



Committee: LICENSING REGULATORY COMMITTEE

Date: THURSDAY, 31 MARCH 2011

Venue: LANCASTER TOWN HALL

Time: 1.00 P.M.

A G E N D A

1. **Apologies for Absence**
2. **Minutes of the meeting held on 17 February 2011 (previously circulated)**
3. **Items of urgent business authorised by the Chairman**
4. **Declarations of Interest**
5. **Exempt Items:-**

The Committee is recommended to pass the following recommendation in relation to the following items:

“That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the ground that they could involve the possible disclosure of exempt information, as defined in paragraph 1 of Schedule 12A of that Act.”

Members are reminded that, whilst the following items have been marked as exempt, it is for the Committee itself to decide whether or not to consider them in private or in public. In making the decision, Members should consider the relevant paragraph of Schedule 12A of the Local Government Act 1972, and should balance the interests of individuals, or the Committee itself, in having access to information. In considering their discretion, Members should also be mindful of the advice of Council Officers.

6. **Existing Hackney Carriage Driver's Licence - John Kay (Pages 1 - 13)**
Report of Licensing Manager.
7. **Renewal of Hackney Carriage Driver's Licence - Keith Raby (Pages 14 - 21)**
Report of Licensing Manager.
8. **Existing Hackney Carriage Driver's Licence - David Southam (Pages 22 - 27)**
Report of Licensing Manager.

9. **Private Hire Vehicle Licence - Jean Nelson** (Pages 28 - 36)

Report of Licensing Manager.

10. **Application for Renewal of a Private Hire Driver's Licence - Paul Hunt** (Pages 37 - 42)

Report of Licensing Manager.

11. **Confidential Item:-**

The following report is not for publication because it contains confidential information relating to cautions/convictions and will be considered whilst the public are excluded from the meeting. The applicant has been invited to attend and/or be represented at the meeting, but will be asked to leave whilst the Committee makes the decision, as exempt legal advice may be given.

Members are advised that, in accordance with Section 100A(2) of the Local Government Act 1972, the press and public should be excluded for the following item of business on the grounds that they could include the possible disclosure of confidential information.

12. **Application for a Hackney Driver's Licence - Alan Smith** (Pages 43 - 47)

Report of Licensing Manager.

Public Items:-

The press and public will be readmitted to the meeting at this point.

13. **Request for Waiver of Vehicle Licence Conditions Requiring Display of Licence Plate and Door Signage** (Pages 48 - 50)

Report of Licensing Manager.

14. **Proposed variation of Hackney Fees** (Pages 51 - 61)

Report of Licensing Manager.

15. **Proposed Licence Fees 2011/12** (Pages 62 - 77)

Report of Licensing Manager.

16. **Officer Scheme of Delegation** (Pages 78 - 81)

Report of the Head of Governance

ADMINISTRATIVE ARRANGEMENTS

(i) **Membership**

Councillors Tony Wade (Chairman), Mike Greenall (Vice-Chairman), Ken Brown, Chris Coates, John Day, Sheila Denwood, Melanie Forrest, Tony Johnson and Robert Redfern

(ii) Substitute Membership

Councillors Eileen Blamire, Shirley Burns, Roger Dennison, Jane Fletcher, Janie Kirkman, Roger Sherlock and Malcolm Thomas

(iii) Queries regarding this Agenda

Please contact Tom Silvani, Democratic Services - telephone (01524) 582132 or email tsilvani@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone 582170, or alternatively email memberservices@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

Published on 23 March 2011.

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LICENSING REGULATORY COMMITTEE**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS)
ACT 1976 – PROPOSED VARIATION OF HACKNEY
CARRIAGE FARES****31 March 2010****Report of Licensing Manager****PURPOSE OF REPORT**

The report is to enable Members to consider a proposed variation of the current level of hackney carriage fares.

This report is public.

RECOMMENDATIONS:

- (1) **The Committee is requested to consider whether to approve the proposed variation of hackney carriage fares as set out in the report.**
- (2) **If the Committee is minded to approve the proposed variation, it is requested to authorise the Head of Legal and Human Resources, in accordance with Section 65 of the Local Government (Miscellaneous Provisions) Act 1976, to give public notice of the Council's intention to vary its Hackney Carriage Table of Fares.**

1.0 Introduction

- 1.1 The current Hackney Carriage Table of Fares came into effect from 1 September 2008, a copy of which is attached at Appendix 1.
- 1.2 In February 2011, 4 requests were received from hackney carriage proprietors, and 1 from the Lancaster City Hackney Proprietors Association for a variation of the current level of hackney carriage fares. The variations requested are attached at Appendix 2 to this report.
- 1.3 As members will see the variation requests differ, for example the range of proposals for the first 880 yards is between £2.40 and £2.80. Whilst it would be open to the Committee to approve any of these requests, officers have taken all of the requests into account and produced a suggested variation as set out below.
- 1.4 **Tariff one – normal daytime charge**
£2.60 for the first 880 yards or uncompleted part thereof
20p for each subsequent 220 yards or uncompleted part thereof
15p waiting time for each period of 60 seconds or uncompleted part thereof

Tariff two – between midnight and 7.00am

£3.90 for the first 880 yards or uncompleted part thereof

30p for each subsequent 220 yards or uncompleted part thereof.
 20p waiting time for each period of 60 seconds or uncompleted part thereof

Tariff 3 –Christmas period

5.20 for the first 880 yards or uncompleted part thereof
 40p for each subsequent 220 yards or uncompleted part thereof
 30p waiting time for each period of 60 seconds or uncompleted part thereof

To include the wording on the tariff card:-

‘The driver may, at his/her discretion require the payment of an agreed amount in advance of the journey. A receipt will be given. The amount will be set against the metered fare.’

- 1.5 Members will note that the recommended Tariff for the Christmas period correctly reflects double time.
- 1.6 It was proposed at TLG in January that members of the trade should be requested to submit recommendations on the variation of the Tariffs by the end of February, and that all of the proposals should be considered by this Committee in March, with a view to implementing the changes at the earliest possible date, due to the rise in fuel costs.
- 1.7 The table below shows the effects of the proposed variations for varying distances.

Normal time	Meter Start	1 Mile	2 Mile	3 Mile	4 Mile	5 Mile
Present	£2.30	£3.03	£4.49	£5.95	£7.41	£8.87
Proposed	£2.60	£3.40	£5.00	£6.60	£8.20	£9.80

- 1.8 For comparison with other local authorities, a table has been attached at appendix 3 to this report.
- 1.9 With regard to the current rate of inflation, Financial Services have confirmed that the latest available Retail Price Index (RPI) is 5.1%.

