

# Licensing Committee

Mon 9 Jan  
2012  
7.00 pm

Committee Room 2  
Town Hall  
Redditch

**REDDITCH BOROUGH COUNCIL**  


*making  
a  
difference*

[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)

# Access to Information - Your Rights

---

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

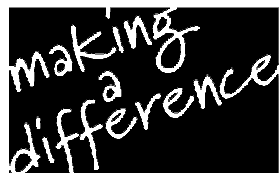
Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:  
**[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)**

---

**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact  
Denise Sunman  
Committee Support Services**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH  
Tel: (01527) 64252 ext 3270 Fax: (01527) 65216  
e.mail: [denise.sunman@bromsgroveandredditch.gov.uk](mailto:denise.sunman@bromsgroveandredditch.gov.uk) Minicom: 595528**



# Licensing Committee

9th January 2012

7.00 pm

Committee Room 2 Town Hall

## Agenda

### Membership:

Cllrs: Michael Braley (Chair) Bill Hartnett  
Gay Hopkins (Vice-Chair) Roger Hill  
Peter Anderson Robin King  
Andrew Brazier Alan Mason  
Michael Chalk Phil Mould  
Anita Clayton Jinny Pearce  
Andrew Fry Brenda Quinney  
Malcolm Hall

<b>1. Apologies</b>	To receive the apologies of any Member who is unable to attend this meeting.
<b>2. Declarations of Interest</b>	To invite Councillors to declare any interests they may have in items on the agenda.
<b>3. Minutes</b> (Pages 1 - 2)	To confirm as a correct record the minutes of the meeting of the Licensing Committee held on 11th August 2011.  (Minutes attached)
<b>4. Street Trading Policy - Review</b> (Pages 3 - 22)	To approve the review of the Street Trading Policy following a consultation exercise undertaken during the period 3rd September 2011 to 30th November 2011.  (Report attached)  <b>All Wards;</b>
<b>5. Taxi Inspections - Fees and Enforcement</b> (Pages 23 - 34)	To consider a report on the implementation of the Service including Fees and Charges after 6 months operation.  (Report attached)  <b>All Wards;</b>
<b>6. Licensing Act - Annual Report</b> (Pages 35 - 42)	To consider an overall review of functions carried out under the Licensing Act 2003 by the Licensing Team for 2011.  (Report attached)  <b>All Wards;</b>

---

## 7. Exclusion of the Public

Should it be necessary, in the opinion of the Chief Executive, to consider excluding the public from the meeting in relation to any items of business on the grounds that exempt information is likely to be divulged it may be necessary to move the following resolution:

**“that, under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information (Variation) Order 2006, the public may be excluded from the meeting for the following matters(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (*to be specified*) of Part 1 of Schedule 12 (A) of the said Act, as amended.”**

---



www.redditchbc.gov.uk

## LICENSING

### Committee

11th August 2011

## MINUTES

#### Present:

Councillor Michael Braley (Chair), Councillor Gay Hopkins (Vice-Chair) and Councillors Peter Anderson, Anita Clayton, Andrew Fry, Bill Hartnett, Roger Hill, Robin King, Phil Mould, Jinny Pearce and Brenda Quinney

#### Also Present:

Councillor Juliet Brunner (Portfolio Holder for Community Safety & Regulatory Services)

#### Officers:

C Flanagan, M Kay and N McMenamin

#### Committee Officers:

D Sunman

#### 9. APOLOGIES

Apologies for absence were received on behalf of Councillor A Mason.

#### 10. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 11. MINUTES

##### RESOLVED

that the minutes of the Licensing Committee held on 14th July 2011 be confirmed as a correct record and signed by the Chair.

#### 12. VEHICLE INSPECTION FEE STRUCTURE

Following a request from Licensing Committee for additional information at their meeting on 14th July 2011, members received a further report regarding the Vehicle Inspection Fee Structure. The additional information included:

.....  
Chair

# LICENSING

## Committee

11th August 2011

---

- a comparison of vehicle testing charges across the West Midlands region; and
- the projected income versus costs indicating a broadly cost neutral service that would be provided at Crossgates Depot.

Members heard representations made on behalf of Redditch Taxi Association which re-stated their suggestion made at the meeting of this Committee on 12th July 2011 that the fee for the Vehicle Inspection test be set at £37 with no additional charge being made for a re-test, should one be required.

An addition to the recommendation was proposed and agreed as follows:

- no inspection fee be charged if a vehicle be presented within one working day of the original test with the identified defect remedied.

### **RESOLVED that**

- 1) the incorporation of a minor amendment made by Officers, shown within the report at paragraph 3.8 (that the cost of a Vehicle Inspection be £50 and Vehicle Inspection Re-test be £25);**
- 2) no re-inspection fee be charged if a vehicle be presented within one working day of the original test with the identified defect remedied; and**
- 3) that a further report on the review of the service including fees and charges be presented to Licensing Committee following the first six months of operation of the scheme.**

The Meeting commenced at 7.31 pm  
and closed at 8.28 pm

.....  
Chair

**LICENSING  
COMMITTEE**

9th January 2012

**STREET TRADING POLICY - REVIEW**

Relevant Portfolio Holder	Councillor Juliet Brunner, Community Safety & Regulatory Services
Portfolio Holder Consulted	Yes
Relevant Head of Service	Steve Jordan – Head of Worcestershire Regulatory Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

To receive a report on the Street Trading Policy for the Borough following a consultation exercise undertaken during the period 3rd September 2011 to 30th November 2011.

**2. RECOMMENDATIONS**

**Members are asked to RESOLVE that**

- 1) the wording of the Street Trading Policy Statement (Appendix 1), Information Pack (Appendix 2) and Street Trading Standards Conditions (Appendix 3) be approved, and that these three documents be adopted to form the Council's Street Trading Policy;**
- 2) a Public Notice be placed in a local newspaper for a period of two weeks to advertise the making of a resolution to designate Consent Streets and Prohibited Streets for the purpose of Street Trading within the district; and**

**to RECOMMEND that**

- 3) the fees and charges as set out at Part 5 and Part 7 of the Information Pack (Appendix 2) be approved by full Council.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1** Estimated costs of the service have been included within the Worcestershire Regulatory Services (WRS) budget and are reflected as non-profit making.

