

Shropshire Council
Legal and Democratic Services
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND

Date: Tuesday, 9 June 2020

Committee: Strategic Licensing Committee

Date: Wednesday, 17 June 2020

Time: 10.00 am

Venue: THIS IS A VIRTUAL MEETING

Members of the public will be able to listen to this meeting by clicking on this link:

[Strategic Licencing Committee 17 June 2020 Link](#)

Please note that this meeting will be made available through Microsoft Teams Live Events - your device will need to meet the minimum specification as detailed on the Microsoft website at this link: [Device Specification](#)

- You will need to download MS Teams (free) and click on the link to listen to the meeting if you are using a PC
- If using a mobile device, you will need to download the MS Teams app (free) before clicking the link
- Use the link at 10.00am on the day of the meeting and click on 'Join as Guest'
- You may receive an error message or a request for login details if you try to gain access before 10.00am

You are requested to attend the above meeting.
The Agenda is attached

Claire Porter - Director of Legal and Democratic Services (Monitoring Officer)

Members of the Committee

Keith Roberts (Chairman)
Simon Jones (Vice Chairman)
Peter Adams
Roy Aldcroft
Clare Aspinall
Rob Gittins
Nigel Hartin
Nick Hignett
Paul Milner
Pamela Moseley
Kevin Pardy
Vivienne Parry
Robert Tindall
Dave Tremellen
Leslie Winwood

Substitute Members of the Committee

David Vasmer
Ted Clarke
Pauline Dee
David Evans
Richard Huffer
Matt Lee
Elliott Lynch
William Parr
Paul Wynn

Your Committee Officer is:

Tim Ward Committee Officer

Tel: 01743 257713

Email: tim.ward@shropshire.gov.uk

AGENDA

1 Apologies

To receive apologies for absence

2 Minutes of Previous Meeting (Pages 1 - 2)

To approve the minutes of the previous meeting held on 4 December 2019 as a true record

Contact: Tim Ward (01743 257713)

3 Public Question Time

To receive any public questions or petitions from the public, notice of which has been given in accordance with Procedure Rule 14. The deadline for this meeting is 10.00am on Monday 15 June 2020

4 Disclosable Pecuniary Interests

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate

5 Safety of Sports Grounds - Annual Report of Activity (Pages 3 - 8)

Report of Health Protection Team Manager – Regulatory Services Is attached

Contact Matthew Aldridge (01743 251700)

6 Exercise of Delegated Powers (Pages 9 - 18)

Report of the Transactional and Licensing Team Manager is attached.

Contact: Mandy Beever (01743 251702).

7 Exclusion of Press and Public

To consider a resolution under Section 100 (A) of the Local Government Act 1972 that the proceedings in relation to the following items shall not be conducted in public on the grounds that they involve the likely disclosure of exempt information as defined by the provisions of Schedule 12A of the Act

8 Personal Licence - Consideration to revoke or suspend (Pages 19 - 44)

Exempt report of the Public Protection Officer (Specialist) is attached, marked 4.

Contact Ross O'Neil on 0345 6789026

This page is intentionally left blank



Committee and Date

Strategic Licensing Committee

11th March 2020

Item

2

Public

MINUTES OF THE STRATEGIC LICENSING COMMITTEE MEETING HELD ON 4 DECEMBER 2019 10.00 - 10.12 AM

Responsible Officer: Shelley Davies

Email: shelley.davies@shropshire.gov.uk Tel: 01743 257718

Present

Councillor Keith Roberts (Chairman)

Councillors Simon Jones (Vice Chairman), Peter Adams, Roy Aldcroft, Rob Gittins, Nigel Hartin, Paul Milner, Pamela Moseley, Kevin Pardy, Dave Tremellen and Leslie Winwood

23 Apologies

Apologies for absence were received from Councillors Nick Hignett and Robert Tindall.

24 Minutes of Previous Meeting

RESOLVED:

That the Minutes of the meeting held on 2nd October 2019 be approved as a correct record.

25 Public Question Time

No public questions or petitions had been received.

26 Disclosable Pecuniary Interests

Members were reminded that they must not participate in the discussion or voting on any matter in which they had a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

27 Exercise of Delegated Powers

Consideration was given to the report of the Transactional and Licensing Team Manager in relation to delegated powers to issue and amend licences. (Copy attached to the signed minutes).

In response to a query the Transactional and Licensing Team Manager referred to Appendix A of the report and noted that under the information for the Licensing Act 2003 the number of Temporary Event Notices with Alcohol should read 264 and Temporary Event Notices no Alcohol should read 0.

RESOLVED:

That the report of the Transactional and Licensing Manager be noted.

28 Future Agenda Items

The Committee were given the opportunity to identify additional matters that ought to be brought before the Committee for consideration. No future agenda items were identified.

