



LICENSING COMMITTEE

Monday, 8th June, 2020

at 7.00 pm

Until further notice, all council meetings will be held remotely

Membership

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

TIM SHIELDS
Chief Executive

Contact:
Natalie Williams
Tel: 020 8356 8407
Email: natalie.williams@hackney.gov.uk

This meeting will be live streamed and can be viewed at:
<https://youtu.be/lhlv1zT6nKk>

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, 8th June, 2020

ORDER OF BUSINESS

Item No		Page No
1	Apologies for Absence	
2	Declarations of Interest - Members to declare as appropriate	
3	Minutes of the Previous Meeting	1 - 6
4	Licensing Service Annual Report	7 - 28
5	Update on the Late Night Levy	29 - 38
6	Any Other Urgent Business	

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:

- i. 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;
- ii. 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
- iii. 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:

- i. 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).
- ii. 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.
- iii. 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 Dawn Carter-McDonald, Interim Director of Legal and Governance, on 020 8356 6234 or email dawn.carter-mcdonald@hackney.gov.uk



FS 566728

LICENSING COMMITTEE

TUESDAY, 14TH JANUARY 2020

Present: Councillor Emma Plouviez in the Chair

Cllr M Can Ozsen, Cllr Gilbert Smyth,
Cllr Margaret Gordon, Cllr James Peters,
Cllr Sophie Conway, Cllr Sem Moema,
Cllr Peter Snell and Cllr Harvey Odze

Apologies: Cllr Brian Bell, Cllr Sharon Patrick,
Cllr Caroline Selman, Cllr Ian Rathbone and
Cllr Penny Wrout

Officers: Samantha Mathys (Late Night Levy Manager)
Butta Singh (Senior Licensing Lawyer)
David Tuitt (Business Regulation Team Leader)
Natalie Williams (Governance Services Officer)

Police: Inspector Sam Horton, Night time Economy –
Central East BCU of the Police

1 **Apologies for Absence**

1.1 Apologies for absence were received from or on behalf of the following Councillors: Bell, Cameron, Patrick, Rathbone, Selman and Wrout

2 **Declarations of Interest - Members to declare as appropriate**

2.1 There were no declarations of interests.

3 **Minutes of the Previous Meeting**

3.1 Cllr Odze noted that there were grammatical errors in the minutes.

3.2 It was noted that the minutes of the meeting held on 18th September 2019 were not taken by the Governance Services Officer present, who had recently taken over administration of the Licensing Committee.

3.3 **RESOLVED** that the minutes of the previous meeting held on 18th September 2019 be agreed as a true and accurate record.

4 **Late Night Levy - Report Following the End of Year 2**

- 4.1 David Tuitt, presented the report on the Late Night Levy ('Levy'). The Committee noted that the Levy had been operational for two years, having been introduced in November 2017.
- 4.2 It was highlighted that the net revenue is to be split with at least 70% allocated to the Police to be used for late night policing and the remainder 30% (after administration costs and exemptions) to be retained by the Licensing Authority to promote the Licensing objectives.
- 4.3 The Licensing Service recorded £414,010 – total revenue collected for the second year of operation in the 12 month period running from 1st November 2018 -31st October 2019.
- 4.4 Following a brief overview, Cllr Odze raised points of clarity. The first was in relation to the omission of an Appendix 2 which is referred to throughout the report and secondly he believed that it should be clearly specified that 70% of the Levy which is allocated to the Police is after the deduction of expenses.
- 4.5 Butta Singh, Senior Licensing Lawyer confirmed that the split (70% to the Police 30% to the Local Authority) was after expenses. He further explained that this was a legal requirement, however there was some scope for local arrangements to be agreed between the Police and Local Authority regarding how the revenue is spent.
- 4.6 Councillor Snell welcomed the report and queried the practical arrangements in place to distribute revenue from the shared fund via the Levy Board.
- 4.7 David Tuitt, informed the Sub Committee that Home Office guidance suggests local partnerships can move away from the precise 70-30 split if desired. It was confirmed that the Board oversees and manages how the revenue is spent and noted that money is not given directly to the Police.
- 4.8 Councillor Odze, whilst welcoming the report, stated the importance of having an audit trail.
- 4.9 Councillor Moema highlighted the importance of having checks in place to monitor backfilling so that resources are not sucked out of the rest of the Borough from areas that may appear less busy, but may be equally as problematic.
- 4.10 Officers identified the hotspot areas as Hoxton East and Shoreditch and Hoxton West with almost 40% collected in these areas. Followed by Dalston, London Fields and Stoke Newington.
- 4.11 Samantha Mathys, Late Night Levy manager talked the Committee through the recurring expenditure incurred in year 2 which included:
- £414,010 total revenue collected which is relatively consistent with the total collected in year 1
 - £170k MET Police (as agreed with the Mayor's Office for Policing and Crime MOPAC) funded additional surge of activity between April – December

- £61,502 Hackney Enforcement Officer Patrols
- £20k Administration and Operational Costs
- £600 Communications
- £23,532 Late Night Levy Manager

4.12 The Committee received a summary of the practical arrangements of the Levy as detailed on pages 17-19 of the agenda pack. These included:

- Balances carried forward from year 1 and 2
- Funding for the additional surge of (non-recurring) activity April-December 2019, mostly within the Shoreditch area
- ‘Operation Lagana’, a 10 week multi agency operation in the Shoreditch area during night time economy hours
- The Hackney Nights-Sexual Harassment Campaign
- The Hackney Nights- Drinkaware Partnership and Christmas Safety Campaign
- The Hackney Nights Portal, giving licensees better access to training information and best practice.
- Hackney Nights Monthly Training Sessions commencing early 2020, giving licensees and their staff a stable offer of training
- Redeployable CCTV, which can be temporarily installed in night time economy areas
- Stoke Newington Pilot Radio Scheme, CCTV radios provided to late night venues where less police presence is felt

4.13 Samantha Mathys highlighted the importance of having a coherent message between the campaigns on the street and within the licensed venues, who are liable to pay the Levy. The importance of information sharing, clear communication streams and multi-agency working to find out information relating to identity checking and counter terrorism was emphasised.

4.14 Looking forward, Samantha Mathys informed the Committee that there would be greater emphasis on where incidents are occurring through enhanced use of CCTV and the Pilot Radio Scheme. In addition, it was noted that the budget for policing has been increased for year 3.

4.15 The Committee heard from Inspector Sam Horton, Night time Economy –Central East BCU of the Police who updated the Committee on “Operation Lagana” which commenced in September 2019. Funded by the MOPAC agreement, this was a multi-agency 10 week operation within the Shoreditch area to gather information and understand trends in order to tackle anti-social behaviour, crime, sexual offences, drug offences and robberies etc. This operation was active only during the times of the night time economy and involved neighbourhood managers, constables, crime squad, council enforcement officers and CCTV operators working together. The operation provided a very visible presence as officers would patrol the streets on foot and speak with bar staff and door staff. This partnership working approach was deemed to be a success and will be continued going forward.

