



LICENSING COMMITTEE

Monday, 3rd June, 2019

at 7.00 pm

Council Chamber, Hackney Town Hall, Mare
Street, London E8 1EA

Membership

Cllr M Can Ozsen, Cllr Sophie Cameron, Cllr Emma Plouviez (Chair), Cllr Brian Bell (Vice-Chair), Cllr Gilbert Smyth, Cllr Sharon Patrick, Cllr Margaret Gordon, Cllr James Peters, Cllr Caroline Selman, Cllr Ian Rathbone, Cllr Sophie Conway, Cllr Sem Moema, Cllr Peter Snell, Cllr Harvey Odze and Cllr Penny Wrout

TIM SHIELDS
Chief Executive

Contact:
Gareth Sykes, Governance Services Officer
Tel: 0208 356 1567
Email: gareth.sykes@hackney.gov.uk

The press and public are welcome to attend this meeting

ACCESS AND INFORMATION

Hackney Council website: www.hackney.gov.uk

The Council and Democracy section of the Hackney Council website contains full details about the democratic process at Hackney, including:

- Councillor contact details
- Agendas, reports and minutes from council meetings
- The council's constitution
- Overview and Scrutiny information
- Details and links to area forums and local consultations

Facilities

There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in the Assembly Halls, rooms 101, 102 & 103 and the Council Chamber. Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

RIGHTS OF PRESS AND PUBLIC TO REPORT ON MEETINGS

Where a meeting of the Council and its committees are open to the public, the press and public are welcome to report on meetings of the Council and its committees, through any audio, visual or written methods and may use digital and social media providing they do not disturb the conduct of the meeting and providing that the person reporting or providing the commentary is present at the meeting.

Those wishing to film, photograph or audio record a meeting are asked to notify the Council's Monitoring Officer by noon on the day of the meeting, if possible, or any time prior to the start of the meeting or notify the Chair at the start of the meeting.

The Monitoring Officer, or the Chair of the meeting, may designate a set area from which all recording must take place at a meeting.

The Council will endeavour to provide reasonable space and seating to view, hear and record the meeting. If those intending to record a meeting require any other reasonable facilities, notice should be given to the Monitoring Officer in advance of the meeting and will only be provided if practicable to do so.

The Chair shall have discretion to regulate the behaviour of all those present recording a meeting in the interests of the efficient conduct of the meeting. Anyone acting in a disruptive manner may be required by the Chair to cease recording or may be excluded from the meeting. Disruptive behaviour may include: moving from any designated recording area; causing excessive noise; intrusive lighting; interrupting the meeting; or filming members of the public who have asked not to be filmed.

All those visually recording a meeting are requested to only focus on recording councillors, officers and the public who are directly involved in the conduct of the meeting. The Chair of the meeting will ask any members of the public present if they have objections to being visually recorded. Those visually recording a meeting are asked to respect the wishes of those who do not wish to be filmed or photographed. Failure by someone recording a meeting to respect the wishes of those who do not wish to be filmed and photographed may result in the Chair instructing them to cease recording or in their exclusion from the meeting.

If a meeting passes a motion to exclude the press and public then in order to consider confidential or exempt information, all recording must cease and all recording equipment must be removed from the meeting room. The press and public are not permitted to use any means which might enable them to see or hear the proceedings whilst they are excluded from a meeting and confidential or exempt information is under consideration.

Providing oral commentary during a meeting is not permitted.

AGENDA

Monday, 3rd June, 2019

ORDER OF BUSINESS

Item No		Page No
1	Appointment of Chair and Vice-Chair of the Licensing Committee for the Municipal Year 2019/20	
2	Apologies for absence	
3	URGENT BUSINESS	
4	Declarations of Interest - Members to declare as appropriate	
5	Minutes of the Previous Meeting	1 - 6
6	Establishment and Composition of the following Licensing Sub-Committees A, B, C, D, and E for the Municipal Year 2019/20	7 - 10
7	Licensing Service - Annual Report	11 - 30
8	Update on the Late Night Levy	31 - 42
9	ANY OTHER BUSINESS THE CHAIR CONSIDERS TO BE URGENT	

ADVICE TO MEMBERS ON DECLARING INTERESTS

Hackney Council's Code of Conduct applies to **all** Members of the Council, the Mayor and co-opted Members.

This note is intended to provide general guidance for Members on declaring interests. However, you may need to obtain specific advice on whether you have an interest in a particular matter. If you need advice, you can contact:

- The Director of Legal
- The Legal Adviser to the committee; or
- Governance Services.

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

1. Do you have a disclosable pecuniary interest in any matter on the agenda or which is being considered at the meeting?

You will have a disclosable pecuniary interest in a matter if it:

- relates to an interest that you have already registered in Parts A and C of the Register of Pecuniary Interests of you or your spouse/civil partner, or anyone living with you as if they were your spouse/civil partner;
- relates to an interest that should be registered in Parts A and C of the Register of Pecuniary Interests of your spouse/civil partner, or anyone living with you as if they were your spouse/civil partner, but you have not yet done so; or
- affects your well-being or financial position or that of your spouse/civil partner, or anyone living with you as if they were your spouse/civil partner.

2. If you have a disclosable pecuniary interest in an item on the agenda you must:

- Declare the existence and nature of the interest (in relation to the relevant agenda item) as soon as it becomes apparent to you (subject to the rules regarding sensitive interests).
- You must leave the room when the item in which you have an interest is being discussed. You cannot stay in the meeting room or public gallery whilst discussion of the item takes place and you cannot vote on the matter. In addition, you must not seek to improperly influence the decision.
- If you have, however, obtained dispensation from the Monitoring Officer or Standards Committee you may remain in the room and participate in the meeting. If dispensation has been granted it will stipulate the extent of your involvement, such as whether you can only be present to make representations, provide evidence or whether you are able to fully participate and vote on the matter in which you have a pecuniary interest.

3. Do you have any other non-pecuniary interest on any matter on the agenda which is being considered at the meeting?

You will have 'other non-pecuniary interest' in a matter if:

- i. It relates to an external body that you have been appointed to as a Member or in another capacity; or
- ii. It relates to an organisation or individual which you have actively engaged in supporting.

4. If you have other non-pecuniary interest in an item on the agenda you must:

- i. Declare the existence and nature of the interest (in relation to the relevant agenda item) as soon as it becomes apparent to you.
- ii. You may remain in the room, participate in any discussion or vote provided that contractual, financial, consent, permission or licence matters are not under consideration relating to the item in which you have an interest.
- iii. If you have an interest in a contractual, financial, consent, permission or licence matter under consideration, you must leave the room unless you have obtained a dispensation from the Monitoring Officer or Standards Committee. You cannot stay in the room or public gallery whilst discussion of the item takes place and you cannot vote on the matter. In addition, you must not seek to improperly influence the decision. Where members of the public are allowed to make representations, or to give evidence or answer questions about the matter you may, with the permission of the meeting, speak on a matter then leave the room. Once you have finished making your representation, you must leave the room whilst the matter is being discussed.
- iv. If you have been granted dispensation, in accordance with the Council's dispensation procedure you may remain in the room. If dispensation has been granted it will stipulate the extent of your involvement, such as whether you can only be present to make representations, provide evidence or whether you are able to fully participate and vote on the matter in which you have a non pecuniary interest.

Further Information

Advice can be obtained from Suki Binjal, Interim Director of Legal, on 020 8356 6234 or email suki.binjal@hackney.gov.uk



FS 566728

LICENSING COMMITTEE

WEDNESDAY, 16TH JANUARY, 2019

Present:

Councillor Emma Plouviez in the Chair

Councillors Cllr Sam Pallis, Cllr James Peters,
Cllr Caroline Selman, Cllr Sophie Conway,
Cllr Sem Moema, Cllr Peter Snell and
Cllr Harvey Odze

Also in Attendance:

Councillor Aron Klein
Police Sergeant Guy Hicks (agenda item 6)

Officers:

Robert Gardner, Enforcement and Business
Regulation Manager
Butta Singh, Senior Lawyer – Licensing, Senior
Management Team
Gareth Sykes, Governance Services Manager
David Tuitt, Enforcement and Business Regulation
Manager

Apologies:

Cllr Brian Bell, Cllr Margaret Gordon, Cllr Sharon
Patrick, Cllr Gilbert Smyth, Cllr Ian Rathbone and Cllr
Caroline Woodley

1 Apologies for Absence

1.1 Apologies for absence were received from Councillors Bell, Gordon, Patrick, Smyth, Rathbone and Woodley.

2 Declarations of Interest - Members to declare as appropriate

2.1 There were no declarations of interest.

3 Minutes of the Previous Meeting

3.1 Councillors Snell and Odze highlighted a number of amendments to the minutes of the previous meeting, held on the 17th October 2018.

3.2 Councillor Snell's amendments were as follows:

- Clarification on the final sentence of the minute at 4.3. What was meant by "correspondence remaining stable"?
- Paragraph 4.4 needed to be clearer. Does this refer to the review of massage and special treatment?
- The discussion around charging for pre-application advice. Needed to include those concerns raised by the councillor about the practical impact. Councillor Snell at the time had expressed concern about fee charging service should not compromise the Council's duty to provide appropriate levels of free advice to all applicants who might subsequently be subject to enforcement action. This

is a legal requirement on all enforcing authorities imposed by the Human Rights Act implemented in the UK through the "enforcement concordat".

- 3.3 Councillor Odze highlighted a number amendments including his name missing from the Present field and also a number of typographical errors.

RESOLVED the minutes of the previous meeting, held on 17th October 2018, were agreed, subject to a number of amendments highlighted by members.

