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THIS IS A MEETING WHICH THE PUBLIC ARE ENTITLED TO ATTEND

13th October 2021

Dear Sir/Madam

STATUTORY LICENSING COMMITTEE

A meeting of the Statutory Licensing Committee will be a Hybrid Meeting: Via MS Teams/Abraham Derby Room at the General Offices, Ebbw Vale - if you would like to attend this meeting live via Microsoft Teams please contact committee.services@blaenau-gwent.gov.uk) on Monday, 18th October, 2021 at 3.30 pm.

Yours faithfully

Michelle Morris
Managing Director

AGENDA

Pages

1. SIMULTANEOUS TRANSLATION

You are welcome to use Welsh at the meeting a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

We welcome correspondence in the medium of Welsh or English. / Croesawn ohebiaith trwy gyfrwng y Gymraeg neu'r Saesneg.

2. **APOLOGIES**

3. **DECLARATIONS OF INTERESTS AND
DISPENSATIONS**

To receive

4. **STATUTORY LICENSING SUB-COMMITTEE** 3 - 16

To consider the Minutes of the Statutory Licensing Sub-Committee held on 28TH July, 2021.

5. **ACTIVITIES REPORT FOR 2020/21 AND 2021/22 (Q1
AND Q2)** 17 - 28

To consider the report of the Senior Licensing Officer.

To: Councillor D. Hancock (Chair)
Councillor W. Hodgins (Vice-Chair)
Councillor D. Bevan
Councillor G. L. Davies
Councillor M. Day
Councillor J. Hill
Councillor C. Meredith
Councillor K. Rowson
Councillor K. Pritchard
Councillor T. Smith
Councillor B. Thomas
Councillor G. Thomas
Councillor D. Wilkshire
Councillor B. Willis
Councillor L. Winnett

All other Members (for information)
Manager Director
Chief Officers

COUNTY BOROUGH OF BLAENAU GWENT

REPORT TO:	<u>THE CHAIR AND MEMBERS OF THE STATUTORY LICENSING SUB-COMMITTEE</u>
SUBJECT:	<u>STATUTORY LICENSING SUB-COMMITTEE – JULY, 2021</u>
REPORT OF:	<u>DEMOCRATIC & COMMITTEE SUPPORT OFFICER</u>

PRESENT: Councillors W. Hodgins (CHAIR)
C. Meredith
L. Winnett

WITH: H. Jones – Senior Licensing Officer
M. Bennett – Licensing Officer
S.A. Evans - Solicitor

AND: Mr. J. Thevarasa, Applicant
Mr. L. Schelvis, Applicant’s Solicitor
Cllrs J Morgan, Cllr K Hayden, J. & P. Shephard, Objectors

DECISIONS UNDER DELEGATED POWERS

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
1.	<u>SIMULTANEOUS TRANSLATION</u> It was noted that no requests had been received for the simultaneous translation service.	
2.	<u>APOLOGIES</u> No apologies for absence was received.	

3.	<p><u>DECLARATIONS OF INTEREST & DISPENSATIONS</u></p> <p>There were no declarations of interest or dispensations reported.</p>	
	<p><u>LICENSING ACT 2003 – NEW PREMISES LICENCE – 58 GLYN TERRACE, TREDEGAR, GWENT</u></p> <p>The Applicant and Applicant’s Solicitor along with other attendees was introduced to Officers and Members of the Sub-Committee.</p> <p>At the invitation of the Chair the Senior Licensing Officer advised that the Statutory Licensing Sub-Committee had been convened in order to give consideration to a new premises licence application in accordance with the Licensing Act 2003. The application had been submitted by Mr. Jegathees Thevarasa in respect of 58 Glyn Terrace, Tredegar, Gwent, in accordance with the Licensing Act 2003. The Senior Licensing Officer informed the Sub-Committee that there was currently no licence in force in respect of the premises and an application has been made by the Applicant for the following activities and times:-</p> <ul style="list-style-type: none"> • Supply of alcohol - Monday to Sunday - 7.00 am to 11.00 pm • Opening hours - 6.00 am to 11.00 pm <p>In accordance with the Licensing Act 2003, the Applicant had served copies of the application on the responsible authorities and a notice was displayed at the premises for 28 days to enable other persons to make representations. A notice of the application was also placed in the Gwent Gazette and advertised on the Blaenau Gwent Council’s website for a period of 28 days.</p>	