4.16 In reference to the Stoke Newington Pilot Radio Scheme, it was reported that the Late Night Levy Board has agreed proposals to expand the scheme to other night time economy locations which will see it extended to 100 premises throughout the borough (outside of Shoreditch) including areas where there may not be such a visible police presence. In year 3, £41, 700 has been allocated for the extension of the scheme and

£7.180 allocated for the upgrade to a digital network. Licensees will be given a 6 month grace period after which a monthly network subscription will apply. It was noted that approximately 13 premises have signed up to the Pilot Radio Scheme.

- 4.17 In response to a question from Cllr Snell, Inspector Horton gave assurances that initiatives such as the Hackney Nights Portal and the Pilot Radio Scheme would not replace local Pubwatch groups and meetings but would be used alongside them and to encourage attendance and greater participation.
- 4.18 In response to a question from Cllr Smyth relating to safeguarding the vulnerable, Inspector Horton advised that one arm of “Operation Lagana” involves working with vulnerable males and females within the night time economy. Licensees will be trained to identify key signs of abuse, severe intoxication, harassment and conflict. The Committee was informed that The Metropolitan Police Service is working with venues across London to help prevent and reduce sexual violence and vulnerability. By telling customers that they can ‘Ask for Angela’ they are giving them a discreet code word that they can give to staff if they feel unsafe or threatened. Posters making them aware of this will be displayed in toilets. A similar campaign is to be implemented for men. Social media and other networks will be used to publicise this message.
- 4.19 The Committee welcomed the initiatives, and members stressed the importance of a publicity campaign which highlights the initiatives and available materials and aids. It was felt that this would be useful for both licensees and members of the public.
- 4.20 Samantha Mathys advised that a toolkit will be distributed to licensees within the Levy which will contain information on the initiatives and a pledge form to sign up to.
- 4.21 Councillor Emma Plouviez, Chair of the Committee suggested that it would be useful to get feedback from licensees on how useful they have found the toolkits and training on offer. In specific reference to the “Ask Angela” campaign it was noted it would be useful to have some further information on its use within the borough.
- 4.22 Councillor Snell welcomed the positive campaign and raised the issue of working collaboratively with hygiene services as 24 hour toilets were needed within the night time economy. Whilst he commended the work that had been done with pubs and clubs, he felt that greater engagement with off licences was required.
- 4.23 In response to a question relating to the rise in operational costs, Samantha Mathys advised that the administration costs in year 2 did not include her salary, there will also be ongoing obligations with the training and content providers as well as support for the online portal.
- 4.24 Councillor Odze made a point of accuracy in reference to page 16 paragraph 2.4 which reads that *‘Hoxton East, West and Shoreditch continues to be the most prominent late night economy zone with almost 40% of all the late night levy fees collected in those areas combined.* He pointed out that Dalston collects in excess of £10k more in fees than Hoxton West.
- 4.25 In response to a question relating to the Levy fees, David Tuitt informed the Committee that the Levy applies after midnight. The fees starts at £299 for Band A non-domestic rateable value that rises to £4400 annually for a Band E premises subject to a fee ‘multiplier’.

- 4.26 In reference to Policing, it was noted that Tower Hamlets and Hackney had merged in October 2018. Resources are pooled from both boroughs to create a neighbourhood task force. Brick Lane and surrounding area was identified as the main Night Time Economy area within Tower Hamlets. Shoreditch, Dalston and Hackney were the main NTE identified in Hackney.
- 4.27 **RESOLVED** that the Licensing Committee NOTE the Late Night Levy report, following the end of Year 2 and the accompanying appendix.

Duration of the meeting: Times Not Specified

Chairman at the meeting on
Tuesday, 14 January 2020

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LICENSING SERVICE – ANNUAL REPORT

LICENSING COMMITTEE

8 JUNE 2020

CLASSIFICATION:

If exempt, the reason will be listed in the main body of this report.

WARD(S) AFFECTED

N/A

GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING

AJMAN ALI

1. INTRODUCTION

- 1.1 The purpose of this report is to inform the Committee of the activities and performance of the Service during the year 2019/20 and to show aims and targets for the forthcoming 2020/21 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 2019/20 and the aims and targets for 2020/21.
- 4.2 The Licensing Service generated an annual income total of £853,488 in 2019/20 of which £389,257 is attributable to the late night levy.
- 4.3 The Licensing Service will manage its costs within the financial constraints determined by income from externally regulated and locally set fees.
- 4.4 Licensing income during 2020/21 is likely to be impacted by the Coronavirus pandemic. However, it is not yet possible to determine the extent of this impact. This will be monitored by regular liaison between the Licensing Service and Finance.

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	Subangini Sriramana Senior Licensing Officer subangini.sriramana@hackney.gov.uk Tel: 020 8356 4915 David Tuitt Business Regulation Team Leader Licensing and Technical Support david.tuitt@hackney.gov.uk Tel: 020 8356 4942
Comments of the Group Director of Finance and Corporate Resources	Avril Smith Service Accountant avril.smith@hackney.gov.uk Tel: 020 8356 3947
Comments of the Director of Legal	Amanda Nauth Licensing and Corporate Lawyer amanda.nauth@hackney.gov.uk Tel: 020 8356 6345

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Licensing Service

2019/20 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 2020/21

APPENDIX – SUMMARY TABLES

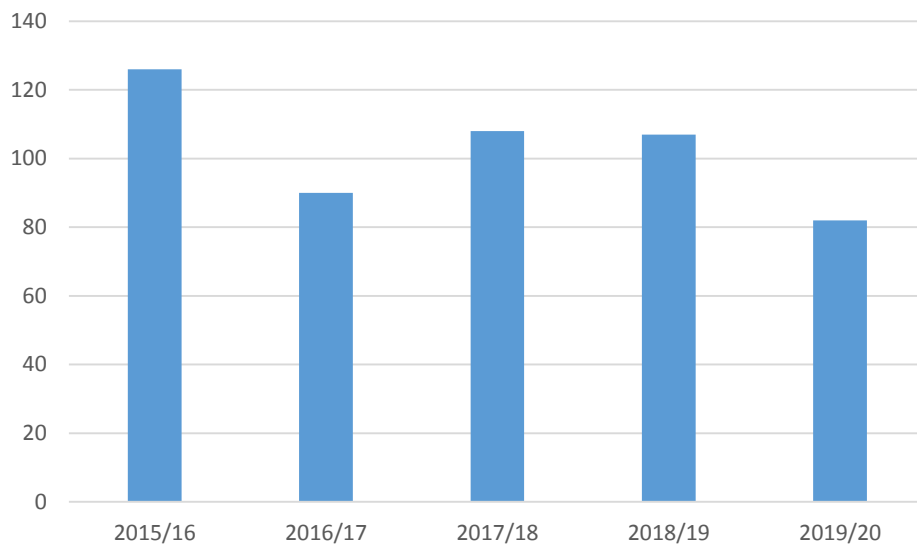
1. Introduction

- 1.1 The purpose of this document is to report on the activities and performance of the Service during the 2019/20 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 occasionally conduct 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. 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