**LICENSING  
COMMITTEE**

9th January 2012

**Legal Implications**

- 3.2 Redditch Borough Council (The Council) pursuant to Section 3 of The Local Government (Miscellaneous Provisions) Act 1982 has resolved to adopt Schedule 4 of the Act to control Street Trading in the District.
- 3.3 The Council has resolved that every street within the area of the district of Redditch should be designated as a Consent Street, under the Act, (LGMPA) (except those shown at Appendix 1 and nominated as Prohibited Streets).
- 3.4 Following consultation and by adopting the new Policy Members are being asked to make two additions to the Prohibited Streets, namely Moons Moat Drive and Headless Cross Drive.
- 3.5 In relation to fees, Members are reminded that there is case law which establishes the principle that fees can only be charged on a costs recovery basis. In other words the fees must reflect that actual cost to the authority of the Officer time involved in administering the issuing of Consents for street trading. The Council would be open to challenge if the fees were set at a higher level.

**Service / Operational Implications**

- 3.6 At the Licensing Committee on 14th July 2011, Officers presented Members with a revised Policy for Street Trading and an application information pack.
- 3.7 Consultation took place between 3rd September 2011 and 30th November 2011 with all relevant agencies and all consent holders.
- 3.8 Two representations were received, requesting two roads to be incorporated into the Prohibited Streets List (see appendix 4).
- 3.9 Any changes to the Policy will need to be advertised in a local newspaper giving a period of notice when the new Policy comes into force. Officers suggest this should be one month following advertisement.
- 3.10 The wording of the proposed Policy statement (Appendix 1) is based on the same policy that has already been established in three other Local Authorities within the County; where it has been adopted the policy has shown to be effective. This policy is also to be introduced in two Local Authorities in the near future.



## **LICENSING COMMITTEE**

9th January 2012

- 3.11 The introduction of this proposed policy will enable a transparent, objective and consistent approach to Street Trading on a countywide basis. This will be of benefit to customers who trade in different parts of the County.
- 3.12 Officers have looked at fees in particular; the proposed fees (shown in appendix 2 – Information Pack) are consistent with the adjoining Local Authority and set on a recovery of costs basis.
- 3.13 The Standard Conditions to be attached to Street Trading Consents is shown as appendix 3.

### **Customer / Equalities and Diversity Implications**

- 3.14 There are no adverse implications to consent holders through the proposed changes to this Policy.
- 3.15 The draft revised Policy has gone through a 12 week consultation and has been circulated and published on Redditch District Council's web site as part of the formal consultation process.

### **4. RISK MANAGEMENT**

None.

### **5. APPENDICES**

- Appendix 1 - Street Trading Policy Statement.
- Appendix 2 - Customer Information Pack.
- Appendix 3 - Standard Conditions attached to consents.
- Appendix 4 - Consultation response table.

### **6. BACKGROUND PAPERS**

Street Trading Policy dated 1989.  
Local Government (Miscellaneous Provisions) Act 1982 Section 3,  
Schedule 4.

### **AUTHOR OF REPORT**

Name: Sue Garratt – Senior Licensing Practitioner.  
Worcestershire Regulatory Services  
E Mail: [sue.garratt@worcestershire.gov.uk](mailto:sue.garratt@worcestershire.gov.uk)  
Tel: (01527) 881454/881263



## STREET TRADING - POLICY STATEMENT

### UNDERLYING PRINCIPLES

1. Street Trading is regarded as an acceptable activity in Redditch within the consented areas (Appendix A), provided that it is located where it can make a positive contribution to add interest, vibrancy, and diversity to the area and does not give rise to problems associated with Crime and Disorder.
2. The Council is the responsible authority for granting Street Trading Consents in Redditch and will ensure that traders operate in accordance with conditions attached to such Consents (Appendix B).
3. The Council accepts that Redditch comprises distinct areas with differing historic and commercial characters, and varying streetscape qualities, which should be individually developed and promoted.
4. The Council will consult with the following agencies:
  - The Highways Authority – Worcestershire County Council;
  - The Chief Officer of Police;
  - Worcestershire Regulatory Services – Compliance Team;
  - The Councils Street Scene and Community Services Team;
  - The Council's Community Safety Team;
  - Trading Standards;
  - The Parish Council (if any) in which the Trading Unit is to be located;
  - The Ward Councillors; and
  - The owners/occupiers of any properties near to the proposed location of trading site.
  - Any other relevant agency
5. The Crime and Disorder Act (1998) stresses the need to take positive action to combat crime and the fear of crime. Therefore, prior to granting any Street Trading Consent the Council will pay particular attention to any potential crime and disorder arising directly or indirectly from the Consent and will give significant weight to the views of the Police and Community Safety Officer.
6. The Council may issue Consent for up to one year or a lesser period where appropriate if the trading activity is seasonal or of a temporary nature.
7. Applications will only be considered where an applicant has completed an application form and will not be granted unless an applicant has paid the appropriate Consent fee.

8. Applications for a Street Trading Consent will be considered and determined under the Council's Scheme of Delegation by the Head of Worcestershire Regulatory Services, or otherwise by the Council's Licensing Sub-Committee.
9. Where more than one trader applies for Consent to trade from an approved site, the applications will be referred to the Council's Licensing Sub-Committee.

### **CRITERIA FOR CONSIDERING APPLICATIONS FOR STREET TRADING CONSENTS**

When considering an application for a Street Trading Consent, the Council will take into account the following matters when reaching its decision:

1. Responses from Consultees and other interested parties.
2. The proposed siting and design of the street trading vehicle and whether or not it enhances the area within the immediate vicinity.
3. Any potential obstruction to the free flow of pedestrians or of vehicles in the street, with special regard for the visually impaired.
4. Road safety, either arising from the siting of the street trading vehicle or as a result of customer visiting or leaving the site, including existing traffic orders and waiting restrictions.
5. The nature of the proposed goods to be traded and whether this will create conflict with the trade of adjacent, established shops.
6. Whether the proposed siting of the street trading vehicle obstructs the frontage of adjacent established shops.
7. The numbers, distribution and location of existing street trading consents.
8. The likelihood of excessive noise, odour and litter being generated.
9. Whether the proposal would conflict with any other policies of the Council.

