

Taunton Deane Borough Council

Report of the Operations Manager (Public Safety)

Report detailing the roles and duties of the Licensing Unit and decisions likely to be referred to the Licensing Committee or Sub- Committee.

Executive Summary

This report summarizes the functions of the licensing unit and the likely role of the Licensing Committee.

1. Purpose of Report

- 1.1 The purpose of this report is to advise members of the statutory roles and functions of the licensing unit, the report details the areas of licensing that the Council is responsible for. The report will also give likely scenarios that will subject to determination by the Licensing Committee.

2. Background

- 2.1 The licensing unit consists of; 1 senior licensing officer, 2 licensing officers and 1 clerical support officer the unit is managed by the operations manager who also manages the food and health & safety teams. The licensing unit is part of Environmental Health. Officer from the licensing unit regularly work outside normal office hours as part of the contract.
- 2.2 The unit issues 50 different types of licences, permits or consent from acupuncture to Zoos (if there were any zoos in TDBC). The purpose of the unit can be described as prevention of harm to animals, prevention of fraud and ensuring public safety. The busier more contentious areas of licensing are; licensed premises for the sale of alcohol or provision of regulated entertainment, gambling premises, taxis and sex shops. Other functions include animal welfare licensing, tattoo and piercing, street trading & charity collections.

3. Decision Making Process

- 3.1 The majority of the legislation relating to licensing allows the decision to grant refuse or revoke licences or consents to be delegated to Officer level. In the main the scheme of delegation is at Chief Environmental Health Officer or Operations Manager level. Certain Acts for example, the Gambling Act and Licensing Act stipulate that decisions are to be made by a Licensing Committee or Sub-Committee.
- 3.2 Decisions that are likely to be contentious or that have political ramifications will be referred to the Licensing Committee, including applications for a sex establishment and conditions relating to taxi conditions.
- 3.3 there are other decisions that will not be made at officer level or by the Licensing Committee these include fees and Charges and certain operation decisions

made by the Executive Councillor.

4. Recommendations

The Licensing Committee note the content of this report.

Contact Officer:

Jim Hunter Operations Manager

ext 2462