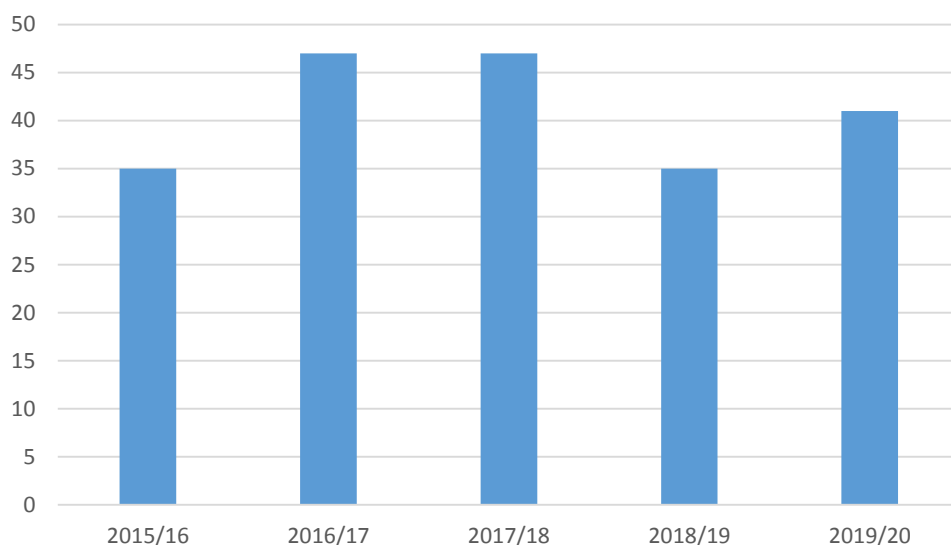
- 2.1 A premises licence authorises a premises to be used for the sale or supply of alcohol, the provision of regulated entertainment, or the provision of late night refreshment, under the Licensing Act 2003.



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 has been fairly stable over the last five years.

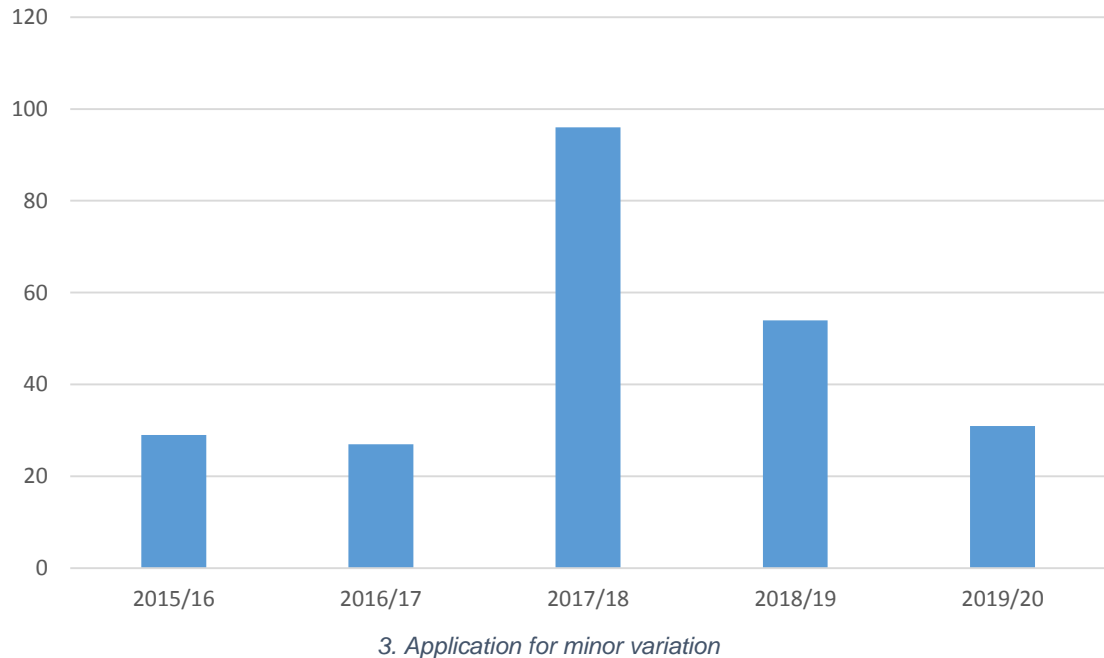
Variations of existing premises licences/certificates



2. Variations of existing premises licences/certificates

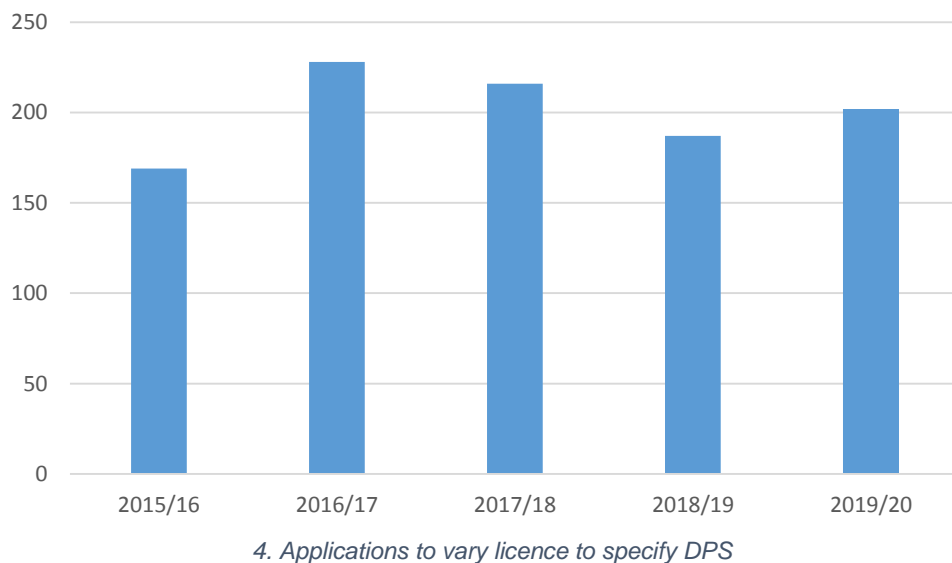
2.3 Fig. 2 highlights that the number of full variations of licences/certificates in the year was above the level in the previous year. However, the overall trend is fairly consistent with previous years.