2.0 Conclusion

- 2.1 If Members are minded to vary the current fares, the statutory procedure under Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 is for a public notice to be published in a local newspaper, a copy being deposited in the Town Halls in Lancaster and Morecambe. From the date of publication, a period of 14 days must then be allowed for any objections to be made. If any objections are received, these must be considered by the Committee. If no objections are received the new table of fares will have effect from the expiry of the 14 day period.

<p>CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)</p> <p>None applicable to this report.</p>
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FINANCIAL IMPLICATIONS

There are no financial implications to the Council as a result of this report.

LEGAL IMPLICATIONS

The legal requirement to advertise any proposed change is covered in the report.

BACKGROUND PAPERS

None.

Contact Officer: Wendy peck

Telephone: 01524 582317

E-mail: wpeck @lancaster.gov.uk

Ref: WP



Page 54
HACKNEY CARRIAGE TABLE OF FARES
From 1st September 2008

Tariff 1

For hirings commenced between 07.01 and 23.59	
If the distance does not exceed 880 yards for the whole distance:	£2.30
For each of the subsequent 240 yards or uncompleted part thereof:	20p
Waiting Time: For each period of 60 seconds or uncompleted part thereof	15p

Tariff 2

For hirings commenced between midnight and 07.00 For hirings commenced between 19.00 and midnight on the 24 th December For hirings commenced between 19.00 and midnight on the 31 st December For hirings commenced on all Bank Holidays and Public Holidays (except as provided for under Tariff 3, as below)	
If the distance does not exceed 880 yards for the whole distance:	£3.30
For each subsequent 240 yards or uncompleted part thereof:	30p
Waiting time: For each period of 60 seconds or uncompleted part thereof	20p

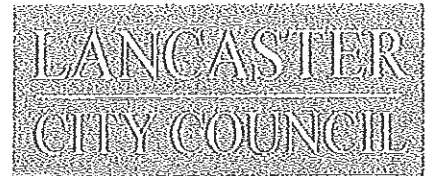
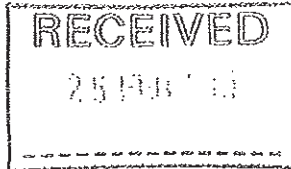
Tariff 3

For hirings commenced between 00.01 25 th December and 07.00 27 th December For hirings commenced between 00.01 1 st January and 07.00 2 nd January	
If the distance does not exceed 1218 yards for the whole distance:	£4.90
For each subsequent 240 yards or uncompleted part thereof:	40p
Waiting time: For each period of 60 seconds or uncompleted part thereof	20p

For each passenger in excess of one [for the purpose two children aged 11 or under to count as one passenger for the whole distance]	20p
For each perambulator or article of luggage carried outside the passenger compartment of the vehicle	20p
Soiling Charge: A charge may be requested if the passenger[s] soils the vehicle. This will not exceed £75.00	

Any complaints regarding the vehicle and/or driver should be addressed to the Licensing Section, Legal & Human Resources, Palatine Hall, Dalton Square, Lancaster, LA1 1PW. Telephone [01524] 582033. Email licensing@lancaster.gov.uk

Sarah Taylor, Head of Legal & Human Resources



Promoting City, Coast & Countryside

FARES PROPOSAL FORM LANCASTER CITY COUNCIL 2011

Name Of Proposer William Riley Address [REDACTED]
Telephone [REDACTED]

PROPOSED VARIATION TO TARIFF 1 (IF NO CHANGE STATE THIS)

£ 2.70 for the first 1100 yards (.....metres approx) or uncompleted thereof
For each subsequent 220 yards (.....metres approx) or uncompleted thereof £ 0.20p
Waiting time: for each period of 60 seconds or uncompleted thereof £ 0.15

PROPOSED VARIATION TO TARIFF 2 (IF NO CHANGE STATE THIS)

£ 3.60 for the first 1100 yards (.....metres approx) or uncompleted thereof
For each subsequent 240 yards (.....metres approx) or uncompleted thereof £ 0.30p
Waiting time: for each period of 60 seconds or uncompleted thereof £ 0.15p

PROPOSED VARIATION TO THE CHRISTMAS PERIOD (IF NO CHANGE STATE THIS)

£ 4.80 for the first 1320 yards (.....metres approx) or uncompleted thereof
For each subsequent 240 yards (.....metres approx) or uncompleted thereof £ 0.40p
Waiting time: for each period of 60 seconds or uncompleted thereof £ 0.15p

PROPOSED VARIATION TO EXTRAS (IF NO CHANGE STATE THIS)

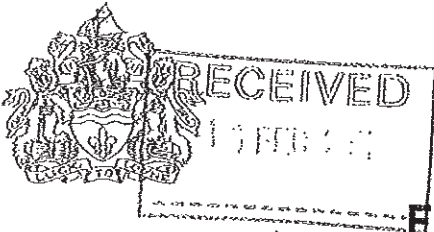
For each passenger in excess of one (for this purpose two children aged 11 years or under to count as one passenger) for the whole distance. £ 0.20p
For each perambulator or article of luggage carried outside the passenger compartment of the vehicle £ 0.20p

PROPOSED VARIATION TO SOILING CHARGE (IF NO CHANGE STATE THIS)

A charge may be requested if the passenger/s soils the vehicle. This will not exceed £ 75.00

Signed William Riley Date 200111

FOR ADDITIONAL PROPOSALS PLEASE CONTINUE OVERLEAF P.T.O



**FARES PROPOSAL FORM
LANCASTER CITY COUNCIL
2011**

Name Of Proposer:-...LCHPA.....Address:- [REDACTED]

Telephone:- [REDACTED]

PROPOSED VARIATION TO TARIFF 1 (IF NO CHANGE STATE THIS)

£ 2.40.....for the first880.....yards (.....metres approx) or uncompleted thereof
For each subsequent.....226.....yards (.....metres approx) or uncompleted thereof £ 0.20p...
Waiting time: for each period of60.....seconds or uncompleted thereof £ 0.15p...

PROPOSED VARIATION TO TARIFF 2 (IF NO CHANGE STATE THIS)

£3.60.....for the first880.....yards (.....metres approx) or uncompleted thereof
For each subsequent.....226.....yards (.....metres approx) or uncompleted thereof £ 0.30p...
Waiting time: for each period of60.....seconds or uncompleted thereof £ 0.20p...

PROPOSED VARIATION TO THE CHRISTMAS PERIOD (IF NO CHANGE STATE THIS)

£4.80.....for the first1100.....yards (.....metres approx) or uncompleted thereof
For each subsequent.....226.....yards (.....metres approx) or uncompleted thereof £ 0.40p...
Waiting time: for each period of60.....seconds or uncompleted thereof £ 0.20p...

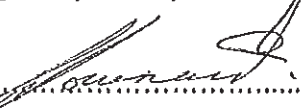
PROPOSED VARIATION TO EXTRAS (IF NO CHANGE STATE THIS)

For each passenger in excess of one (for this purpose two children aged 11 years or under to count as one passenger) for the whole distance. ...No Change...

