



Meeting: **LICENSING COMMITTEE**
Date: **MONDAY, 14 FEBRUARY 2022**
Time: **10.00 AM**
Venue: **COUNCIL CHAMBER - CIVIC CENTRE, DONCASTER ROAD, SELBY, YO8 9FT**
To: **Councillors R Sweeting (Chair), J Chilvers (Vice-Chair), I Chilvers, C Pearson, J Mackman, J Cattanach, P Welch, J Duggan, S Duckett, M McCartney and D Brook**

Agenda

1. **Apologies for Absence**

2. **Minutes (Pages 1 - 12)**

To confirm as a correct record the minutes of the Licensing Committee's held on 16 August 2021 and 15 November 2021.

3. **Disclosures of Interest**

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests. Councillors should leave the meeting and take no further part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

4. **Chair's Address to the Licensing Committee**

5. **The impact of the COVID-19 global pandemic and implications on the Licensing Service (Pages 13 - 18)**

To receive the report, which asks the Committee to note the impact of the

COVID-19 global pandemic and the implications on the Licensing Service

Janet Waggott

Janet Waggott, Chief Executive

Dates of next meetings (10.00 am)

Monday, 14 March 2022

Enquiries relating to this agenda, please contact Dawn Drury on 01757 292065
ddrury@selby.gov.uk.

Recording at Council Meetings

Recording is allowed at Council, Committee and Sub-Committee meetings which are open to the public, subject to:- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Democratic Services Officer on the above details prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Minutes

Licensing Committee

Venue:	Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Monday, 16 August 2021
Time:	10.00 am
Present:	Councillors R Sweeting (Chair), J Chilvers (Vice-Chair), I Chilvers, C Pearson, J Mackman, J Cattanach and S Duckett and K Franks
Officers present:	Jade Reynolds, Solicitor, Sharon Cousins, Licensing Manager, Alison Beaumont, Senior Enforcement Officer (for agenda item 10), David Herbert, Enforcement Officer (for agenda item 10); and Dawn Drury, Democratic Services Officer

1 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors M McCartney, P Welch and J Duggan. Councillor K Franks was in attendance as a substitute for Councillor Duggan.

2 MINUTES

The Committee considered the minutes of the meetings held on 22 March and 12 April 2021.

RESOLVED:

To approve the minutes of the Licensing Committee meetings held on 22 March and 12 April 2021.

3 DISCLOSURES OF INTEREST

There were no disclosures of interest.

4 PROCEDURE AND TAXI LICENSING POLICY

The Committee noted the Licensing Committee procedure and the

Council's Taxi Licensing Policy.

5 CHAIR'S ADDRESS TO THE LICENSING COMMITTEE

The Chair welcomed Members to the first, face to face Licensing Committee meeting since February 2020, and commented how nice it was to see both Councillors and officers in person again, following such a challenging year.

The Committee were informed that on the 8 July 2021 the Council's Executive had approved a consultation to begin on the Department of Transport's Statutory Guidance for Taxi and Private Hire vehicles, for the remaining proposals not incorporated in Selby's current Taxi Licensing Policy. The consultation period was open until the 6 September 2021, and the Chair encouraged Members to respond to the consultation document, which had been circulated to them by the Licensing Manager.

6 VERBAL UPDATE ON COVID-19

The Licensing Manager advised the Committee that on the 5 July 2021 the Prime Minister had set out the final steps of the Covid-19 Roadmap Plan to restore people's freedoms; to include:

- No limits on social contact and no legal requirement to wear a face covering,
- The one meter plus rule would be removed in most settings,
- Nightclubs would reopen and hospitality businesses would no longer be required to provide table service,
- The capacity restrictions on businesses would be lifted,
- No restrictions on communal worship and singing,
- No limits on attendance numbers at concerts, theatres, and sports events and, no legal requirement for any venue or event to hold a Covid certificate.

Officers requested to cease the Covid updates, at this time, as there would be nothing to report, however, officers would continue to work with all agencies to ensure compliance with any changes to Covid measures in the future, and would keep Members informed, as and when, there were changes. Members were supportive of this approach.

