



Committee and Date

Strategic Licensing Committee

13 March 2024

Item

Public



Exercise of Delegated Powers Report

Responsible Officer:	Mandy Beever, Transactional Management and Licensing – Team Manager		
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Cabinet Member (Portfolio Holder):	Councillor Chris Schofield, Portfolio Holder for Planning and Regulatory Services		

1. Synopsis

- 1.1 This report gives details of the licences issued and the variations that have been made between 1 September 2023 and the 31 January 2024 and a summary of applications considered by the Committee.

2. Executive Summary

- 2.1 The Shropshire Plan recognises the importance of supporting businesses to provide safer services. The fundamental purpose of the Licensing service is to support businesses to deliver their services in a way which allows them to thrive whilst protecting the safety and welfare of the public who live, work and visit Shropshire; together this will help to achieve a Healthy Economy.
- 2.2 Licensing officers have been given delegated powers to issue or amend licences, providing no objections have been received in the case of licences issued under the Licensing Act or regarding general and public health licences.

- 2.3 Further, procedures have been approved for officers with direct line management responsibility for Licensing to use their delegated powers to refuse, suspend or revoke driver, vehicle, and operator licences.
- 2.4 This report gives details of the licences issued and the variations that have been made between 1 September 2023 and the 31 January 2024 and a summary of applications considered by the Committee.

3. Recommendations

- 3.1. That members note the position as set out in the report.

Report

4. Risk Assessment and Opportunities Appraisal

- 4.1. This is an information report giving Member's information on the work undertaken by the Licensing Team and Committee and therefore a risk assessment and opportunities appraisal has not been carried out.

5. Financial Implications

- 5.1. There are financial implications associated with this report.

6. Climate Change Appraisal

- 6.1. There are no anticipated climate change or environmental impacts associated with the recommendations in this report.

7. Background

- 7.1 Information regarding the issue of licences by Officers under delegated powers is reported to Committee on a quarterly basis.
- 7.2 Officers use their delegated powers in a number of situations, including where:
- a) A licence has been requested and there have been no objections raised by interested parties or Responsible Authorities.
 - b) The application has met the Council's policy criteria for accepting an application.
 - c) There are vehicle applications for new or renewal licences and refusal, suspension, and revocation of licences where the operating criteria as set by the Hackney Carriage and Private Hire Licensing Policy 2023 to 2027 is not met and the officer does not consider there to be any exceptional circumstances demonstrated by the applicant for an exception to be made.

- d) There are driver’s applications for new or renewal licences and refusal, suspension, or revocation of licences where the criteria as set by the Hackney Carriage and Private Hire Licensing Policy 2023 to 2027 is not met and the officer does not consider there to be any exceptional circumstances demonstrated by the applicant for an exception to be made.
- e) There are Private Hire Operator applications for new or renewal licences and refusal, suspension, and revocation of licences where the operating criteria as set by the Hackney Carriage and Private Hire Licensing Policy 2023 to 2027 is not met and the officer does not consider there to be any exceptional circumstances demonstrated by the applicant for an exception to be made.

7.3 The table in **Appendix A** shows the complete range of licences issued by the licensing team during the period of 1 September 2023 and the 31 January 2024. During this period the total number of licences processed was 2148.

7.4 The Table in **Appendix B** shows that there were no Licensing and Safety Sub-Committee hearings held between the 1 September 2023 and the 31 January 2024.

7.5 The Table at **Appendix C** shows that there were two Licensing Act Sub Committee hearings held between the 1 September 2023 and the 31 January 2024.

7.6 Following the decision at the Strategic Licensing Committee on 18 March 2015, vehicles and driver applications are now being considered by Officers using delegated powers. This includes refusal of new licence applications, refusal to renew existing licences and revocation and suspension of existing licences, in relation to any matter concerning a hackney carriage or a private hire driver’s licence or a vehicle licence or any matter concerning a private hire operator’s licence.

The number of licences and actions determined by this process is as follows:-

Driver	Granted	Granted and/or Warning Letter, Suspension	Letter Council is ‘Minded to refuse’ or ‘Revoke’	Refuse to Grant	Revoke	To refer to Committee
New	7		3	8		
Renew	6		1			
Conduct			5		1	
Vehicle	Granted	Granted and/or Warning Letter	Letter Council is ‘Minded to refuse’ or ‘Revoke’	Refuse to Grant	Revoke	To refer to Committee
New	1					
Renewal						
Condition				1		
Operator	Granted	Granted and/or	Letter Council is ‘Minded to	Refuse to Grant	Revoke	To refer to Committee

		Warning Letter	refuse' or 'Revoke'			
New						
Renewal						
Conduct						

8. Conclusions

- 8.1. During the period captured in this report the workload for the Licensing team has continued to be high. The team have worked together to answer all the queries, support businesses and maintain the flow of applications.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Local Member: This report covers all areas of Shropshire.

Appendices

Appendix A – Licences processed between 1 September 2023 and the 31 January 2024.

Appendix B – Hearings held by the Licensing and Safety Sub-Committee between 1 September 2023 and the 31 January 2024.

