

Notice of Licensing Committee

Date: Thursday, 4 March 2021 at 10.00 am

Venue: Virtual Meeting



Membership:

Chairman:

Cllr J J Butt

Vice Chairman:

Cllr J Bagwell

Cllr S C Anderson
Cllr D Brown
Cllr R Burton
Cllr N Decent
Cllr B Dion

Cllr B Dove
Cllr G Farquhar
Cllr D Farr
Cllr D A Flagg
Cllr A Hadley

Cllr T Johnson
Cllr D Kelsey
Cllr L Williams

All Members of the Licensing Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MId=4362>

If you would like any further information on the items to be considered at the meeting please contact: Jill Holyoake 01202 127564 or email democratic.services@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpCouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

24 February 2021



Available online and
on the Mod.gov app



Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(susan.zeiss@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. **Apologies**

To receive any apologies for absence from Councillors.

2. **Substitute Members**

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. **Declarations of Interests**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

4. **Confirmation of Minutes**

To confirm and sign as a correct record the minutes of the Licensing Committee meeting held on 4 February 2021 and the Licensing Sub Committee meeting held on 21 January 2021.

5 - 20

5. **Public Issues**

To receive any public questions, statements or petitions submitted in accordance with the Constitution, which is available to view at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of a public question is 4 clear working days before the meeting.

The deadline for the submission of a public statement is midday the working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

6. **Harmonisation of Licensing Fees for BCP Council**

The purpose of this report is for the Committee to consider a review of the non-statutory set fees charges for licences/registrations which are administered by the Licensing Committee.

21 - 30

This is the first time the Licensing Authority for BCP Council has assessed the non-statutory set fees since the its creation on the 1st April 2019.

Currently licence holders in the three legacy council areas are paying different fees for the same licences. This disparity causes confusion for applicants and makes administering the licensing function challenging.

The fees being proposed cover the following areas of licensing activity:-

- The Taxi and Private Hire function issues licences to drivers, vehicles and Operators and the fees the Local Government (Miscellaneous Provisions) Act 1976 allows the local authority to charge fees on a cost recovery basis only.
- The Gambling Act 2005 sets statutory fees for certain activities in addition the Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 allows local authorities to set fees up to a statutory maximum for certain types of premises such as casinos, bingo halls and betting shops.
- Licenses are also issued for pleasure boats which are hired and self driven or provide passage for up to 12 passengers. This function is covered under the Public Health Act 1907 and the Local Government (Miscellaneous Provisions) Act 1976.

7. Forward Plan

To consider the Committee's Forward Plan and receive any updates, as appropriate.

31 - 32

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
LICENSING COMMITTEE

Minutes of the Meeting held on 04 February 2021 at 10.00 am

Present:-

Cllr J J Butt – Chairman

Cllr J Bagwell – Vice-Chairman

Present: Cllr S C Anderson, Cllr D Brown, Cllr R Burton, Cllr N Decent,
Cllr B Dion, Cllr D Farr, Cllr A Filer (In place of Cllr B Dove),
Cllr A Hadley, Cllr T Johnson, Cllr D Kelsey and Cllr L Williams

19. Apologies

Apologies were received from the following councillors:

- Cllr B Dove, absent on local government business
- Cllr G Farquhar, absent on local government business
- Cllr D Flagg

20. Substitute Members

Cllr A Filer was substituting for Cllr B Dove for this meeting.

21. Declarations of Interests

There were no declarations of interest on agenda items considered at this meeting.

22. Confirmation of Minutes

RESOLVED that the minutes of the Licensing Committee meeting held on 10 December 2020 and the Licensing Sub Committee meetings held on 11 November and 14 December 2020, be confirmed as an accurate record.

23. Public Issues

The Chair reported that four public statements and two petitions had been submitted in relation to Agenda Item 6 on the Taxi and Private Hire Policies, as follows:

Public Statements:

Mr Chris Culleton – Director, United Taxis

Mr Kevin Diffey – Chairman, PRC Streamline Taxis

Mr David Lane – Poole Taxi Association

Mr Paul Sondheim – Treasurer, Bournemouth Station Taxi Association, on behalf of Bournemouth Hackney Trade

Petitions, submitted by:
Mr David Lane
Mr Paul Sondheim

The public statements and petitions had been circulated to the Committee in advance of the meeting and had been published on the Council's website. Committee members confirmed that they had received these documents.

The Chair welcomed Mr Culleton, Mr Diffey, Mr Lane and Mr Sondheim to the meeting. The Chair had exercised her discretion to invite the four representatives to attend the meeting for this agenda item to enable them the opportunity of reading out their public statements in person. She explained that she would permit the representatives to overrun the five minutes allotted if required to allow them to finish making their points.

The main points raised in the statements and petitions included:

- Supporting the use of dash cams in vehicles.
- Council should be looking to regulate, not deregulate, all three zones.
- Concerns at the proposed increase in Wheelchair Accessible Vehicles, including cost, lack of demand especially hackney carriages, customer choice.
- Impact of deregulation on congestion, emissions, quality of service, and examples where this has failed.
- Not enough opportunity to consult/discuss proposals with the Trade.
- Impact of Covid-19 situation on the Trade.
- Unmet Needs Survey indicates no need to increase numbers.
- Increased pressure on taxi ranks.
- Age of vehicles should be revisited - inconsistencies in timescales for complying with different areas of vehicle policy, including livery and emissions.
- Financial impact of proposals on the Trade.
- Removal of zones seems a foregone conclusion.
- Safety concerns around proposed white livery, advantages of yellow.
- Cost of unmet needs survey.
- Trade already under pressure even before Covid-19.
- Chapter 16 of Vehicle Policy should be removed/deferred for further discussion.