The Senior Licensing Officer reported that the only representations received had been from Gwent Police and the applicant had agreed to amend the application to include the following conditions which had been put forward by Gwent Police:-

- CCTV be installed and working to the satisfaction of the Police and Licensing Authority. Recordings would be maintained for a minimum of 28 days. Recordings shall be immediately available on request of any authorised officer named under the Licensing Act 2003. If the CCTV equipment fails, the Police and Licensing Authority would be informed as soon as possible and immediate steps would be taken to put the equipment back into good working order. The DPS shall train an appropriate number of staff in the use of the CCTV system to facilitate the efficient operation of it with a view to providing evidence when requested by an authorised officer named under the Licensing Act 2003. The correct time and date will be generated onto both the recording and the real time image screen.
- CCTV to cover all of the licensed area of the premises, it would be of evidential quality. There shall be clear signage indicating that CCTV equipment is in use and recording at the premises.
- An approved proof of age scheme shall be adopted, implemented and advertised within the premise such as 'Challenge 25' whereby an accepted form of photographic identification shall be requested before any alcohol was sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure.

Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.

- All refusals would be kept in a refusals book detailing the time, date, the goods, the staff member and the name of the persons who tried to purchase. If no name is given, then a good description must be recorded. This documentation should be available for inspection on request by an authorised officer of the Licensing Authority or a Constable and retained for a 12-month period.
- All staff are to be trained with respect to underage sales, such training to be updated as necessary when legislation changes and should include training in how to refuse sales to difficult customers. Safeguarding training should also be undertaken with all staff. Training should be clearly documented, signed and dated by both the trainer and member of staff receiving it. This documentation should be available for inspection on request by an authorised officer of the Licensing Authority or a Constable.
- An incident report logbook shall be held at the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable immediately upon request. It shall contain the details of persons involved, incident description, time and date, actions taken and final outcome of the situation. The logbook must be retained for a 12-month period.
- Rowdy and/or disorderly customers must be asked to leave the premises.

- Throughout the hours that the licence operates the premises would operate regular patrols in the vicinity of the premises to collect and tidy any litter or refuse in that area.
- Should customers be outside the premises causing congestion on the pavement, loitering and/or causing Anti-Social Behaviour they would be told move away from the vicinity of the store.
- There shall be no consumption of alcohol beverages purchased from the premises in open containers outside at the front of the premises. The aforementioned are proposed to assist in promoting the key licensing objectives.

The Senior Officer Licensing advised that as the Applicant had agreed to the amendments put forward by Gwent Police and their representations had been withdrawn. The Officer referred to Appendix 3 of the report which detailed representations received from ‘other persons’ and although notification had been received of the amendments put forward by Gwent Police the objections was still submitted. The Officer reported that a petition had also been received with over 209 signatures objecting to the application under the licensing objectives.

The Senior Officer – Licensing advised that in considering this application the Licensing Sub-Committee must take account of the provisions in the Licensing Act 2003 in particular, the licensing objectives as follows:-

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm.

- The guidance issued by the Home Office under section 182 of the Act and Councils licensing policy.

In conclusion, the Senior Licensing Officer referred Members to the options for recommendation:-

- To grant the licence
- To grant the licence with modifications to the conditions
- To exclude any licensable activity to which the application relates
- To refuse to specify a Designated Premises Supervisor
- To reject the licence application

The Chair then invited the Applicant Solicitor to present his case.

The Applicant's Solicitor advised that the application had been made by the Applicant in respect of 58 Glyn Terrace, Tredegar. The application was sought to supply of alcohol between Monday to Sunday - 7.00 am to 11.00 pm and the opening hours would be 6.00 am to 11.00 pm Monday to Sunday with no other licence of activities being applied for. The Applicant had been operating off licences for 8 years in Barged and Pontypridd both of which sold alcohol. The shop would be managed by the Applicant and his wife who would accommodate the premises above the same. The Applicant's Solicitor advised that initially the shop would be run and managed by the Applicant and his wife and staff would be employed from the local area at a later date. The Applicant other premises had never needed intervention from the Police, nor had any of the licences been revoked.