The Committee noted that since the last update provided, Covid compliance across the district had been good.

RESOLVED:

To note the update.

7 PROPOSAL TO IMPOSE 100% SMOKE FREE PAVEMENT LICENCES FROM OCTOBER 2021

The Licensing Manager presented the report, which asked the Committee

to consider amending condition three of Selby's pavement consents, from the national requirement to provide a smoke free zone in the area, to imposing a local condition, to make the consent area 100% smoke free for all new and renewal pavement consents issued after 30 September 2021.

The Committee were informed that the Business and Planning Act 2020 had made district councils responsible for issuing Pavement licences from 1 July 2020. As of the 30 September 2021 these Licences had been due to expire and go back to Highways to administer, however this date had been extended to 30 September 2022.

Members noted that there was already a national condition on all pavement consents, that the licence holder must provide a smoke free seating area with no smoking signs being required in those areas; to comply with Section 149 of the Equality Act duty.

The Committee heard that the National Tobacco Control Strategy aimed to achieve a smoke free generation by 2030, with support for the strategy from North Yorkshire Public Health, who wanted to collaborate with district councils with a focus on pavement consents becoming smoke free seating areas, with a consideration for district councils to adopt a 100% smoke free condition of licence.

Members were asked to note that in addition to the recommendation within the report, the recommendation should also read, if the amendment to the conditions is agreed, members are to provide comments that will be taken to the Executive committee for approval, and Policy Review Committee updated accordingly.

Discussion took place regarding imposing a 100% smoke free local condition for all new and renewal pavement consents issued from 1 October 2021, however Members felt that it was not appropriate to impose the condition at this moment in time, when businesses who had been affected by the pandemic were trying to recover and rebuild their business.

It was proposed and seconded that it was not appropriate to impose a 100% smoke free local condition and amend condition 3 of Selby's pavement licence at this time, and that the matter should be deferred until August 2022, the vote was unanimous.

RESOLVED:

To defer the proposal to impose a 100% smoke free local condition and amend condition 3 of Selby's pavement licence, until August 2022.

Reason for decision:

To help support businesses within the Selby district to recover from the disruption caused by Covid-19 and to succeed in these challenging times.

8 PRIVATE SESSION

It was proposed, and seconded, that the Committee sit in private session due to the nature of the business to be transacted.

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted the meeting be not open to the press and public during discussion of the following items as there will be disclosure of exempt information as described in paragraph 3 of Schedule 12(A) of the Act.

9 APPLICATION FOR A SALOON TYPE VEHICLE TO BE LICENSED AS A HACKNEY CARRIAGE VEHICLE

The Licensing Manager presented the report, which asked the Committee to consider an application for a Saloon type non-wheelchair accessible vehicle to be licensed as a Hackney Carriage vehicle.

It was noted that the application had been brought before the Committee due to the application being contrary to Selby District Council's Taxi Licensing Policy 2020 which stated, where a new application was made for a Hackney Carriage vehicle, the licence would only be granted if the vehicle was wheelchair accessible.

The applicant was present and was able to respond to questions asked by the Committee concerning the report.

The applicant and the Licensing Manager left the meeting at this point and did not return.

The Committee agreed unanimously that there were no exceptional circumstances to warrant a departure from the Policy and refused to grant the licence.

RESOLVED:

To refuse to grant the application for a saloon type non-wheelchair accessible vehicle to be licensed as a Hackney Carriage vehicle.

Reason for decision:

The Committee refused to grant the application as they did not feel that there were exceptional circumstances.

10 TO CONSIDER IF AN INDIVIDUAL IS STILL A FIT AND PROPER PERSON TO CONTINUE TO HOLD LICENSES WITH SELBY DISTRICT COUNCIL

The Licensing Manager presented the report, which asked the Committee

to consider if the individual was a fit and proper person to hold a Private Operators Licence, a Private Hire Drivers Licence, a Hackney Carriage Drivers Licence and two Hackney Carriage Proprietor (vehicle) Licences in accordance with the Council's Taxi Licensing Policy, having regard to the circumstances of the complaint and the individual's actions.