Minor variations



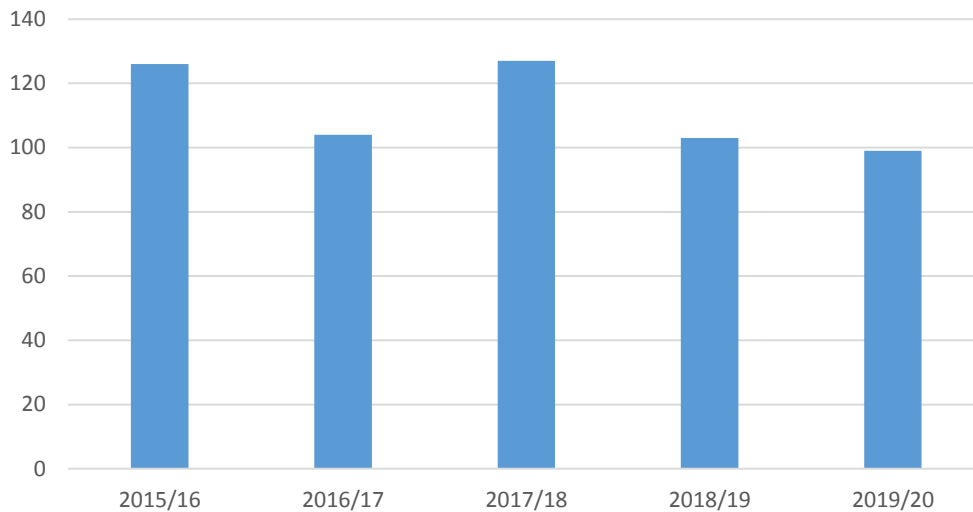
2.4 The number of minor variation applications was down on previous years. However, the overall trend is generally comparable to previous periods with the exception of 2017/18 which was when the late night levy took effect.

Variations to specify an individual as 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 shows a slight increase in the trend which is to be expected as the net number of licences increases.

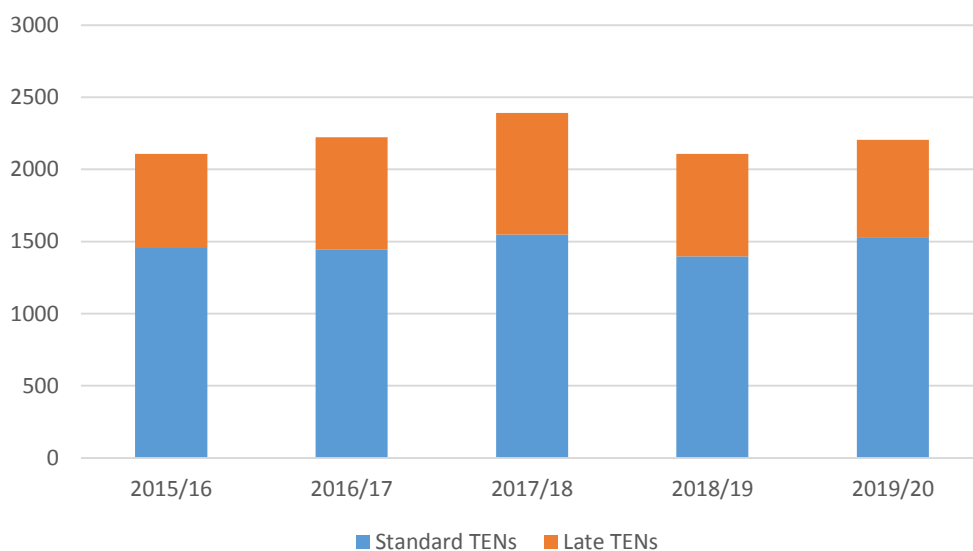
Transfer of premises licences



5. Transfers of premises licences

2.6 The number of licences being transferred between operators has shown a fairly consistently fall in the number received over the last five years.

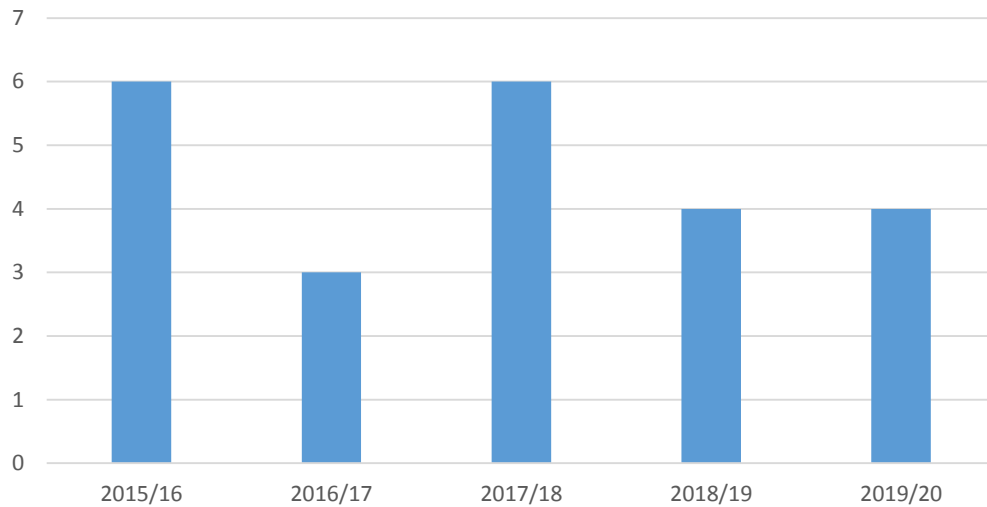
Temporary Event Notices (TENS)



6. Temporary Event Notices

2.7 The overall number of TENS received increased slightly over the previous year. The number remains high so the Service is exploring using robotic automation software to administer a large portion of the function.

Reviews of premises licence/club premises certificates

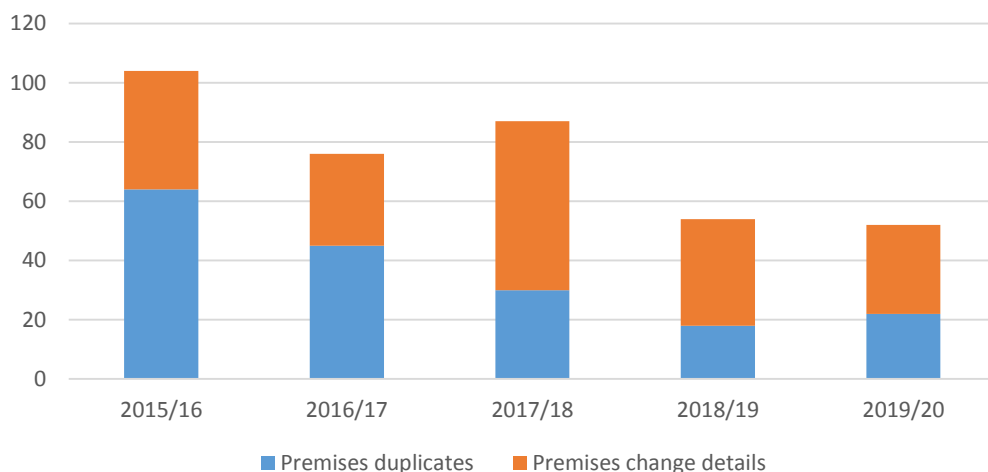


7. Review applications

- 2.8 The Service received four review applications in the year. The figure was consistent with recent numbers seen.