A full copy of the public statements which were delivered at the meeting and the petitions are available on the Council's website at:

<https://democracy.bcpccouncil.gov.uk/ieListDocuments.aspx?CId=288&MId=4672&Ver=4>

The Chair thanked Mr Culleton, Mr Diffey, Mr Lane and Mr Sondheim for raising their concerns publicly, and for their contributions to the consultation process. The Committee would take these into account when considering the Policies.

The Chair explained that the development of one set of Taxi and Private Hire Policies for BCP Council was a statutory requirement and had been undertaken thoroughly and diligently with a wide range of input, including from trade representatives, the Member/Officer working group, Chair/Vice Chair briefings, the full Committee, formal public consultation, and advice from officers and Counsel.

The four representatives then left the meeting but were invited to following the rest of the proceedings live on the public broadcast.

24. Taxi and Private Hire Driver, Vehicle and Operator Policies

The Licensing Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book. The Licensing Manager explained that these were the first Taxi and Private Hire Policy documents for BCP Council since the establishment, on the 1st April 2019 of a single local government area for the now dissolved boroughs of Bournemouth, Christchurch and Poole. Under the Local Government (Structural Changes) (General) (Amendment) Regulations 2018 the Council as Licensing Authority had 24 months from the date of reorganisation to prepare and publish policies for the new local government area.

The Council had undertaken a four-week consultation period in respect of the proposed Taxi and Private Hire Policies, agreed by members of the Licensing Committee at their meeting on the 17 September 2020. A link to the consultation had been sent to all licence holders. In total, 69 responses were received. The majority of responses related to the proposed Vehicle Policy, in particular the age at first licence and the proposed upper age limit, emissions and livery of vehicles, as well as Chapter 16 relating to the quantitative restrictions on Hackney Carriage vehicle numbers. The Committee now had the opportunity to consider the responses and feedback received, amend the draft policies, and recommend the final version for adoption by full Council. Should the Committee agree to a single Private Hire relevant area, Members would need to recommend to full Council the adoption of Part II of the Local Government (Miscellaneous Provisions) Act 1976.

The Chair outlined the main issues raised in the consultation responses. These were: the age of vehicles, emissions, wheelchair accessible vehicles, the number of licences and zones, livery, and taxi meters. The Members Working Group discussed these issues at its meeting on 14 January 2021 and made some suggested changes to the draft policy documents, to strike a balance between the needs of the trade and the needs of the travelling public, alongside the requirement to publish policies for the new Council area.

The Chair explained the process for the Committee to consider each policy in turn, focussing on, but not limited to, the suggested changes as set out in the report. In considering the policies the Committee had regard to all documents provided, including the consultation report and other consultation responses received which had been circulated as appendices to the report.

A summary of the amendments in the report, which were accepted by the Committee unless otherwise specified, and the main points raised in the discussion, and the further amendments agreed by the Committee, is set out below:

Hackney Carriage and Private Hire Driver Policy 2021 - 2025

Section 7.4: Amended to state that training can be undertaken by any approved provider of licensed driver training rather than specify which providers within the document, allowing flexibility to add and remove approved providers as necessary without full review of the policy. The instructions for driver applications, included previously at Appendix A, has been removed from the main policy document as this is primarily an operational document.

Section 9.1: Amended to clarify the timings for driver renewals and how early and late applications should be submitted.

Section 9.2: Reiterates 7.14 that licences are issued for a three-year period. Shorter periods will be considered if requested by an applicant and shall only be issued when the Licensing Authority considers it appropriate due to the specific circumstances of the case.

A Committee Member commented on the difficulty of predicting timescales around ill health (one of the example circumstances given in the report) and whether a better option would be to retire, then hand back the licence. It was explained that the three-year period was standard according to the legislation, but the option of a shorter period offered drivers a level of flexibility and self-determination. It was noted that the wording in Section 9.2 of the Policy did not give specific examples.

Section 9.3: Amended to remove the scheduling of reminder emails to remove any expectation by licence holders which may not be met during busy/exceptional service delivery periods.

Section 10.2: Amended to state that safeguarding training will be required on renewal of three-year licences and not annually as suggested within a consultation response. This was deemed as suitable by the Members Working Group

Sections 10.3 & 10.4: Amended to include approved provider such as the Blue Lamp Trust who offer not only bespoke safeguarding training designed specifically for taxi drivers, but also deliver face to face and remote training

- a flexible approach which ensures continuity of the delivery of this essential training.

The Chair confirmed that the safeguarding training covered all relevant areas, including 'county lines' drug networking, domestic abuse, and sexual exploitation.

Section 14.1, subsection 15: Amended at the suggestion of Counsel to reflect requirements for the use of taximeter and GPS fare calculator within Sections 20.3 and 20.4 of the Vehicle Policy.

The Senior Solicitor explained that currently a GPS system was not included in the definition of a taximeter in the relevant Regulations. As GPS systems offered more in terms of passenger safety the Licensing Authority did not want to exclude the GPS system from its policies and had therefore sought Counsel's advice. Section 20.3 and 20.4 of the Vehicle Policy specified that Hackney Carriages must be fitted with either a taximeter OR a GPS fare calculator.

The Committee agreed to amend subsection 15 to add reference to the Vehicle Policy for clarity, to read:

'Hackney Carriage drivers are expected to comply with sections 20.3 and 20.4 **of the Hackney Carriage and Private Hire Vehicle Policy** relating to the correct use of taximeter or GPS fare calculator.'

Section 15.2, subsection 7: Updated to include reference to denim jeans and track suit bottoms.

Hackney Carriage and Private Hire Vehicle Policy 2021 - 2025

Sections 7.5 & 7.6: Vehicle age and emissions combined into one section. The age of all vehicles to be no more than 3.5 years old from the date of first registration. Emissions must meet euro 6 emission standard (or equivalent) or higher.

The Committee noted that the higher age for wheelchair accessible vehicles (WAVs) was initially suggested within the draft but the Members Working Group agreed that quality vehicles should be encouraged onto the licensed fleet and although brand new vehicles were more expensive, most were purchased second hand and were no more expensive than non WAV counterparts. The age was not amended to 4 years as suggested by Counsel as this would then include ex fleet vehicles which tended to have high mileage and been well used already, and as licensed vehicles can be on the road 24/7. BCP Licensing Authority required the best quality vehicles for new licences.