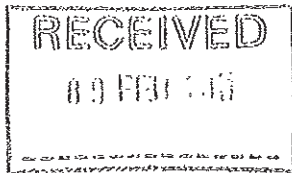
For each perambulator or article of luggage carried outside the passenger compartment of the vehicle.....No Change...

PROPOSED VARIATION TO SOILING CHARGE (IF NO CHANGE STATE THIS)

A charge may be requested if the passenger/s soils the vehicle. This will not exceed £...No Change...

Signed  Secretary, LCHPA.....Date... 14th February 2011...

FOR ADDITIONAL PROPOSALS PLEASE CONTINUE OVERLEAF



Promoting City, Coast & Countryside

FARES PROPOSAL FORM LANCASTER CITY COUNCIL 2011

Name Of Proposer... S SHEWAN Address... [REDACTED]
Telephone... [REDACTED]

PROPOSED VARIATION TO TARIFF 1 (IF NO CHANGE STATE THIS)

£ 2.70 for the first 1000 yards (.....metres approx) or uncompleted thereof
For each subsequent... 220 yards (.....metres approx) or uncompleted thereof £ 20p
Waiting time: for each period of 60 seconds or uncompleted thereof £ 15p

PROPOSED VARIATION TO TARIFF 2 (IF NO CHANGE STATE THIS)

£ 39 for the first 1000 yards (.....metres approx) or uncompleted thereof
For each subsequent... 220 yards (.....metres approx) or uncompleted thereof £ 30p
Waiting time: for each period of 60 seconds or uncompleted thereof £ 15p

PROPOSED VARIATION TO THE CHRISTMAS PERIOD (IF NO CHANGE STATE THIS)

£ 5.40 for the first 1300 yards (.....metres approx) or uncompleted thereof
For each subsequent... 220 yards (.....metres approx) or uncompleted thereof £ 40p
Waiting time: for each period of 60 seconds or uncompleted thereof £ 15p

PROPOSED VARIATION TO EXTRAS (IF NO CHANGE STATE THIS)

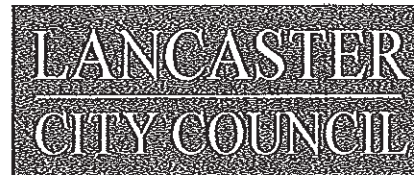
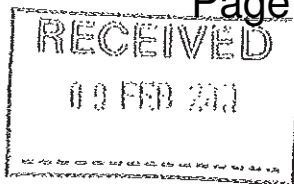
For each passenger in excess of one (for this purpose two children aged 11 years or under to count as one passenger) for the whole distance. 20p
For each perambulator or article of luggage carried outside the passenger compartment of the vehicle 20p

PROPOSED VARIATION TO SOILING CHARGE (IF NO CHANGE STATE THIS)

A charge may be requested if the passenger/s soils the vehicle. This will not exceed £.....

Signed... [Signature] Date... 1 FEB

FOR ADDITIONAL PROPOSALS PLEASE CONTINUE OVERLEAF



Promoting City, Coast & Countryside

FARES PROPOSAL FORM LANCASTER CITY COUNCIL 2011

Name Of Proposer... R. Ashworth ... Address... [REDACTED]
Telephone

PROPOSED VARIATION TO TARIFF 1 (IF NO CHANGE STATE THIS)

£... 2.80 ... for the first ... 1100 ... yards (.....metres approx) or uncompleted thereof
For each subsequent... 220 ... yards (.....metres approx) or uncompleted thereof £... 0.20
Waiting time: for each period of ... 60 ... seconds or uncompleted thereof £... 1.50

PROPOSED VARIATION TO TARIFF 2 (IF NO CHANGE STATE THIS)

£... 4.20 ... for the first ... 1320 ... yards (.....metres approx) or uncompleted thereof
For each subsequent... 220 ... yards (.....metres approx) or uncompleted thereof £... 0.30
Waiting time: for each period of ... 60 ... seconds or uncompleted thereof £... 1.50

PROPOSED VARIATION TO THE CHRISTMAS PERIOD (IF NO CHANGE STATE THIS)

£... 5.60 ... for the first ... 1320 ... yards (.....metres approx) or uncompleted thereof
For each subsequent... 220 ... yards (.....metres approx) or uncompleted thereof £... 0.30
Waiting time: for each period of ... 60 ... seconds or uncompleted thereof £... 1.50

PROPOSED VARIATION TO EXTRAS (IF NO CHANGE STATE THIS)

For each passenger in excess of one (for this purpose two children aged 11 years or under to count as one passenger) for the whole distance. 20p

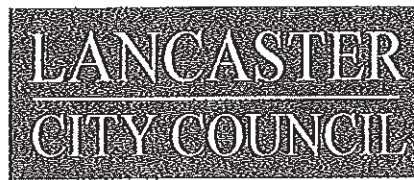
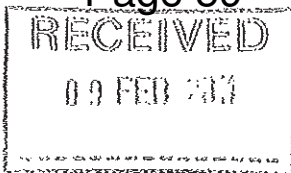
For each perambulator or article of luggage carried outside the passenger compartment of the vehicle 20p

PROPOSED VARIATION TO SOILING CHARGE (IF NO CHANGE STATE THIS)

A charge may be requested if the passenger/s soils the vehicle. This will not exceed £... 75

Signed... R. Ashworth ... Date... 1/2/2011

FOR ADDITIONAL PROPOSALS PLEASE CONTINUE OVERLEAF



Promoting City, Coast & Countryside



FARES PROPOSAL FORM
LANCASTER CITY COUNCIL
2011

Name Of Proposer... JOHN ALFREDO... Address... Telephone...

PROPOSED VARIATION TO TARIFF 1 (IF NO CHANGE STATE THIS)

£... 2.50... for the first 880... yards... For each subsequent 220... yards... Waiting time: for each period of 60... seconds...

PROPOSED VARIATION TO TARIFF 2 (IF NO CHANGE STATE THIS)

£... 3.60... for the first 880... yards... For each subsequent 240... yards... Waiting time: for each period of 60... seconds...

PROPOSED VARIATION TO THE CHRISTMAS PERIOD (IF NO CHANGE STATE THIS)

£... 4.80... for the first 1320... yards... For each subsequent 240... yards... Waiting time: for each period of 60... seconds...

PROPOSED VARIATION TO EXTRAS (IF NO CHANGE STATE THIS)

For each passenger in excess of one... aged 11 years or under... For each perambulator or article of luggage...