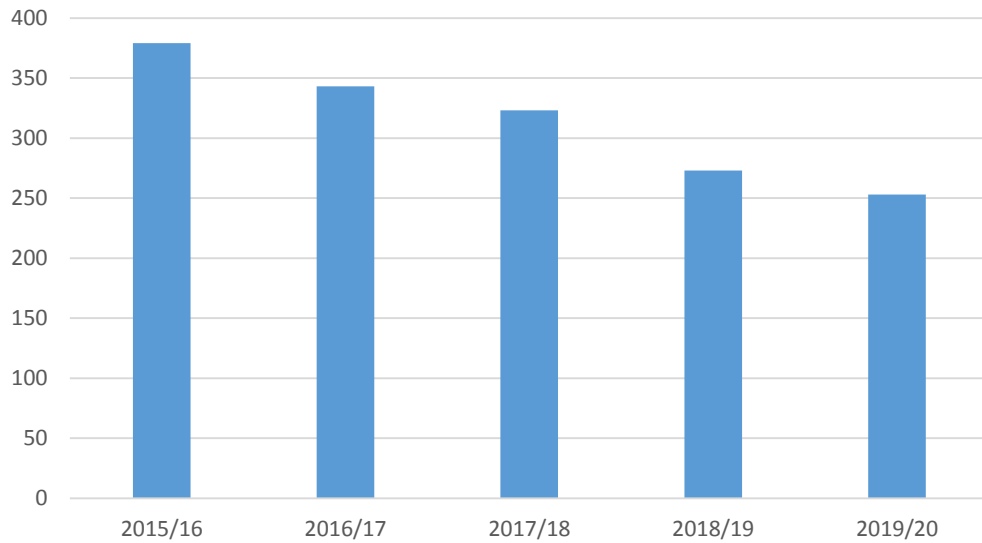
Premises Licences – Requests for Duplicates and Change of Details

- 2.9 The Service has experiences demand due to requests for duplicate documents. This is primarily a desktop administrative process involving the reprint of the two-part licence. Around half of the requests are for lost licences with changes to details, such as the licensee changing a registered address, accounted the rest of the demand.



8. Change of details & duplicate premises licences

Personal licences

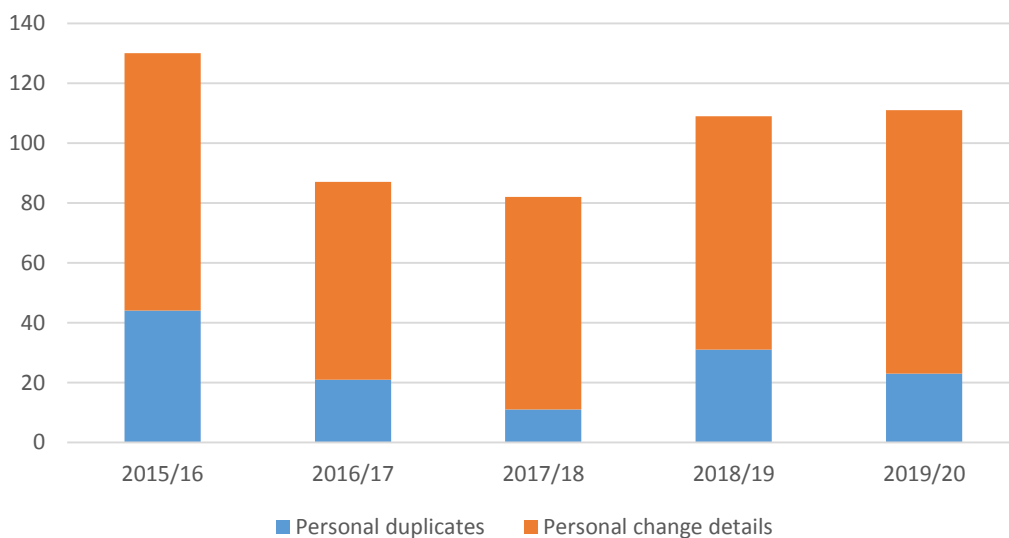


9. Personal licences issued

2.10 Grants of new personal licences continued on the downward trend. Overall the Council has granted over 4000 personal licences since the commencement of the Licensing Act 2003.

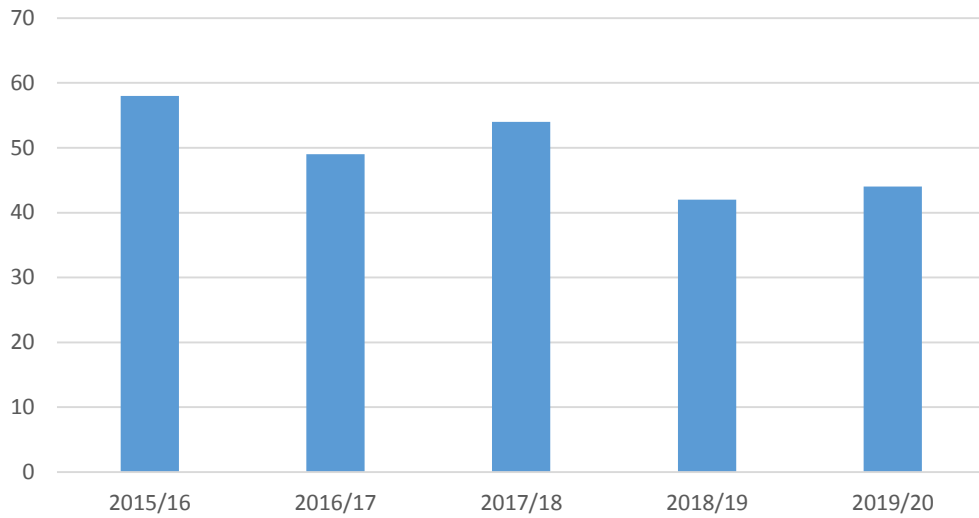
Personal licences – Requests for Duplicates and Change of Details

2.11 Similar to premises licences, the Service receives requests for personal licences to be reprinted following address or name changes or the documents being lost. a. Again this is a desktop administrative process with the number received being consistent with the previous year.



