

**FALKIRK COUNCIL**

**Subject: CIVIC LICENSING ENFORCEMENT – OCTOBER 2014**  
**Meeting: CIVIC LICENSING COMMITTEE**  
**Date: 3 December 2014**  
**Author: CHIEF GOVERNANCE OFFICER**

**1. INTRODUCTION**

- 1.1 The Licensing Enforcement Officer undertook various aspects of enforcement in October 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/ Taxi-Private Hire Licence
- DVLA driving 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 October 2014, 40 taxis and 5 private hire cars were inspected by the Licensing Enforcement Officer. The majority of these checks were found to be in order with the exception of the following matters:-

Taxi operator 103 –The taximeter was running 7 minutes fast.  
This is a breach of taxi licence condition number 32.

Taxi Operator 333 – The taximeter seal was missing.  
This is a breach of taxi licence condition number 31.

Taxi Drivers' 79, 1657, 1667, 1958 and 1960 – Not carrying their taxi driver licence.  
This is a breach of taxi driver licence condition number 2.

The operators and drivers were written to and requested to attend the licensing offices and provide evidence that the matter detailed had been attended to. They have now fully complied.

### **3. CIVIC LICENSING ENFORCEMENT CHECKS**

3.1 During October 2014, the Licensing Enforcement Officer undertook 19 civic licensing compliance checks/enquiries.

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

- Second Hand Dealers – nine routine checks of licensed premises were carried out to ensure that the licence holder details were correct, that the licence was being displayed properly and that the register of sales was being kept up to date. All were found to be in order. One enquiry was carried out with a new business. One enquiry carried out with a business which had let its licence lapse. One application has since been received and one is awaited in relation to both enquiries.
- Late Hours Catering – two routine checks of licensed premises were carried out to ensure that the licence holder details were correct and that the licence was being displayed properly. Both premises were found to be fully compliant.
- Booking Office – one routine check was carried out to ensure that the licence holder details were correct, that the licence was being displayed properly and that the booking register was being kept up to date. Everything was found to be in order.
- Window Cleaners – three window cleaners operating for a company were checked and found to be operating without licences. A letter and application forms were sent to the company. Application forms have now been received.
- Skin Piercing – one routine check of a licensed premise was carried out to ensure that the licence holder details were correct, that the licence was being displayed properly and that the register of business was being kept up to date. The premises were fully compliant. One enquiry was carried out with a proposed new business; however this is now not going ahead.

3.3 In addition to the above, the Licensing Enforcement Officer carried out 3 knowledge tests involving 6 candidates. 7 site notice checks were also carried out.

### **4. CIVIC LICENSING COMPLAINTS**

4.1 There were no complaints received during the month.

**5. RECOMMENDATION**

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

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**Chief Governance Officer**  
**Date: 24 November 2014**

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

**LIST OF BACKGROUND PAPERS**

None