Appendix C – Hearings held by the Licensing Act Sub-Committee between 1 September 2023 and the 31 January 2024.

APPENDIX A

Licences processed from the 1 September 2023 and the 31 January 2024.

General Licensing	Renewal Period	Total
Acupuncture Personal	For life	
Acupuncture Premises	For life	
Activities Involving Animals Licence	Up to 3 years	22
Caravan Sites	For life	1
Mobile Homes Fit and Proper Person Register	Up to 5 Years	
Cosmetic Piercing Personal	For life	21
Cosmetic Piercing Premises	For life	9
House to House Collection	For the period applied for, no longer than 12 months	16
House to House Exemption Order	Exemption certificate is issued by the Home Office	14
Scrap Metal Site (new/renewal)	3 Years	1
Scrap Metal Collector (new/renewal)	3 Years	1
Sex Establishment Licence	1 Year	
Sex Shop Licence	1 Year	
Street Collection	Covers the dates applied for	61
Street Trading Licence (new/renewal)	1 Year (daily licence also available which covers maximum of 7 days in a 12-month period)	9
Tattooing Personal	For life	
Tattooing Premises	For life	
Electrolysis Personal	For life	
Electrolysis Premises	For life	
Dangerous Wild Animals	2 Years	1
Zoo	New licences last 4 years, upon renewal they can be granted for 6 years	
Distribution of Free Printed Matter	7 consecutive days, 28 consecutive days, 1 year – dependent on what is applied for	2
Storage of Explosives	1 Year	4
Year-round Fireworks Sales	1 Year	2
Pavement Licence	1 Year	26
Pavement Permit	1 Year	18
Total Applications General		208

Taxi Licensing		Renewal Period	Total
Hackney Carriage	N	1 Year	4
Hackney Carriage	R	1 Year	21
Joint HC/PH Driver	N	Up to 3 Years	43
Joint HC/PH Driver	R	Up to 3 Years	76
Private Hire Operator	N	Up to 5 Years	7
Private Hire Operator	R	Up to 5 Years	5
Private Hire Vehicle	N	1 Year	110
Private Hire Vehicle	R	1 Year	202
		For period left on existing licence	2
Hackney Vehicle Transfer			
		For period left on existing licence	10
Private Hire Vehicle Transfer			
		For period left on existing licence	
Private Hire Licensee Transfer			
Trailer Licence		1 Year	
Total Taxi Applications			480

Taxi Licensing (Surrendered)	Total	
Private Hire Vehicles	25	
Hackney Carriages	2	
Total Surrendered Vehicles		27

Licensing Act 2003	Renewal Period	Total
Club Premises Certificate	For Life	
Personal Alcohol (variation/new)	For Life	56
Premises Licence	For Life	15
Temp Event Notice no Alcohol	For the dates applied for	
Temp Event Notice with Alcohol	For the dates applied for	448
Minor Variation Application	For Life	9
Designated Premises Supervisor (DPS) Change/Variation	For Life	91
Disapply DPS	For Life	
Premises Licence Transfer Application	For Life	26
Annual Fee	Due each year on anniversary of granting of original licence	661
Notification of Interest	For Life	1

Premises Licence with Alcohol - Full Variation	For Life	8
Premises Licence without Alcohol - Full Variation	For Life	
Total Licensing Act Applications		1315

Gambling Act 2005	Renewal Period	Total
Bingo Premise Licence	For Life	
Betting Premise Licence (other than track)	For Life	
Betting Premises Licence (track)	For Life	
Licensed Premise Gaming Machine Permit	For Life	
Notification of Intent to have gaming machines	For Life	3
Prize Gaming Permit	10 Years	
Club Machine Permits	10 Years	
Club Gaming Permit	10 Years	
Occasional Use Notice	For the dates applied for	
Temporary Use Notice	For the dates applied for	
Adult Gaming Centre	For Life	
Small Society Lotteries	For Life	13
Change of Promoter	As necessary	
Annual Fee	Due each year on anniversary of granting of original licence	129
Family Entertainment gaming machine permit	10 Years	
Total Gambling Act 2005 Applications		145

Total Applications	2148
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Total Surrendered Vehicles	27
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APPENDIX B

Licensing and Safety Sub-Committee hearings held between 1 September 2023 and the 31 January 2024.

Date of Meeting	Scheduled/ Additional	Item	Meeting Venue	Decisions
None				

APPENDIX C**Licensing Act Sub-Committee hearings held between 1 September 2023 and the 31 January 2024.**

Date	Premises	Type of Application	Councillors	Decision	Review Requested by
24 th October 2023	The Tumbledown Hotel and Albion Bar, 10 and 11 Castle Foregate, Shrewsbury, Shropshire, SY1 2DJ	Full variation	Roy Aldcroft Nigel Lumby Kevin Pardy	To allow the full variation to the licence	n/a
23 January 2024	Ludlow Castle (Events), Castle Square, Ludlow, SY8 1AY	New Premises Licence	Roy Aldcroft Peter Broomhall Nigel Lumby	To grant the licence	n/a