The Licensing Manager explained that the report was brought before the Committee following information received by the Licensing Team in October 2020, which showed a photograph of the driver's vehicle parked on a pavement in Selby town. An investigation by the Enforcement team had commenced following the reporting of the incident, at which time the driver had attended a meeting to discuss the matter, however, at that meeting the driver refused to converse with officers of the Council, therefore the issue remained unresolved.

Additionally, the driver failed to notify the Licensing Authority of a speeding offence within three days as required by the Taxi Licensing Policy, the fixed penalty notice had been issued in March 2021, and the Licensing team did not receive notification from the driver until June 2021.

Members heard that an offence of this nature would normally be dealt with by the Licensing Manager, whereby a verbal warning would be given to the driver, however, as the Enforcement team were still dealing with the prior issue with the driver, the speeding offence was passed to them to resolve as a whole. To date, the driver had not responded to the Enforcement officers email requesting an explanation for the late notification of the speeding offence.

The driver and the driver's representative were able to respond to questions asked by the Committee concerning the report.

The driver, the driver's representative, and the Licensing Manager left the meeting at this point and did not return.

The Committee considered that the evidence presented demonstrated that the applicant was a 'fit and proper person' to be a licensed Private Hire and Hackney Carriage operator and driver. However, Members agreed that two strongly worded written warnings should be sent to the driver to emphasise the concerns of the Committee in relation to the failure to report the speeding offence within three days as required by the Taxi Licensing Policy, and the need for the driver to co-operate with the Licensing Authority.

The Solicitor confirmed that the two written warnings would be kept on the driver's file permanently.

RESOLVED:

- i. That the Driver remained a 'fit and proper' person to hold a Private Operators Licence, a Private Hire Drivers Licence, a Hackney Carriage Drivers Licence and two Hackney Carriage Proprietor**

(vehicle) Licences.

- ii. That two strongly worded written warnings be issued to the driver to emphasise the concerns of the Committee.**

Reason for decision:

The Committee was satisfied that the applicant was a 'fit and proper' person in accordance with the Council's Licensing Policy but wished to emphasise to the driver the seriousness of the matters.

The meeting closed at 11.46 am.

Minutes

Licensing Committee

Venue:	Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Monday, 15 November 2021
Time:	10.00 am
Present:	Councillors R Sweeting (Chair), J Chilvers (Vice-Chair), I Chilvers, C Pearson, J Mackman, J Duggan, S Duckett and M Crane (up to agenda item 9)
Officers present:	Tamsin Eddison, Solicitor, Sharon Cousins, Licensing Manager and Dawn Drury, Democratic Services Officer

11 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors M McCartney, D Brook, P Welch and J Cattanach. Councillor M Crane was in attendance as a substitute for Councillor Cattanach.

12 DISCLOSURES OF INTEREST

There were no disclosures of interest.

13 PROCEDURE AND TAXI LICENSING POLICY

The Committee noted the Licensing Committee procedure and the Council's Taxi Licensing Policy.

14 CHAIR'S ADDRESS TO THE LICENSING COMMITTEE

The Chair reminded Members that there would be an online licensing training course taking place on the 24 November 2021, the training was being facilitated by the Institute of Licensing, and for those who attended it included one year's membership to the Institute of Licensing.

Members were referred to an email that had been circulated by the Licensing Manager regarding the Licensing Security and Vulnerability Initiative (SAVI) pilot scheme for licensed premises. Members acknowledged that this was a positive scheme for licence holders to be

involved with as it promoted the licensing objectives and encouraged safer and more secure venues; with premises able to apply for accreditation.

15 REVIEW OF THE TEMPORARY DEPARTURE FROM SELBY'S TAXI LICENSING POLICY FOR DRIVER MEDICALS

The Licensing Manager presented the report, which asked the Committee to consider the continuation of the temporary measure of departing from Selby's taxi licensing policy for driver group 2 medicals, which Members had agreed to in December 2020, in view of the continued reduced services offered by some General Practitioner's (GP's) due to the pandemic.