4 Review of the Massage and Special Treatment licensing function

- 4.1 David Tuitt, the Business Regulation Team Leader (Licensing and Technical Support) introduced the report. The report provided information and an update on the reform of the Massage and Special Treatment (MST) licensing function. Licensing of MST is a discretionary power under the London Local Authorities Act 1991. Persons and/or businesses carrying on these types of activity have required authorisation from the Council following adoption of the provisions under Act in the mid-nineties. "Massage and special treatment" include any beauty treatment that involves massage, manicure, acupuncture, tattooing, cosmetic piercing, chiropody, light treatments, electrical treatments and other similar treatments. It also includes saunas, steam rooms and other baths.
- 4.2 The London Borough of Hackney's (LBH) Licensing Service was seeking to review the MST licensing function with a view to:
- Simplifying the process for applicants by reviewing and updating the various elements of the function
 - Review and update the local regulations and guidelines
 - Allow flexibility for persons wishing to carry on activities on a temporary basis
 - Reduce red tape
 - Update the fee structure
 - Ensure the function is consistent with the European Services Directive 2009 and the Provision of Services Regulations 2009
 - Reduce the number of submissions made offline and reintroduce an online application process
 - Align the application processes with the forthcoming 'Business Launchpad' and 'Business Landing Pad' which will seek to make it easier to start up and grow businesses in the Borough.
- 4.3 The Licensing Service wanted to move the MST licensing function from the existing 'light' touch approach to a more advisory and compliance-based approach. The proposed streamlined application processes were designed to make application processes far less burdensome. Licensing Committee members noted that under the proposals MST practitioners must register, while exempt operators are not currently charged a fee to register.
- 4.4 The Licensing Service proposed to introduce a new system of temporary licensing. This will enable an operator to apply for and be granted a short term licence not exceeding three months. This new process will further support and offer flexibility to businesses by removing the need for a full 12 month licence whilst maintaining public safety.

- 4.5 Councillor Snell welcomed the news of the review of the MST function. He saw this as a very sensible move and would contribute to make the licensing process even better.
- 4.6 In response to a question from Councillor Moema, David Tuitt replied that businesses had a number of options available to them at the end of a short three months licence. They could either apply for another three months or apply for a 12 month licence.
- 4.7 In response to a question from Councillor Peters, David Tuitt replied that the licensing service were equipped to monitor compliance. Members noted that in relation to MST, under current legislation, there was no power to revoke a business licence but it was possible to object to a licence being renewed.
- 4.8 In response to a question from Councillor Peters, David Tuitt replied that the primary focus now of the licensing service was to monitor risk. The licensing service was currently in a transitional period and they were well aware that the 'high risk' areas were primarily Tanning and Tattoo parlours. Currently, the Licensing Service employed six licensing officers and seven technical support officers, as well as providing administration support for areas such as Trading Standards, Environmental Health and Enforcement.
- 4.9 In response to a question from Councillor Odze, David Tuitt would ensure that Appendix A of the report, the listing of special treatments, would be amended so it was in alphabetical order.
- 4.10 In response to a question from Councillor Moema, David Tuitt replied that the Licensing Service would later in the year set the fees via a separate approval process.
- 4.11 David Tuitt explained to the Committee that when it came to licence renewals due to expire on the 31st March, the Licensing Service would contact the relevant businesses inviting them to submit their renewal forms in early February. Committee members noted that in reality that the Licensing Service would receive the majority of applications in the last two week of March. Those licence holders could carry on operating but if an objection was raised then the licence would have to be brought to Licence Sub-Committee meeting.
- 4.12 Councillor Peters highlighted, that if a licensee's future was indeterminate, this could be seen as a Human Rights violation. Members noted that the future of a licensee would have to be determined at a Licensing Sub-Committee meeting, if an objection was received by Hackney Council on any new or renewal application. The decision of the Sub-Committee could then be challenged at the Magistrates Court and then could even be appealed at the Crown Court.
- 4.13 The legal officer reminded committee members that some licences have been refused because of evidence of serious concerns and failings by management relating to how it was being operated with regards to:
- (a) Causing a nuisance by reason of the conduct, management or situation of the premises or the character of the relevant locality or the use to which any premises in the vicinity are put;
 - (b) The persons concerned or intended to be concerned in the conduct or management of the premises used for special treatment could be reasonably regarded as not being fit and proper persons to hold such a licence;
 - (c) The premises have been or are being improperly conducted

- 4.14 In response to a question from the chair of the committee, David Tuitt replied that under the MST regime LBH would register the person as well as the actual business. The legal officer added that this would still be classified as a licence. David Tuitt added that the licensing service would determine proof of public liability insurance as part of the inspection process of a business.

RESOLVED the Licensing Committee noted the contents of the report and the Appendices, subject to an amendment to Appendix A; the current list of special treatments being placed in alphabetical order.

RESOLVED the Licensing Committee approved the proposed changes to the Massage and Special Treatment licensing function.

5 Late Night Levy - Report following the end of Year 1

- 5.1 David Tuitt, Business Regulation Team Leader (Licensing and Technical Support) introduced the report. This was an update on the Late Night Levy (LNL) following the end of the first year of its operation.
- 5.2 The committee noted that LNL was a discretionary power, conferred on licensing authorities by provision in Chapter 2 of Part 2 of the Police Reform and Social Responsibility Act 2011. This enables licensing authorities to charge a levy to persons who are licensed to sell alcohol late at night in the authority's area, as a means of raising a contribution towards the costs of policing the Late-Night Economy (LNE).
- 5.3 Key factors considered when introducing the levy included:
- That the legislation requires the net revenue to be split with at least 70 per cent allocated to the Police and the remainder retained by the Licensing Authority
 - The estimate by Hackney Police of the cost of policing the NTE around £1.4 million annually, of which £890,000 is specifically required to fund the dedicated NTE teams
 - Evidence of a correlation between the locations of licensed premises and the level of crime and disorder
 - The establishment of a local management board responsible for overseeing how the revenue is spent.
 - 429 premises were authorised to sell alcohol between 00:01 and 06:00, with an estimate maximum income of £395450
 - A voluntary levy in place the key NTE areas of Shoreditch and Dalston would no longer continue
 - That no exemptions nor reductions would apply
- 5.4 Committee members noted the map at 3.6 in the report. This mapped the locations highlighting the spread of premises affected by the levy across the borough. A concentration could be seen in and around the Shoreditch Triangle. Premises were also located along the main arterial routes such as the A10 (Stoke Newington Road/High Street, Kingsland Road/High Street, Shoreditch High Street), Mare Street and Upper/Lower Clapton Road.
- 5.5 Under 3.9 of the report, it was noted that the Police spend in year one had been impacted by the Metropolitan Police Service (MPS) roll out of the Basic Command Units (BCUs) during 2018. The BCUs saw single borough command units replaced

with operational police structures that cover between two and four local authorities. After initial pilot schemes in Barking and Dagenham, Havering and Redbridge and Camden and Islington, the Hackney and Tower Hamlets' Police merged into one BCU.

- 5.6 The Council has power to exempt certain premises from paying the levy. In addition, a reduction of up to 30 percent could apply to premises that are in receipt of Small Business Rate Relief (SBRR) and have a rateable value of £12,000 or less and operators participating in a suitable best practice scheme.
- 5.7 In response to a question from Councillor Pallis, David Tuitt replied that he did not have to hand those figures for how much uptake that had been for the SBRR.
- 5.8 The Licensing Service cited the example of the London Borough of Islington's involvement in the Best Bar None scheme. Operators there were entitled to a discount if they obtained accreditation. Best Bar None was a nationwide scheme with National Awards supported by the Home Office and the drinks industry which is aimed primarily at promoting responsible management and operation of alcohol licensed premises.
- 5.9 Councillor Snell commented that the report explained where LBH currently was, in terms of the LNL, but it was not clear on what the direction of travel was. He also suggested there needed to be clarification on the newly created LBH role of the LNL Manager. The councillor added that the BBN scheme was seen as a good example of what a local council could do in the area of the NTE, in terms of tackling rogue off licences. Islington had shown what could be done with a clear approach and a dedicated team.
- 5.10 Councillor Odze sought clarification on the following section from the LNL report:
- "However, on 5 December 2017 the Mayors' Office for Policing and Crime (MOPAC) confirmed that the income would be pooled and the allocations of spend determined by the Management Board."*
- 5.11 Councillor Selman, Cabinet Member for Community Safety, Policy and the Voluntary Sector, responded that there was a memorandum of understanding with MOPAC, that the police will spend that money on issues specifically relating to the NTE. The committee members had expressed concerns previously that funding would have been swallowed up by the MPS because of wider policing concerns. The chair of the committee re-iterated those comments by committee members that needed to be clear direction by LBH and it was hoped that the LNL manager would be important in making this happen.
- 5.12 In response to a question from the chair of the committee, the Licensing Service explained that an outline paper had gone to the LNL board about how the budget would be spent in Year 2. The surplus accrued in the first year would be rolled over.
- 5.13 In response to a question from Councillor Peters, Robert Gardner replied that he would look into getting further information about what voluntary contributions that had been.

RESOLVED the Licensing Committee noted the contents of the report and the Appendix.

RESOLVED the Late Night Levy (LNL) board and its minutes would be a matters arising item on future Licensing Committee meeting agendas, when any LNL board meetings have taken place between Licensing Committee Meetings.

RESOLVED the job description for the Late Night Levy Manager would be circulated to the Licensing Committee members and an update would be given at the next Licensing Committee meeting.

6 **WAVE Presentation**

6.1 Committee members noted the Welfare and Vulnerability Engagement (WAVE) presentation by MPS Sergeant Guy Hicks.

RESOLVED the Licensing Committee noted the contents of the WAVE presentation.