CONSENTED STREETS	PROHIBITED STREETS
<p><b>ALL STREETS WITHIN REDDITCH DISTRICT EXCEPT THOSE DESIGNATED AS PROHIBITED STREETS AND THE TOWN CENTRE USED FOR MARKET PURPOSES.</b></p>	<p>All 'A' and 'B' roads in the Borough:-</p> <p>Alders Drive  Alvechurch Highway  Alcester Highway  Battens Drive  Birmingham Road  Birchfield Road  Bromsgrove Highway  Callow Hill Lane  Coldfield Drive  Coventry Highway  Claybrook Drive  Dagnell End Road  Evesham Road  Far Moor Lane  Greenlands Drive  *Headless Cross Drive  Holloway Drive  Icknield Street  Icknield Street Drive  Lower Common Lane  Middle Piece Drive  *Moons Moat Drive  Old Forge Drive  Papermill Drive  Redditch Ringway  Rough Hill Drive  Salters Lane/Hewell Road  Warwick Highway  Washford Drive  Windsor Road/Middle House Lane  Woodrow Drive  Windmill Drive</p> <p>Droitwich Road, Feckenham  Alcester Road, Feckenham  Saltway, Feckenham  High Street , Feckenham  Church Road, Astwood Bank.</p>

\* indicates insertions.



## **STREET TRADING**

### **INFORMATION PACK**

#### **What is a Street Trader?**

A Street Trader is someone who:-

- i. Trades on any road, footways, highways, and other adjacent areas to which the public have access without payment. Traders must obtain land owners' permission when trading on private land.
- ii. Sells or exposes or offers for sale any article, whether food or non-food, including a living thing, whether with or without a stall or vehicle.
- iii. Trades from a fixed location.

#### **Does the Control apply to all Traders?**

No, there are various exemptions to the requirement to hold a Street Trading Consent:-

- i. Trading as a pedlar with a valid Pedlar's certificate issued under the Pedlars Act 1871. A pedlar is a person who travels and trades on foot and goes from town to town or from house to house carrying goods to sell. A pedlar cannot trade from a fixed spot. Pedlar's certificates are obtained from any main Police Station.
- ii. A roundsman, who is a person who delivers orders to the customer's door. This is a trader who calls by prior arrangement with the customer and sells at the customer's premises. Ice cream sellers or mobile food sellers are not deemed to be "roundsmen" and require a licence to trade in the street.
- iii. News vendors selling only newspapers and periodicals, unless the stall exceeds one metre in length or width, or two metres in height.
- iv. Trading from the forecourt of a petrol filling station.
- v. Trading from a stall outside a shop as an extension of that business.

#### **How is Street Trading Controlled in Redditch?**

Redditch Borough Council has adopted the provisions of the Local Government (Miscellaneous Provisions) Act 1982 so that it can effectively control street trading.

- i. All streets within Redditch District have been designated as consented streets apart from those specifically prohibited (see Appendix A of the Council's Street Trading Policy).
- ii. This means that it is an offence to trade without Consent in any street, road, footway, highway, or adjacent area to which the public have access without payment, other than those prohibited where no trading at all can take place.

- iii. Trading without consent may result in prosecution.
- iv. If a trader has been granted a consent the Council has the right to vary or revoke the Consent at any time if the trader fails to comply with the conditions attached to the Consent.
- v. If you wish to trade outside of the Redditch District you should contact the appropriate District Council for that area. Please note that different Councils may have different procedures and rules regarding street trading.
- vi. If you wish to trade within the Redditch District an application should be made to the Worcestershire Regulatory Services, Licensing, Town Hall, Walter Stranz Square, Redditch. B98 0BJ.

**How do I apply for Consent?**

- i. Complete the appropriate application form – for a “static trader” if you wish to trade from a pitch, or for a “mobile” trader if you sell from street to street.
- ii. Attach to the application form the required documents, including a Basic Criminal Records Bureau Disclosure as listed on the application form.
- iii. Post or bring to the Council Offices at Town Hall the completed application form, and original copies of any supporting documents (these will be copied and returned to you).

**What Are the Fees Payable for Consent?**

- i. Fees are payable for each unit or site. The fee is payable once a decision has been made on an application for a Consent. Fees should be sent with the completed application form.
- ii. Fees may be payable in instalments, by agreement with the Council.
- iii. Fees are reviewed annually and are applicable from 1st April each year.
- iv. Fees payable for static traders who trade from a fixed pitch are:-

	<b>Food</b>		<b>Non Food</b>	
	<i>Initial</i>	<i>Renewal</i>	<i>Initial</i>	<i>Renewal</i>
Single Unit up to 12m <sup>2</sup> (max 5m length)	£1418	£1301	£1183	£1064
For every additional 12m <sup>2</sup> or part thereof or length more than 5m	£600			
Mobile traders	£575 per vehicle, per annum			



### **How Long Does Consent Last for?**

- i. Consent can be issued for any period up to a maximum of 12 months but will expire on 31st March next, unless surrendered earlier.
- ii. Renewals will take place on receipt of a completed renewal application form and payment of the appropriate fee.

### **Are Consents Transferable?**

- i. No, they are not.
- ii. The Consent holder is entitled to a refund of part of the fee paid if the Consent is surrendered part way through the year.
- iii. Refunds may be made on a pro rata basis, subject to an administration charge of £35.
- iv. If you do not renew the Consent on the expiry or surrender it before then, then any other person will be able to apply to trade from the same site.

### **What are the Responsibilities of a person granted consent?**

Such a person is responsible for ensuring that:-

- i. The consent conditions are complied with.
- ii. All relevant certificates are produced to the Council with any application for Consent.
- iii. The vehicle or stall is registered with the Council if selling food of any description.
- iv. The Council will not be held responsible for any acts or omissions arising from the grant of Consent.
- v. Where trading is on private land, to which the public has access without restriction, permission to trade must be obtained from the owner/occupier as well as the Council.
- vi. The applicant must ensure that a suitable and sufficient fire risk assessment is carried out, as required under the Regulatory Reform (Fire safety) 2005, in relation to any store or catering facility for which they are responsible. The Fire Risk assessment must identify the fire risks, the people who maybe at risk in the event of a fire, and the fire precautions necessary to minimise the risk of fire and fire spread and to ensure the safety of people in or within the vicinity of their store or catering facility. (For further information on fire risk assessment go to the Hereford and Worcester Fire and Rescue Website at [hwfire.org.uk](http://hwfire.org.uk) and follow the safety advice for business).