PROPOSED VARIATION TO SOILING CHARGE (IF NO CHANGE STATE THIS)

A charge may be requested if the passenger/s soils the vehicle. This will not exceed £... No CHANGE

Signed... Date... 5/2/2011

FOR ADDITIONAL PROPOSALS PLEASE CONTINUE OVERLEAF



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LANCASTER
CITY COUNCIL
 Promoting City, Coast & Countryside

**FARES PROPOSAL FORM
 LANCASTER CITY COUNCIL
 2011**

Name Of Proposer S.M. WILKINSON Address [REDACTED]
 Telephone [REDACTED]

PROPOSED VARIATION TO TARIFF 1 (IF NO CHANGE STATE THIS)

£ 2.60 for the first 880 yards (.....metres approx) or uncompleted thereof
 For each subsequent 220 yards (.....metres approx) or uncompleted thereof £ 0.20p
 Waiting time: for each period of 60 seconds or uncompleted thereof £ 0.15p

PROPOSED VARIATION TO TARIFF 2 (IF NO CHANGE STATE THIS)

£ 3.90 for the first 880 yards (.....metres approx) or uncompleted thereof
 For each subsequent 220 yards (.....metres approx) or uncompleted thereof £ 0.30p
 Waiting time: for each period of 60 seconds or uncompleted thereof £ 0.20p

PROPOSED VARIATION TO THE CHRISTMAS PERIOD (IF NO CHANGE STATE THIS)

£ 5.20 for the first 1320 yards (.....metres approx) or uncompleted thereof
 For each subsequent 220 yards (.....metres approx) or uncompleted thereof £ 0.40p
 Waiting time: for each period of 60 seconds or uncompleted thereof £ 0.15p

PROPOSED VARIATION TO EXTRAS (IF NO CHANGE STATE THIS)

For each passenger in excess of one (for this purpose two children aged 11 years or under to count as one passenger) for the whole distance. £ 0.20p
 For each perambulator or article of luggage carried outside the passenger compartment of the vehicle £ 0.20p

PROPOSED VARIATION TO SOILING CHARGE (IF NO CHANGE STATE THIS)

A charge may be requested if the passenger/s soils the vehicle. This will not exceed £.....
INSERT CONDITION ON FARE CARD "ADVANCE PAYMENT"

Signed [Signature] Date 1.2.2011

FOR ADDITIONAL PROPOSALS PLEASE CONTINUE OVERLEAF

2011

APPENDIX 2

	1st Mile
Lancaster City (current)	£3.03
Proposed	£3.40

Neighbouring Authorities

Barrow-in-Furness	£2.80
South Ribble	£3.10
Ribble Valley	£3.00
South Lakeland	£3.00
Wyre	£3.70
Wigan	£3.06

LICENSING REGULATORY COMMITTEE**PROPOSED LICENCE FEES 2011/12
31st March 2011****Report of the Licensing Manager****PURPOSE OF REPORT**

This report is to enable Members to consider representations received following the statutory consultation period required under Section 70 of the Local Government (Miscellaneous Provision) Act 1976 on the level of fees for hackney carriage and private hire vehicle licences and private hire operator's licences for 2011/12.

This report is public

RECOMMENDATIONS

- (1) **Members are recommended to consider in the light of the representations received whether to approve the proposed changes for the hackney carriage vehicle and driver licences and the private hire vehicle, driver and operator licences for 2011/2012 as set out in Appendix 3, or whether to approve an alternative fee structure.**
- (2) **Members are recommended to approve any new fees structure to come into force on 1st April 2011.**

1.0 Introduction

- 1.1 Members will recall that at the last meeting of the Licensing Regulatory Committee on 17th February 2011, the licensing manager presented a report which concerned the setting of the licence fees for hackney carriage and private hire licences and miscellaneous licences issued by the Council.

The February Licensing Regulatory Committee report is attached at appendix 1 (with its appendices A-C). Appendix 2 shows representations received, and Appendix 3 the revised list of recommended fees.

- 1.2 Members resolved that the proposed changes for the hackney carriage vehicle and driver licences and the private hire vehicle, driver and operator licences for 2011/12 be approved as set out in Appendix C to the report and that the Head of Governance be authorised to advertise the proposed increases for vehicle and operator licences in accordance with the statutory requirements.
- 1.3 The legislation requires that any increase in the licence fees in respect of private hire operators and hackney carriage and private hire vehicles to be advertised, and a

period of 28 days allowed for objections. The proposed increases to these fees were duly advertised.

- 1.4 During the 28 day period 2 objections were received and copies are attached at appendix 2 to this report
- 1.5 Members will note from appendix C that officers originally recommended that the cost of a vehicle transfer be £176. However, since the last meeting, this has been reviewed, and the recommendation now is that the current fee of £160 be reduced to £40. This is to offer an incentive to proprietors to inform licensing as soon as a transfer takes place. The licensing department are not always informed when a transfer takes place, and this may be because of the transfer fee. Failure to inform could have a higher cost implication from an administrative and enforcement point of view than any losses sustained through the fee reduction.

2.0 Options and Options Analysis

- 2.1 Having considered the objections, the options open to the Committee are as follows :-

Option 1 – To approve the revised fee for hackney carriage and private hire licensing as set out in Appendix 3.

Option 2 – to approve an alternative fee structure.

Option 3 – to make no change to the current fee structure (save for an adjustment for hackney carriages in respect of the survey fee)

- 2.2 Officers would recommend that members approve Option 1 above. It is not in accordance with the Council's policy for the cost of licensing to be born by the council taxpayers. Given the increase in officer time spent on hackney carriage and private hire licensing over the last twelve months, it is felt reasonable not to seek to recover the whole of the budgeted deficit through a higher increase in licence fees at this stage, but to keep the position under review over the next year.

3.0 Conclusion

- 3.1 Members must make a decision taking account of the objections received.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

The proposed change does not have the potential to cause negative impact or discriminate against different groups in the community based on age, disability, gender, race/ethnicity, religion or religious belief (faith), sexual orientation, or rural isolation.