The Applicant's Solicitor added that the small convenience shop would sell tobacco, food, soft drinks. The Applicant took over the premises about 2 months ago and was familiar with the area due to milk deliveries undertaken. The Applicant had wished to increase the products available at the shop to include alcohol, although, the Applicant would not be selling high level beverages it would be beer and wine of 4-5% the volume.

The Applicant's Solicitor referred to the robust conditions put forward by Gwent Police which had been agreed by the Applicant and therefore the concerns of the Police had now been withdrawn. The Police are the key advisor's in matters of crime and disorder and it was requested that the Sub-Committee place weight on these conditions which fully satisfied Gwent Police.

The Chair invited Mr. & Mrs Shepherd addressed the Committee, Mr. & Mrs Shepherd advised that the application was of great concern to the residents in the area. It was reported that this area of Georgetown was a quiet area, however in recent years it had experienced ASB and the residents felt that this had worsened due to local shops selling alcohol as it would be drunk in the vicinity until late into the night.

Mr. & Mrs. Shepherd added that they live near to the convenience shop and it caused great concern that it could possibly be selling alcohol. The previous ASB issues in the area had been documented with the Police and Mrs. Shepherd confirmed that she played an active part in the neighbourhood watch scheme in the area. The majority of the ASB issues was due to underage drinking which resulted in extreme behaviour. It was continued that the area was home to a number of older residents and an additional shop selling alcohol late into the night was a great concern.

Mrs. Shepherd referred to the global pandemic which had resulted in the older and vulnerable residents being isolated in their homes for the last 18 months and the proposed application had given residents that continued fear that they would be unable to leave their homes. Mr. Shepherd explained that the extent of the extreme ASB experienced by residents and informed the Sub-Committee that there were already two shops selling alcohol in the area and it was therefore felt that another shop was not required. It was also reported that the proprietors of these shops had agreed to sell alcohol until 7.00 p.m. This agreement had been reached due to the ASB experienced in the area.

Councillor J. Morgan & K. Hayden, Ward Member addressed the Sub-Committee and concurred with the concerns raised by Mr. & Mrs. Shepherd in relation to ASB. The residents had been subject to rowdy groups, vandalism to cars, their windows broken and disturbance into the early hours of the morning all of which intimidated the residents. The Ward Member advised that it had been requested by residents that regular police controls be undertaken in the area. These issues stopped when the local shop closed, however another opened and it started again, although on this occasion the owner agreed to close the shop at 7.00 p.m.

The Ward Member added that Glyn Terrace was a quiet area with mixed aged residents, however the majority of residents was of the older generation. The current shop sold a small amount alcohol and the area had a Happy Shopper. The Ward Member stated that there was no objection to another convenience shop, the main concerns were the recommencement of similar ASB issues as seen in previous years.

The Ward Member continued that ASB was getting worse throughout the Borough and a lot of the issues was alcohol related and the Local Authority had a duty to stem the growth not only locally but throughout Blaenau Gwent.

The Ward Member proposed that the Applicant open the convenience shop first in order to get a feel for area and wait a period of time before selling alcohol. The Ward Member felt that it would allow the local residents to get to know the Applicant and therefore suggested that the application be withdrawn or wait a year before submitting an application to sell alcohol.

The Chair invited questions from Members at this juncture.

A Member asked if the Applicant would give consideration to limiting the times for selling alcohol.

Another Member asked if there had been any issues with the Applicant's shops in Bargoed and Pontypridd and would someone be living above the shop in order to manage any issues.

The Applicant's Solicitor confirmed that there had been no issues with the other shops owned by the Applicant with the Police or licensing authorities. It was stated that the Applicant had an impeccable record.

In terms of living arrangements, the Applicant and his wife would live above the shop and would run the business until a point in the future when they would look to employ staff. It was added that the Applicant currently lived in Bargoed, however was familiar with the area as undertook milk deliveries in the vicinity.

The Licensing Officer informed the Sub-Committee that the other shops in the area was permitted to open from 7.00 a.m. until 11.00 p.m. and the shop owner had agreed to close at 7.00 p.m., however this was not an official change in licensing hours, the allowed opening time remained at 11.00 p.m.

In summing up, the Applicant's Solicitor reminded the Sub-Committee of the Applicant's impeccable record and no objections had been received from the responsible authorities and Gwent Police had withdrew their objections as the Applicant had agreed to their conditions which would form basis of the licence.

The Applicant and Licensing Officers left the meeting at this juncture for Members to consider the application.

The Committee discussed the application at length and a decision was made, and the Applicant and Officers were invited back into the meeting.

The Chair provided an overview of the reasons agreed by the Sub-Committee. The full reasons are as follows:-

The Sub-Committee considered the written representations for this application for a New Premise Licence at 58 Glyn Terrace, Tredegar, Gwent, NP22 4JA as presented in the Officer's report, together with the oral representations given at the hearing on behalf of the Applicant by his Solicitor, Ward Members and Objectors.

The Sub-Committee were made aware of the initial objections by Gwent Police which were withdrawn when the Applicant agreed to the various conditions as set out in the Officer's report. The Sub-Committee were also made aware of the numerous objections to the applicant by residents living in the vicinity of 58 Glyn Terrace and that a petition with some 209 signatures against the Application has been obtained. Residents main concerns are anti-social behaviour/potential criminal damage etc.

In reaching its decision today, the Sub-Committee has considered the relevant provisions of the Licensing Act 2003 (in particular Section 4) and the guidance issued under Section 182 of the Act and the Licensing Policy of Blaenau Gwent County Borough Council.

The Sub-Committee have considered the Application in light of the four Licensing Objectives:

- Prevention of Crime and Disorder
- Public Safety
- Prevention of Public Nuisance
- Protection of children from harm

Decision

The Sub-Committee, has had regard to the representations made by the Applicant.

The Sub-Committee also appreciates that the local residents have concerns, however based on the conditions as outlined in the report that the Applicant is willing to abide by, the Sub-Committee felt that the Applicant should be given an opportunity to prove himself and the decision was made;

To grant the License with the following conditions:-

- Alcohol to be served between 10am – 7pm
- CCTV to be installed to satisfaction of the Police and Licensing Authority. 28 Day cycles to be kept and to be made available on request. The Applicant is to inform the Police and Licensing Authority if the CCTV ceases to work and need to get it repaired as soon as practically possible.
- DPS will train staff to use the CCTV and the correct date and time will always appear on all images. There will be clear signage on the premises to indicate there is CCTV in operation.
- There will be a Proof of age scheme adopted at the premises. ID will be requested of those seemingly under 25 which will include name, address and photograph.
- Any refusals to serve will be recorded with date, time and items. This will be kept for 12 months.
- All staff are to be trained in Underage sales/ safeguarding. All training to be properly recorded and records retained.
- There is to be an Incident report book to be retained and available for inspection by the Police and Licensing Authority.
- Anyone displaying disorderly behaviour will be asked to leave
- Litter patrol by staff between 6am and 11 pm.
- If any congestion by entrance or outside premises, will be asked to move away.
- No alcohol to be consumed outside the premises.

Right to Appeal

All parties have the right to appeal to the Magistrates' Court within 21 days of receipt of this decision. Any responsible authority or other person has the right to request a review of the Licence.

A Sub-Committee Member wished to add that the other licensees in the area had been responsible and made a decision to stop selling alcohol at 7.00 p.m. for the benefit the area and the local residents. Therefore, it was felt that these were responsible licence holders working with the community to prevent ASB and the Sub-Committee had wanted to grant the Applicant's licence in line with their operating hours.

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Agenda Item 5

Executive Committee and Council only

Date signed off by the Monitoring Officer:

Date signed off by the Section 151 Officer:

Committee: Statutory Licensing Committee

Date of meeting: 18th October 2021

Report Subject: Activities Report for 2020/21 and 2021/22
(Q1 and Q2)

Portfolio Holder: Statutory Licensing Committee

Report Submitted by: David Thomson, Service Manager-
Public Protection

Report Written by: Helen Jones, Senior Licensing Officer

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Statutory Licensing Committee
29.9.21	30.9.21							18/10/2021

1. Purpose of the Report

1.1 To update the Planning, Regulatory and General Licensing Committee on the work of the Licensing Team during the Covid pandemic period of April 2020 to March 2021 and April 2021 to September 2021 (quarter 1 and quarter 2).

2. Scope and Background

2.1 This report outlines the licensing work only of the Licensing Team for two periods - 1st April 2020 to 31st March 2021 and 1st April 2021 to 30th September 2021 (quarter 1 and quarter 2). Details of the activities completed during these periods are attached as **Appendix 1** although the format is slightly different to that which is normally presented to Members.

2.2 The appendix includes information on applications processed and Committee hearings, however it is presented as a full year for 2020/21 and the first two quarters of 2021/22 but not a breakdown of each quarter. The figures for previous years are

also included however figures for 2019/2020 are only available until quarter 3).

2.3 **Impact of COVID 19**

2.3.1 In order to continue to administer the statutory licensing functions during the global pandemic, staff and the licensed trade had to adapt quickly to changes in staffing and working practices.

2.3.2 This included:

Staffing and Duties

1. Officers being called upon to contact persons who were shielding and give advice and reassurance that their needs would be met, and to contact persons who had been in contact with a positive Covid case and give them advice.

2. Officers being required to provide comprehensive information of the licensed taxi trade and licensed premises trade to those teams who were heavily involved in the Covid response.

3. The Licensing Enforcement Officer being temporarily redeployed to support the Track, Trace and Protect (TTP) team and then further required to support Trading Standards Officers as part of the COVID enforcement and advice to business response.

4. A Licensing Officer being partially seconded to assist Business Support functions during this period and that post being backfilled with an Agency Officer. Two Licensing Officers also temporarily extended their working hours from part time to full time during this period.

5. Changes to the management of the team.

2.3.3 Working Practices:

1. Normal practice of submitting and processing licence applications via face to face contact was suspended at this time and applications could only be submitted during the pandemic

by email or online. This proved difficult for both staff and licensees as many licence holders did not possess email addresses or were not computer literate to be able to submit their application. The changes took some time to become fully operational but most licence holders now prefer to submit applications electronically and the process is smooth and efficient.

2. The Council's main cash desk, based in the Civic Centre, has been closed from March 2020 and has not re-opened, so the preferred method of payment is now by credit or debit card via the Council's paye.net system. Licensing staff have been using the system since approximately 2014 and use it on a regular basis. However, with the closure of the cash office and the inability for licence holders, the taxi trade in particular, to make cash payments, the majority of licence payments are now being taken by licensing officers by card on the telephone. This has increased workload for officers as a typical payment takes 15 to 20 minutes to process and update the relevant records. Whilst it is difficult to make a comparison with previous years, licensing staff processed 428 payments in 2020/21 and 302 in 2021/22.

4. Staff have for a period of time, had limited access to equipment and buildings causing some processes to be temporarily put on hold.

5. New systems such as the implementation of the electronic mail system brought challenges in respect of time sensitive correspondence and new communication methods between Officers has been challenging at times. Lack of face to face contact and the inability to attend an office base was inevitably a difficult period of the Team.

Due to the forthcoming closure of the Civic Centre, Public Protection staff have now vacated the building and all members of staff are contracted as 'Agile' workers. The Licensing Team has however been allocated a base in Anvil Court, Abertillery, in order that they can attend the office on a regular basis to print licences, taxi licence plates, driver licence badges and other items which cannot be processed and sent electronically.

Despite the significant challenges, staff have adapted and adjusted well to the new way of working, creating new filing and recording systems while dealing with their own mental health issues, supporting their families and finding a new work life balance.

2.3.4 Due to the forthcoming closure of the Civic Centre, Public Protection staff have now vacated the building and all members of staff are contracted as 'Agile' workers. The Licensing Team has however been allocated a base in Anvil Court, Abertillery, in order that they can attend the office on a regular basis to print licences, taxi licence plates, driver licence badges and other items which cannot be processed and sent electronically.

2.3.5 Despite the significant challenges, staff have adapted and adjusted well to the new way of working, creating new filing and recording systems while dealing with their own mental health issues, supporting their families and finding a new work life balance.

3. **Operational Report**

3. **Alcohol and Entertainment**

3.1 2020/21 – 51 applications were received this year in accordance with the Licensing Act 2003. Applications included new premises licence, minor variations, transfer of licences and vary the designated premises supervisor (DPS). 16 temporary event notices (TENs) and 21 personal licence applications were received.

3.2 2021/22 - 28 applications were received this year in accordance with the Licensing Act 2003. Applications included new premises licence, transfer licences and vary the DPS. 10 TENs and 16 personal licence applications were received.

3.3 In 2021/22, applications for the transfer the premises licence and vary the DPS were received in respect of a premises licence. Representations were received from Gwent Police and the application was referred to the Statutory Licensing Sub-Committee for determination. The committee considered representations made by all parties and decided to grant the applications.

- 3.4 An application for a new premises licence was received and representations were received from interested parties and the application was referred to the Statutory Licensing Sub-Committee for determination. The committee considered representations made by all parties and decided to grant the application with modifications made to the original application.
- 3.5 One complaint was received in respect of an off licensed premises and the matter was referred to Gwent Police due to the nature of the complaint. No further action was taken although advice was given to the licence holder.
- 3.6 In 2021/22, five complaints were received in respect of noise emanating from licensed premises, one included anti-social behaviour. Joint visits with the Licensing Enforcement officer Gwent Police and Environmental Health officers have been made to four of the premises and ongoing monitoring measures are in place. One premises is subject to a noise abatement notice.
- 3.7 Allegations of underage sales at one on licensed premises and one off licensed premises were received in 2021/22. Joint visits were made to each premises and following investigations, it was agreed that no further action was required.
- 3.8 A test purchasing exercise was carried out in 2021/22 using an 18 year old volunteer to test ID systems and gather intelligence of failures. 10 premises were visited and 8 sales were made with no challenge to the volunteer. Appropriate authorisations are now being considered to take forward under-age sale test purchases where appropriate and this will be reported to the Committee in due course.

4. **Gambling, Gaming and Lotteries**

- 4.1 No applications were received in respect of gambling premises licences however, most annual fees requested have been paid and are up to date. One annual fee remains outstanding due to ongoing enquiries. Three small society lottery registration applications were received in 2020/21 and all annual fees are up to date. One application for a gaming machines were issued to public houses in each period . No complaints were received.

5. **Inspection and Enforcement Activities**

5.1 During both 2020/21 and the first half of 2021/22, no compliance or enforcement checks were carried out in respect of the Licensing Act 2003 or the Gambling Act 2005 as officers were restricted in doing face to face visits due to the Covid 19 pandemic.

5.2 No multi-agency operations were carried out in 2020/21, for the same reasons, however officers continued to work very closely with Gwent Police Licensing Officers. Recently, some Licensing Act 2003 non-Covid related joint visits have commenced mainly following receipt of enquiries and/or complaints. Officers have also recently attended two active pub watch groups in the borough.

5.3 Few Licensing Act 2003 premises licences were suspended due to non-payment of annual fee in 2020/21 as many licensing authorities delayed requesting the fees due to premises being closed and unable to trade for various periods throughout the year. However, since the beginning of 2021/22, the Covid restrictions have continued to be relaxed and action has been taken in respect of a number of premises to successfully recover annual fees and some licences have also been suspended. To date, six licences and three club premises certificates remain suspended.

6. **Management Report**

6.1 **Policies**

6.2 The five Gwent Licensing Authorities have historically, and currently, maintained the same Licensing Act 2003 Statement of Licensing Policy, save for slight variations to account for relevant local information. As the Responsible Authorities named in the Act, e.g., Police, Fire Service, Health Authority etc. are the same organisations for all five licensing authorities; this decision was made for ease of procedures and practices. The Policy must be reviewed every five years

6.3 In the early part of the first quarter of 2021/22, the Blaenau Gwent policy was reviewed and consulted on in accordance with

the Act. In June 2021, the final draft version was reported to the Statutory Licensing Committee for approval and ratified by the Council in July. The new policy will take effect from 1st October 2021.

6.4 The Council's current Gambling Act 2005 Statement of Licensing Policy must be reviewed and published before 31st January 2022. As above, in respect of the Licensing Act 2003 policy, all five Gwent Licensing Authorities have a similar policy and procedures for review are similar, although the gambling policy must be reviewed every three years.

6.5 The gambling policy is currently in the consultation stage and the results of the consultation will be reported to this committee and the Council in due course.

7. **Fees**

7.1 Prior to the Covid pandemic, gambling licence fees were reviewed in the third quarter of 2019/20 with a view to reporting the proposals to the Committee in March 2020 and the review identified an increase in fees for 2020/21. However, the meeting was cancelled due to the national lockdown and a decision was later made not to increase any licence fees for 2020/21.

7.2 In January 2021, the fees were again reviewed and a potential increase for 2021/22 was calculated for consideration of full cost recovery. This was reported to the Committee in February 2021 but it was agreed that no increase would be made for 2021/22.

7.3 Before the end of 2021, all licence fees for 2022/23 will be reviewed, recalculated and subsequently reported to the relevant committee in due course.

7.4 Licensing Act 2003 related licence fees are reviewed nationally by the UK government, no known amendment to these fees are planned at present.

8. **Complaints**

8.1 There have been no formal complaints about the work of the team in any period.

9. **Freedom of Information Requests (FOI)**

- 9.1 Two FOIs were received 2020/21 and two in 2021/22, all in relation to general information in respect of premises licensed in accordance with the Licensing Act 2003.

10. **Options for Recommendation**

10.1 **Option 1**

That the committee note and comment on the contents of this report, or;

Option 2

That the committee note the activity report.

11. **Evidence of how does this topic supports the achievement of the Corporate Plan/Statutory Responsibilities/Blaenau Gwent Well-being Plan**

- 11.1 This report relates to the statutory duties and responsibilities of the Authority.

Links to the Corporate Plan and the Well-being Plan are covered in any reports implementing or varying any area of work delivered by the Licensing Team. Whilst this report is predominantly for information, aspects link to the Corporate Plan specifically in relation to “Efficient Council”.

12. **Implications Against Each Option**

- 12.1 This report reflects work carried out by the Licensing team within existing resources, and there are therefore no financial implications.

- 12.2 The main risk to the Authority is reputational should efficient and effective licensing enforcement not be delivered.

- 12.3 This report relates to the statutory powers and responsibilities of the authority, and there are therefore no significant legal impact is identified.

12.4 This report reflects work carried out by the Licensing team within existing resources, and there are therefore no staffing/workforce implications .

7. **Supporting Evidence**

7.1 Details of the activities completed 2020/21 and the first half of 2021/22 are attached as **Appendix 1**.

8. **Monitoring Arrangements**

8.1 The Licensing team will continue to monitor workloads and report to future committees.

Background Documents /Electronic Links

- Appendix 1 – comparison table

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APPENDIX 1

LICENSING TEAM ACTIVITY REPORT 2020/21 and 2021/22 (Q1 & Q2 - 1/4/2021 to 30/9/2021)

TYPE	APPLICATIONS RECEIVED			
Financial Year	2018/19	2019/20 To Q3	2020/21	2021/22 To Q2
New premises	12	10	5	5
New club	0	2	0	0
Transfer premises	23	17	17	10
Vary DPS	46	37	24	13
Variation premises	3	0	1	0
Variation club	0	0	0	0
Minor variation	5	4	4	0
Personal licence	43	30	21	16
TEN	92*	101*	16	10
Review licence/certificate	2	0	0	0
Totals	226	201	88	54

*High number of TENs due to major sporting events

TYPE	APPLICATIONS RECEIVED			
Financial Year	2018/19	2019/20 To Q3	2020/21	2021/22 to Q2
Premises licence	1	0	0	0
Club gaming permits	0	0	0	0
Gaming machines - clubs	1	0	0	0
Gaming machines - pubs	3	7	1	1
Small society lottery registrations	4	7	3	0
Totals	9	14	4	1

TYPE	COMMITTEE HEARINGS			
Financial Year	2018/19	2019/20 To Q3	2020/21	2021/22 To Q2
Licensing Act 2003	3	1	3	2
Gambling Act 2005	0	0	0	0
Totals	3	1	3	2

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