Duration of the meeting: 19:00 – 20:30

Councillor Emma Plouviez, Chair at the meeting on
Wednesday, 16 January 2019



TITLE OF REPORT: Establishment and Composition of Licensing Sub-Committees A-E

**LICENSING COMMITTEE
MEETING DATES 2019/2020**

3 June 2019

CLASSIFICATION:

Open

GROUP DIRECTOR

Tim Shields, Chief Executive

1. INTRODUCTION AND PURPOSE

Licensing Committee was established and the membership approved at the Annual General Meeting of the Council on 23 May 2019. As set out in the Licensing Committee's terms of reference in part 3 of the Council's constitution, Licensing Committee is responsible for appointing its Licensing Sub-Committees. Under this arrangement and as with previous practice five Licensing Sub-Committees are proposed as detailed in Appendix A attached.

2. RECOMMENDATION(S)

That the Licensing Committee is recommended:

- i. To establish five Licensing Sub-Committees A to E as detailed in the attached Appendix A;
- ii. To approve the membership of the five Licensing sub-Committees A-E detailed in the attached Appendix A; and
- iii. That it be noted that each Member appointed to their respective Licensing Sub-Committees will automatically be appointed as substitutes to the other four respective Licensing Sub-Committees.

3. REASONS FOR DECISION

3.1 In accordance with the Licensing Act 2003, the Licensing Committee is established to consider a whole range of Licensing issues. In order to carry out the functions as determined in the said Act, and in accordance with its terms of references the Licensing Committee has the power to delegate functions to a Sub-Committee and Hackney's Licensing Committee has previously established five Sub-Committees to carry out these functions.

3.2 In accordance with the Licensing Act 2003 a Licensing Sub-Committee will be held if:

- The applicant has applied for a Premises Licence, Provisional Statement, Club Premises Certificate or expressed their intention to vary their existing licence/certificate and has advertised this in a local newspaper and displayed a distinctive blue notice at the premises, following which representations have been made by a Responsible Authority or Other Person/s.
- A Review has been requested by a Responsible Authority or Other Person/s and the Review has been advertised by displaying a distinctive blue notice at the premises and also at the Council's office and website.
- An application is made to transfer a Premises Licence or for interim authority and the Police have issued an objection

- The applicant has made a Personal Licence application and the Police have objected to the Licence being granted.
- A Temporary Event Notice has been given and the Police and/or those in the Council that exercise environmental health functions have issued an objection.

3.3 As with previous practice Licensing Committee is recommended to appoint five Licensing Sub-Committees as detailed in the attached Appendix A with membership and substitution arrangements as set out in recommendations 2.2 & 2.3 above.

4. **COMMENTS FROM THE CORPORATE DIRECTOR OF FINANCE AND RESOURCES**

There are no immediate implications arising out of this report.

5. **COMMENTS FROM THE DIRECTOR OF LEGAL AND GOVERNANCE**

There are no immediate implications arising out of this report.

Report Author	Tess Merrett, Governance Services Tess.merrett@hackney.gov.uk 020 8356 3432
Comments on behalf of the Corporate Director of Finance and Resources	Philip Walcott, Group Accountant Philip.walcott@hackney.gov.uk 020 8356 2396
Comments on behalf of the Group Director of Legal, HR and Regulatory Services	Dawn Carter-McDonald Head of Legal and Governance Deputy Monitoring Officer dawn.carter-mcdonald@hackney.gov.uk 020 8356 4817

APPENDIX A

LICENSING SUB-COMMITTEE A TO E MEMBERSHIP (as of 21st May 2019)

LICENSING SUB COMMITTEE A [evening meetings only]

Councillor Sophie Conway
Councillor Sharon Patrick
Councillor Gilbert Smyth

LICENSING SUB COMMITTEE B [evening meetings only]

Councillor Margaret Gordon
Councillor Sem Moema
Councillor Harvey Odze

LICENSING SUB COMMITTEE C [evening meetings only]

Councillor James Peters
Councillor Penny Wrout
Councillor M Can Ozsen

LICENSING SUB COMMITTEE D [day time meetings only]

Councillor Brian Bell
Councillor Emma Plouviez
Councillor Ian Rathbone

LICENSING SUB COMMITTEE E [day time meetings only]

Councillor Sophie Cameron
Councillor Caroline Selman
Councillor Peter Snell

Chairs to be appointed at each individual meeting of each Licensing Sub-Committee.

All members of the Licensing Sub-Committees are appointed as substitutes for all Licensing Sub-Committees.



LICENSING SERVICE – ANNUAL REPORT	
LICENSING COMMITTEE 3 JUNE 2019	CLASSIFICATION: Open If exempt, the reason will be listed in the main body of this report.
WARD(S) AFFECTED All Wards	
GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING KIM WRIGHT	

1. INTRODUCTION

- 1.1 The purpose of this report is to inform the Committee of the activities and performance of the Service during the 2018/19 municipal year and to show aims and targets for the forthcoming 2019/20 year.

2. RECOMMENDATION(S)

- 2.1 That the Licensing Committee notes the report.

3. BACKGROUND

- 3.1 The Licensing Service has been preparing an annual report to the Licensing Committee each year since 2009. This report provides an update on the main operational functions of the Licensing Service in terms of applications, policy and enforcement.

4. COMMENTS OF THE GROUP DIRECTOR OF FINANCE AND CORPORATE RESOURCES

- 4.1 This report requests the Licensing Committee to note the activities and performance of the Service during 2018/19 and the aims and targets for 2019/20.
- 4.2 The Licensing Service generated an annual income total of £451k in 2018/19 to contribute to the cost of running the service.
- 4.3 The Licensing Service will manage its costs within the financial constraints determined by income from externally regulated and locally set fees.

5. COMMENTS OF THE DIRECTOR OF LEGAL

- 5.1 This report is solely for noting as such there are no legal matters arising from the report that require comment on at this stage.

APPENDICES

Appendix 1 – Annual Report

EXEMPT

Not applicable.

BACKGROUND PAPERS

Not applicable.

Report Authors	<p>Subangini Sriramana Senior Licensing Officer subangini.sriramana@hackney.gov.uk ☎ 020 8356 4915</p> <p>David Tuitt Business Regulation Team Leader Licensing and Technical Support david.tuitt@hackney.gov.uk ☎ 020 8356 4942</p>
Comments of the Group Director of Finance and Corporate Resources	<p>Philip Walcott Group Accountant philip.walcott@hackney.gov.uk ☎ 020 8356 2396</p>
Comments of the Director of Legal	<p>Butta Singh Senior Lawyer – Licensing butta.singh@hackney.gov.uk ☎ 020 8356 6295</p>

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Licensing Service

2018/19 Annual Report

Contents

1. Introduction
2. Licensing Act 2003
3. Gambling Act 2005
4. Massage and Special Treatments (MST) Licences
5. Summary of Key Activities
6. Look back / Projects
7. Planned Activity for 2019/20

APPENDIX – SUMMARY TABLES

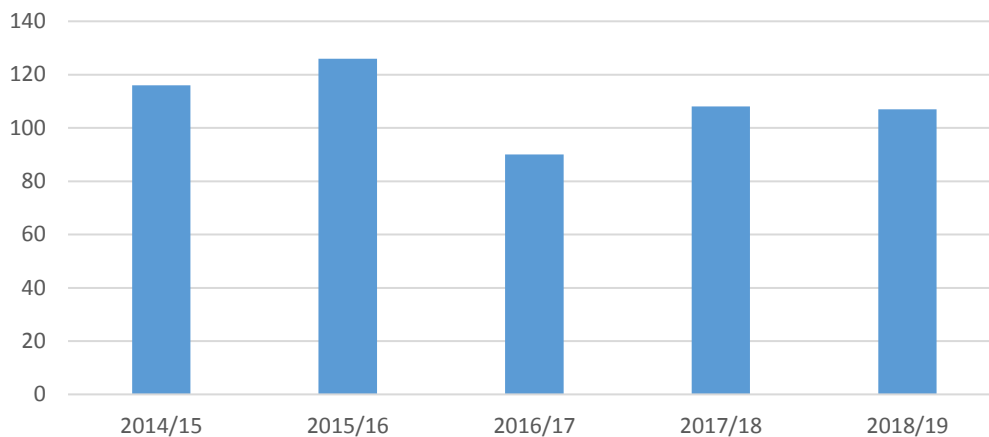
1. Introduction

- 1.1 The purpose of this document is to report on the activities and performance of the Service during the 2018/19 municipal year and to show aims and targets for the forthcoming year. The Licensing Service has presented an annual report to the Licensing Committee each year since 2009.
- 1.2 Responsibility for discharging many of the Council's licensing functions lies with the Licensing Service. The Service is also responsible for the development and review of alcohol and entertainment licensing, gambling and sex establishment policies as well as providing guidance and assistance on the various licensing, registration and permitting processes. The enforcement of licensing legislation is shared with other regulatory partners.
- 1.3 Officers conduct pro-active inspections to premises to ensure compliance with authorisations and advise businesses of their responsibilities. The enforcement/compliance functions also involve investigations into complaints of alleged unauthorised activity as well as targeted night visits in order to witness and resolve allegations. Formal enforcement actions are taken when merited.
- 1.4 Officers also fulfil the responsible authority role on behalf of the Licensing Authority as defined under the Licensing Act 2003 and the Gambling Act 2005. This entails reviewing new and variation applications and considering making representations having regard to the Council's Licensing Policy and Gambling Statement of Principles.