FINANCIAL IMPLICATIONS

Financial Services have been consulted and have assisted the Licensing Manager in the preparation of the report. They are satisfied that the proposed fees will contribute to

generating sufficient income to comply with the Council's policy of having, so far as possible, a self-financing licensing service, however the position will need to be closely monitored. The proposal would generate an additional income of approximately £15,000

SECTION 151 OFFICER'S COMMENTS

The s151 Officer has been consulted and has no comments to add

LEGAL IMPLICATIONS

Legal Services have been consulted and their comments have been incorporated in the report.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments

BACKGROUND PAPERS

None

Contact Officer: Wendy Peck
Telephone: 01524 582317
E-mail: wpeck@lancaster.gov.uk
Ref: WP

LICENSING REGULATORY COMMITTEE

**PROPOSED LICENCE FEES 2011/12
17th February 2011**

Report of the Licensing Manager

PURPOSE OF REPORT

This report is to enable Members to consider the level of fees for 2011/12

This report is public

RECOMMENDATIONS

- (1) Members are recommended to approve the proposed changes for the hackney carriage vehicle and driver licences and the private hire vehicle, driver and operator licences for 2011/2012 , as set out in Appendix C, and to authorise the Head of Governance to advertise the proposed increases for vehicle and operator licences in accordance with the statutory requirement.**
- (2) Members are recommended not to make any change to the fees for miscellaneous licences**

1.0 Introduction

- 1.1 The report is concerned with the setting of the licence fees for hackney carriage and private hire licences and miscellaneous licences issued by the Council. As Members will be aware, licences issued under the Licensing Act 2003, together with the licences issued under the Gambling Act 2005 fall within the remit of the Licensing Act Committee and not this Committee. Members are reminded that for the purpose of 2010/2011 budgetary process the Committee approved an increase for the hackney carriage vehicle licence fee for 2010/11 from £215.00 to £308.60 to cover the additional costs of the Hackney Carriage Demand Survey, the Committee was satisfied that there should be no further increase in licence fees for hackney carriages and private hire licences and for miscellaneous licences. Indeed, there have been no increases in fees for the above categories since April 2007. The cost of the survey is a one off every 3 years and as such should be removed from the hackney carriage vehicle licence fee, before any further increases are applied. Refunds will be made to the extent that the amount raised through the one-off increased fee exceeded the final cost of the survey.
- 1.2 As Members are aware, it has for many years been the policy of the Council for the licensing service to be self-financing. There are some licences, for example street collection permits, where no fee may be charged. There will inevitably be a deficit in respect of these miscellaneous licences.

- 1.3 The annual revision of fees seeks to ensure that the costs of the service will, so far as possible, be met from the income. However, it is not lawful for the Council to seek to make a profit from licence fees that are within its discretion. In particular, with regard to hackney carriage and private hire licensing, Section 70 of the Local Government (Miscellaneous Provisions) Act 1976 provides that a District Council may charge such fees for the grant of vehicles and operators licences as may be sufficient to cover in whole or in part the reasonable costs of carrying out inspections of hackney carriages and private hire vehicles, the reasonable costs of providing hackney carriage stands, and any reasonable administrative or other costs in connection with the control and supervision of hackney carriages and private hire vehicles. Fees charged for drivers' licences may also be set at an appropriate level to cover the cost of issue and administration.
- 1.4 Following a financial assessment of time allocations for licensing staff, internal departmental re-charges together with other costs born by the licensing service over the last year, the current fees charged for hackney carriages and private hire vehicle licensing and miscellaneous licensing have been reviewed. As a result of this exercise, it was established that substantially more officer time is being spent on hackney carriage and private hire licensing than was the case twelve months ago, and, taking this into account, the budgeted cost of hackney carriage and private hire licensing for 2011/12 will be £226,300, and for miscellaneous licensing £14,900.
- 1.5 It is of course impossible to estimate with any degree of certainty the amount of income from licence fees, given that some licence holders may decide not to renew their licence, and there may or may not be a number of new applications for licences. However, on the basis of the best possible estimate of numbers of licences that will be issued in 2011/12, it is estimated that, if the fees remain at the same levels as in 2010/11, income from hackney carriage and private hire licensing will be £159,000 and for miscellaneous licensing £13,600.
- 1.6 Officers consider that it is necessary to increase the hackney carriage and private hire licensing fees but not necessary to increase the fees for miscellaneous licences. With regard to miscellaneous licensing, this does mean that there will be a budgeted deficit of £1,300, but it is felt that this properly reflects the work undertaken in respect of licences where a fee cannot be recovered. For Members' information, the above two categories of fees are attached to this report at Appendices A and B.
- 1.7 Officers recommend that an increase of 10% is applied across the fees for hackney carriage and private hire licensing, with an exception being made for private hire operators licence fees. Officers recommend that the increase is only applied to large operators with 26 or more vehicles. Based on the disproportionate amount of time that officers have spent dealing with vehicle licensing this would still leave a shortfall of £51,400. Officers recommend that this is closely monitored throughout 2011/2012, and should this trend continue a further increase would be required in 2012/2013.
- 1.8 It is also recommended that the issuing of a dual badge for private hire and hackney carriage drivers be approved, with the fee being set at £85.
- 1.9 Members should note that the cost for a private hire and hackney carriage plate has been reduced to £6, this is to reflect the reduced cost of the materials since the introduction of the new plates in June. In addition the fee of £6 each for the door signs has been added to the table of fees, as these had previously been supplied by an external supplier direct to the proprietors, with proprietors paying the supplier.

1.11 The control of hackney carriage and private hire vehicles, and associated drivers and operators, is a time consuming and costly exercise, and it is quite legitimate for a local authority to recover as much of their costs as they are able to in relation to this. Those involved in the hackney carriage and private hire trades are in a business and it would be difficult to justify an approach whereby a local authority subsidises private enterprise by refusing to recover as much of the costs associated with its statutory duties as it is able to do so.

2.0 Options and Options Analysis

2.1 The options are as follows :-

Option 1 – to adjust the fees for hackney carriage vehicle licences to take in to account the £93.60 increase applied in 2010/2011 to pay for the unmet demand survey and to approve the revised fee for hackney carriage and private hire licensing as set out in Appendix A.

Option 2 – to approve an alternative fee structure.

Option 3 – to make no change to the current fee structure (save for an adjustment in respect of the survey fee)

2.2 The Officers' preferred option is Option 1. It is not in accordance with the Council's policy for the cost of licensing to be born by the council taxpayers. However, given the increase in officer time spent on hackney carriage and private hire licensing over the last twelve months, it is felt reasonable not to seek to recover the whole of the budgeted deficit through a higher increase in licence fees at this stage, but to keep the position under review over the next year.

3.0 Conclusion

3.1 The legislation requires that any increase in the licence fees in respect of private hire operators and hackney carriage and private hire vehicles to be advertised, and a period of 28 days allowed for objections. Members are therefore recommended to approve the increase in the hackney carriage vehicle and driver licence fee, and the private hire vehicle, operator and driver licence fees and to authorise the Head of Governance to advertise the proposed increases as required by statute.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

The proposed change does not have the potential to cause negative impact or discriminate against different groups in the community based on age, disability, gender, race/ethnicity, religion or religious belief (faith), sexual orientation, or rural isolation.