29 Date of Next Meeting

RESOLVED:

It was noted that the next meeting of the Strategic Licensing Committee would be held on Wednesday, 11th March 2020.

Signed (Chairman)

Date:



<u>Committee and Date</u>	<u>Item</u>
Strategic Licencing Committee: 17/06/2020	
	<u>Public</u>

SAFETY OF SPORTS GROUNDS – ANNUAL REPORT OF ACTIVITY (JULY 2020)

Responsible Officer:

Matthew Aldridge: Health Protection Team Manager – Regulatory Services

e-mail: Matthew.aldridge@shropshire.gov.uk

1. Summary

- 1.1 On 15th December 2009 it was agreed that an annual report be given to members of the Strategic Licencing Committee detailing the exercise of delegated functions in respect of the safety of sports grounds, undertaken by the Public Protection service over the past year.
- 1.2 There are no financial, environmental or health and safety implications associated with this report.

2. Recommendations

- 2.1 That the Strategic Licencing Committee note the activities in respect of safety of sports grounds at designated sports grounds and regulated stands in Shropshire.

REPORT

3. Background

- 3.1 The Safety of Sports Grounds Act 1975, Fire Safety and Safety of Places of Sport Act 1987 and the Regulatory Reform (Fire Safety) Order are enforced by the Regulatory Services team.
- 3.2 Under the Safety of Sports Grounds Act 1975, the Council is required to issue Safety Certificates for designated sports grounds which are defined as:

A place where sports or other competitive activities take place in the open air and where accommodation has been provided for spectators, consisting of artificial structures or of natural structures artificially modified for the purpose.

3.3 Safety certificates are required in sports grounds that can accommodate more than 10,000 spectators (5000 in the case of Football League grounds) or have a covered stand that holds more than 500 spectators.

3.4 The primary purpose of the safety certificate is to set a limit on the safe capacity of a designated ground or regulated stand. The capacity of a sports ground or stadium is calculated on the physical condition of the stadium (the P factor) and the level of safety management (the S factor).

3.5 The safety certificate will also detail conditions in respect to safety matters with which the certificate holder must comply if that capacity is to be maintained.

3.6 The venues within Shropshire which hold safety certificates are:

- Shrewsbury Town Football Club
- Ludlow Racecourse
- The New Saints Football Club, Park Hall, Oswestry.

4 Shrewsbury Town Football Club (Montgomery Waters Meadow)

4.1 An annual regime of during performance inspections (DPI's) and site visits have been conducted to verify the safe capacity of the stadium taking account of the physical condition of the stadium and the safety management operations in place (P and S factors). The calculations have been verified and the capacity of the club has been retained at a maximum of 9875 people.

4.2 A Safety Advisory Group (SAG) consisting of West Mercia Police, Shropshire Fire and Rescue, West Midlands Ambulance Service, The Sports Grounds Safety Authority, Building Control, Emergency Planning and Public Protection has met twice with representatives from Shrewsbury Town to routinely address any safety issues associated with football matches at the stadium. Two SAG meetings have been held in the last 12 months on the, 25th July 2019 and 12th March 2020

4.3 A General Inspection was carried out on 21 November 2019. The club were deemed to be fully compliant with the testing and inspection requirements of Safety Certificate.

4.4 A total of two During Performance Inspections (DPI'S) were carried out on 14 December 2019 (Coventry) and 26 January 2020 (Liverpool – which was a full capacity game). No significant organisational safety concerns were noted and only minor issues with housekeeping in the hospitality department were raised and these were reported on and followed up by the club.

4.5 The latest version of the General Safety Certificate dated 18 July 2018 was reviewed by the SAG and no amendments were necessary.

- 4.6 Plans are currently being made to explore a change from a prescriptive General Safety Certificate to a risk based certificate which focuses on developing the clubs operational procedures to comply with the safety requirements.
- 4.7 Due to COVID-19 the football season was suspended on 13 March. Resumption/end of season is not yet confirmed but Regulatory Services will provide appropriate guidance on compliance with government guidance on opening and ensuring appropriate social distancing and hygiene measures are implemented where appropriate.
- 4.8 COVID-19 Update: League 1 Clubs are meeting on 8 June to decide on process for ending the season. As it stands it looks very likely that the league programme will not be completed and that will be the end of the season for Shrewsbury. No proposals have been made yet for the 2020-21 season resumption.