2. Licensing Act 2003

Premises licences granted

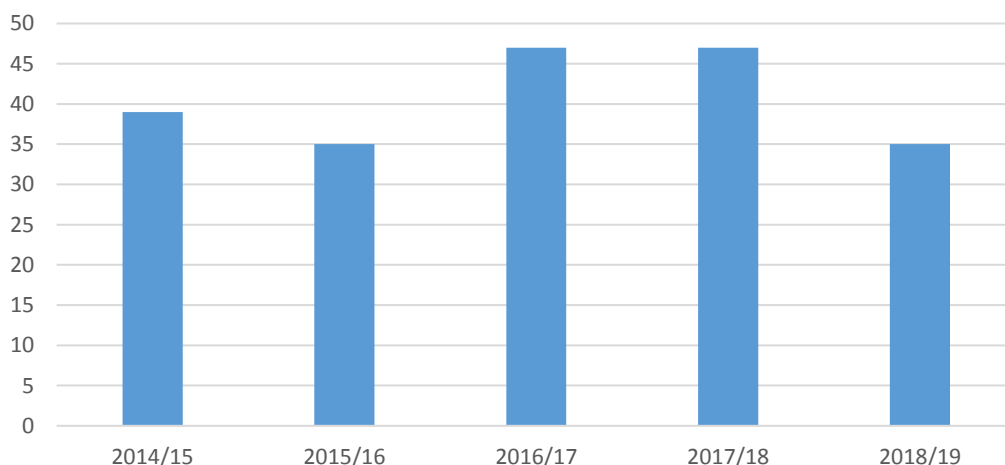
- 2.1 A premises licence authorises a premises to be used for the sale or supply of alcohol, the provision of regulated entertainment, or the provision of late night refreshment, under the Licensing Act 2003.



1. Premises licences issued

- 2.2 Fig. 1 highlights the numbers of new licences granted. The number of new licences granted with the previous year. Statistically the trend had been upwards over the last five years.

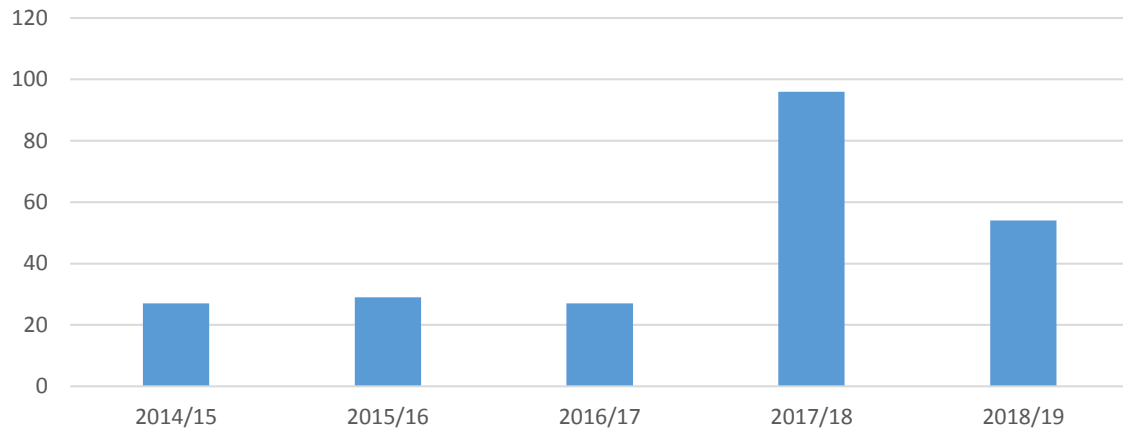
Variations of existing premises licences/certificates



2. Variations of existing premises licences/certificates

- 2.3 Fig. 2 highlights that the number of full variations of licences/certificates in the year was less than the previous year. However, the overall trend was comparable to previous years.

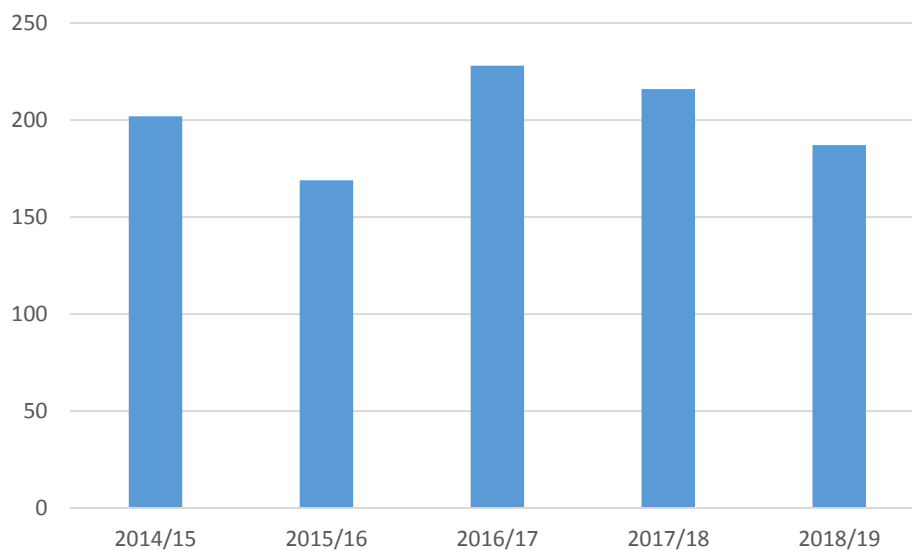
Minor variations



3. Application for minor variation

- 2.4 The number of minor variation applications has increased when compared with the previous years. The figure remained high in the year which was still due to a significant proportion of the applications being made due to the introduction of the Late Night Levy.

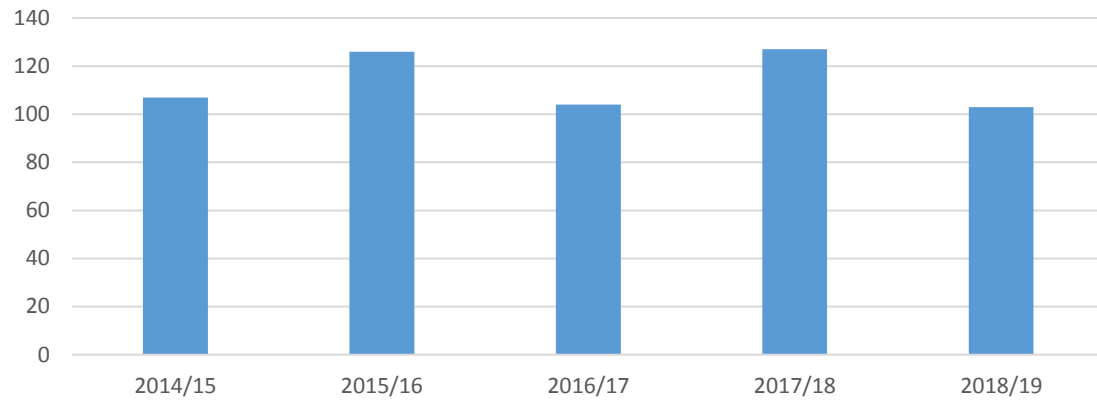
Variations to specify an individual as DPS



4. Applications to vary licence to specify DPS

- 2.5 Where a premises licences authorises the supply of alcohol, there is a requirement for a personal licence holder to be nominated as the designated premises supervisor. The figure received in 2018/19 is slightly below the recent trend.

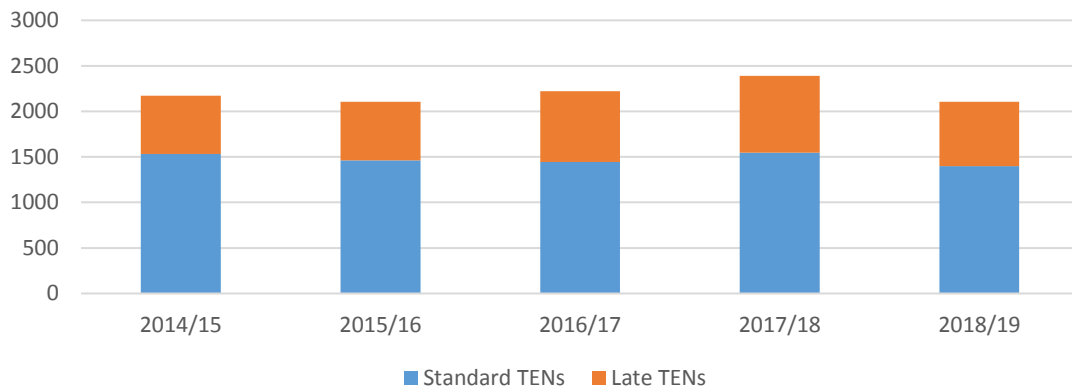
Transfer of premises licences



5. Transfers of premises licences

2.6 The number of licences being transferred between operators has been fairly consistently over the last five years.

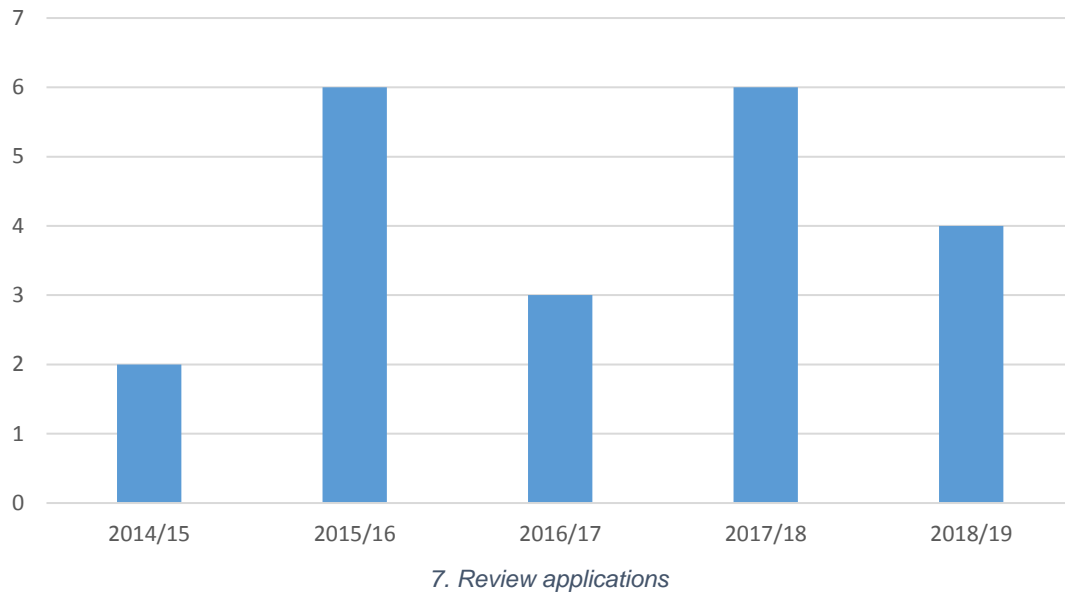
Temporary Event Notices (TENs)