FINANCIAL IMPLICATIONS

Financial Services have been consulted and have assisted the Licensing Manager in the preparation of the report. They are satisfied that the proposed fees will contribute to generating sufficient income to comply with the Council's policy of having, so far as possible, a self-financing licensing service, however the position will need to be closely monitored. The proposal would generate an additional income of approximately £15,000

SECTION 151 OFFICER'S COMMENTS	
The s151 Officer has been consulted and has no comments to add	
LEGAL IMPLICATIONS	
Legal Services have been consulted and their comments have been incorporated in the report.	
MONITORING OFFICER'S COMMENTS	
The Monitoring Officer has been consulted and has no further comments	
BACKGROUND PAPERS	Contact Officer: Wendy Peck
None	Telephone: 01524 582317
	E-mail: wpeck@lancaster.gov.uk
	Ref: WP

**HACKNEY & PRIVATE HIRE LICENCES**

PAYMENT FORM A 2010/11

From 1st April 2010**LANCASTER
CITY COUNCIL**

Promoting City, Coast & Countryside

Applicants Name:

Type of Licence	Cost per Licence £	Total £	Code	VAT
Hackney Carriage Licence (annual)	308.60		L2000/I8500	OS
Hackney Carriage Licence (six month - including vehicle test)	176.80		L2000/I8500	OS
Hackney Carriage Driver's Licence (annual)	50.00		L2000/I8501	OS
Duplicate Driver's Badge	10.00		L2000/I8501	OS
Hackney Carriage- Vehicle test fee	45.00		L2000/I8502	OS
Hackney Carriage Vehicle - Re-test fee	30.00		L2000/I8502	OS
Hackney Carriage Vehicle - Full Re-test fee	40.00			
Transfer of Private Hire Ownership	160.00		L2000/I8515	OS
Transfer of Hackney Carriage Ownership	160.00		L2000/I8504	OS
Private Hire Driver's Licence (annual)	50.00		L2000/I8511	OS
Private Hire Vehicle Licence (annual)	215.00		L2000/I8512	OS
Private Hire Vehicle Licence (six month - including vehicle test)	130.00		L2000/I8512	OS
Private Hire Vehicle - Re-test fee	30.00		L2000/I8513	OS
Private Hire Vehicle - Full Re-test fee	40.00			
Private Hire Vehicle - test fee	45.00		L2000/I8513	OS
Criminal Records Bureau fee	36.00		L9000/LP232	OS
Duplicate Certificate of Compliance	10.00		L2000/I8502	OS
Licence Plate - Private Hire	12.00		L2000/I8517	ST
Licence Plate - Hackney Carriage	12.00		L2000/I8505	ST
Trailer Inspection	20.00		L2000/I8518	OS
Private Hire Operator's Licence 0 - 10	110.00		L2000/I8510	OS
11 - 25	140.00			
26 and over	170.00			
Administration fee (where applicable)	40.00			

Total Fee Payable

Official Use Only	
Date Paid	
Amount	
Received By	

EXPIRES 31ST MARCH 2011

LANCASTER CITY COUNCIL – LICENSING SERVICE

**Notice to all persons making payment to the City Council in
relation to an application for a licence.**

1. When applying for a licence, the payments[s] must be made by **cheque, postal order** payable to Lancaster City Council or by **credit/debit card**
2. We are **unable** to accept cash for applications at Lancaster Town Hall
3. In all cases, this form **must** accompany the relevant fee **together** with the associated application form and relevant documents. This form will be returned once payment has been accepted as your receipt.
4. If your application is for a Driver or Vehicle licence you **must** make an appointment by telephoning the number below. These applications will **not** be accepted by post.

If you should have any queries concerning the above please telephone the Licensing Section on 01524 582033. Alternatively, applicants entering Morecambe or Lancaster Town Hall may telephone the Licensing Office on 2033 by using one of the courtesy phones located in reception areas.

**THE PARTICULARS ON THE REVERSE OF THIS FORM MUST
BE COMPLETED BY THE APPLICANT BEFORE SUBMITTING**

EXPIRES 31ST MARCH 2011



Page 71
MISCELLANEOUS LICENCES
PAYMENT FORM B 2010/11
 From 1st April 2010



Applicants Name:

Type of Licence	Cost per Licence £	Total £	Code	VAT
Animal Boarding Licence	140.00		L2001/I8483	OS
Boatman's Licence	49.00		L2001/I8496	OS
Dangerous Wild Animals + vet fees	680.00		L2001/I8458	OS
Dangerous Wild Animals + vet fees [renewals]	200.00		L2001/I8459	OS
Dog Breeder's Licence + vet fees	135.00		L2001/I8481	OS
Horse Riding Establishment Licence + vet fees	135.00		L2001/I8480	OS
Motor Salvage Operators	74.00		L2001/I8496	OS
Pet Shop Licence	140.00		L2001/I8482	OS
Pleasure Boat Licence	89.00		L2001/I8497	OS
Registration in Skin Piercing/Tattooing (Persons)	68.00		L2001/I8488	OS
Registration in Skin Piercing/Tattooing (Premises)	150.00		L2001/I8488	OS
Registration of dealer in second-hand goods	150.00		L2001/I8495	OS
Registration of dealer in second-hand goods - market stalls	45.00		L2001/I8495	OS
Sex Shop	5125.00		L2001/I8494	OS
Sex Shop renewal	2500.00		L2001/I8494	OS
Street Café Licence	251.00		51003/LP263	OS
Zoo Licence + vet fees	145.00		L2001/I8482	OS

Total Fee Payable

Official Use Only	
Date Paid	
Amount	
Received By	

EXPIRES 31ST MARCH 2011

LANCASTER CITY COUNCIL – LICENSING SERVICE

Notice to all persons making payment to the City Council in relation to an application for a licence.

1. When applying for a licence or registration, the payment[s] must be made by **cheque or postal order** payable to Lancaster City Council or alternatively by **credit/debit card** at Town Hall, Dalton Square, Lancaster.
2. We are **unable** to accept cash for licences or registrations at the Town Hall
3. In all cases, this form **must** accompany the relevant fee **together** with the associated application form and any supporting documentation. You will not be given a receipt in respect of the payment being made. This form being returned as the receipt.

If you should have any queries concerning the above please telephone the Licensing Section on 01524 582033. Alternatively, applicants entering Morecambe or Lancaster Town Hall may telephone the Licensing Office on 2033 by using one of the courtesy phones located in reception areas.