A Committee Member asked if there was an upper age limit for vehicles and it was explained that this was covered under the renewal of licence in Section 11 of the Policy. The Licensing Manager confirmed that the 3.5 year limit would be a change for the Poole and Christchurch zones (and

subsequently confirmed the figures for Poole as 5 years for hackney carriage and private hire vehicles, and for Christchurch 42 months for hackney carriages and 13 years for private hire). She was asked about the location of the Council's approved designated testing centres. There were currently two, based at the Council depots at Hatch Pond in Poole and Southcote Road, Bournemouth. A third testing centre in Christchurch was being looked into, this was a point raised by Trade representatives.

The Senior Solicitor assured members that the Licensing Committee retained the right to consider individual circumstances which fell outside of existing policies on a case by case basis.

The Committee agreed to amend the first line of Section 7.5 for clarity, to read:

'All vehicles **at first licence** must be no more than 3.5 years old from the date of first registration'

Section 7.13: Amended to show the boot capacity as 370 cubic litres.

The Committee agreed to ask the Licensing Manager to recheck the above measurement and correct as required, in response to a Member querying the calculation.

*Note: This measurement has subsequently been **corrected to 370 litres** as per vehicle specifications as apparently all manufacturers specify in litres.*

Section 11.1: Amended to remove 10-year maximum age for non-wheelchair accessible vehicles and now no renewal will be issued for any vehicle aged 15 years or older from first registration.

The Members Working Group acknowledged that vehicles were mechanically checked twice a year but felt a maximum age limit would encourage replacement and overall improvement of licensed vehicles over time.

Section 11.3: Amended to clarify the timings for driver renewals and how early and late applications should be submitted.

Chapter 16: Quantity Restrictions on Hackney Carriage Numbers

The Chair highlighted the significant amount of consultation feedback on this chapter. The feedback and the subsequent advice of Counsel regarding the easing of quantity restrictions where there was no current unmet demand was considered thoroughly at the Members Working Group and no significant amendments were put forward as a result.

The Senior Solicitor explained that due to the specific concerns raised in the consultation the advice of Counsel had been sought in relation to deregulation, to ensure that what was being proposed in the Policy was

legally correct. The advice of Counsel, an experienced taxi licensing practitioner, confirmed that the Council was able to remove limits previously imposed at any time and that no evidence of unmet demand was required, subject to consideration of what was reasonable/unreasonable (in the legal 'Wednesbury' sense). The Policy proposed a phased approach, to release up to 15 licences per year in the Poole and Bournemouth zones over the next five years, with the intention of removing limits when the Policy was next reviewed. As there was no unmet demand and no method of setting a number, Counsel had indicated that the Council was able to grant an arbitrary number of additional licences. The Senior Solicitor confirmed that the Committee could review this proposal, should relevant information or other factors emerge during the five-year period.

The Licensing Manager reported that the Policy was in line with best practice guidance and removed market forces interference, allowing people the opportunity to apply for a licence and start their own business as they could in other professions. There were currently waiting lists in Poole and Bournemouth. The unmet needs survey was a requirement of regulation and was costly to undertake.

A Committee Member referred to the impact on climate change and the points raised by Trade representatives on the disruption caused by too many cars in city and town centres as a result of deregulation. Even electric cars were capable of causing congestion. A member of the Working Group provided assurance that 'oversupply' had been a significant consideration for the Group, which was why a gradual release of up to 15 licences per year was recommended, as a fair and reasonable approach, balanced against market forces which may well level out the numbers anyway. In terms of environmental considerations there were new regulations and provisions in the Policy to ensure that required emission standards were met. As previously advised, issues such as numbers, congestion and taxi rank supply could be monitored and reviewed by the Committee if required.

Although not opposed to moving away from the current limits, a Committee Member did feel that the Council already had some influence on the market, in its management of roads, congestion and taxi ranks. He asked whether the increase of 15 licences per year was cumulative. It was confirmed that numbers would not carry over into the following year if less than 15 applications were received. He also asked about the rationale for setting a numerical rather than a percentage increase, bearing in mind the difference in the number of existing licences in Poole and Bournemouth (89 and 249 respectively). The Chair referred back to Counsel's advice, which had indicated that as there was no unmet need, the number of additional licences was arbitrary and in effect immaterial. Problems had arisen where some Licensing Authorities had delimited numbers immediately with no lead in period. In some cases, regulation had been reintroduced. However, BCP Council was proposing a phased approach which would enable the impact of the increased numbers to be monitored and reviewed if evidence emerged that it was not working. The item would be retained on the Committee's Forward Plan. Although the number was arbitrary, the release of up to 15 licences per year in Poole and Bournemouth was a step towards

achieving the overall aim of full delimitation and de-zoning in 2025. It was noted that Counsel had provided advice on challenge in the event of a 16th application being received.

Section 16.3: Amended to remove the reference to first come first serve in relation to the administration of issuing new Hackney Carriage vehicle licences.

The Committee agreed to amend the first line of Section 16.3 for absolute clarity, to read:

‘There will be **up to** 15 new Hackney Carriage vehicles licences released each year....’

Section 16.6: Amended to state that all restrictions on the number of hackney carriage vehicle licences will be removed by the next policy review

Section 17 Livery: Proposal maintained, that all new vehicles to be white with a blue stripe. The Working Group was mindful of consultation responses regarding possible confusion in identifying which zone a vehicle was from. This has been addressed within Counsel’s advice and vehicle door insignias will clearly state the zone of each vehicle and can easily be replaced when zones are removed at the next review of the policy in 2025.