6. Temporary Event Notices

2.7 The overall number of TENs received decreased from the previous year. However, the number remained high and remains at a level that requires significant resource.

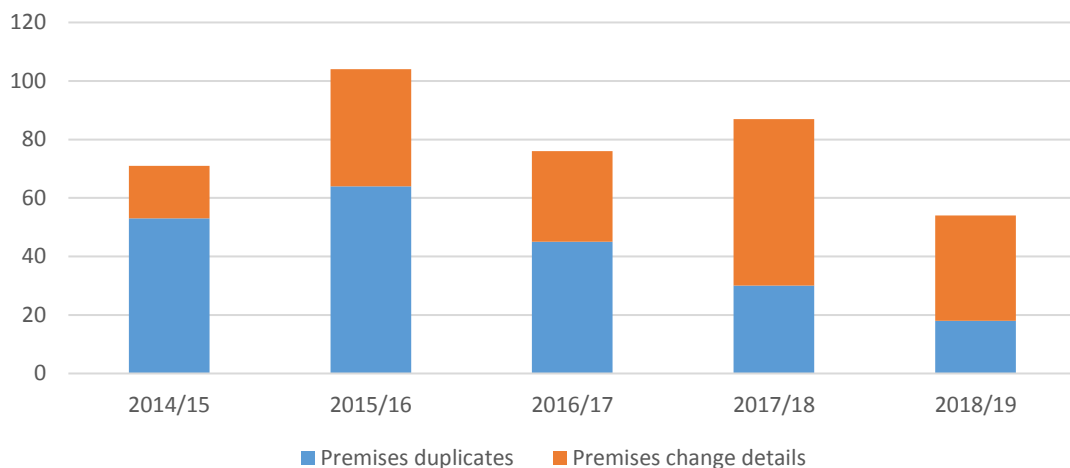
Reviews of premises licence/club premises certificates



2.8 The Service received four review applications last year. However, the figures remain some way below historic averages.

Premises Licences – Requests for Duplicates and Change of Details

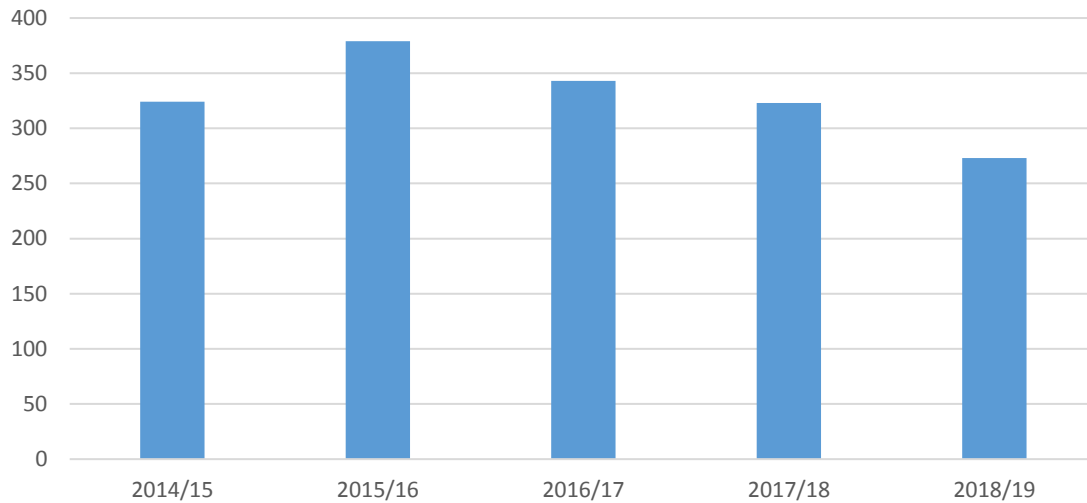
2.9 The Service has experienced demand due to requests for duplicate documents. This is primarily a desktop administrative process involving the reprint of the two-part licence. And although the numbers being requested are significant, they appear to fluctuate year-on-year.



8. Change of details & duplicate premises licences

2.10 Fig. 8 above illustrates that around two thirds of requests are for lost licences. However, the proportion of requests for changes to details, such as the licensee changing a registered address, accounted for around 40% of the demand last year.

Personal licences

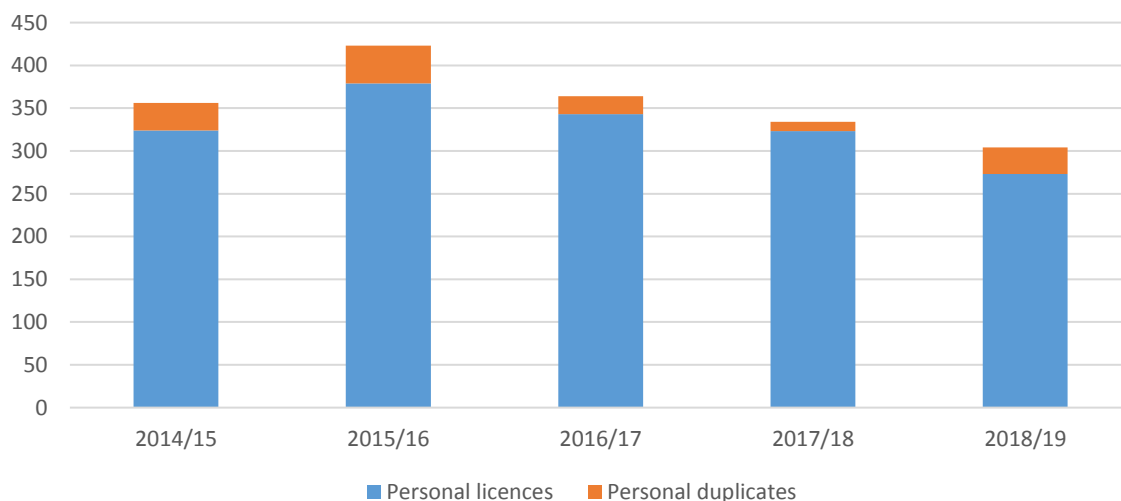


9. Personal licences issued

- 2.11 Grants of new personal licences fell 6% last year to 323, following three consecutive years of growth as illustrated above. The Council has granted 4178 personal licences since the commencement of the Licensing Act 2003.

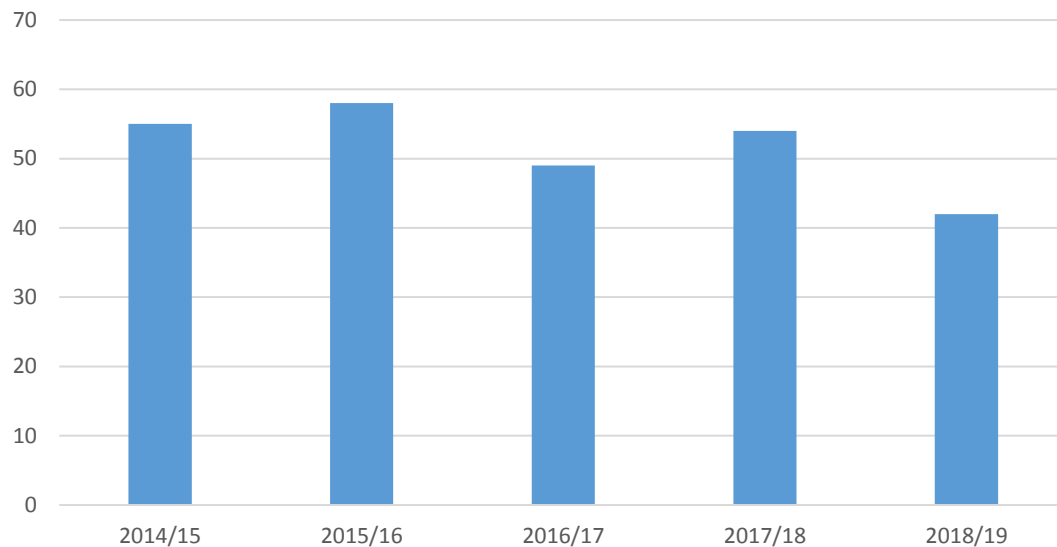
Personal licences – Requests for Duplicates and Change of Details

- 2.12 Similar to premises licences, the Service receives requests for personal licences to be reprinted. Again this is a desktop administrative process. The number received fell 41% on the previous year.



