



# **Agenda Item**

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**Civic Licensing Enforcement –  
November 2016**

**Falkirk Council**

**Subject:** Civic Licensing Enforcement – November 2016  
**Meeting:** Civic Licensing Committee  
**Date:** 11 January 2017  
**Author:** Chief Governance Officer

**1. Introduction**

- 1.1 The Licensing Enforcement Officer undertook various aspects of enforcement in November 2016. Details of these are outlined in the following sections of the report. During this period the Licensing Enforcement Officer has been assisting with the administration and processing of applications as there are staff shortages due to sickness absence and annual leave being taken.

**2. Taxi/Private Hire 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 November 2016, 23 taxis and 2 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 029 – the taximeter time was found to be running 16 minutes slow.
- Taxi Operator 044 – the taximeter time was found to be running 7 minutes fast.
- Both are breaches of taxi licence condition number 32.

Taxi Driver 0690, 1775, 1981 and 2069 – were found not to be carrying their taxi driver licences.

This is a breach of taxi driver licence condition number 2.

The operators and drivers have attended at the licensing office regarding these issues. They are now fully compliant.

### **3. Civic Licensing Enforcement Checks**

3.1 During November 2016, the Licensing Enforcement Officer undertook 17 civic licensing compliance checks and enquiries.

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

- Second Hand Dealers – five routine checks of licensed premises were carried out to ensure that the licence holder details were correct, that the licence was being properly displayed and that the register of sales was being kept up to date. All was found to be in order. In addition, two enquiries were also carried out and an application form issued for one of the businesses.
- Street Trader – one routine check was carried out to ensure that the licence holder details were correct (ice cream van). All was found to be in order.
- House of Multiple Occupation – one enquiry was made regarding a property in Hallglen. It was established that it is not operating as an unlicensed HMO.
- Skin Piercing – one routine check of licensed premises was carried out to ensure that the licence holder details were correct and that the licence and notices were being properly displayed. All was found to be in order.
- 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 properly displayed. All was found to be in order. In addition, two enquiries were also carried out that established that two premises were not operating after 11pm.
- Metal Dealer – two routine checks of licensed premises were carried out to ensure that the licence holder details were correct and that the correct recording of purchases was being carried out. All was found to be in order.
- Booking Office – one routine check carried out to ensure that the licence holder details were correct, that the licence was being displayed and that the booking register was being kept up to date. All was found to be in order.

3.3 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

3.4 In addition to the above, the Licensing Enforcement Officer carried out 2 site notice checks. Three taxi driver knowledge tests involving three candidates were also carried out.

#### **4. Civic Licensing Complaints**

4.1 No complaints were 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: 21 December 2016**

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

#### **List of background papers**

None