A Committee Member referred to the consultation feedback regarding the safety implications of vehicle colour. He asked what options had been considered and by whom. The Chair explained that the Working Group had been mindful of a number of issues when considering the proposed livery, including cost. White was an inexpensive option for the Trade, and together with the blue stripe, it fitted in with the BCP corporate colour scheme. It also signified a fresh start as BCP Council without reference to any particular colour used by the preceding councils. On a practical level it was also likely to ensure vehicles were cleaned on a regular basis.

The Licensing Manager reported that livery had been also been discussed extensively at the Trade workshop and white had been suggested by the Trade. Not only was it cheaper, it also avoided the difficulties which could arise in identifying the exact shade of colour to be used. According to the AA the worst performing colour for safety was black, but this varied depending on weather conditions and time of day/night.

Section 17.4: Amended to allow an additional year for existing licensed vehicles to meet the livery standards, in response to the concerns raised in the consultation.

Chapter 18: The Committee agreed that section numbering be amended to read 18.1, 18.2 and 18.3

Section 20.1 – 20.4: Amended wording on specification of devices used to calculate fares based on distance and time, to reflect suggestions provided by Counsel (and discussed above at Section 14.1 of Driver Policy)

Members acknowledged the advances in technology and the safeguarding benefits of GPS type systems which allowed vehicle routes to be logged and tracked. The use of these systems should be allowed to continue if approved. The Committee was advised that 'Icabbi' was currently the only approved system, but that ongoing developments in technology meant that other systems may come forward to the Licensing Committee for approval.

Appendix A, Section 2.1: List of vehicles considered as executive vehicles amended following consultation to remove reference to the Chrysler and to include the Tesla and additional Jaguar models.

Appendix A – Section 3.2 – No Stretched Limousine/Party Vehicle shall be licensed by the Council where the conversion carried out results in the vehicle being more than 330.2 cm (10 feet, 10 inches) long.

The Committee agreed to ask the Licensing Manager to recheck the above measurement and correct as required, in response to a Member querying the calculation.

*Note: Having consulted with Legal Services and checked the National Standards, the Licensing Manager has subsequently confirmed that the length is not usually specified. **Section 3.2 has therefore been removed from the Policy.***

Private Hire Operator Policy 2021 - 2025

Appendix A, Section 1: Amended to include reference to computer records and acknowledge at g and h that not all bookings will have a name of individuals due to automated systems increasingly being used. Additional information also included within Section 1 to clarify the records required to be kept.

Appendix A, Section 2: Amended with additional item requiring publication of complaints handling policy.

RECOMMENDED that:

- (a) Having considered the consultation responses and feedback, and amended the draft policies, the final versions of the Hackney Carriage and Private Hire Driver Policy 2021 - 2025, the Hackney Carriage and Private Hire Vehicle Policy 2021 – 2025, and the Private Hire Operator Policy 2021 – 2025, be approved for adoption by Full Council.**
- (b) Part II of the Local Government (Miscellaneous Provisions) Act 1976 be adopted by Full Council to enable the creation of a single Private Hire 'relevant area' for BCP Council.**

Voting: Unanimous

25. Forward Plan

The Committee considered its Forward Plan for the forthcoming year and the following updates were provided:

- The Chair confirmed that the Taxi and Private Hire Policies for 2021 – 2025 would remain on the Forward Plan for monitoring as agreed in the discussion on the previous agenda item.
- The Licensing Manager reported that the new BCP Gambling Policy was intended to be finalised for adoption by April 2022, in line with national timescales.

The Chair encouraged members to contact the Democratic Services Officer or the Licensing Manager with suggested items for inclusion on the Forward Plan.

The meeting ended at 12.16 pm

CHAIRMAN

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
LICENSING SUB-COMMITTEE

Minutes of the Meeting held on 21 January 2021 at 10.00 am

Present:-

Cllr J J Butt – Chairman

Present: Cllr R Burton and Cllr D A Flagg

53. Election of Chairman

RESOLVED that Councillor Butt be elected Chairman of the Sub-Committee for the duration of the meeting.

Voting: Unanimous

54. Apologies

Apologies for absence were received from Councillor Bagwell. The first reserve member, Councillor Flagg, stepped up to become a member of the Sub Committee.

55. Declarations of Interests

There were none.

56. Costcutters, 6 Dunyeats Road, Poole, BH18 8AG

Attendance:

From BCP Council:

Sarah Rogers, Senior Licensing Officer

Linda Cole, Legal Advisor to the Sub Committee

Jill Holyoake, Clerk to the Sub Committee

Jon Wallsgrove – Applicant's representative

Cllr Vikki Slade – Other Person

The Chairman made introductions and explained the procedure for the hearing which was agreed by all parties.

The Senior Licensing Officer presented a report, a copy of which had been circulated and a copy of which appears as Appendix A to these minutes in the Minute Book. The Sub Committee was asked to consider an application for a new premises licence for a new convenience store, Costcutters, at 6 Dunyeats Road, Poole, to permit the off sale of alcohol between the hours of 07:00 and 23:00 daily. The application had resulted in eleven

representations being received from ‘Other Persons’ under all four licensing objectives.

The following persons attended the hearing and addressed the Sub Committee to expand on the points made in their written submissions:

Mr Jon Wallsgrove – Applicant’s representative

Cllr Vikki Slade – Other Person, presenting her own objection and representing the objections of four other persons (Mrs Girling, Mrs Jones, Mr Kandasamy, and Mrs and Mrs Williams).

The Sub Committee asked various questions of all parties present and were grateful for responses received. There were no questions from other parties. All parties were invited to sum up before the Sub Committee retired to make its decision. Before concluding the hearing the Legal Advisor advised all parties of the right of appeal.