10. Personal licence duplicates and change of details

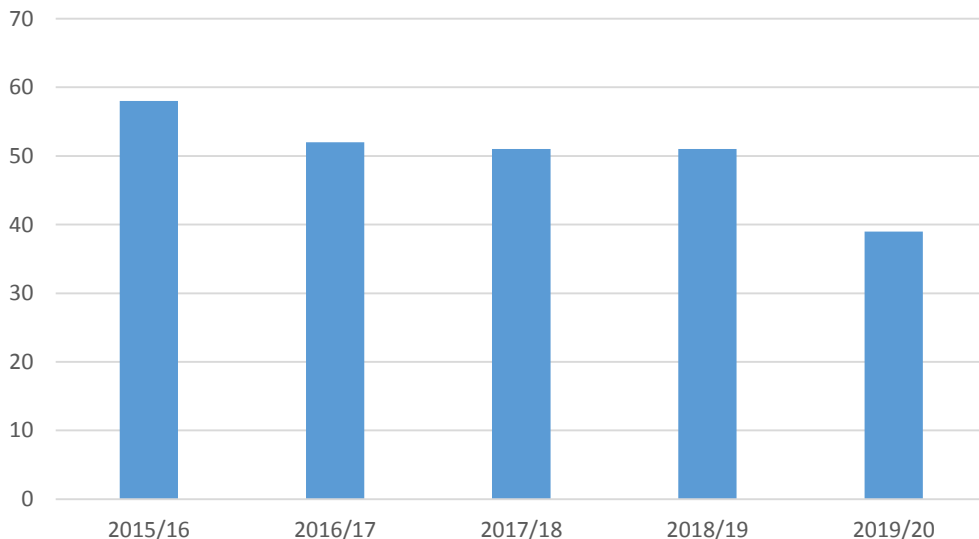
Licensing Sub-Committee hearings



11. Licensing Sub-Committee

2.12 The number of Licensing Sub-Committees were only slightly up on the previous year, but the longer term trend shows a fall in the numbers taking place.

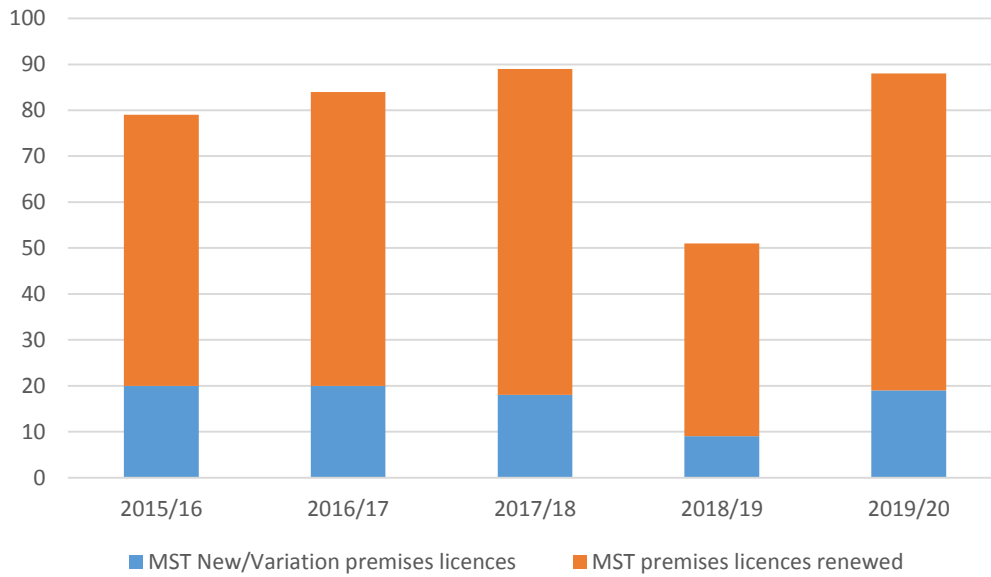
3. Gambling Act 2005



12. Betting (other than track) licences renewed.

3.1 The number of betting licences saw its sharpest fall since the commencement of the current regime in 2007. This is likely to be as a result of many sites not no longer being viable due to the changes made to the controversial B2 gaming machines (fixed odds betting terminals) which came into effect on 1 April 2019.

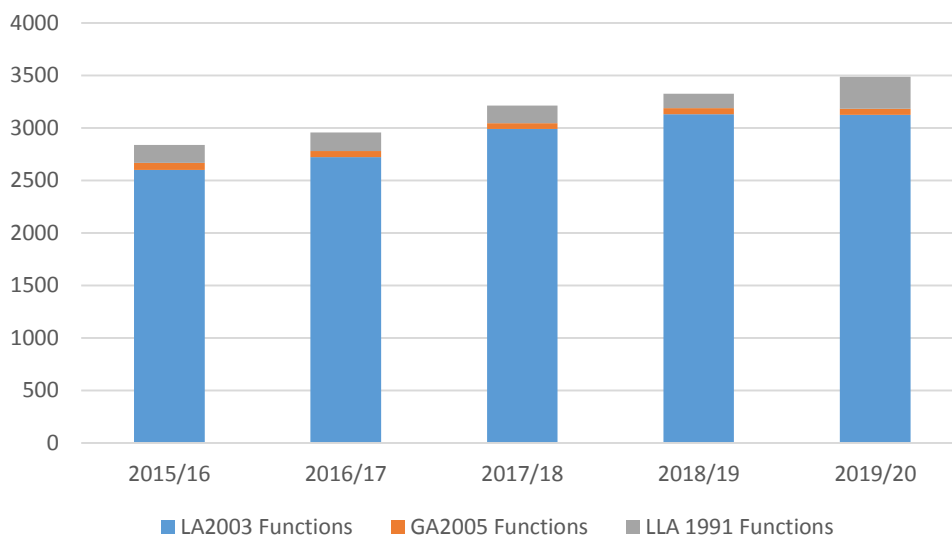
4. Massage and Special Treatments (MST) Licences



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. Whilst there was a sharp increase in the number of applications over the previous year, it appears to have returned the figures to be inline with the five year trend This followed a review of the function and how it was being administered by the Service.

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
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. <p>To support the work of the Community Safety service to reduce crime, anti-social behaviour and other nuisance.</p>	<ul style="list-style-type: none"> Levy now into its third year of operation. £414K collected in Year 2. <p>Levy Board continued Operation Lagana commenced</p>
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 	Commenced project to implement Robotic Process Automation (RPA) for temporary event notices Further software demos carried out via site visits to other authorities.
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. 	<ul style="list-style-type: none"> No further work was undertaken on this project this year.

Objectives	What we will do	Purpose	Status
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 	<ul style="list-style-type: none"> • New fee structure proposed. • Applications received under new regulations. • Continued work with Animal Welfare Inspectors.