**Does the Grant of Consent by the Council give any other entitlement?**

- i. No - It only permits trading within the terms of the Consent as specified. The Consent does not override any parking restriction or other traffic regulation.
- ii. The Consent to trade does not imply approval from any other person or authority.

**Consideration and Determination of your Application**

- i. When received by the Licensing Section your application form will be checked. Provided there are no queries arising from the application form, your application will be acknowledged in writing within 5 working days of receipt. If there is a query then you will be contacted in writing and/or by telephone and given the opportunity to respond.
- ii. The complete application form will be copied for comment to various parties.  
  
Usually these are the Police, Worcestershire County Council Highways Partnership Unit Manager, Ward Councillors, the Parish or Town Council, Economic Regeneration & Tourism Manager, Community Development Control Manager, Operational Services Manager and local businesses within the vicinity of the proposed site of operation.
- iii. We aim to complete this process within 20 working days but may take longer if a Licensing Sub-Committee hearing is necessary.
- iv. If queries are raised at this stage then you will be contacted in writing and/or by telephone and given the opportunity to address them.
- v. Having received all comments/recommendations and taking into account the Council's adopted Street Trading Policy, the Head of Worcestershire Regulatory Services or one of his nominated officers, under the Council's Scheme of Delegation, may then determine applications where there are no objections and where the application is to be granted. Where your application cannot be granted, or where objections are received, your application will be referred to the Council's Licensing Sub-Committee for consideration and determination.
- vi. You will be informed in writing of the recommendation to the Licensing Sub-Committee and the date of the meeting to which you will also be invited to attend.
- vii. If your application is granted, the Consent will be issued, together with a copy of the Standard Conditions applicable to street trading Consents plus any Special Conditions deemed necessary by the Council.
- viii. If the Committee refuses your application you will be notified in writing of the reasons for refusal.
- ix. There is no right of appeal in the case of refusals or against the application of conditions.

**Is there an Independent Body which represents Street Traders?**

There is a body which offers advice on all aspects of outside catering. This body is called MOCA (Mobile and Outside Catering Association Ltd.) and is located at:-

Centre Court  
1301 Stratford Road  
Hall Green  
Birmingham  
B28 9HH

Tel 0121 693 7000  
Fax 0121 693 7100  
Website [www.moca.co.uk](http://www.moca.co.uk)

DRAFT



**REDDITCH BOROUGH COUNCIL**

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

**STREET TRADING - STANDARD CONDITIONS**

1. Redditch Borough Council ("the Council"), pursuant to Section 3 of the Local Government (Miscellaneous Provisions) Act 1982 ("the Act") have resolved that Schedule 4 to the Act, to control street trading in the district should come into force from 2012.
2. The Council has resolved that every street within the area of the district of Redditch is to be designated as a Consent Street" under the Act, ( except those shown at Appendix One and nominated as Prohibited Streets ) which means a street in which street trading is prohibited without a Consent issued by the Council.
3. A street trading Consent is issued by the Council subject to the following conditions, insofar as they do not conflict with or are amended by any specific conditions imposed on the grant of the Consent:-
  - (a) The Consent is valid for the period shown on the Consent
  - (b) The Consentee shall pay a fee to the Council in accordance with the approved list of fees.
  - (c) The Consent may be surrendered by the Consentee at any time, providing that the Council shall repay to the Consentee that part of the fee considered by the Council appropriate for the unexpired period of the licence, less £35 for administrative expenses, the exception being the day rate.
  - (d) The Consent holder must at all times while trading display in a conspicuous position the Consent issued by the Council.
  - (e) The Consentee shall not carry on his/her trade in such a way as to cause obstruction of any part of the street in which he/she is trading, or danger to persons using the street.
  - (f) The Consentee shall not carry on his/her trade in such a way as to cause a nuisance or annoyance to persons using the street or to occupiers in the vicinity.
  - (g) The Consentee shall not sell any type of food, goods or merchandise other than that specified in the Consent.
  - (h) The Consentee shall provide and maintain, where appropriate, adequate facilities for the collection of litter resulting from his/her trading and at the close of each trading day shall remove any litter

resulting from his/her trading from the street. The Consentee shall be responsible for any damage to the highway or otherwise resulting from the trading activity.

- (i) The Consentee shall make such provision as is necessary to prevent the deposit in any street of solid or liquid refuse occurring from the trading activity and shall not discharge any waste water to the street surface or to the surface water drains.
- (j) The Consentee shall not use any television, tape recorder or other device for the reproduction of sound while trading without the express permission of the Council.
- (k) The Consentee shall not trade outside the times and days permitted by the Consent
- (l) The Consentee shall not trade in any location other than the location permitted by the Consent
- (m) Any vehicle, stall or container used by the Consentee in the course of street trading shall be constructed and maintained to the satisfaction of the Council and shall comply with legislation in force at the time or any relevant British Standard.
- (n) The use and storage of liquid petroleum gas (LPG) shall be in accordance with the appropriate code of practice and must be considered during the formulation of fire risk assessment. (Further guidance in relation to the small scale safe use and storage of LPG can be found on the Health and Safety Executive (HSE) website.
- (o) The Consent shall not operate for any other purpose than to permit the Consentee to trade in a Consent street in accordance with the conditions imposed. The Consentee must ensure that he/she has obtained any other approval or registration required under any other statutory provisions relevant to his/her trade.
- (p) The Consentee must be 18 years of age or over and shall be responsible at all times for control of the stall. Any persons assisting on the stall shall be 18 years of age or over.
- (q) The Consent is personal to the Consent holder and shall not be assigned or transferred to any other person or company.
- (r) The Consent holder or his employee must move his vehicle/stall or vacate the site immediately upon the instruction of a Police Officer or Authorised Officer of the Council.
- (s) Nothing herein contained shall prejudice the rights, powers, duties and obligations of the Council or any other enforcing authority under any public or private statutes, orders, regulations or byelaws.