Members heard that this measure would continue to allow drivers to find an alternative GP to carry out the requirement to have a group 2 medical, if their own practice was not offering this service. It was noted that to do this the driver would be expected to share their medical history with the temporary GP.

The Committee were informed that in terms of holders of Public Service Vehicle (PSV) and/or Large Goods Vehicle (LGV) licences, where the holder was able to produce proof of current medical examination less than 3 months old, drivers should not be required to undergo a medical examination on first application or when their medical was due.

Members acknowledged that a continuation of the temporary measure regarding group 2 medicals was required to ensure protection of the public and agreed that the temporary measure should be reviewed annually, or until such a time as GP practices resumed a normal service of undertaking group 2 medicals.

In response to a Member query regarding the possibility of the Council producing a list of GP's who were still conducting driver medicals, to be shared with drivers, if requested, the Licensing Manager confirmed that it was mainly private GP practices who were offering the facility.

RESOLVED:

- i. To continue the temporarily departure from Selby's taxi licensing policy, to allow drivers to find an alternative General Practitioner (GP) to carry out the requirement to have a group 2 medical, if their own practice was not offering the service.**
- ii. Holders of Public Service Vehicle (PSV) and/or Large Goods Vehicle (LGV) licences, where the holder was able to produce proof of current medical examination less than 3 months old, should not be required to undergo a medical examination on first application or when their**

medical was due; and

- iii. **To review the temporarily departure from Selby's taxi licensing policy annually, or until such a time as GP practices resumed a normal service of undertaking group 2 medicals.**

Reason for decision:

Drivers are required to be in a good condition of health to ensure the safety of their passengers, themselves, and other road users. This would allow drivers to temporarily source alternative GP practices to undertake their driver medicals, to ensure they are medically fit thereby offering protection for the public.

16 GAMBLING POLICY REVIEW

The Licensing Manager presented the report, which asked the Committee to note the draft Gambling Policy and provide any comments prior to the proposed policy being presented to the Executive to seek their permission to consult with the public.

The Committee was informed that the Council was required to review its Gambling Policy every three years, and that the next review was due by January 2022. It was highlighted that the current Policy had been reviewed, and it was proposed that no major changes were required.

The Licensing Manager confirmed that the consultation on the revised Gambling Policy would take place between 10 January 2022 and 21 February 2022, and that the dates shown in the summary of the report were incorrect and should read between 10 January 2022 and 21 February 2022, not 22 June and 14 September 2018.

The Committee's attention was drawn to page 56 of the report which highlighted four updates to the proposed policy related to the population size of the district and the removal of section 7.7 as the Enforcement policy was currently under review. At Appendix A to the report Merkur Slots had been added under the list of consultees; and finally, there had been a name change for the Police Licensing Officer.

The Committee confirmed that it was satisfied with the contents of the report.

RESOLVED:

To note the draft Gambling Policy.

Reason for decision:

The review of the Gambling Policy is a legislative requirement, failure to review the policy and follow the correct guidelines would leave decisions on gambling licensing open to legal challenge.

17 TAXI LICENSING POLICY REVIEW FOLLOWING THE DEPARTMENT

OF TRANSPORTS STATUTORY STANDARDS

The Licensing Manager presented the report, which asked the Committee to note the consultation responses received, the officer recommendations, and the proposed changes to Selby's Taxi Licensing Policy following the issue in 2020 of new Statutory Taxi and Private Hire Vehicle Standards by the Department of Transport (DFT).

Members heard that this was the first time that a taxi licencing statutory guidance document had been issued, with the standards setting out a range of robust measures to protect taxi and private hire vehicle passengers, particularly those considered to be most vulnerable.

It was explained that following a review of Selby's current taxi licensing policy, officers found several proposals in the DFT's Statutory Standards which were not already implemented in the current taxi licensing policy. A consultation document surrounding these outstanding proposals was created, and approval to consult on the consultation document was given by the Executive on the 8 July 2021.