10. Personal licence duplicates and change of details

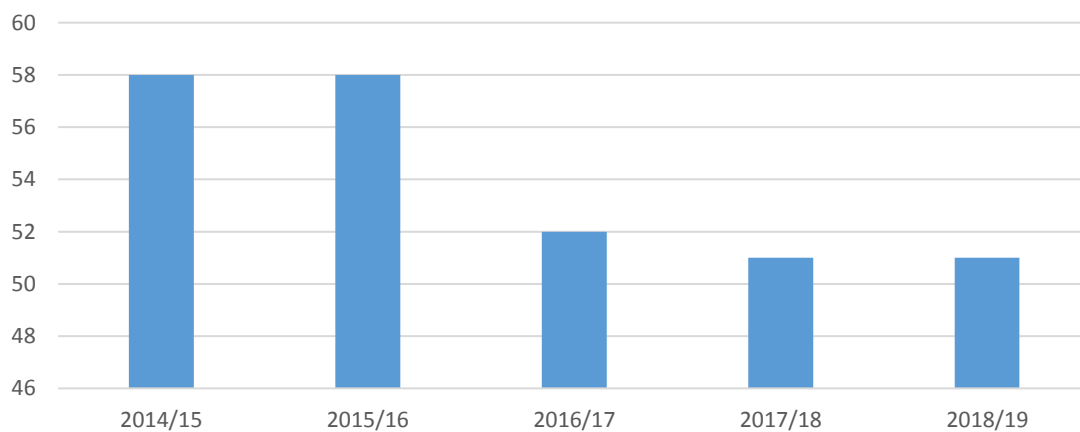
Licensing Sub-Committee hearings



11. Licensing Sub-Committee

- 2.13 The number of Licensing Sub-Committees were reduced from the previous year, reflecting the slightly smaller number of licence variations and review applications.

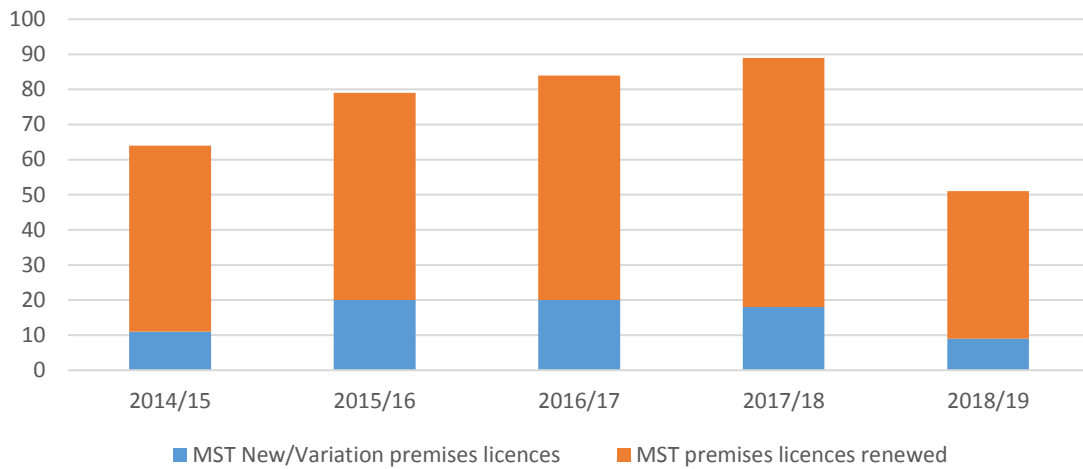
3. Gambling Act 2005



12. Betting (other than track) licences renewed.

- 3.1 The number of betting licences remained stable with no change to the number of premises in 2018/19 (52 in each year). This is down from the 71 that were converted during the transitional period at the commencement of the current regime.
- 3.2 It will be interesting to see what, if any, impact there might be on the numbers of outlets following the changes to stakes and prize limits that apply to the controversial B2 gaming machines, which are known as fixed-odds betting terminals. The changes came into effect on 1 April 2019.

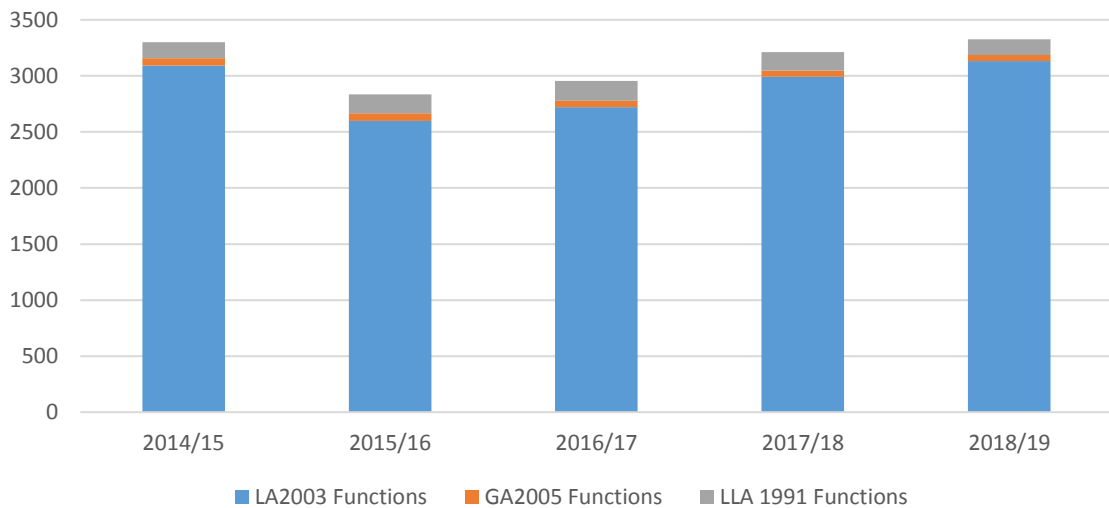
4. Massage and Special Treatments (MST) Licences



13. Massage and Special Treatment licences

- 4.1 The majority of MST premises licences comprise of applications to renew existing licences issued in a previous year. There was a sharp fall in the number of licences renewed after a consistent years of growth. This suggests some work is needed to ensure businesses are operating lawfully.

5. Summary of key activities



14. Key activity types

- 5.1 When key intervention types across functions are grouped, it can be seen from Fig. 17 above that the amount of correspondence being received by the Service remains consistent with only a small increase in activity.

6. Look back / Projects

The table below sets out the projects planned by the Service last year.

Objectives	What we will do	Purpose	Status
Monitor the performance of the Late Night Levy.	<ul style="list-style-type: none"> • Collaborative working with Met Police via MOPAC, Community Safety, other external agencies, local authorities and local businesses and communities. • Monitor effectiveness against agreed targets • Prepare report to the Licensing Committee after first full year of the levy. 	<ul style="list-style-type: none"> • To support a safe and vibrant night time/hospitality economy. • To support the work of the Community Safety service to reduce crime, anti-social behaviour and other forms of nuisance arising from the sale of alcohol late at night. 	<ul style="list-style-type: none"> • Levy into its second year of operation. • £414,758 collected in first year. • Levy Board established and meetings held.
Introduce pre-application advice scheme (subject to outcome of pilot)	<ul style="list-style-type: none"> • Develop delegated powers report. • Introduce and advertise service. 	<ul style="list-style-type: none"> • To assist new and existing businesses • Recover costs for the Council • To work towards cost neutrality by 2020. 	<ul style="list-style-type: none"> • Report presented to the Licensing Committee in October 2017 • Pilot currently on-hold
Review Massage and Special Treatment Functions	<ul style="list-style-type: none"> • Review current procedures and processes • Benchmark with other authorities • Delegated powers report/report to the Licensing Committee. • Revised arrangements in place 	<ul style="list-style-type: none"> • To ensure function up-to-date and aligned with other function types • To find efficiencies and rationalise working practices. 	<ul style="list-style-type: none"> • Report presented to Licensing Committee in January 2018. • Revised arrangements commenced from 1 April 2019.

7. Planned Activity for 2019/20

Objectives	What we will do	Purpose
Develop the Late Night Levy, using funds in a way that achieves the best value for money	<ul style="list-style-type: none"> • Collaborative working with MOPAC, Community Safety, other external agencies, local authorities and local businesses and communities. • Monitor fee collection and effectiveness, explore further efficiencies in collection process. 	<ul style="list-style-type: none"> • To support a safe and vibrant night time/hospitality economy. • To support the work of the Community Safety service to reduce crime, anti-social behaviour and other nuisance.
Digital Transformation	<ul style="list-style-type: none"> • Participate in wider Public Realm Digital Transformation programme • Procure and implement new back office database to replace outdated CivicaAPP system • Prepare and sign-off business case • Work closely with Food Standards Agency to Digitise Food Business Registration process to reduce administrative burden 	<ul style="list-style-type: none"> • To provide a step change in how the service carries out its operations • To make significant efficiency savings • To promote customer channel shift, moving from paper based to digital • To enable more cloud based working, automation •
Conclude licensing pre-application advice scheme pilot	<ul style="list-style-type: none"> • Develop delegated powers report. • Introduce and advertise service. 	<ul style="list-style-type: none"> • To secure cost recovery for the Service • To ensure the Council is not subsidising businesses. • To work towards cost neutrality by 2020.
Review new animal welfare function	<ul style="list-style-type: none"> • Update current procedures and processes following revised legislation introduced 1 October 2018 • Benchmark with other authorities • Detail in annual report to the Licensing Committee. • Revised arrangements in place • Work with Communications to raise awareness 	<ul style="list-style-type: none"> • To ensure function up-to-date and aligned with other function types • To find efficiencies and rationalise working practices