- (t) The Consent holder shall at all times maintain a valid Third Party Public Liability Insurance policy to the satisfaction of the Council and shall produce a valid certificate of such insurance at any time upon the request.
- (u) Nothing contained in these conditions shall relieve or excuse the Consent holder or his/her employee or agent from any legal duty or liability and the Consent holder shall indemnify the Council in respect of all claims, actions, demands or costs arising from trading.
- (v) The conditions attached to the Consent may be varied by the Council at any time.
- (w) Any breach of these conditions may lead to the Consent being suspended or revoked.
- (x) In these conditions “the Consent” means a Consent issued under Section 3 of and Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982. Consentee means the person named on the Consent issued by the Council and includes any employee, servant or agent of the licence holder and “the Council” means Redditch Borough Council.





## STREET TRADING POLICY

CONSULTATION RESPONSES 3<sup>RD</sup> SEPTEMBER 2011 TO 30<sup>TH</sup> NOVEMBER 2011

Consultee	Comments	Agreed Y/N	Officers Comments
Members	Could Headless Cross Drive be added as a prohibited street	Y	Added into the Policy
Members	Could Moons Moat Drive be added as a prohibited street	Y	Added into the Policy
Hereford & Worcester Fire Brigade	Include a reference to the need of stall holders and owners of catering vehicles to undertake a suitable and sufficient fire risk assessment	Y	Added into the Policy
Hereford & Worcester Fire Brigade	Amendment to Condition N regarding use and storage of LPG gas	Y	Added into the Policy



**LICENSING  
COMMITTEE**

9th January 2012

**TAXI INSPECTIONS, FEES AND ENFORCEMENT**

Relevant Portfolio Holder	Councillor Juliet Brunner - Community Safety & Regulatory Services
Portfolio Holder Consulted	Yes
Relevant Head of Service	Steve Jordan – Head of Worcestershire Regulatory Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

Further to item 24 of the minutes of the Licensing Committee's 25th January 2010 meeting and item 12 of the minutes of the Licensing Committee's meeting on the 11th August 2011, to report back on implementation of the Service and the Fees and Charges after the initial 6 months. Three months data were available on compilation of this report and a further 6 weeks will be available at the time this report is presented.

**2. RECOMMENDATIONS**

**The Committee is asked to RESOLVE that**

- 1) the report be noted and the current regime of two vehicle tests per year for the Hackney Carriage and Private Hire Vehicle fleet be continued; and**
- 2) the fees agreed for Hackney Carriage and Private Hire Vehicle tests and retests at the Licensing Committee meeting of the 11th August 2011 be confirmed as constituting cost recovery for the service provided.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 The cost of re-introducing in house 6 monthly vehicle inspections and testing for Hackney Carriage and Private Hire Vehicles would be met entirely by revenue received from vehicle inspection fees.
- 3.2 Table 1 below at 3.18 contains details of the number of vehicle inspections free retests and charged retests over the time periods indicated in 1.1.

## **LICENSING COMMITTEE**

9th January 2012

- 3.3 Appendix 1 contains details of the original costs used to determine the fees of £50 and £25.

### **Legal Implications**

- 3.4 The Local Authority has powers under Section 50 of the Local Government (Miscellaneous Provisions) Act 1976 to require vehicle inspections on up to three occasions per year.
- 3.5 The Legal Services Manager was consulted on this report.

### **Service / Operational Implications**

- 3.6 Members may recall the previous decision of the Licensing Committee made on 25th January 2010, which included adopting two vehicle inspection tests a year, following a series of very poor spot checks of the Hackney and Private Hire fleet.
- 3.7 It was agreed at the Licensing Committee meeting of the 11th August 2011 that the fees would be set at £50 (full test) and £25 (retest).
- 3.8 It was further agreed that a review of the two test regime and the fees and charges would be undertaken after the first 6 months of operation.
- 3.9 It was decided to bring a report to the January Committee with three to four months of data available rather than wait until the next available Licensing Committee in April as it was felt three/four months data was a reasonable indication of how the service was operating.
- 3.10 The inspection regime introduced in September has generally worked well, with little or no waiting times and a few disputes about decisions which were easily resolved. Liaison with the depot is good with regular meetings.
- 3.11 No official complaints have been received by Licensing Officers in respect of the work carried out by the depot, waiting times or any other issues.
- 3.12 Details are provided of the number of tests taken during this time period:
- a) Number of vehicles tests undertaken
  - b) Number of vehicles failing
  - c) Number of vehicles having a free re-test (within 24 hours)
  - d) Number of vehicles having a charged re-test.

**LICENSING  
COMMITTEE**

9th January 2012

- 3.13 The figures provided in table 1 would indicate a 50% failure rate for vehicles presented for inspection at the garage; including some failures for serious issues such as steering and tyres.
- 3.14 An enforcement evening held on 2nd December 2011 tested 24 vehicles with 7 having delayed prohibition notices issued by VOSA and one vehicle being suspended by WRS Officers for not being fit for purpose. This would indicate a failure rate of approximately 30%. A synopsis of the evening including a breakdown of the vehicles and faults can be found at appendix 2.
- 3.15 The above figures would indicate there is still a problem with mechanical safety in relation to the Hackney Carriage and Private Hire fleet in Redditch and would appear to support the Council's decision to move to a regime which includes two vehicle tests per year.
- 3.16 Table 1 below at 3.18 contains details of the number of vehicle inspections, free retests, private and charged retests over the time periods indicated in 1.1 and from this the income over the 3 month period has been calculated as £9,100.00.
- 3.17 Original predicted income over the three month period would be £10,202.75.
- 3.18 Table 1

	Original Predicted Figures	Actual 3 months (Sept, Oct, Nov)
¼ of 740 Full Tests	185	175
¼ of 90 charged Re-tests	22.5	12
¼ of 37 Accident Damaged Vehicles	9.25	1
¼ of Private MOTS	51	8
Non Charged Retests	-	68

- 3.19 The above figures would indicate that the actual income verses predicted shows a deficit of £1,102.75.
- 3.20 The main reason for this is the slightly less than predicted number of full tests and it would appear that the original predicted costs are likely to be met over a full year.
- 3.21 The number of free retests is significant and wasn't accounted for in the original report. Members will recall that the introduction of a free retest within 24 hours was an amendment brought forward on the night

**LICENSING  
COMMITTEE**

9th January 2012

---

of original meeting.

- 3.22 The number of Private MOT's is 8.
- 3.23 The figures would indicate that the predicted number of private MOT's bringing in external income to the garage is much less than expected and that there has been a large number of free re-tests which were not accounted for originally.
- 3.24 The figures provided would indicate
- a) that Redditch Borough Council was justified in introducing a regime of two tests per year as the failure rate for vehicles taking the test is approaching 50%.
  - b) Random testing has also indicated a failure rate of approaching 30% – see appendix 2.
  - c) Figures provided would indicate that the assumptions made during the original costings are broadly correct and that the £50 and £25 is resulting in cost recovery for the Council in respect of the inspection of taxis.
  - d) The number of retests not charged is significant resulting in a potential loss of income of £1,700.
- 3.25 As the testing regime is new, the full test is taking on average in excess of one hour. Re-tests are ranging from 10-15 minutes to up to an hour. We will continue to monitor these times to see if they change over time.

**Customer / Equalities and Diversity Implications**

- 3.26 Prior to implementation of the new vehicle inspection regime, Officers have advertised and consulted with the taxi drivers on the set fees for the vehicle inspections as required to do so by Section 70 of the Local Government (Miscellaneous Provisions) Act 1976.

**4. RISK MANAGEMENT**

None

**5. APPENDICES**

Appendix 1	Original Costings for Vehicle Inspection Tests.
Appendix 2	Vehicle Inspection Evening Results.

**LICENSING  
COMMITTEE**

9th January 2012

---

6. **BACKGROUND PAPERS**

Local Government (Miscellaneous Provisions) Act 1976  
Local Byelaws  
Local Conditions

**AUTHOR OF REPORT**

Name: Sue Garratt – Senior Licensing Practitioner.  
Worcestershire Regulatory Services

E Mail: [sue.garratt@worsregservices.gov.uk](mailto:sue.garratt@worsregservices.gov.uk)

Tel: (01527) 881454/881263.





## Appendix 1

**PROJECTED INCOME FROM VEHICLE TESTING FEES**

370 vehicles x 2:	£50.00 per test	=	£37,000.00
90 vehicles (re-test) (Estimated figure of an eighth of vehicle tests completed)	£25.00 per test	=	£2,250.00
37 accident damage tests (Estimated figure 10% of vehicle fleet)	£50.00 per test	=	£1,850.00
Total -			£41,100.00

\* Please note that the number of vehicles is known but estimates had to be made on the number of retests and accident damage tests so that the actual income could be slightly above or slightly below the income figure but is unlikely to vary significantly.

**COSTS TO REDDITCH BOROUGH COUNCIL OF CARRYING OUT VEHICLE INSPECTION TESTS.**

New post created, based at Crossgate's depot and managed by Paul Mills.

The post holder would be responsible for 6 monthly testing of the Hackney Carriage and Private Hire Vehicle fleet; this would also include re-tests and accident damage tests.

Vehicle Engineer Salary scale 6 £31,342.00 per annum  
(this figures includes salary on costs e.g. national insurance contributions)

Criteria used for calculation:

- a) There are theoretically 1440 test slots available per annum, but in reality unreasonable to expect anything like 100% utilisation.
- b) 867 would be required under the new regime
- c) Last year 204 private MOT's

On the above basis the new created post would be spending just over 80% of bay time carrying out work inspecting taxis based on the ratio between private and taxi work.

## Appendix 1

Spare slots would enable easier booking and the mechanic can carry out administrative tasks related to the two regimes during the down periods. On the above basis the annual costs of the Council would be as follows:-

Salary Costs (this is based on an apportionment between the taxi inspections and other work.	£25,387.00
Accommodation (based on an apportionment of floor area of the garage)	£6,000.00
Management and other on costs (includes financial, human resources, photocopying and management costs) again based on an apportionment of actual work dedicated to taxis.	£8,424.00
Other costs (stationery, mobile phone, MOT VOSA slots, PPE)	£1000.00
Total	£40,811.00

\*Please note that figures for salary, management and accommodation costs have been provided by Finance at Redditch Borough Council.

**The above figures would indicate a break even situation in respect of the proposed charges verses costs to the Council in carrying out the proposed function.**

**VEHICLE INSPECTION EVENING**  
**2nd DECEMBER 2011**

On Friday 2nd December 2011 Officers of Worcestershire Regulatory Services Licensing team in conjunction with Officers from VOSA (Vehicle Operator Services Agency) and West Mercia Police carried out a joint Enforcement exercise to ensure compliance with all relevant legislation, byelaws and conditions set down by the Council.

Worcestershire Regulatory Services Licensing Officers attended a briefing beforehand at Crossgates Depot the Council's Vehicle testing garage with Officers from VOSA and West Mercia Police.

Hackney Carriage and Private Hire vehicles were inspected on the roadside with a total of 24 vehicles being selected for further inspection at Crossgates Depot by VOSA.

The Exercise resulted in 0 immediate and 7 delayed prohibition notices being issued by VOSA. Immediate prohibition notices are served where the vehicle is found to be in a dangerous condition. Delayed prohibition notices are issued when the fault relates to mechanical defects which would only usually be identified during inspections by a trained mechanic.

One vehicle could have been seized for no Road Tax and two others could have been issued with fixed penalty notices and points on their DVLA driving licenses for bald tyres. (Unfortunately VOSA needed the Police to enable DVLA licenses to be checked prior to the issue of these points and the Police were unable to undertake this as they were called away from the exercise in the course of their duties).

One of the Hackney Carriage Vehicles was suspended by WRS Officers, for radiator damage, the meter not working and various other minor defects.

There were various other infringements of the Hackney Carriage and Private Hire Vehicle Conditions, hardly any Hackney Carriage Vehicles were carrying the tariff card, roof signs were not lit up and one driver admitted to sharing his with another driver. Plates were displayed incorrectly and some Private Hire Vehicles had the word "Taxi" on them which is illegal. Some vehicles did not have no smoking signs and one driver was observed smoking inside the vehicle.

Feedback from West Mercia Police and VOSA indicates that the event was very useful and these agencies would like to take part in more exercises in the future.

**Redditch Taxi Enforcement  
Exercise Results – Friday 2 December 2011**

<b>Hackney Carriage or Private Hire</b>	<b>External Plate</b>	<b>Meter sealed</b>	<b>Roof Signs</b>	<b>Other Defects</b>	<b>VOSA Defects</b>
H	OK	Not sealed	No Light		
P	OK	OK	No Light	Caught by SA Smoking in Vehicle. Drivers view obscured, front bulb out, Oil Leak, Seat Squab broken, Radio Insecure The word "Taxi" Displayed, no "advanced bookings only" signs	Delayed Prohibition for oil leak, bulbs and impaired vision
H	In rear window obscuring high level brake light	OK	No Light	Advised front tyres wearing low	
H	OK	OK	No Light	Meter insecure, needs no smoking signs	
H	OK	OK	No Light		
H	OK	OK	No Light	Bald tyre	Delayed for bald tyre
H	In rear window obscuring high level brake light	OK	No Light or roof sign !!	Bald rear tyre	Delayed for Bald Tyre, and tyres of differing sizes on same axle
P	In Rear Window	N/A	N/A	Worn seats, needs no smoking signs	
H	OK	OK	No Light		
H	In Rear window	OK	No Light		
H	In Rear Window	Not Sealed	No Light	Advised front tyre levels getting low	
H	OK	OK	No Light, sign was in the boot and put it on upon arrival.		

Appendix 2

H	OK	Not sealed	No Light		
H	OK	OK	No Light		
H	OK	OK	No Light		
H	OK	OK	No Light		Delayed for excessive emissions
H	OK	OK	No Light	Meter wiring insecure, use of choc blocks and household wiring.	
H	OK	Not Sealed	No Light		
P	OK	N/A	N/A		
H	OK	OK	No Light	Drivers seat holed to bear structure	Delayed for split CV Gaiter
H	In Rear window	Not Sealed	No Light		
H	In Rear Window	OK	No Light, sign in the boot not on vehicle		
H	OK	OK	No Light	Number plate light out,	Delayed due to Fuel; Leak
H	In rear window	Meter not even working!!	No Light or roof sign	Suspended by SG immediately, meter not working, NO ROAD TAX, Rear side light out, Radiator damage, Wing Mirror damage, Wiring, Holes in centre console and doors etc	



**LICENSING  
COMMITTEE**

**9th January 2012**

**LICENSING ACT ANNUAL REVIEW**

Relevant Portfolio Holder	Councillor Juliet Brunner - Community Safety & Regulatory Services
Portfolio Holder Consulted	Yes
Relevant Head of Service	Steve Jordan – Head of Worcestershire Regulatory Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

This report is an overall view of functions carried out under the Licensing Act 2003 by the WRS Enforcement and Licensing Team for Redditch district during 2011. It shows Officers are developing working practices and procedures in partnership with the responsible authorities to ensure licence holders comply with all relevant legislation and that our licence trade contribute to a safe and successful night time economy.

**2. RECOMMENDATIONS**

**The Committee is asked to RESOLVE that**

**the Annual report on the Licensing Act 2003 be noted.**

**3. KEY ISSUES**

**Financial Implications**

3.1 There are no financial implications within this report.

**Legal Implications**

3.2 The Council is responsible for carrying out the licensing function under the Licensing Act 2003. The Act regulates the sale of alcohol, the provision of entertainment, the showing of film and late night refreshment.

3.3 The Council has delegated its licensing function to its Licensing Committee, Sub Committees and Licensing Officers referred collectively to as the "Licensing Authority".

## LICENSING COMMITTEE

9th January 2012

- 3.4 The Statement of Licensing Policy was prepared in accordance with the provisions of the Licensing Act 2003 and the Guidance issued by the Secretary of State under section 182 of the Act. The Council's Policy was adopted and came into force on the 7th January 2011 and will remain in place until January 2014.
- 3.5 The Statement of the Licensing Policy is a live document, subject to review to meet the changing needs of the community, business circumstances and legislation.
- 3.6 The Council must promote the four licensing objectives which are:
- a) Prevention of crime and disorder;
  - b) Public safety;
  - c) The prevention of public nuisance;
  - d) The protection of children from harm.
- 3.7 **The Prevention of Crime and Disorder**  
The Licensing Authority also has a duty under Section 17 of the Crime and Disorder Act 1988 to do all it can to prevent Crime and Disorder in the District. The Licensing Authority works closely in partnership with all other relevant bodies and works towards the exchange of intelligence where ever possible to prevent Crime and Disorder.
- 3.8 **Public Safety**  
The Licensing Authority works in partnership with West Mercia Police and other responsible authorities to ensure the safety of the public who use licensed premises. A targeted approach to inspection and enforcement of licensed premises has been implemented.
- 3.9 **The Prevention of Public Nuisance / anti social behaviour**  
The Licensing Authority will take an objective view following relevant representations to applications as to the potential for nuisance and anti social behaviour; Officers have worked with the responsible authorities and the applicant to mediate and has attached appropriate and proportionate conditions to the licences with agreement from all parties where necessary in order to prevent it.
- 3.10 **The Protection of Children from Harm**  
The Licensing Authority recognises that there are a range of activities for which licences may be sought, meaning that children can be expected to visit many of these premises, sometimes on their own, for food and/or other entertainment.



**LICENSING  
COMMITTEE**

9th January 2012

- 3.11 The Licensing Act 2003 allows access by children to licensed premises subject to certain statutory restrictions. For example, children are allowed to be on premises, or part of premises, where the primary function is other than the retail sale of alcohol.
- a) Licensing Officers are continuing to work together with the responsible authorities to improve exchange of intelligence to those who have a concern in the protection of children from harm; including the West Mercia Police, WRS Trading Standards and the Safeguarding Children Board.
- 3.12 The Council's aim is to facilitate well run and managed premises with licence holders displaying sensitivity to the impact on local residents. Licences we issue under the Licensing Act 2003 are:
- a) Personal Licence;
  - b) Premises Licence;
  - c) Temporary Event Notice.
- 3.13 The Licensing Authority is responsible under the Act for granting licences for any licensable activity, namely:
- a) The sales by retail of alcohol;
  - b) The supply of alcohol by or on behalf of a club or, to the order of a member of the club;
  - c) The provision of regulated entertainment; and
  - d) The provision of late night refreshment.
- 3.14 Late night refreshment means the sale of hot food or drink to members of the public between the hours of 11pm and 5am.
- 3.15 Regulated entertainment provided in the presence of an audience for the purpose of entertaining that audience, which consists of:
- a) The performance of a play;
  - b) The exhibition of a film;
  - c) An indoor sporting event;
  - d) Outdoor boxing or wrestling;
  - e) A performance of live or recorded Music;
  - f) A performance of Dance.