7. Planned Activity for 2020/21

Objectives	What we will do	Purpose
Digital Transformation	<ul style="list-style-type: none"> • Go live of project to automate Food Business Registration • Go live of robotic processing of temporary event notices • Further work to develop and replace legacy systems 	<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
Inspection regime	<ul style="list-style-type: none"> • Re-introduce risk-based routine inspections of licensed/unlicensed premises which was put on hold following the Cross-Cutting restructure 	<ul style="list-style-type: none"> • To ensure appropriate promotion of all licensing aims and objectives across all forms of legislation. • To enable the Service to promote a more proactive rather than reactive approach to licensing.
Evaluation of the impact of the current Statement of Licensing Policy	<ul style="list-style-type: none"> • Assess the impact of the Statement of Licensing Policy since it came into effect on 1 August 2018 • Sample decisions and levels of applications compared to previous period. 	<ul style="list-style-type: none"> • To fulfil commitment given following adoption of the Policy in August 2018. • To feed into evidence base for future policy development
Fees Review	<ul style="list-style-type: none"> • Review fee levels of those activities where the fee can be set locally 	<ul style="list-style-type: none"> • To align with good practice and as recommended by the Local Government Association

Much of progress on the above work is likely to be impacted by the recovery from the business closures as a result of the coronavirus.

APPENDIX

Licensing Service – Summary table

Activity	15/16	16/17	17/18	18/19	19/20	% change from previous year
Number of valid premises licences under Licensing Act 2003 as of 31 March (annual fees paid within the year)	N/A	N/A	N/A	1165	1149	▼1%
New premises licences granted	126	90	108	107	82	▼23%
Variation of existing premises licence granted	35	47	47	35	41	▲17%
Minor variation premises licences issued	29	27	96	54	31	▼43%
Transfers of premises licences processed	126	104	127	103	99	▼4%
Variations of licence to specify individual as DPS processed	169	228	216	187	202	▲8%
Standard TENs	1462	1446	1547	1398	1530	▲9%
Late TENs	645	777	844	709	675	▼5%
Reviews of premises licences	6	3	6	4	4	0%
Premises licences – Duplicates following theft/loss	64	45	30	18	22	▲22%
Premises licences – Changes of details	40	31	57	36	30	▼17%
New personal licences issued	379	343	323	273	253	▼7%
Personal licence – duplicates following theft/loss	44	21	11	31	22	▼29%
Personal licence – change of details	86	66	71	78	30	▼62%
Premises licences revoked	1	1	5	2	1	▼50%
Premises licences surrendered	7	12	36	26	17	▼35%
Licensing Sub-committee hearings	58	49	54	42	44	▲5%
Appeals	6	2	6	6	3	▼50%
New Sex Establishment premises licences Issued	0	0	0	0	0	0%

Activity	15/16	16/17	17/18	18/19	19/20	% change from previous year
Sex Establishment premises licences renewed	5	4	4	4	4	0%
Betting shop premises licences renewed	58	52	51	51	39	▼24%
Bingo premises licences	0	0	0	0	1	N/A%
Adult Gaming Centres	3	2	2	2	2	0%
Gambling premises licences issued	0	0	0	0	1	N/A
Lotteries registered	8	4	4	5	18	▲260%
Notification of gaming permits issued	4	4	8	8	1	▼88%
MST New/variation premises licences	20	20	18	9	19	▲111%
MST Premises licences renewed	59	64	71	42	69	▲64%
Transfer of MST premises licences	2	2	0	1	2	▲100%
MST Practitioner registration	91	93	77	87	200	▲130%
MST Exempt Practitioner licence	N/A	N/A	N/A	N/A	17	N/A
Explosives registration	6	8	7	8	8	0%

Review applications

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

2019/20	Postcode	Applicant	Type	Determined	Outcome
1	E8	Environmental Protection	Review	04/04/2019	Licence revoked
2	EC1V	Police	Review	27/06/2019	Conditions modified
3	N1	Licensing Authority	Review	03/09/2019	Conditions modified
4	E2	Police	Review	05/02/2020	Conditions modified

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UPDATE ON THE LATE NIGHT LEVY

<p>LICENSING COMMITTEE</p> <p>08 JUNE 2020</p>	<p>CLASSIFICATION:</p> <p>If exempt, the reason will be listed in the main body of this report.</p>
<p>WARD(S) AFFECTED</p> <p>ALL</p>	
<p>GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING</p> <p>AJMAN ALI</p>	

1. INTRODUCTION

- 1.1 This report has been prepared to provide the Licensing Committee with an update on the Late Night Levy (“the Levy”).
- 1.2 In 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 where any LNL board meetings have taken place between Licensing Committee Meetings.
- 1.3 At the Licensing Committee meeting on 18 September 2019, the minutes of the Late Night Levy Board that took place on 6 June 2019 were presented to the Committee by way of an update and for noting.

2. RECOMMENDATION(S)

- 2.1 That the Licensing Committee notes the report and the Appendix.

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.

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”) and the minutes of the most recent board meeting. There are no financial considerations at this time.

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 – Minutes of the Late Night Levy Board held on 5 December 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	Avril Smith Group Accountant avril.smith@hackney.gov.uk 020 8356 3947
Comments of the Director of Legal	Amanda Nauth Licensing and Corporate Lawyer amanda.nauth@hackney.gov.uk 020 8356 6345

Minutes of the Late Night Levy Board Meeting

5th December 2019 @ 14:00pm, Hackney Town Hall Room 114

Present:

Cllr Emma Plouviez (EP) – Chair
 Cllr Caroline Selman (CS)
 Robert Gardner (RG)
 Maurice Mason (MM)
 David Tuitt (DT)
 Olga Vandenberg (OV)
 Samantha Mathys (SM)
 Emma Wynne (EW)
 Paul Daly (PD) – Shoreditch Pubwatch
 Paul Merry (PM) - Shoreditch Pubwatch
 Margaret Ryan (MRy) – Stoke Newington Pubwatch
 Jeremy Ledlin (JL) - Dalston Pubwatch.
 Adam Popple (AP) - Hackney Central Pubwatch
 Martin Rolston (MRo) Met Police
 Andy Durrant (AD) Met Police

Apologies

Gerry McCarthy (GC)
 William Knowles-Mofford (WKM) - Shoreditch Pubwatch

<p>1. Chairs Introduction and Round table introductions & Apologies</p> <p>The Chair Cllr EP introduced herself and asked everyone else present to do the same.</p>	<p><i>Action</i></p> <p><i>Noted</i></p>
<p>2. Minutes of meeting 6 June 2019 & matters arising</p> <p>Minutes of 5th September 2019 accepted as a true record.</p>	<p><i>Noted</i></p>
<p>3. LBH - Late Night Levy Update and Proposals</p> <p><u>Update</u> LBH soft launched the new Night Time Safety Charter, Hackney Nights and the sexual harassment campaign (#reframethenight) at the borough wide pubwatch.</p> <p>The Hackney Nights portal for licensees presented at the last meeting is currently undergoing the final checks of the procurement process. Launch date estimated for early 2020.</p> <p>The Hackney Nights best practice scheme will be launching as a phase 2 of the portal in Spring 2020. The scheme will bring together all the relevant responsible authorities to set a list of criteria based</p>	<p><i>Noted</i></p>