RESOLVED that the application for a new premises licence dated 23 November 2020 for a new convenience store, Costcutters, 6 Dunyeats Road, Poole, for the off sale of alcohol between the hours of 07:00 and 23:00 daily, be GRANTED subject to the following conditions offered in Section 18 of the application as amended by the Sub Committee as appropriate to be consistent with the model conditions in the Council’s Statement of Licensing Policy:

- A CCTV system, shall be installed and thereafter maintained in good working order to cover all public parts of the premises (excluding lavatories). Cameras covering entry and exit points shall be capable of enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record and cover areas where alcohol is kept for selection and purchase by the public, whilst the premises is open for licensable activities. It shall operate during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with correct date and time stamping. Recordings shall be made available for viewing (subject to Data Protection Act 2018 or any replacement legislation) immediately upon the request of Police or an authorised officer and copies provided in a playable format as soon as is reasonably practicable, provided in each case that requests for viewing and/or copies are compliant with data protection regulations. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public.
- No beer, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises.
- Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic

identification cards, such as a driving licence or passport /holographically marked PASS scheme identification cards.

Appropriate signage advising customers of the policy shall prominently displayed in the premises.

- All staff working at the premises concerned with the sale of alcohol shall be trained with reference to Challenge 25 and the law on restricted sales to persons under the age of 18 and/or who are intoxicated and also with regard to the terms and conditions of the premises licence. A written record of all staff training shall be maintained and kept on the premises and made available on request to an authorised officer of the Licensing Authority or the Police.
- A Refusals Register shall be maintained at the premises and used to record any and all occasions upon which any person is refused the sale of alcohol with a note of the reason for the refusal, the date and time and a brief description of the person(s) concerned. The register shall be kept at the premises for a minimum period of 12 months and made available for inspection by Police, Licensing Authority and other authorised officers on request.

In addition the following condition was added by the Sub Committee to promote the prevention of public nuisance licensing objective:

- No deliveries to the premises other than milk and newspapers shall take place between the hours of 19:00 and 08:00 on the following day.

Reasons for Decision:

The Sub Committee gave detailed consideration to all of the information which had been submitted before the meeting and contained in the report for Agenda Item 5, in particular the 11 written representations made by 'other persons' who were local residents, along with the verbal submissions made at the hearing by Mrs Rogers the Senior Licensing Officer, Mr Wallsgrove, the Applicant's representative, and the verbal submissions made by Ward Councillor, Councillor Slade in respect of her own representation and four of the 'other persons' who had nominated her to speak on their behalf, namely Mrs Girling, Mrs Jones, Mr Kandasamy, and Mr and Mrs Williams. The Sub Committee also considered the responses given to questions asked at the meeting.

The Sub Committee acknowledged the concerns raised in the written and verbal representations, but it was noted that many of these issues, such as parking, highway safety, and opening hours, related to planning and other considerations as opposed to the four licensing objectives on which the Sub-Committee must base their decision. The issue of demand and/or need for another premises selling alcohol in the area, was also raised in the

representations, but again is not a relevant consideration for the Sub-Committee.

While the Sub Committee acknowledged the concerns expressed in each of the representations, in regards to the potential increase in noise, disturbance and anti-social behaviour, these concerns appeared to be based on a fear of what may happen in the future should the licence be granted, and although understandable, did not provide any substantial evidence of public nuisance or crime and disorder that could be taken into account when determining the application. The Sub Committee was mindful of the spirit of the Licensing Act 2003 and the case of Thwaites PLC v Wirral Borough Magistrates' Court 2008.

The Sub-Committee noted that there were no representations made by any of the Responsible Authorities and in particular Dorset Police, who the Licensing Committee look to as their main source of information regarding issues of crime and disorder in an area. Paragraph 9.11 of the section 182 Statutory Guidance sets out, that it is the responsibility of the Responsible Authority to determine if they have the appropriate grounds to make a representation.

The Sub Committee heard from the applicant's representative that the applicant was an experienced shopkeeper and operated two such convenience stores with similar operating hours in heavily residential areas of Portsmouth; and these premises are currently operating without complaint or issue. The Sub-Committee were advised that it was expected that alcohol sales in the convenience store would amount to 8-9% of sales but if no premises licence was granted there could be a 35% drop in total sales as customers liked the convenience of the one stop shop. It was pointed out that the financial viability of the premises should the licence not be granted was not a relevant consideration for the Sub-Committee.

In granting the licence the Sub Committee agreed that it was proportionate to attach a condition to restrict the time of deliveries to the premises to between 08:00 and 19:00 hours to prevent undue disturbance and public nuisance to residents in the immediate vicinity of the premises, in particular those living above the premises in Waterman House.

The Sub Committee was satisfied that if operated in accordance with the conditions both offered in the application and imposed, that the premises should not undermine the licensing objectives. It was noted that a review of the premises licence could be applied for at any time by the Responsible Authorities or any other person should any problems associated with the licensing objectives in relation to the premises occur once the licence was granted.

57. The Eatery, 104 Ringwood Road, Christchurch, BH23 5RF

The Chairman reported that this agenda item did not require determination as the application had been withdrawn by the applicant.

The meeting ended at 12.00 pm

CHAIRMAN

This page is intentionally left blank

LICENSING COMMITTEE



Report subject	Harmonisation of Licensing Fees for BCP Council
Meeting date	4 March 2021
Status	Public Report
Executive summary	<p>The purpose of this report is for the committee to consider a review of the non-statutory set fees charges for licences/registrations which are administered by the Licensing Committee.</p> <p>This is the first time the Licensing Authority for BCP Council has assessed the non-statutory set fees since the its creation on the 1st April 2019.</p> <p>Currently licence holders in the three legacy council areas are paying different fees for the same licences. This disparity causes confusion for applicants and makes administering the licensing function challenging.</p> <p>The fees being proposed cover the following areas of licensing activity:-</p> <p>The Taxi and Private Hire function issues licences to drivers, vehicles and Operators and the fees the Local Government (Miscellaneous Provisions) Act 1976 allows the local authority to charge fees on a cost recovery basis only.</p> <p>The Gambling Act 2005 sets statutory fees for certain activities in addition the Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 allows local authorities to set fees up to a statutory maximum for certain types of premises such as casinos, bingo halls and betting shops.</p> <p>Licenses are also issued for pleasure boats which are hired and self driven or provide passage for up to 12 passengers. This function is covered under the Public Health Act 1907 and the Local Government (Miscellaneous Provisions) Act 1976.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>Members consider the proposed fees and either</p> <ul style="list-style-type: none"> a) Agree the proposed fees as stated b) Agree amended fees following consideration c) Maintain the current fee structure