5 Ludlow Racecourse

- 5.1 A General inspection of the ground took place on the 20 August 2019, where the operations manual was reviewed, and a site inspection was undertaken. No significant changes to buildings or operations were noted.
- 5.2 A race day inspection was conducted on the 25 November 2019. No issues in relation to the race day organisation were noted and no amendments to the Safety Certificate were required.
- 5.3 The current capacities of the regulated stands are:
- COURSE ENCLOSURE STAND Total 440 persons
 - MEMBERS STAND Total 975 persons
 - JUBILEE STAND Total 1525 persons
- 5.4 COVID-19 Update: National Hunt racing season has now ended and the next fixture is scheduled to take place on the 7th October 2020 subject to government guidance.

6 The New Saints Football Club, Oswestry

- 6.1 The Regulated Stands Certificate was issued on the 22nd March 2019 and relates to two covered stands on the site. This does not currently need to be updated.
- 6.2 The seated capacity of the 2 stands is 1000 (512 Woodland End Stand and 488 Venue Terrace)
- 6.3 A matchday inspection was undertaken on the 23rd July 2019. This was a midweek fixture for round 1 of the UEFA champions league against FC Copenhagen. Approximately 100 away fans were in attendance and it was

noted that access and security was well marked and controlled by security and stewards. Approximately 75 supporters stood during the game as more tickets were sold than seats available. This was not deemed to be a safety issue as the ground can accommodate standing spectators, but this was contrary to UEFA requirements.

6.4 A general inspection was carried out on 10th March 2020 where a physical inspection of the ground highlighted no issues. Although the submission of safety documentation is still pending, the season was suspended 3 days later due to Covid-19 and this will be followed up in advance of re-opening.

6.5 COVID-19 Update: Football Association Wales have now ended the season. TNS will enter the Europa League next season but dates for qualification matches will inevitably start later than usual as other European nations complete their league programmes.

7. Sports Grounds Safety Authority (SGSA):

7.1 The Sports Ground Safety Authority regulate the Council in relation to how it exercises its licencing functions in relation to Sports Grounds.

7.2 Shropshire Council also sit on the West Midlands Sports grounds safety advisory group whereby good practice is shared with other regulators, clubs and the SGSA.

7.3 Regulatory Services were subject to a self-assessment audit by the SGSA in relation to its function in terms of licensing of Sports Grounds. The result of this was a high score of 126 out of 140 and all minor recommendations / guidance have been actioned.

8. Risk Assessment and Opportunities Appraisal

None

9. Financial Implications

None

10. Additional Information

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information) None
Cabinet Member (Portfolio Holder) Cllr. Gwyllm Butler
Local Member: The report is applicable Countywide.
Appendices None

This page is intentionally left blank



Committee and Date

Strategic Licensing
Committee

17 June 2020

Item

Public

EXERCISE OF DELEGATED POWERS

Responsible Officer Mandy Beever, Transactional and Licensing – Team Manager
Email: Mandy.Beever@shropshire.gov.uk Tel: 01743 251702

1. Summary

- 1.1 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 with regard to general and public health licences.
- 1.2 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.
- 1.3 This report gives details of the licences issued, variations that have been made and the enforcement action undertaken between 2 November 2019 and the 30 April 2020 and a summary of applications considered by committee.

2. Recommendations

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

REPORT

3. Risk Assessment and Opportunities Appraisal

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

4. Financial Implications

- 4.1 There are no financial implications associated with this report.

5. Background

- 5.1 Information regarding the issue of licences by Officers under delegated powers is reported to Committee on a quarterly basis.
- 5.2 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 licenses and refusal, suspension and revocation of licences where the operating criteria as set by the Hackney Carriage and Private Hire Licensing Policy 2019 to 2023 is not met and the officer does not consider there to be any special reason 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 2019 to 2023 is not met and the officer does not consider there to be any special reason for an exception to be made.
 - e) There are Private Hire Operator applications for new or renewal licenses and refusal, suspension and revocation of licences where the operating criteria as set by the Hackney Carriage and Private Hire Licensing Policy 2019 to 2023 is not met and the officer does not consider there to be any special reason for an exception to be made.
- 5.3 The table in Appendix A shows the complete range of licences issued by the licensing team during the period of 2 November 2019 and the 30 April 2020. During this period the total number of licences issued was 2193.
- 5.4 The Table in Appendix B shows that there were no Licensing and Safety Sub-Committee Meetings held between the 2 November 2019 and the 30 April 2020.
- 5.5 The Licensing Act activities at Sub Committee have also been given in Appendix C.
- 5.6 The Private Hire Vehicle, Private Hire Operator and Hackney Carriage checks undertaken between the 2 November 2019 and the 30 April 2020, results are provided in Appendix D.
- 5.7 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	2	1	1	3		
Renew						
Conduct	1	7	4	1	3	
Vehicle	Granted	Granted and/or Warning Letter	Letter Council is 'Minded to refuse' or 'Revoke'	Refuse to Grant	Revoke	To refer to Committee
New	3					
Renewal	3			4	1	
Condition	1	1				
Operator	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						
Conduct						

6. Conclusion

- 6.1 During the period captured in this report the workload for the Licensing team has continued to be high. The Coronavirus Pandemic has resulted in some changes to our processes and additional queries. The team have worked together to answer all the queries 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)

Cabinet Member (Portfolio Holder)

Councillor Gwilym Butler Portfolio Holder for Communities, Place Planning and Regulatory Services

Local Member

Cover all areas of Shropshire

Appendices:

A – Licences issued between 2 November 2019 and the 30 April 2020

B – Number of Hackney Carriage / Private Hire Vehicle applications considered at the Licensing and Safety Sub-Committees from 2 November 2019 to the 30 April 2020.