APPENDIX

Licensing Service – Summary table

Activity	14/15	15/16	16/17	17/18	18/19	% change from previous year
Number of premises licences under Licensing Act 2003 (annual fees paid within the year)	N/A	N/A	N/A	N/A	1165	N/A
New premises licences granted	116	126	90	108	107	▼1%
Variation of existing premises licence granted	39	35	47	47	35	▼25%
Minor variation premises licences issued	27	29	27	96	54	▼44%
Transfers of premises licences processed	107	126	104	127	103	▼18%
Variations of licence to specify individual as DPS processed	202	169	228	216	187	▼13%
Standard TENs	1531	1462	1446	1547	1398	▼10%
Late TENs	642	645	777	844	709	▼16%
Reviews of premises licences	2	6	3	6	4	▼33%
Premises licences – Duplicates following theft/loss	53	64	45	30	18	▼40%
Premises licences – Changes of details	18	40	31	57	36	▼37%

Activity	14/15	15/16	16/17	17/18	18/19	% change from previous year
New personal licences issued	324	379	343	323	273	▼15%
Personal licence – duplicates following theft/loss	32	44	21	11	31	▲181%
Personal licence – change of details	65	86	66	71	78	▲9%
Premises licences revoked	1	1	1	5	2	▼60%
Premises licences surrendered	16	7	12	36	26	▼27%
Licensing Sub-committee hearings	55	58	49	54	42	▼22%
Appeals	7	6	2	6	6	0%
New Sex Establishment premises licences Issued	0	0	0	0	0	0%
Sex Establishment premises licences renewed	5	5	4	4	4	0%
Betting shop premises licences renewed	58	58	52	51	51	0%
Bingo premises licences	1	0	0	0	0	0%
Adult Gaming Centres	3	3	2	2	2	0%
Gambling premises licences issued	1	0	0	0	0	0%
Lotteries registered	7	8	4	4	5	▲25%

Activity	14/15	15/16	16/17	17/18	18/19	% change from previous year
Notification of gaming permits issued	2	4	4	8	8	0%
MST New/variation premises licences	11	20	20	18	9	▼50%
MST Premises licences renewed	53	59	64	71	42	▼41%
Transfer of MST premises licences	3	2	2	0	1	▲N/A
MST Practitioner licences	79	91	93	77	87	▲11%
Explosives registration	15	6	8	7	8	▲13%

Review applications

2014/15	Postcode	Applicant	Type	Determined	Outcome
1	E8	Police	Expedited Review	14/07/2014	Revoked
2	E8	Police	Review	16/02/2014	Conditions modified

2015/16	Postcode	Applicant	Type	Determined	Outcome
1	EC1V	Police	Review	08/05/2015	Hours/conditions modified
2	E1	Licensing Authority	Review	12/06/2015	Revoked
3	EC1V	Police	Review	14/07/2015	Hours/conditions modified
4	EC2A	Police	Review	05/11/2015	Conditions modified
5	E1	Police	Review	05/11/2015	Conditions modified
6	EC2A	Police	Review	05/11/2015	Conditions modified
7	EC2A	Police	Review	05/11/2015	Conditions modified

2016/17	Postcode	Applicant	Type	Determined	Outcome
1	N1	Police	Review	12/04/2016	Conditions modified
2	E2	Police	Review	27/04/2016	Licence revoked
3	E9	Police	Review	29/04/2016	Licence surrendered before hearing took place
4	N4	Trading Standards	Review	21/07/2016	Licence suspended, conditions modified

2017/18	Postcode	Applicant	Type	Determined	Outcome
1	EC2A	Police	Review	01/02/2018	Licence revoked
2	EC2A	Licensing Authority	Review	22/02/2018	Licence revoked
3	E8	Environmental Enforcement	Review	18/07/2017	Conditions modified
4	N1	Trading Standards	Review	05/12/2017	Licence revoked
5	E8	Police	Review	12/12/2017	Licence revoked
6	E9	Review triggered following a Closure Order under the Anti-Social Behaviour, Crime and Policing Act 2014	Review	11/05/2017	Licence revoked

2018/19	Postcode	Applicant	Type	Determined	Outcome
1	E8	Trading Standards	Review	07/08/2018	Licence suspended, conditions modified
2	N1	Licensing Authority	Review	13/09/2018	Licence revoked
3	E8	Police	Review	30/01/2019	Licence revoked
4	E2	Police	Review	05/02/2019	Licence suspended



UPDATE ON THE LATE NIGHT LEVY	
LICENSING COMMITTEE 3 JUNE 2019	CLASSIFICATION: Open If exempt, the reason will be listed in the main body of this report.
WARD(S) AFFECTED All Wards	
GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING KIM WRIGHT	

1. INTRODUCTION

1.1 This report has been prepared to provide the Licensing Committee with an update on the Late Night Levy (“the Levy”) following the meeting on 16 January 2019.

1.2 At its meeting on 16 January 2019, the Licensing Committee resolved that:

- The Late Night Levy board and its minutes would be a matters arising item on future Licensing Committee meeting agendas, when any LNL board meetings have taken place between Licensing Committee Meetings.
- The job description for the Late Night Levy Manager would be circulated to the Licensing Committee members and an update would be given at the next Licensing Committee meeting.

2. RECOMMENDATION(S)

2.1 That the Licensing Committee notes the report.

3. BACKGROUND

3.1 The late night levy (“the levy”) is a discretionary power, conferred on licensing authorities by provision in Chapter 2 of Part 2 of the Police Reform and Social Responsibility Act 2011 (“the 2011 Act”). This enables licensing authorities to charge a levy to persons who are licensed to sell alcohol late at night in the authority’s area, as a means of raising a contribution towards the costs of policing the late-night economy.

3.2 The Council consulted on the introduction of the Levy from 13 February 2017 until 7 May 2017. And following a recommendation by the Licensing Committee on 21 June 2017, the Council decided to introduce the Levy at its meeting on 26 July 2017. The effective date of the Levy was 1 November 2017.

3.3 The Licensing Service recorded receipts totalling £414,758 for the 12 month period commencing 1 November to 2017 (Year 1). The Council utilised £20k from the Levy for set up and administration costs and £56k as a contribution to the cost of Enforcement Patrols. The utilisation funds in the current and future years will be assessed by the Board set up to manage the Levy.

4. COMMENTS OF THE GROUP DIRECTOR OF FINANCE AND CORPORATE RESOURCES

4.1 This report has been prepared to provide the Licensing Committee with an update on the Late Night Levy (“the Levy”).

4.2 The Licensing Service recorded receipts totalling £415k for the 12 month period commencing 1 November to 2017 (Year 1). Receipts generated in

Year 2 commencing 1 November 2018 will be remitted to MOPAC after retention of the Council element which includes funding for the Enforcement Officers and the cost of administering the levy.

- 4.3 The cost of the Late Night Levy Manager will be funded by Late Night Levy receipts.

5. COMMENTS OF THE DIRECTOR OF LEGAL

- 5.1 This report is solely for noting as such there are no legal matters arising from the report that require comment on at this stage.

APPENDICES

Appendix 1 – Job Description Late Night Levy Manager

Appendix 2 – Minutes of the Late Night Levy Board held on 14 March 2019

EXEMPT

Not applicable.

BACKGROUND PAPERS

Not applicable.

Report Authors	David Tuitt Business Regulation Team Leader Licensing and Technical Support david.tuitt@hackney.gov.uk ☎ 020 8356 4942
Comments of the Group Director of Finance and Corporate Resources	Philip Walcott Group Accountant philip.walcott@hackney.gov.uk ☎ 020 8356 2396
Comments of the Director of Legal	Butta Singh Senior Lawyer – Licensing butta.singh@hackney.gov.uk ☎ 020 8356 6295

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Job Description

POST TITLE: Late Night Levy Manager

DIRECTORATE: Neighbourhoods & Housing

SERVICE: Community Service, Licensing Section

GRADE: PO3

LOCATION: Hackney Council Service Centre

RESPONSIBLE TO: Enforcement and Business Regulation Manager

RESPONSIBLE FOR: Stand Alone Position

PURPOSE OF THE JOB:

1. To be responsible for developing an agreed Partnership Night Time Economy Action Plan between the Police and the Council and affected the Licensing Trade and its implementation across the Borough. This in consultation with the Enforcement and Business Regulation Manager and using funds accumulated in the late night levy fund where necessary.
2. To report on the above plan and other aspects of the Late Night Levy to various Governance boards as requested.
3. To co-ordinate and communicate with all the various stakeholders that are involved in the Late Night Levy imposed on Licensed premises that operate after midnight in the London Borough of Hackney. These are the mainly but not exclusively the various services that are provided by the Levy and the business that are affected in paying the levy.
4. To act as the first point of enquiry in connection for stakeholders with all aspects of the functionality and administrative requirements of the Late Night levy
5. To ensure the efficient management, administration and servicing of the Late Night Levy Board so that members are kept fully informed on the services delivered by the various stakeholders and that terms of reference granted to the Board are adhered to. The current

Document Number: 21784743

Document Name: Late Night Levy Manager

Board, chaired by the Licencing Committee Chair is made up of Service Heads, Lead Members, Senior Police Officers and external business representatives.

6. To represent the Council and the Board at external meetings and other events and to ensure that open lines of communication are maintained and available to all parties especially to Licenced premises across the Borough.