Reason for recommendations	<p>The now dissolved boroughs of Bournemouth, Christchurch and Poole have all previously published individual non statutory fees.</p> <p>The Local Government (Structural Changes) (General)(Amendment) Regulations 2018 provides that the Licensing Authority has 24 months from the date of reorganisation to prepare and publish fees for the new local government area.</p>

Portfolio Holder(s):	Councillor May Haines – Community Safety
Corporate Director	Kate Ryan – Corporate Director for Environment & Community
Report Authors	Nananka Randle, Licensing Manager, Communities
Wards	Council-wide
Classification	For Decision

Background

1. The current licence fees were agreed by the now dissolved boroughs of Bournemouth, Christchurch and Poole.
2. The Licensing Manager together with the financial officer has undertaken a review of the current fees and charges to which BCP Council Licensing Authority has the power to set.
3. Reference has been made to the guidance as set out in the Local Government Association Guide to locally set fees. <https://www.local.gov.uk/open-business-lga-guidance-locally-set-licence-fees>
4. The fees are estimated by assessing the time it takes for each step in the process from receipt of application to determination.
5. The estimated cost for the compliance checking has also been included where necessary. The time has been assigned to different roles and the costs based on hourly rates. There is also a proportion attributed to these fees for management time which will include the costs associated with running the Department and Services involved with delivering a function associated with one or more licensing regimes. The fees have then been established by calculating the cost associated with each of the licensing functions.
6. In calculating these fees officers have taken into account the Supreme Courts rulings in the Hemming case which dealt with the setting of fees on a cost recovery basis.
7. The proposed fees are set out in Appendix 1.
8. Although no applications have been received or any licences issued for some regimes a fee must be set to recover the costs of carrying out that function. In the cases where the Council has not processed any applications or issued licences the costs have been estimated based on similar types of application process and licences.

Taxi and Private Hire Licensing

9. Sections 53 and 70 of the Local Government (Miscellaneous Provisions) Act 1976 allow the Licensing Authority to charge fees for the grant of licences in respect of hackney carriage and private hire drivers, vehicles, and operators.
10. The fees must be set for these licences on the basis that it only recovers costs which it is entitled statutorily to recover.

11. In respect of vehicle and operators' licences the Act states that the Council may charge such fees as may be sufficient in the aggregate to cover in whole or in part:
- a) The reasonable cost of inspecting Hackney Carriages and Private Hire vehicles to ascertain whether any such licence should be granted or renewed.
 - b) The reasonable cost of providing Hackney Carriage stands.
 - c) Any reasonable administrative or other costs in connection with the above and with the control and supervision of Hackney Carriages and Private Hire vehicles.
12. In respect of drivers' licences the Act states that the Council may charge, 'such a fee as it considers reasonable with a view to recovering the costs of issue and administration associated with the grant of Hackney Carriage and Private Hire.
13. The fees as proposed have been set based on estimated officer time and including any direct costs such as purchase of badges, plate templates and door insignias etc for vehicles.
14. The costs of Hackney Carriage licences are higher than for Private Hire Vehicle licences due to the additional costs of unmet needs survey and additional livery.
15. The number of these type of licences is as follows :-
- Hackney Carriage Vehicles B=249, C = 139 and P=89
 - Private Hire Vehicles B = 232, C =180 and P = 141
 - Private Hire Drivers in total 1612
 - Private Hire Operators in total 123

Gambling Premises Licences

16. The Gambling Act 2005 regulates the licensing regime associated with gambling premises.
17. The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 (2007 Regulations) impose a cap on the maximum amount of fee that Licensing Authorities can charge for certain types of premises such as betting shops or bingo halls, in all other cases the fees are set by statute.
18. The number of these type of licences is as follows:-
- Casinos – 4
 - Family Entertainment Centres – 8
 - Adult Gaming Centres – 5
 - Bingo – 2
 - Betting Shops - 54
 - Track - 1

Pleasure Craft (Class B and C) and water boatman Licences

19. Section 94 of the Public Health Act 1907 and section 18 of the Local Government (Miscellaneous Provisions) Act 1976 empowers Local Authorities licence pleasure boats and pleasure vessels to be let for hire (Class C) or to be used for the carrying

of passengers for hire (Class B), and to the persons in charge of or navigating such boats and vessels and may charge for each type of licence such annual fee as appears to them to be appropriate.

20. The legislation covers any boat or craft with the capacity of up to 12 persons.

21. The number of these type of licences is as follows

- Class B pleasure boats – 19
- Class C pleasure boats - 28
- licenced water boatman - 3

Options Appraisal

22. Members are asked to

- a. Agree the proposed fees as presented
- b. Agree amended fees
- c. Maintain the current fee structure

Summary of financial implications

23. The fees must cover the cost of delivery of the service. The finance officer has reviewed the proposed fees and has confirmed that they are set appropriately.

Summary of legal implications

24. The fees are required to meet the costs of the services and must be set in accordance with the legislation on a cost recovery basis. If the fees are set incorrectly this can result in judicial review.

Summary of human resources implications

25. The delivery of the service will remain within existing staffing levels.

Summary of sustainability impact

26. Not applicable

Summary of public health implications

27. Not applicable

Summary of equality implications

28. Not applicable

Summary of risk assessment

29. Not applicable

Background papers

Local Government (Miscellaneous Provisions) Act 1976

<https://www.legislation.gov.uk/ukpga/1976/57>

The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007

<https://www.legislation.gov.uk/uksi/2007/479/contents/made>

Supreme Court ruling on the Hemmings Case

<https://www.supremecourt.uk/cases/docs/uksc-2013-0146a-judgment.pdf>

Appendices

Appendix 1 – Fees existing and proposed

	B	C	P	Proposed BCP Fees						
VEHICLES										
New/Replacement Private Hire Vehicle Application Fee	£ 60.00	£ 340.00		£ 85.00		Christchurch - Single Fee not separate application fee				
New/Replacement Hackney Carriage Vehicle Application Fee	£ 60.00	£ 340.00		£ 110.00		Bournemouth - Application Fee + Licence Fee				
Private Hire Vehicle Licence (1 year)	£ 150.00	£ 130.00	£ 153.00	£ 160.00						
Hackney Carriage Vehicle Licence (1 year)	£ 180.00	£ 130.00	£ 153.00	£ 200.00						
Transfer of vehicle licence	£ 60.00	£ 50.00	£ 47.00	£ 65.00						
Temporary Replacement authorisation and plate	£ 80.00	£ 15.00	£ 47.00	£ 75.00						
Replacement plate	£ 50.00	£ 20.00	£ 10.00	£ 50.00						
Replacement door insignia	£ 60.00		£ 10.00	£ 30.00						
DRIVERS										
New drivers application inc knowledge test and DVLA check	£ 180.00	£ 162.00	£ 95.00	£ 160.00						
Knowledge test resit	£ 60.00	£ 21.00	£ 37.50	£ 70.00						
Safeguarding course	incl in app fee	N/A	£ 45.00	paid to provider						
Driver Issue/reissue of licence 3 year	£ 290.00	£ 162.00	£ 182.00	£ 335.00						
Dual Licence additonal fee	£ 75.00									
Change of details/replace licence	£ 15.00	£ 10.50	£ 10.00	£ 15.00						
OPERATORS										
Application for new operators licence (non-returnable)	£ 50.00			£ 65.00						
Issue/reissue application for up to 10 vehicles (5 year)	Min £105/Max £515 1 year)	£ 216.00	£75 (1 year) 207 (5 year)	£ 285.00						
For each additional 10 vehicle	per vehicle £30			£ 22.00						

Existing Casino					
	B	C	P	Proposed	Statutory Maximum
Annual Fee	£ 2,630.00	£ 1,500.00	£ 2,630.00	£ 2,700.00	£ 3,000.00
Variation Application	£ 1,680.00	£ 1,000.00	£ 1,680.00	£ 1,700.00	£ 2,000.00
Transfer Application	£ 1,246.00	£ 675.00	£ 1,246.00	£ 1,700.00	£ 1,800.00
Application for Re-instatement	£ 1,246.00	£ 675.00	£ 1,246.00	£ 1,300.00	£ 1,350.00
Copy of Licence	£ 25.00	£ 25.00	£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00
New Small Casino					
New Application	£ 7,613.00	£ 4,000.00	£ 7,613.00	£ 7,750.00	£ 8,000.00
Annual Fee	£ 4,750.00	£ 2,500.00	£ 4,750.00	£ 4,800.00	£ 5,000.00
Variation Fee	£ 3,180.00	£ 2,000.00	£ 3,180.00	£ 3,300.00	£ 4,000.00
Transfer Fee	£ 1,544.00	£ 900.00	£ 1,544.00	£ 1,650.00	£ 1,800.00
Application for Re-instatement	£ 1,544.00	£ 900.00	£ 1,544.00	£ 1,650.00	£ 1,800.00
Application for Provisional	£ 7,613.00	£ 4,000.00	£ 7,613.00	£ 7,800.00	£ 8,000.00
(Provisional Statement Holders)*	£ 2,792.00		£ 2,792.00	£ 2,850.00	£ 3,000.00
Copy of Licence	£ 25.00		£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00		£ 50.00	£ 50.00	£ 50.00
New Large Casino					
New Application	£ 9,588.00	£ 5,000.00	£ 9,588.00	£ 9,700.00	£ 10,000.00
Annual Fee	£ 9,000.00	£ 5,000.00	£ 9,000.00	£ 9,500.00	£ 10,000.00
Variation Fee	£ 3,680.00	£ 2,500.00	£ 3,680.00	£ 3,950.00	£ 5,000.00
Transfer Fee	£ 2,044.00	£ 1,075.00	£ 2,044.00	£ 2,100.00	£ 2,150.00
Application for Re-instatement	£ 2,044.00	£ 1,075.00	£ 2,044.00	£ 2,100.00	£ 2,150.00
Application for Provisional Statement	£ 9,588.00	£ 5,000.00	£ 9,588.00	£ 9,650.00	£ 10,000.00
Licence Application (Provisional Statement Holders)*	£ 4,792.00		£ 4,792.00	£ 4,900.00	£ 5,000.00
Copy of Licence	£ 25.00		£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00		£ 50.00	50	£ 50.00
Family Entertainment Centre					
	B	C	P	Proposed	
New Application	£ 1,620.00	£ 1,000.00	£ 1,620.00	£ 1,700.00	£ 2,000.00
Annual Fee	£ 660.00	£ 375.00	£ 660.00	£ 700.00	£ 750.00
Variation Application	£ 842.00	£ 500.00	£ 843.00	£ 900.00	£ 1,000.00
Transfer Application	£ 714.00	£ 475.00	£ 842.00	£ 800.00	£ 950.00
Application for Re-instatement	£ 714.00	£ 475.00	£ 714.00	£ 800.00	£ 950.00
Application for Provisional Statement	£ 1,620.00	£ 1,000.00	£ 1,620.00	£ 1,700.00	£ 2,000.00
Licence Application (Provisional Statement Holders)*	£ 794.00		£ 794.00	£ 850.00	£ 950.00
Copy of Licence	£ 25.00		£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00		£ 50.00	£ 50.00	£ 50.00
Adult Gaming Centre					
	B	C	P	Proposed	
New Application	£ 1,620.00	£ 1,000.00	£ 1,620.00	£ 1,700.00	£ 2,000.00
Annual Fee	£ 820.00	£ 500.00	£ 660.00	£ 700.00	£ 1,000.00
Variation Application	£ 842.00	£ 500.00	£ 843.00	£ 900.00	£ 1,000.00
Transfer Application	£ 714.00	£ 600.00	£ 714.00	£ 800.00	£ 1,200.00
Application for Re-instatement	£ 714.00	£ 600.00	£ 714.00	£ 800.00	£ 1,200.00
Application for Provisional Statement	£ 1,620.00	£ 1,000.00	£ 1,620.00	£ 1,700.00	£ 2,000.00
Licence Application (Provisional Statement Holders)*	£ 794.00		£ 794.00	£ 850.00	£ 1,200.00
Copy of Licence	£ 25.00	28	£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 25.00		£ 25.00	£ 50.00	£ 50.00

Bingo Club					
	B	C	P	Proposed	
New Application	£ 2,900.00	£ 1,750.00	£ 2,900.00	£ 3,000.00	£ 3,500.00
Annual Fee	£ 820.00	£ 500.00	£ 820.00	£ 900.00	£ 1,000.00
Variation Application	£ 1,444.00	£ 875.00	£ 1,444.00	£ 1,500.00	£ 1,750.00
Transfer Application	£ 808.00	£ 600.00	£ 808.00	£ 900.00	£ 1,200.00
Application for Re-instatement	£ 808.00	£ 600.00	£ 808.00	£ 900.00	£ 1,200.00
Application for Provisional Statement	£ 2,900.00	£ 1,750.00	£ 2,900.00	£ 3,000.00	£ 3,500.00
Licence Application (Provisional Statement Holders)*	£ 1,044.00		£ 1,044.00	£ 1,100.00	£ 1,200.00
Copy of Licence	£ 25.00		£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00		£ 50.00	£ 50.00	£ 50.00

Betting (excluding Track)					
	B	C	P	Proposed	
New Application	£ 2,472.00	£ 1,500.00	£ 2,472.00	£ 2,500.00	£ 3,000.00
Annual Fee	£ 595.00	£ 300.00	£ 595.00	£ 600.00	£ 600.00
Variation Application	£ 1,370.00	£ 750.00	£ 1,370.00	£ 1,450.00	£ 1,500.00
Transfer Application	£ 808.00	£ 600.00	£ 808.00	£ 900.00	£ 1,200.00
Application for Re-instatement	£ 808.00	£ 600.00	£ 808.00	£ 900.00	£ 1,200.00
Application for Provisional Statement	£ 2,472.00	£ 1,500.00	£ 2,472.00	£ 2,300.00	£ 3,000.00
Licence Application (Provisional Statement Holders)*	£ 1,044.00		£ 1,044.00	£ 1,100.00	£ 1,200.00
Copy of Licence	£ 25.00	£ 25.00	£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00

Betting Track					
	B	C	P	Proposed	
New Application	£ 2,296.00	£ 1,250.00	£ 2,296.00	£ 2,350.00	£ 2,500.00
Annual Fee	£ 820.00	£ 500.00	£ 820.00	£ 900.00	£ 1,000.00
Variation Application	£ 1,092.00	£ 625.00	£ 1,092.00	£ 1,200.00	£ 1,250.00
Transfer Application	£ 808.00	£ 475.00	£ 808.00	£ 900.00	£ 950.00
Application for Re-instatement	£ 808.00	£ 475.00	£ 808.00	£ 900.00	£ 950.00
Application for Provisional Statement	£ 2,296.00	£ 1,250.00	£ 2,296.00	£ 2,350.00	£ 2,500.00
Licence Application (Provisional Statement Holders)*	£ 794.00		£ 794.00	£ 800.00	£ 950.00
Copy of Licence	£ 25.00		£ 25.00	£ 25.00	£ 25.00
Notification of Change	£ 50.00		£ 50.00	£ 50.00	£ 50.00

Pleasure Boats

	B	C	P	Proposed
Class B	N/A		£ 81.00	£ 85.00
Class C (up to 5 boats)	N/A	33/boat		£ 95.00
Each additional 5 boats	N/A			£ 29.50
Waterboatman	N/A		£ 81.00	£ 85.00

This page is intentionally left blank

Forward Plan – Licensing Committee

Publication date: 24 February 2021

	Subject	Purpose of report	Consultation	Report author(s)	Meeting date
1.	Harmonisation of Licensing Fees	To review the non-statutory set fees charges for licences/registrations which are administered by the Licensing Committee.	Not applicable.	Nananka Randle, Licensing Manager	4 March 2021
2.	New BCP Sex Establishment Policy	To consider a new Sex Establishment Policy for BCP Council, following the public consultation, amend as required and recommend to Council for adoption.	See List of Consultees in Appendix 4 of report considered by Committee on 10 December 2020, and formal Public Consultation.	Nananka Randle, Licensing Manager	19 May 2021
3.	Draft Gambling Policy	To consider a draft Gambling Policy for BCP Council, amend as required and approve for public consultation.	Formal full consultation to take place during 2021.	Nananka Randle, Licensing Manager	19 May 2021

	Subject	Purpose of report	Consultation	Report author(s)	Meeting date
4.	Licensing Sub Committees – trial of two reserve members	To determine whether to continue with the use of a second reserve for Sub Committees, as agreed by the Committee on a trial basis from December 2020 until May 2021.	Not applicable.	Not applicable.	19 May 2021
5	Update on Taxi and Private Hire Policies, 2021 - 2025	The Committee has requested that this item be retained on the Forward Plan to enable the newly adopted BCP Taxi and Private Hire policies to be monitored up until the next review in 2025.	To be advised.	Nananka Randle, Licensing Manager	To be advised.