**THE PARTICULARS ON THE REVERSE OF THIS FORM MUST
BE COMPLETED BY THE APPLICANT BEFORE SUBMITTING**

EXPIRES 31ST MARCH 2011

HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING FEES**Proposed Fees 2011/12**

Description	Fees for 2011/12
Hackney Carriage Licence (annual)	£236.50
Hackney Carriage Driver's Licence (annual)	£55.00
Duplicate Driver's Badge	£11.00
Hackney Carriage Vehicle Licence (6 month)	£143.00
Hackney Carriage Vehicle – Re-test fee	£33.00
Hackney Carriage Vehicle – Full Re-test fee	£44.00
Transfer of Private Hire Ownership	£176.00
Transfer of Hackney Carriage Ownership	£176.00
Private Hire Driver's Licence (annual)	£55.00
Hackney Carriage and Private Hire Driver's Dual licence (annual)	£85.00
Private Hire Vehicle Licence (annual)	£236.50
Private Hire Vehicle Licence (6 month)	£143.00
Private Hire Vehicle – Re-test fee	£33.00
Private Hire Vehicle – Full Re-test fee	£44.00
Criminal Records Bureau fee (fixed by CRB)	£36.00
Duplicate Certificate of Compliance	£10.00
Licence Plate – Private Hire (Front or Rear)	£6.00
Licence Plate – Hackney Carriage	£6.00
Door Signs (each)	£6.00
Trailer Inspection	£22.00
Private Hire Operator's Licence	
0 – 10 vehicles	£110.00
11 – 25 “ “ “	£140.00
26 and over “ “	£187.00

Andrew Procter

[REDACTED]
[REDACTED]
[REDACTED]

Dear Sarah Taylor,

As requested in your notice, placed in the Lancaster Guardian, dated February 25, 2011, I am writing to object to the proposed increase in fee variations for private hire vehicles. Due to what I am sure you are well aware are trying times for everyone, I cannot agree that it is an opportune moment to increase any of our fees, especially when we are having to personally absorb the huge increases in all operating costs for our vehicles. I am well aware that compared to the increase in fuel costs this proposed increase isn't the largest cost that we have to absorb, but any increases make difficult conditions even more difficult. I may be in error, but I believe that this is the third year since we last had an increase in meter rates, which of course means that owners have had to personally bear the cost increases year on year since. I am of the personal opinion that increases in costs are not a problem when you have the freedom to pass those costs on to your customers, if you decide that is in the interests of your business to do so. Unfortunately we do not have this freedom and are reliant on your good selves at the council to realise that we cannot indefinitely absorb ever increasing business costs personally and to realise that we do actually need a rise in meter rates to address at least a good proportion of these increases, if not all of them. If your argument is that you need this increase to cover your costs, then I can only add that we also need to be able to cover ours. Expecting us to drive more and more hours to try and recover these increases is hardly a sensible way to go and is in no way going to help improve passenger safety. I thank you for taking the time and trouble to consider my objections.

Yours

Andrew Procter

-----Original Message-----

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From: Andy Kay

Sent: 09 March 2011 06:14

To: Stoker, Elaine; Cullinan, Mark; licensing; Humphreys, Alan

Cc: Donna Short; Johnson, Anthony; Mark Booth; Pete Townend; Peter Hobart

Subject: Ludicrous Increase in License Fees

Hi All

Can I start this message by explaining that despite a request to the contrary this email is copied to the Chief Executive because I have failed on two separate occasions with a request for detailed accounts of the licensing function. These "Freedom of Information" requests were sent to the Director of Finance and at the time of writing I am still not in receipt of a reply. I need this information so that I may do the calculations to establish whether or not the fees we are currently being charged are reasonable let alone the proposed increase.

I will have to make representations to the District Auditor to seek clarification if no answer is forthcoming.

The current CPI (Consumer Price Index) is running at 4%. Licensing has requested an increase of 2 1/2 times this at 10%. I wish to formally raise an objection to this increase on behalf of the Association.

Given the demands for reductions in Local Government Spending by this government the increase requested would seem to totally ignore the direction provided by Parliament.

The information provided to the committee was that the increase was required to safeguard jobs within Licensing. My observation is that there has been a huge increase in administration within Licensing and I can only guess this is designed to justify the over staffing of the department. As a result of changes to the way vehicles display plates the department now has what is referred to "plate making day" every week (Thursdays) which would not have been necessary if we were not thawing away plates every 6 months.

There has been no attempt by Licensing to mitigate the increase in fees by reducing unnecessary over administration. I have already suggested cost cutting measures such as reverting to 3 year badges in accordance with Government best practice guidelines. This would save the issuing of approximately 2000 badges every 3 years. I am certain this would save considerably more than will be raised through the proposed increase in fees.

Now onto more interesting things. I would like to bring to the attention of all a very pertinent and well written article in the latest copy of Private Hire Monthly. This reports on the recent situation with regard to Licensing Fees in Guildford. I would suggest that the article should be read at your earliest convenience. It wasn't merely the fact that Guildford had failed in it's duty to properly advertise their fee increase but also clarified the legality of what can be charged for! It sets out clearly that the enforcement costs are costs that cannot be added on to the licence fees!

A final thought to finish with. How many other jobs in the town Hall will be "ring fenced" as are the jobs in Licensing? We in the Taxi and Private Hire trade are really struggling to make ends meet a fact that has clearly been overlooked when proposing the fee increase.

Kind regards

Andy Kay

Chairman

Lancaster City Hackney Proprietors Association

**HACKNEY & PRIVATE HIRE LICENCES****PAYMENT FORM A 2011/12**From 1st April 2011**LANCASTER
CITY COUNCIL***Promoting City, Coast & Countryside***Applicants Name:**

Type of Licence	Cost per Licence £	Total £	Code	VAT
Hackney Carriage Licence (annual)	236.50		L2000/I8500	OS
Hackney Carriage Licence (six month - including vehicle test)	143.00		L2000/I8500	OS
Hackney Carriage Driver's Licence (annual)	55.00		L2000/I8501	OS
Duplicate Driver's Badge	11.00		L2000/I8501	OS
Hackney Carriage- Vehicle test fee	49.50		L2000/I8502	OS
Transfer of Private Hire Ownership	40.00		L2000/I8515	OS
Transfer of Hackney Carriage Ownership	40.00		L2000/I8504	OS
Private Hire Vehicle Licence (annual)	236.50		L2000/I8512	OS
Private Hire Vehicle Licence (six month - including vehicle test)	143.00		L2000/I8512	OS
Private Hire - Vehicle test fee	49.50		L2000/I8513	OS
Private Hire Driver's Licence (annual)	55.00		L2000/I8511	OS
Hackney carriage/Private Hire driver's - dual badge	85.00		L2000/I8520	OS
Licence Plate - Private Hire (Front & Rear)	6.00		L2000/I8517	ST
Licence Plate - Hackney Carriage	6.00		L2000/I8505	ST
Door Signs - (each)	6.00		L2000/8505 L2000/8517	ST
Trailer Inspection	22.00		L2000/I8518	OS
Private Hire Operator's Licence 0 – 10	110.00		L2000/I8510	OS
11 - 25	140.00			
26 and over	187.00			
Administration fee (where applicable)	40.00			

Total Fee Payable

Official Use Only	
Date Paid	
Amount	
Received By	

EXPIRES 31ST MARCH 2012

LANCASTER CITY COUNCIL – LICENSING SERVICE

Notice to all persons making payment to the City Council in relation to an application for a licence.