**LICENSING  
COMMITTEE**

9th January 2012

**Service / Operational Implications**

- 3.16 The annual report includes at Appendix 1 a register of applications, temporary event notices, personal licenses and all other functions carried out under the Act during the calendar year of 2011.
- 3.17 There have been 21 credible complaints made to Worcestershire Regulatory Services Office during the year 1st January 2011 to 31st December 2011 for Redditch. A breakdown of Licensing complaints for Redditch which have been investigated by the Local Authority Licensing Enforcement Officer and the Licensing Officer for West Mercia Police are as follows:-

	2009	2010	2011
Irresponsible Drinks Promotions	1	2	1
Noise/Disorder related issues	19	16	20
U18's reported	NA	2	NA
Smoking on Licensed Premises	2	0	NA

This table compares the figures from 2009, and 2010 against those from 2011. Some of these complaints have been resolved very quickly through mediation, letter or advice, by Environmental Health Officers, Licensing Enforcement Officers and Licensing Police Officer working in partnership whilst others have been prolonged, requiring the gathering of evidence.

- 3.18 No permission is required from the Licensing Authority in relation to Temporary Event Notices. This is a notification scheme; currently the only responsible authority who can object is the Police; who must then serve a counter notice. Premises may have up to 12 events in any one year.
- a) 79 Notices were served on the Council. No counter notices were received from the Police.
- b) No premises used their full quota of temporary events and therefore no advice was issued regarding the need for a Premises Licence.
- 3.19 Enforcement - The Council's Statement of Licensing Policy states that the Licensing Authority would establish protocols with local police and other relevant authorities. The protocols will set out how the Enforcement will be effected by cooperative working between the Licensing Authority (which has certain enforcement duties) and the Police and other Responsible Authorities and gathering evidence on problem premises.

**LICENSING  
COMMITTEE**

9th January 2012

- 3.20 Licensing Officers and Police Licensing Officers are working more in partnership, visiting premises across all districts within Worcestershire. Early Intervention - Where complaints are made against premises, or where there is a concern by Officers that there is a failure of general management, an early intervention programme is commenced. It may be that this information comes via the Police Licensing Officer prompting a joint visit to engage with the Licensee and the Brewery Area Manager.
- 3.21 This action accords with the Enforcement Policy and National Guidance to follow three distinct stages, (Traffic light warnings)
- a) Advice (green)
  - b) Written warning (amber)
  - c) Licence Review / Court Action for Breach of Statute / Licence Condition (red)
- 3.22 SIA (Security Industry Authority) – Licensing Officers are certified by the Security Industry Authority to carry out inspections of door staff and these Certificates have been renewed during 2011.
- 3.23 Pubwatch – Worcestershire Regulatory Services attends Pubwatch on behalf of each Licensing Authority; these meetings are normally held on a monthly basis, and are attended by most of the town centre licensed premises managers, the Police, and usually CCTV staff. An Enforcement Officer from WRS will continue to attend on a regular basis to discuss and keep under review matters relating to licensing.
- 3.24 It is paramount that Members' receive regular and modern training in the matters of Hearings and Reviews (Licensing Act 2003) and that every opportunity is shared to reduce cost. WRS Licensing Officers gave training to Members in most districts during 2011.
- 3.25 Redditch Members have been issued with a Guidance folder for the Licensing Act, which includes a copy of the Statement of Licensing Policy, any guidance issued under the Act and the Act itself, this has been updated in 2011 with the reviewed Statement of Licensing Policy. The Statement of Licensing Policy is next due to be reviewed 2014.
- 3.26 Parliament is currently looking at "Rebalancing of the Licensing Act" bringing in changes which may/will need to be implemented. (Information sheets will be circulated to Members as soon as Officers know the implementation date) – these changes include:

**LICENSING  
COMMITTEE**

**9th January 2012**

- a) Introducing late night levy's (premises opening later than midnight – shared revenue between the Local Authority and the Police).
- b) Changes to the Temporary Event Notice system (extending police response times, allowing Local Authorities to add conditions).
- c) Removing the "vicinity test" for interested parties.
- d) Applicants to give greater consideration to the local area when making their application.
- e) Giving Local Authorities power to suspend licenses due to non-payment of fees.
- f) Reduce the burden of proof on Licensing Authorities (decision making will become "appropriate" rather than "necessary" to promote licensing objectives).
- g) Increase the weight Licensing Authorities will have to give to relevant representations and objection notices from the Police.
- h) Making local Health bodies responsible authorities.

**4. RISK MANAGEMENT**

None.

**5. APPENDICES**

Appendix 1                      Register of premises.

**AUTHOR OF REPORT**

Name: Sue Garratt – Senior Licensing Practitioner.  
Worcestershire Regulatory Services  
E Mail: [sue.garratt@wocsregservices.gov.uk](mailto:sue.garratt@wocsregservices.gov.uk)  
Tel: (01527) 881454/881263

# Licensing

---

## Committee

9th January 2012

**THE PUBLIC REGISTER****Number of Licences at 31st December 2011**

	<b>2009</b>	<b>2010</b>	<b>2011</b>
Personal Licences	456	493	548
Premises Licences	200	197	205
Club Premises Certificates	24	23	23

**Number of Licence Applications Received for the Year 2011**

	<b>2010</b>	<b>2011</b>
Personal Licences	39	55
New Applications for Premises Licences	4	4
Applications to Vary Premises Licences	6	4
Applications to Vary the Designated Premises Supervisor	21	30
Application to Transfer Premises Licences	8	10
Temporary Event Notices	62	79

**Number of Licences which have required Hearings / Review Appeals 2011**

Hearings	0	0
Reviews	1	0
Appeals to Magistrates Court	0	0

**Number of Licences that have ceased to trade / lapsed licences**

Ceased to trade / lapsed licences ( last 3 years )		0
--	--	---

**Number of Complaints made against Licensed premises**

<b>Complaints Total</b>	
-------------------------	--