MAIN AREAS OF RESPONSIBILITY:

1. To produce and regularly review on an annual basis a Partnership Night Time Economy Action Plan which will focus on the crime and disorder prevention across the Borough in the Night Time Economy. This involve the post holder in cross departmental and external working with the Police and the Licensing Trade and will be open to scrutiny. The post holder will recommend the use funds accumulated from the Late Night levy to be agreed by the board. This will involve project managing the Action plan and ongoing further developments for the usage of fund monies and as determined by the Board.
2. To attend all Pubwatch or other business relevant meetings and briefings across the Borough to update licensees and others on Council Activities and to pick up relevant concerns voiced by groups and ensure that these concerns are communicated between the stakeholders.
3. To attend regular tasking groups within the Council and with the relevant Police teams to inform on and suggest enforcement and or other activities to improve on any of the licensing objectives but with particular emphasis on after midnight trading.
4. To liaise with Councillors, members of the public and other relevant stakeholders on all aspects of the administration and policy of the late night levy. This would include the formal preparation for answering Freedom of Information Act requests prior to sign off by the Head of Service and other types of enquiry.
5. To be responsible for the management and administration of the levy, to take notes and produce minutes, to administer accounts and keep track of spending commitments which will involve setting up transparent systems of governance and to ensure proper audit processes can be followed. This will involve working with the Management Accountant and the finance and audit sections.
6. To set up, prepare agendas (with own input) and papers and provide previous minutes for annual quarterly Late Night Levy Boards meetings and to ensure that actions are recorded and subsequently provided for the Board in following meetings.
7. To be highly strategically aware and keep abreast of all legal and practical developments as they affect licensed trade particularly on how they may impact upon the Late Night Levy and devise effective ways communicating these to all stakeholders.

Document Number: 21784743

Document Name: Late Night Levy Manager

8. To develop, maintain and administer all other records financial and otherwise relevant to the Late Night Levy.
9. To develop in conjunction with the licensing manager a service report and other written updates to be presented annually to the LNL Board and potentially wider to Council and other stakeholders.
10. To be present and available to visit all premises subject to the LNL during their trading hours, after midnight, to introduce and familiarise the service and form business relationships to facilitate effective communications between stakeholders. Also to discuss opportunities for improving the services provided by the Late Night levy and how the Council might take these developments further with businesses at their premises. Shift work out of regular working hours will be required to perform these duties and will require visits in inclement weather to external sites at night.
11. To be present in the planning and implementation of enforcement operations concerning Police and Council staff in preventing crime and disorder in the Night time Economy.
12. To attend and represent the Council on issues addressed to the Licensing Committee.
13. To present representations to the licensing sub-committee on the licensing reviews and also to attend and give witness at appeals heard at Magistrate Courts or Higher Courts.

NB: All employees are expected to adhere to the Council's Diversity & Equality and Health and Safety Policies.

Person Specification

Essential

- To be adept with computer systems such as Word, Excel or alternatives (G Suite), to be able to produce complex documents which will include graphics.
- To have sound project managing skills and experience
- To be an excellent communicator both verbally and in writing. This includes effective, report-writing skills, the ability to draft complex correspondence and the ability to converse with a diverse range of people who have different roles and responsibilities in external organisations.

Document Number: 21784743
Document Name: Late Night Levy Manager

- Have the ability to speak in public and possess good presentation skills. To be credible.
- To be knowledgeable and have practical experience about the operations and requirements of the Licensing Act 2003.
- To have experience of developing and maintaining administrative and financial systems.
- To possess critical thinking and problem solving skills. To be persuasive and to have abilities to inspire confidence in others on the areas of responsibility.
- The ability to work independently with minimal supervision, to use initiative and be proactive in developing the service.
- Solid organizational skills, including the ability to multitask and prioritise with effective time-management skills.
- To be able to regularly work at night after midnight on Fridays and weekends.

Desirable

- To have regulatory and/or commercial experience and awareness of the issues facing the night time economy and the place of the Licensed trade within it.
- To have knowledge of how the Police and Council services are structured and how they work in the night time economy.
- To be qualified in Project managing.

NB: All employees are expected to adhere to the Council's Diversity & Equality and Health and Safety Policies.

Minutes of the Late Night Levy Board Meeting

Thursday 14 March 2019

Room 106, Hackney Town Hall

Attendance

Emma Plouviez	Chair of the Licensing Committee	EP
Robert Gardner	Enforcement and Business Regulation	RG
David Tuitt	Licensing Service	DT
Martin Rolston	Metropolitan Police	MRo
Paul Merry	Shoreditch Pubwatch	PM
William Knowles-Mofford	Shoreditch Pubwatch	WKM
Jeremy Ledlin	Dalston Pubwatch	JL
Cory Defore	Economic Regeneration	CD
Maggie Ryan	Stoke Newington Pubwatch	MRy
Maurice Mason	Community Safety	MM
Caroline Selman	Cabinet Member for Community Safety, Policy and the Voluntary Sector	CS

		Actions
1.	Chairs introduction, round table introductions and apologies There were apologies from Olga Vandenberg. CD attending on behalf of Economic Regeneration.	Noted
2.	Minutes of the last meeting and matters arising Minutes of 14 December 2018 accepted as a true record. Matters arising in relation to Stoke Newington incident to be discussed on main agenda.	Noted
3.	Update on collections and receipts to date DT reported £211,765 collected to date during Year 2. £332K surplus remains from Year 1.	Noted
4	LBH Update and options RG referred to briefing paper that had been circulated with agenda. Agreement for Police spend with MOPAC now signed, will formally commence in April. Late Night Levy Manager post has been offered and verbally accepted. Internal HR process now commenced. Uniform Enforcement Officer patrols continue as appearing to have an impact. RG also briefed on 'Patrol plus' as per handout. RG explored creation of noise liaison officer. Commercial noise nuisance linked to NTE is an area of extreme demand. Post would be to provide constructive advice and support to operators where there are noise concerns. Officer would not be involved in enforcement. JL/PM commented and express concern in relation to competence of officers available and whether such a post is necessary, however will raise at	Noted Noted/RG JL, PM, MRy

	<p>meetings. Agreed that it would need more discussion. EP added that the Levy Manager could assess this as a possibility.</p> <p>RG mentioned possible use of 'welfare bus' used by City of London. Bus originates from Chelmsford and is used as support vehicle, first aid etc.</p> <p>DT reported an initial assessment carried out by pop-up toilet supplier to LB Camden, Islington, City of London and City of Westminster. Exploring whether pop-up toilets could be installed in key NTE areas where problems of on-street urination occur. Currently the Council places portable urinals at Old Street fire station, Hoxton Market and Hoxton Square. However these only cater for males. Would seek to install pop-up toilets in strategic locations which can be used by females as one type (combi) has a cubicle as well as two urinals. Initial cost of pop-up can be high, but saving over longer term plus can reduce on-street urination creating cleaner environment. Proposals to be developed.</p>	<p>Noted</p> <p>DT</p>
<p>5.</p>	<p>Police Update and Options</p> <p>MRO reported on and discussed Police plans and reported change to shift pattern allows cover to 06:00 although exact details to be finalised.</p> <p>Licensing now responsibility of Insp Jason Smith. Focus on engagement and compliance. Officers working with Pubwatches across the daytime.</p> <p>Licensing will continue daytime focus with 1 sergeant and 6 PCs, Task force consists of 4 sergeants and 48 PCs. Premises being mapped where licence authorises activity after midnight. Additional activities around Bank Holidays. Also analysing emerging crime trends.</p> <p>Officers are segregated from response teams so can remain dedicated to tackling the issues arising from the NTE.</p> <p>All welcomed the plans. PM added proactive rather than reactive approach much more effective. JL stressed importance of including flexibility, so events such as bank holidays, Easter, Halloween etc are covered. CS suggested press release/media coverage to publicise launch.</p>	<p>Noted/MRO</p>
<p>6.</p>	<p>Pubwatch representatives options and observations</p> <p>MRy raised radio scheme and noted that only 4-5 premises in Stoke Newington are linked by radio, to improve communication currently relied on by Whatsapp group. Discussed options around costs of handsets, lease, subscriptions etc. CD suggested obtaining a quote from Council supplier.</p> <p>MRy reported on incident on 9 February. Approx. 150 members of travelling community visited pubs in the area and some issues arose. Police were called but only 4 officers could attend. A number of premises had no choice but to close early. PM queried if Council still employed liaison officer.</p> <p>MR advised dial 999 if issues reoccur on St Patricks Day.</p>	<p>DT</p> <p>Noted</p>

	<p>PM reported work with DrinkAware keen to expand “Crew” project. DrinkAware would seek Hackney endorsement. Would cost around £1500 to develop and roll out scheme across the Borough.</p> <p>WKM added that there are other training schemes being explored. Added no rush to spend surplus – value for money key driver.</p> <p>EP queried whether venues could introduce ‘Safe Haven’ or similar. PM replied that only a handful of venues in Shoreditch would have the space however can explore with operators. Tends to be more suited to large capacity venues.</p> <p>JL reported that Dalston still has problem with NOX balloon sellers/illegal street trading. Departing customers being targeted from 3 to 6am. Operators happy to share intel on suspects. MRo to discuss with Sgt Guy Hicks. JL</p> <p>MRo suggested a Ward Panel style approach to Pubwatch; e.g what are the top 3 priorities for each Pubwatch?</p>	<p>PM/WKM</p> <p>Noted</p> <p>MRo</p> <p>JL, PM, MRy</p>
<p>7.</p>	<p>Any other business N/A</p>	
	<p>Date of next meeting Thursday 6 June 2019 @ 2pm in Room 114, Hackney Town Hall</p> <p><i>Then:</i> <i>Thursday 5 September 2019 @ 2pm, location TBC</i> <i>Thursday 5 December 2019 @ 2pm, location TBC</i></p>	<p>Noted</p>

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