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2. We are **unable** to accept cash for applications at Lancaster Town Hall
3. In all cases, this form **must** accompany the relevant fee **together** with the associated application form and relevant documents. This form will be returned once payment has been accepted as your receipt.
4. If your application is for a Driver or Vehicle licence you **must** make an appointment by telephoning the number below. These applications will **not** be accepted by post.

If you should have any queries concerning the above please telephone the Licensing Section on 01524 582033. Alternatively, applicants entering Morecambe or Lancaster Town Hall may telephone the Licensing Office on 2033 by using one of the courtesy phones located in reception areas.

THE PARTICULARS ON THE REVERSE OF THIS FORM MUST BE COMPLETED BY THE APPLICANT BEFORE SUBMITTING

EXPIRES 31ST MARCH 2012

LICENSING REGULATORY COMMITTEE**OFFICER SCHEME OF DELEGATION****31 March 2011****Report of the Head of Governance****PURPOSE OF REPORT**

To enable the Committee to approve an updated scheme of delegation to officers in respect of matters within its terms of reference.

This report is public

RECOMMENDATIONS

- (1) **That the Committee approve the delegations to officers as set out in Appendix 1**

1.0 Introduction

- 1.1 Part 3 Section 15 of the Council's Constitution contains the Council's Scheme of Delegation to Officers. This is currently being reviewed to ensure that it is up to date, and reflects the operational needs of the Council.
- 1.2 It is for Cabinet and each Regulatory Committee to approve the delegations within their own terms of reference, and it is intended that each will review their delegations so that an updated Scheme of Delegation can be brought to Council in May 2011 for approval and subsequent inclusion in the Constitution. It is intended that the updated scheme will make it clearer as to which member body is responsible for each delegation.

2.0 Proposal Details

- 2.1 A revised list of officer delegations in respect of the areas of work which fall within the remit of this Committee is set out in Appendix 1. The list has been updated to ensure that the correct officer titles are used and that the relevant legislation referred to is complete and up to date. The updated Scheme still requires decisions to refuse applications or to revoke licences to be taken by the Committee.
- 2.2 Members are recommended to approve Appendix A as its Scheme of Delegation with immediate effect and to be included in the full Council Scheme.

3.0 Details of Consultation

- 3.1 All Service Heads have been consulted on the proposed revised Scheme of Delegation, as have the officers in Governance, especially Legal, who need to rely on the delegations in the course of any relevant legal proceedings.

4.0 Options and Options Analysis (including risk assessment)

- 4.1 Members are recommended to adopt Appendix 1 as drafted. It would be open to the Committee to make amendments by either adding to or deleting from the list of delegations. However, officers would advise that it has been drafted to meet the operational and legal requirements of Licensing.

**CONCLUSION OF IMPACT ASSESSMENT
(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)**

None arising directly from this report.

LEGAL IMPLICATIONS

Legal Services have been involved in the review of the Scheme of Delegation.

FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report.

OTHER RESOURCE IMPLICATIONS

Human Resources:

None

Information Services:

None

Property:

None

Open Spaces:

None

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer is leading the review of the Scheme of Delegation as the officer responsible for the Council's Constitution.

BACKGROUND PAPERS

None

Contact Officer: Mrs S Taylor

Telephone: 01524 582025

E-mail: STaylor@lancaster.gov.uk

Ref:

APPENDIX 1

LICENSING REGULATORY COMMITTEE

TO THE HEAD OF GOVERNANCE AND LEGAL SERVICES MANAGER

To make appropriate arrangements for the institution or defence of any legal proceedings relating to matters within the terms of reference of the Licensing Regulatory Committee

TO THE HEAD OF GOVERNANCE, LEGAL SERVICES MANAGER, LICENSING MANAGER AND ANY OTHER OFFICER THE LICENSING MANAGER DESIGNATES IN WRITING

To grant and issue any licence, registration or other permission under any legislation within the terms of reference of the Licensing Regulatory Committee, unless there are any adverse representations or other reasons why the officer considers it appropriate to refer the matter to the Committee. This does not include authority to refuse a licence.

To approve any matters within the conditions of licences, registrations or other permissions under any legislation within the terms of reference of the Licensing Regulatory Committee, which require the approval or consent of the Council

TO THE HEAD OF GOVERNANCE, LEGAL SERVICES MANAGER AND LICENSING MANAGER

To designate authorised officers for the purposes of the Local Government (Miscellaneous Provisions) Act 1976, who may then act on behalf of the Council under the Act in accordance with their designation as authorised officer

To designate authorised officers for the purposes of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982, who may then act on behalf of the Council under the Act in accordance with their designation as authorised officer :

TO THE HEAD OF GOVERNANCE, LEGAL SERVICES MANAGER, LICENSING MANAGER AND ANY OTHER OFFICER THE HEAD OF GOVERNANCE DESIGNATES IN WRITING

To suspend a driver's licence under Section 61 of the Local Government (Miscellaneous provisions) Act 1976, including authority to suspend a licence with immediate effect in the interests of public safety

To suspend an operator's licence under Section 62 of the Local Government (Miscellaneous Provisions) Act 1976

To suspend a hackney carriage or private hire vehicle licence under Section 60 or Section 68 of the Local Government (Miscellaneous Provisions) Act 1976

TO THE HEAD OF HEALTH AND HOUSING AND ANY OTHER OFFICER DESIGNATED BY HIM/HER IN WRITING

To issue licences, registrations and consents under the Food Safety Act 1990, the Noise and Statutory Nuisance Act 1993, Caravan Sites and Control of Development

Act 1960, Meat Products (Hygiene) Regulations 1994, Minced Meat and Meat Preparations (Hygiene) Regulations 1995, Dairy Products (Hygiene) Regulations 1995, Egg Products regulations 1993, Food Safety (General Food Hygiene) Regulations 1995, Food Safety (Fishery Products and Live Shellfish) (Hygiene) Regulations 1998 and the Food Premises (Registration) Regulations 1991.

To designate authorised officers and to serve notices and apply for warrants on behalf of the Council under the following legislation:

Pet Animals Act 1951

Caravan Sites and Control of Development Act 1960

Animal Boarding Establishments Act 1963

Scrap Metal Dealers Act 1964

Dangerous Wild Animals Act 1970 and 1991

Breeding of Dogs Act 1973 and 1991

Riding establishments Acts 1964 and 1970

Local Government (Miscellaneous Provisions) Act 1982

Health and Safety at Work etc Act 1974

Zoo Licensing Act 1981

County of Lancashire Act 1984

Noise and Statutory Nuisance Act 1993

TO THE HEAD OF PROPERTY AND ANY OTHER OFFICER DESIGNATED BY HIM/HER IN WRITING

To advertise, grant, issue and enforce street trading licences or consents under the Local Government (Miscellaneous Provisions) Act 1982, and to set the appropriate fee or charge.