C – Hearings held for licensed premises at the Licensing Act Sub-Committees from 2 November 2019 to the 30 April 2020.

D – Private Hire Vehicle and Hackney Carriage checks undertaken between 2 November 2019 and the 30 April 2020.

APPENDIX A**Licences issued – from 2 November 2019 to the 30 April 2020**

General Licensing	Total
Acupuncture Personal	0
Acupuncture Premises	0
Activities Involving Animals Licence	23
Animal Breeding	0
Caravan Sites	6
Cosmetic Piercing Personal	22
Cosmetic Piercing Premises	15
House to House Collection	25
Pet Shops	0
Riding Establishments	0
Scrap Metal Site (new/renewal)	10
Scrap Metal Collector (new/renewal)	7
Sex Establishment Licence	0
Street Collection	116
Street Trading Licence (new/renewal)	6
Tattooing Personal	0
Tattooing Premises	0
Electrolysis	0
Dangerous Wild Animals	1
Zoo	0
Performing Animals	0
Distribution of Free Printed Matter	2
Explosives	1
Total Applications General	234

Taxi Licensing	Total
Hackney Carriage N	1
Hackney Carriage R	62
Joint HC/PH Driver N	31
Joint HC/PH Driver R	78
Private Hire Operator N	12
Private Hire Operator R	0
Private Hire Vehicle N	85
Private Hire Vehicle R	279
Hackney Vehicle Transfer	57
Private Hire Vehicle Transfer	0
Private Hire Licensee Transfer	0
Trailer Licence	0

Total Taxi Applications	605
--------------------------------	------------

Taxi Licensing (Surrendered)	Total
Private Hire Vehicles	28
Hackney Carriages	9
Total Surrendered Vehicles	37

Licensing Act 2003	Total
Club Certificate with alcohol	1
Personal Alcohol (variation/new)	125
Premises Licence	31
Temp Event Notice no Alcohol	0
Temp Event Notice with Alcohol	370
Minor Variation Application	15
DPS Change/Variation	124
Transfer Application	45
Annual Fee	430
Notification of Interest	2
Premises Licence with Alcohol - Full Variation	7
Premises Licence without Alcohol - Full Variation	0
Total Licensing Act Applications	1150

Gambling Act 2005	Total
Bingo Premise Licence	0
Betting Premise Licence (other than track)	9
Licensed Premise Gaming Machine Permit	8
Notification of Intent to have gaming machines	0
Club Machine Permits	0
Occasional Use Licence	2
Adult Gaming Centre	1
Small Society Lotteries	34
Change of Promoter	0
Annual Fee	150
Family Entertainment gaming machine permit	0
Total Gambling Act 2005 Applications	204

Total Applications	2193
---------------------------	-------------

Total Surrendered Vehicles	37
-----------------------------------	-----------

APPENDIX B

Licensing and Safety Sub-Committee Meetings from 2 November 2019 to the 30 April 2020

Date of Meeting	Scheduled/ Additional	Item	Meeting Venue	Decisions
None				

APPENDIX C

Licensing Act Sub-Committees.

Hearings held for licensed premises from 2 November 2019 to the 30 April 2020

Date	Premises	Type of Application	Councillors	Decision	Review Requested by
None					

APPENDIX D

Private Hire Vehicle, Private Hire Operator and Hackney Carriage checks undertaken between 2 November 2019 and the 30 April 2020

Inspection Date	Total Number of Vehicles Inspected	Advisory Note	No Action Required
16/11/19	1	0	1
06/12/19	1	0	1
11/12/19	2	1	1
14/12/19	8	1	7
15/12/19	3	0	3
19/12/19	1	0	1
20/12/19	7	1	6
04/01/20	2	1	1
14/01/20	4	0	4
17/01/20	1	0	1
18/01/20	7	0	7
29/01/20	10	0	10
07.02.20	1	0	1
06.02.20	6	0	6

04.03.20	8	1	7
03.02.20	4	0	4
29.02.20	1	0	1
07.03.20	1	1	0
20.04.20	1	0	1
Total	69	6	63

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank