

**FALKIRK COUNCIL**

**Subject: CIVIC LICENSING ENFORCEMENT – FEBRUARY 2014**  
**Meeting: CIVIC LICENSING COMMITTEE**  
**Date: 23 April 2014**  
**Author: CHIEF GOVERNANCE OFFICER**

**1. INTRODUCTION**

- 1.1 The Licensing Enforcement Officer undertook various aspects of enforcement in February 2014. Details of these are outlined in the following sections of the report.

**2. TAXI/ PRIVATE HIRE CAR CHECKS**

- 2.1 The Licensing Enforcement Officer routinely carries out spot checks of taxis and private hire car vehicles to ensure compliance with licence conditions.

- 2.2 The checks take place at various taxi ranks and other places within the district. The checks consist of a range of items including the following:-

- Id badge/ Licence
- Plates displayed
- Tariff Sheet
- Fire Extinguisher
- First Aid Kit
- Taximeter seal
- No commercial adverts displayed on the vehicle
- No smoking signs displayed
- Taxi roof sign
- Condition of vehicle

- 2.3 In February 2014, 24 taxis and 6 private hire cars were inspected by the Licensing Enforcement Officer. All of these checks were found to be in order.

**3. CIVIC LICENSING ENFORCEMENT CHECKS**

- 3.1 During February 2014, the Licensing Enforcement Officer undertook 28 civic licensing compliance checks/enquiries.

- 3.2 These checks consist of a range of items including the following:-

- Licence type
- Licence holder details
- Day to day manager details (if applicable)

- Id badge/ Licence
- Register check (if applicable)
- Vehicle details (if applicable)
- Occupants details

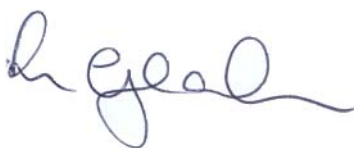
3.3 The compliance checks/enquiries involved the following civic activities:-

- Houses in Multiple Occupation (HMO's) – three enquiries were carried out in relation to three properties. Two of the properties were found to be not operating as an HMO. Investigations are still ongoing in relation to the other property.
- Second Hand Dealers – nine routine checks of licensed premises were carried out. All of the premises were found to be in order.
- Late Hours Catering – six routine checks were carried out and found to be in order. In addition, an enquiry was carried out into premises previously licensed. As a result a new application has been submitted.
- Street Trader – two routine checks were carried out with both being found to be in order.
- Window Cleaners – four checks were carried out as part of a joint exercise with the Police. All four persons were charged for operating without a licence. Three of them subsequently submitted applications for a licence.
- Booking Office – two checks were carried out and were both found to be in order.
- Public Entertainment – one check was carried out on licensed premises and was found to be in order.

3.4 In addition to the above, the Licensing Enforcement Officer carried out 2 knowledge tests involving 3 candidates. 6 site notice checks were also carried out.

#### 4. RECOMMENDATION

4.1 It is recommended that Members note the contents of this report.



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Chief Governance Officer

Date: 10 April 2014

Contact Officer: Bryan Douglas, Licensing Co-ordinator (telephone 501262)

#### LIST OF BACKGROUND PAPERS

None