The Committee was informed that the public consultation had been held between the 12 July and 6 September 2021, following which officers had reviewed the consultation responses received and updated the proposed policy accordingly. Members noted that the relevant changes to the policy were shown at Appendix C as either tracked changes or highlighted in yellow.

In response to a query regarding the consultation response as to whether CCTV should be made mandatory in all licensed vehicles, the Licensing Officer stated that CCTV had remained as an option for the proprietor due to issues surrounding the Council becoming the Data Controller of the footage if this was to be mandated. Additionally, based on the low level of incidents within licensed vehicles, officers did not feel that the mandatory installation of CCTV in vehicles to be proportionate currently. Factors such as cost, data responsibilities and privacy had also been considered when forming this view.

Members queried if the Licensing team had received positive feedback to the consultation proposals, it was confirmed that, overall, the responses received during the consultation were in favour of all the proposals. It was further confirmed that due to this all outstanding proposals in the Statutory Standards had been incorporated into the proposed Selby Taxi Licensing Policy 2022.

RESOLVED:

To note the consultation responses received, the officer recommendations and the proposals on changes to Selby's Taxi Licensing Policy following the new Statutory Standards issued by the Department of Transport.

Reason for decision:

Adoption of the revised policy and the measures within will support the statutory position, help to safeguard children and vulnerable adults; and protect public safety.

18 PRIVATE SESSION

It was proposed, and seconded, that the Committee sit in private session due to the nature of the business to be transacted.

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted the meeting be not open to the press and public during discussion of the following items as there will be disclosure of exempt information as described in paragraph 3 of Schedule 12(A) of the Act.

19 APPLICATION FOR A SALOON TYPE VEHICLE TO BE LICENSED AS A HACKNEY CARRIAGE VEHICLE

The Licensing Manager presented the report, which asked the Committee to consider an application for a Saloon type non-wheelchair accessible vehicle to be licensed as a Hackney Carriage vehicle.

It was noted that the application had been brought before the Committee due to the application being contrary to Selby District Council's Taxi Licensing Policy 2020 which stated, where a new application was made for a Hackney Carriage vehicle, the licence would only be granted if the vehicle was wheelchair accessible.

The applicant was present and was able to respond to questions asked by the Committee concerning the report.

The applicant and the Licensing Manager left the meeting at this point and did not return.

The Committee agreed unanimously that there were no exceptional circumstances to warrant a departure from the Policy and refused to grant the licence.

RESOLVED:

To refuse to grant the application for a saloon type non-wheelchair accessible vehicle to be licensed as a Hackney Carriage vehicle.

Reason for decision:

The Committee refused to grant the application as they did not feel that there were exceptional circumstances in this case.

The meeting closed at 11.00 am.

Licensing Committee – Minutes

Monday, 15 November 2021

This page is intentionally left blank



Report Reference Number: L/21/8

To: Licensing Committee
Date: 14 February 2022
Ward(s) Affected: All
Author: Sharon Cousins, Licensing Manager
Lead Officer: Drew Fussey, Operational Services Management Team

Title: The impact of the COVID-19 global pandemic and implications on the Licensing Service

Summary:

The impact of Covid-19 over the past 2 years has been significant on the Councils Licensing function. Throughout the pandemic Officers have had to adapt to the peaks and troughs of infection rates, changing legislation, interpreting the legislation, and then supporting licensees as they adapt their business to comply. This report will outline some of the relevant facts and statistics to the committee to help inform members on how the Licensing landscape has and is still changing because of the global pandemic.

Recommendations:

The Committee note the content of this report.

Reasons for recommendation

The number of licensing committee hearings since the COVID-19 global pandemic began in March 2020 have reduced to some degree. This report endeavours to show members how the licensing landscape has changed, the impact this has had on licence holders, applications and complaints being received by the authority.

1. Introduction and background

1.1 In March 2023 the first UK national lockdown began, in response to the COVID-19 pandemic. In the first instance, this meant that committee hearings were put on hold. These did not resume until August 2020. Most businesses and public places were closed, and Council staff were all required to work from home.

- 1.2** Since that time up to the current time the licensing Team supported by Environmental Health and the Enforcement team have had to adapt to constantly changing legislation. Where possible they have been proactive supporting licensees and reactive, supporting Governments public health legislation aimed to protect individuals and businesses but most importantly the NHS from becoming overwhelmed as the UK faced the COVID-19 global pandemic.
- 1.3** Following the COVID legislation and guidance, the Licencing Officer(s) supported by Officers from the Environmental Health and Enforcement teams started work to support premises as they reopened. The volumes wanting advice and support was significant. The approach taken was to educate and advise in the first instance. Only issuing improvement notices if required, at no time did we need to issue any closure notices.

2. The pressures on Licencing

- 2.1** The pressure for Licencing during the pandemic has focused on licenced premises in relation to covid compliance. Operationally, the Licensing Team has received many enquiries from licensees for support. The impact on Licensing (supported by Enforcement) has been:
- Additional compliance visits to premises (in and outside of office hours) in relation to covid compliance in accordance with government guidance at that time as well as / combined visits to.
 - Ensuring that premises are still abiding with the licensing legislation and their responsibilities to promote the licensing objectives
 - Government's plans to protect public places from terrorist attacks
 - Assess vulnerability in licensed premises
 - At least a 60% increase in queries, compared to 2019/20 surrounding covid compliance, with licence holders and applicants seeking guidance, this has increased as lockdown eases
 - Increased time taken to ensure all website information, applications are correct and up to date, to be able to guide licence holders to the right information relevant to the legislation at that time.
 - 120% Increase in premises licence applications; a common theme Nationally since the pandemic, this has an increase in work to the licensing team as a whole, sub-committee hearings have increased, as shown in paragraph 4.3 of the report.
 - Representations to Licensing Act applications has increased threefold. Officers, where possible, negotiate between the applicant and the objector to avoid a hearing. If this fails a hearing is required, in a 20 day turn around
 - Still responsible for the consultation and issuing of Pavement Consents that were previously given by North Yorkshire Highways.
 - This will continue until the end of September 2022. Previously given by North Yorkshire Highways.
 - 120% increase on enquiries on 2019/20 with 80% increase in events going through the SAG process, very time-consuming work needing to

coordinate responses from SAG members and vice-versa back to the event organiser, according to deadlines surrounding the event.

- Safety Advisory Group (SAG) work has considerably increased. This involves the SDC EH team, PH, County, and district meetings, working closely with partners and event organisers to ensure public, Covid safety and a consistent county approach to dealing with events.
- Night-time economy work (out of Hours); multiagency Action nights involving NYP, Trading Standards, Enforcement and EH to ensure compliance with all regulations including COVID.

2.2 Throughout this period the Service continued to provide critical regulatory services including the processing of applications for new and renewal licenses across a full range of licensing functions.

19 premises licence applications were granted in 2021, this compares with 14 in 2020, 9 in 2019 and only 8 in 2018.

In addition, in 2021/22 there have been 398 other licences and renewal of licences -2021; 42 Street Collections issued and 93 Temporary Event Notices. It is anticipated this increased level will continue as the hospitality industry does all it can to rebound.

The above shows granted licences only, this excludes licence applications that did not progress, the checks carried out annually on individual licence holders and work involved with the consultations. Each case is different some straight forward other much more time consuming based on a range of factors that affect the licencing process.

In the summer of 2021, a Temporary Licensing Officer was taken on to help with the additional workloads supporting the Licensing Manager to help ensure that the service remains able to meet the increased demands. This post remains vital to ensure the quality and consistency of the licencing function for the council.

2.3 The Council adapted remarkably quickly to the new ways of working and many of the practices adopted since the pandemic are here to stay and help improve the standard of services. Some examples of the way we have adapted:

- receive on-line applications or submission by email and interact with our customers electronically when appropriate
- Issuing electronic licences to applicants
- In turn this has advanced the move to operating paperless; the Licensing Section no longer create new paper files
- Virtual Team meetings
- Keeping in touch with our licensees – regular group email updates to our licensees on upcoming changes.
- Ensuring that our webpages are kept up to date, ensuring that our latest news section is updated, and licence holders contacted about new guidance and regulations.

Licence holders throughout this period have been kept up to date with changes in legislation by email and letter and the licensing webpages. This will continue.

- 2.4 We will continue to process applications for new and renewal licenses across all parts of our Licensing service, as this is a statutory requirement.
- 2.5 Last year the Gambling Policy was reviewed as per the statutory requirements, and this is currently out for consultation until the 21 February. An initial consultation was held last summer on the outstanding proposals in the Department of Transport's Statutory Standards for the Private Hire vehicles. Selby's Taxi Licensing Policy has been updated accordingly and is now out for public consultation until 21 February.
- 2.6 DEFRA has updated its guidance and conditions for Animal Licensing. These came into effect on the 1 February 2022. This is DEFRA's first update of the guidance following the introduction of the new regulations in 2018. Officers have been ensuring that the conditions are updated for all licenses and that the inspection reports for all the licence types are updated accordingly. All the Animal Licence holders have been contacted to advise of the new standards.
- 2.7 As of 4 April 2022 the licensing authority must carry out additional checks for individuals or companies or any type of partnership for applications of new or renewal private hire, hackney carriage driver or operator licence or scrap metal licence. The check is to make sure they are aware of their tax responsibilities or have completed a tax check.

If the tax check is not carried out by the applicant, to confirm their tax responsibilities, the authority will not be able to grant or refuse a licence.

Drivers and Scrap metal holders have been informed in November 2021 about the impending check, and again in January. The information is also on our licensing webpages.

3. Taxi Trade

- 3.1 The taxi trade has been hit hard during the pandemic, with licence holders surrendering licences and leaving the trade. During the lockdown periods, most drivers found alternative employment, as work dried up overnight. Some drivers remain in those new roles and some work only part-time in the taxi trade. There has been an increase in the number of drivers and operators taking on contract work, as this is a guaranteed income, usually even during lockdown periods, some drivers and operators only carry out this type of work. This has an impact on the number of complaints received by the authority as there are fewer customers and less drivers and vehicles.
- 3.2 The pandemic has also had an impact on drivers applying to be licensed for the first time. As well as this, the trade has been less likely to change vehicles, particularly high-end executive vehicles which are usually

considered by the committee in the first instance. This is not a unique picture to Selby; this appears to be a national theme.

4. Implications

4.1 Implications to the Licensing Committee

4.2 The Licensing Committee is set up to determine applications where officers do not have delegated authority make the decision. Most hearings heard by the committee were for new drivers, if there are convictions on the DBS (which is a requirement of the application), as officers are unable to make this decision; or issues where a licensed driver's fitness and propriety are in question and is at risk of losing their licence, applications for Executive vehicles or policy updates.

4.3 In contrast, Licensing Sub-committee hearings have been on the increase since the start of the pandemic. There has been an increase in applications even during the lockdowns, as businesses looked to diversify to the changing landscape and new business ventures arose. Previously, Selby only had one hearing in 2019 and one in 2014.

4.3 Policies have continued to be considered by the Licensing Committee as normal. The pandemic has not affected this and this will continue.

4.4 Due to the pandemic and fewer applications meeting the criteria to reach licensing committee, members may find that although Licensing hearings are programmed in monthly, there may be no business for the committee to consider and these may need to be cancelled.

4.5 Legal Implications

The Licensing Committee is a regulatory committee to determine applications that officers are unable to make. Therefore, there are no legal implications as when a decision is required to be made by the Licensing Committee a hearing will be held.

5. Conclusion

5.1 The committee are asked to note the contents of this report.

6. Appendices

None

Contact Officer:

Sharon Cousins
Licensing Manager
scousins@Selby.gov.uk
01757 292033

This page is intentionally left blank