a flourishing local economy
Consultation:	<i>None identified</i>
Legal:	<i>None identified</i>
Financial:	<i>None identified</i>
Human Resource:	<i>None identified</i>
Risk Management:	<i>None identified</i>
Health and wellbeing – issues and impacts:	<i>None identified</i>

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## EAST HERTS COUNCIL

### LICENSING COMMITTEE – 28 JUNE 2017

#### REPORT BY HEAD OF HOUSING AND HEALTH

#### LICENSING ACTIVITY – QUARTER 4 OF 2016/17 FINANCIAL YEAR

WARD(S) AFFECTED: ALL

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#### **Purpose/Summary of Report**

To update members on activity in the licensing department regarding:

- processing licences,
- enforcement activity, and
- other implementation of the Service Plan.

<b><u>RECOMMENDATION FOR DECISION:</u></b>	
<b>(A)</b>	<b>That the report be received; and</b>
<b>(B)</b>	<b>Members make recommendations to the Head of Housing and Health regarding the content of future quarterly reports.</b>

#### 1.0 Background

1.1 One of the recommendations of the recent SIAS audit of East Herts Council's safeguarding arrangements was that a quarterly performance and update report to Licensing Committee should be reintroduced. The suggestion was that the content should be revised to reflect the needs of the Committee members.

1.2 This report presents licensing data from quarter 4 of the financial year 2016/2017 (1<sup>st</sup> January 2017 to 31<sup>st</sup> March 2017) and where possible includes data for the whole year 2016/17. The report includes information on processing and enforcement, licences, notices, permits and applications and Licensing Sub Committee involvement and Head of Service involvement.

1.3 This format is along the lines of the previous quarterly reports and Officers are seeking a steer from the members of the Committee regarding the content of future reports.

- 1.4 Figures for the whole financial year 2016/2017 have been included.
- 2.0 Report
- 2.1 **Essential Reference Paper ‘B’** contains licensing data for quarter 4 of the 2016/2017 financial year.
- 2.2 During the full year, 2016/17, the enforcement team have undertaken 241 actions which are divided between visits, inspections and investigations. These have been analysed further and are recorded as:

Type	2016/17 quarter 4	2016/2017 cumulative data
Taxi inspections and investigations	12	71
Taxi complaints	11	36
Taxi camera investigations	1	3
Licensing Act 2003 complaints	6	15
Licensing Act 2003 premises visits	4	25
Checks of statutory notices	16	53
Gambling visits/complaints	0	0
Invoice visits/chase ups	9	35
Charity collection complaints	0	3
<b>Total actions</b>	<b>59</b>	<b>241</b>

All complaints regarding taxis and premises have been fully investigated with only one not being concluded within the quarter. This remains open as a prosecution file has been prepared but the matter is not concluded

- 2.3 In respect of premises, the breaches of the licences have been addressed in accordance with our Licensing Enforcement Policy, Statement of Licensing Policy and the Licensing Act 2003.
- 2.4 Currently there are 22 overdue invoices. In this quarter there have been 5 premises suspended for non-payment of fees.
- 2.5 A significant part of the enforcement team’s work is to ensure that all documentation for taxi drivers and vehicles is up-to-date. Email reminders are sent out before documents expire to remind licence holders of their responsibilities. During this quarter 37 documents expired before up-to-date documents were provided by the licence holder. Enforcement chase these documents, issuing

licence record points for failing to produce them, and where the documents are not forthcoming licences can be suspended.

- 2.6 For the year 2017/2018 new performance indicators for licensing have been included in the Housing and Health Service Plan and these can be reported on quarterly. These are detailed in the table below.

<b>Licensing and Enforcement</b>		
<b>Performance indicator – cumulative (reported quarterly) within the year unless otherwise stated</b>	<b>2016/17 actual – at Sept 2016</b>	<b>Target for 2017/18</b>
Percentage of monthly premises licensing enforcement visits due that were undertaken	New PI	80%
Percentage of valid personal licences processed within 2 weeks	80% Jan-Sept 2016	85%
Percentage of valid temporary event notices processed within 72 hours	88% Jan-Sept 2016	90%
Percentage of applications for new and variation of premises licences processed within 2 calendar months (from date of validation to issue date)	98% Jan-Sept 2016	99%
Percentage of driver’s licences issued within 30 working days of validation	80% Jan-Sept 2016	95%

- 2.7 A series of test purchases in relation to passengers with disabilities and those with assistance dogs is being planned. It is proposed that a minimum of two operations be carried out per year and that this should cover the whole district. Companies have been approached that can provide this service and the costings are being looked at. As this test purchasing will be directed towards the licensed trade the cost of carrying it out can be recovered through the fees charged for a licence.

### 3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

#### Background Papers

None.

Contact Member: Councillor Graham McAndrew – Executive Member for Environment and the Public Space

Contact Officer: Oliver Rawlings – Service Manager Licensing and Enforcement, Extn: 1629.

Report Author: Oliver Rawlings – Service Manager Licensing and Enforcement, Extn: 1629.

## ESSENTIAL REFERENCE PAPER 'A'

### IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives <i>(delete as appropriate)</i> :	<b>Promoting prosperity and well-being; providing access and opportunities</b> <i>Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</i>
Consultation:	For information only, and no partner or external consultation has taken place.
Legal:	No issues identified by report author or contact Officer
Financial:	No issues identified by report author or contact officer
Human Resource:	No issues identified by report author or contact Officer
Risk Management:	It has been identified by a SIAS audit that without a quarterly report, the Council is unable to evidence that it is effectively carrying out its enforcement responsibilities, leading to potential damage to its reputation and failure to meet its safeguarding responsibilities.
Health and wellbeing – issues and impacts:	No issues identified by report author or contact Officer

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