<p>on different premises models and will include bars, pubs, night clubs and late night off licenses.</p> <p>Hackney Nights Training Sessions to start to take place for licensees January 2020. The idea is to have a stable offer of monthly training for licensees and their staff at all times.</p> <p>The two CCTV re-deployable cameras have arrived, requests for deployments can be sent to Samantha Mathys for approval. These cameras were funded by the levy and are reserved for NTE use only.</p> <p><u>Financial Overview</u></p> <p>SM gave an overview of the financials for Year 2 and added that an end of year report with this information will be published on January 6th and presented at the next Licensing committee on January 14th.</p> <p>By the end of Year 3, we will have a balance carried over from year 1 & 2 of approximately £19K and £42K for year 3 which will be allocated for contingencies as well as new and ongoing projects.</p> <p><u>Proposals</u></p> <p>SM introduced LBH proposals totalling £305,880 which were agreed by the board.</p> <p>These proposals include:</p> <ol style="list-style-type: none"> 1. An increase in the police budget of £200K for year 3 and 4. 2. Extension of the pilot radio scheme to 100 additional premises in the borough as well as upgrading the entire system to digital (£48,880) 3. An additional £20K for Hackney Nights public awareness campaigns. 4. A part time support and outreach officer which will assist the LNL Manager with the best practice scheme and licensee portal. 5. £5K allocated to a urinal consultation and signage in hot spot public urination areas. <p>AP asked about the eligibility requirements for the radio scheme and what criteria we would use.</p> <p>SM specified that these would be offered to areas outside Shoreditch and would be rolled out by ward. She also stated that the 100 was determined based on analysis of the LNL Premises and pilot scheme and that we could always consider expanding that number based on take up in the next months. An update on the scheme will be provided at the next board meeting.</p>	<p><i>Noted</i></p> <p><i>Noted</i></p>
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<p>4. Police, update and options.</p> <p>Police Update</p> <p>MRO gave a presentation on Op Lagana, a multi-agency proactive operation targeting nominals in the Shoreditch area who are largely responsible for ASB, Robbery, Theft and Violence. The Operation came about after the last board meeting to increase the presence in the NTE areas and has been in effect since Sept 2019.</p> <p>Some of the issues Lagana has been focused on are gangs of Males loitering near ATM machines, club entrances and smoking areas to target vulnerable people. These nominals offer Nitrous Oxide balloons for sale which are then littered around the streets costing the Local Authority thousands of pounds a year to clear up. They also pretend to assist people at cashpoints whilst observing them as they enter their PIN number. These individuals then get escorted away and often robbed of their belongings.</p> <p>The operation's intention is to identify, deter and disrupt these individuals issuing them with dispersals, CPWs and CPNs to ban them from the area. It is also to work with licensed venues in the area to identify these individuals, increasing confidence in the Police and protecting vulnerable victims and to reassure the residents of the Shoreditch NTE area.</p> <p>So far the operation has seen 122 arrests, 429 stop and searches, 209 dispersals, 400 licensed premises visits, 108 Cads attended and over £24K in fines.</p> <p>SM and MRO presented the framework for the NTE strategy based on prevention, understanding and enforcement initiatives the Levy is supporting.</p> <p>SM presented the partnership tasking work process and explained how LBH and the Police work together.</p> <p>CS asked if we have methods in place to capture data and trends in order to look at the final impact of Lagana.</p> <p>MRO added that special attention needed to be taken in looking at the crime stats and data, as previously to Lagana perhaps some of the trends were unreported or unaddressed and that it is possible a rise could be misread in certain crimes stats.</p>	<p><i>Noted</i></p> <p><i>Noted</i></p> <p><i>Noted</i></p> <p><i>Noted</i></p>

<p>SM added that we do have an intelligence hub in the council to monitor trends and crime patterns.</p>	<p><i>Noted</i></p>
<p>5. Pubwatch representative options and observations</p>	
<p><u>Dalston Pubwatch</u></p>	
<p>JL asked where the funds collected during the NTE joint operations between police and enforcement officers.</p>	<p><i>Noted</i></p>
<p>RG clarified that these funds do not go into the LNL fund directly and are reintroduced into the service. He also clarified that the amount fined is higher than the amount we collect and that the money generated goes towards covering staffing costs and deployments. Also, if the fines are paid early there is a discount applied and there are some fines issued where fees are never collected and remain unpaid.</p>	<p><i>Noted</i></p>
<p>PM suggested we use the funds collected by the public urination fixed penalty notices to cover signage costs to warn against public urination.</p>	<p><i>Noted SM to look into feasibility</i></p>
<p>JL also wanted to add how great it was to see the support for the recent Police operations at the borough wide pubwatch the previous week.</p>	<p><i>Noted</i></p>
<p>JL added how the licensees want to support a continued presence with Op Lagana.</p>	<p><i>Noted</i></p>
<p>JL also added that with the heightened presence he has not yet seen any crime/asb displacement towards Dalston.</p>	<p><i>Noted</i></p>
<p>Stoke Newington</p>	
<p>MRy added that her members were very happy with the borough wide pubwatch and extremely happy with council officers.</p>	<p><i>Noted</i></p>
<p>She added that one thing that was brought to her attention was the frustration that late night refreshment premises were not required to pay into the levy when sometimes they do add to the ASB and disorder outside of licensed premises.</p>	<p><i>Noted</i></p>
<p>DT added that at the moment there is no power to authorise us to apply a levy to food based late night premises. The Home Office have introduced legislation to start allowing these powers however they only entered consultation period last year with local authorities and with everything happening in government lately, it has been held up.</p>	<p><i>Noted</i></p>

<p>Hackney Central PW AP stated that his pubwatch group is still very fresh but mainly the issues are around persistent begging on Mare Street. The previous instructions were to contact enforcement but he added that this is hard to do without the radio link. Now, with the radio scheme hopefully it will improve and licensees will welcome this initiative.</p> <p>Shoreditch PW PM would like to extend thanks from the Shoreditch members for making the area much safer.</p> <p>PM added that the only complaint he had from members was that they did not think it was fair to extend training to non-Levy payers and that it should be exclusive to late night premises.</p>	<p><i>Noted</i></p> <p><i>Noted</i></p> <p><i>SM to look into</i></p>
<p>6. AOB</p>	
<p>N/A</p>	
<p>7. Date of Next Meeting.</p> <p>The next meeting is Thursday 12th March at Hackney Town Hall in room 44 at 2pm</p> <p>Following Meeting:</p> <p>Thursday June 4th 2020 @ 2pm in Room 44, Hackney Town Hall</p>	<p><i>Noted</i></p>

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