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**Wednesday, 4 December 2024**

**Chair: Councillor J Hall  
Vice-Chair: Councillor L Tift**

**Members of the Committee:**

**Councillor N Allen  
Councillor A Brazier  
Councillor L Brazier  
Councillor D Darby  
Councillor R Jackson  
Councillor S Michael  
Councillor D Moore**

**Councillor K Roberts  
Councillor S Saddington  
Councillor M Spoors  
Councillor P Taylor  
Councillor T Wendels  
Councillor T Wildgust**

<b>MEETING:</b>	<b>General Purposes Committee</b>
<b>DATE:</b>	<b>Thursday, 12 December 2024 at 6.00 pm</b>
<b>VENUE:</b>	<b>Castle House, Great North Road, Newark, NG24 1BY</b>
<p><b>You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.</b></p> <p>If you have any queries please contact Helen Brandham on <a href="mailto:helen.brandham@newark-sherwooddc.gov.uk">helen.brandham@newark-sherwooddc.gov.uk</a> 01636 65248.</p>	

## AGENDA

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1. Notification to those present that the meeting will be recorded and streamed online	
2. Apologies for Absence	
3. Declarations of Interests from Members and Officers	
4. Minutes of the Meeting Held on 12 September 2024	3 - 4
<b>PART 1 - ITEMS FOR DECISION</b>	
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<b>PART 2 - ITEMS FOR INFORMATION</b>	
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7. Update on Performance and Enforcement Matters	17 - 18
<b>PART 4 - EXEMPT AND CONFIDENTIAL ITEMS</b>	
8. Exclusion of the Press and Public	

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

# Agenda Item 4

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in the Castle House, Great North Road, Newark, NG24 1BY on Thursday, 12 September 2024 at 6.00 pm.

PRESENT: Councillor J Hall (Chair)  
Councillor L Tift (Vice-Chair)

Councillor N Allen, Councillor A Brazier, Councillor L Brazier, Councillor R Cozens, Councillor D Darby, Councillor R Jackson, Councillor D Moore, Councillor S Saddington and Councillor P Taylor

ALSO IN  
ATTENDANCE:

APOLOGIES FOR ABSENCE: Councillor S Michael, Councillor K Roberts, Councillor T Wendels and Councillor T Wildgust

29 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chair advised that due to technical issues it was not possible to livestream or record the proceedings.

30 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

Councillor Jean Hall declared an Other Registerable Interest in Agenda Item No. 6 – Review of the Statement of Gambling Policy as the Manager of a Betting Shop.

31 MINUTES OF THE MEETING HELD ON 29 FEBRUARY 2024

AGREED that the Minutes of the meeting held 29 February 2024 were a correct record and signed by the Chair.

32 FORWARD PLAN (SEPTEMBER 2024 TO AUGUST 2025)

NOTED the General Purposes Committee's Forward Plan (September 2024 to August 2025).

33 REVIEW OF STATEMENT OF GAMBLING POLICY

The Committee considered the report of the Senior Licensing Officer, presented by the Environmental Health & Licensing Manager which presented to Members the proposed review of the Statement of Gambling Policy prior to formal public consultation taking place.

It was reported that the Gambling Act 2005 required the Council to have in place a Policy relating to the carrying out of its functions under that Act and that the Policy must be reviewed every three years. The review process was outlined in paragraph 2 of the report with a list of the consultees set out in the appendix to the report.

In considering the report a Member raised a number of items which required amendment prior to the consultation commencing as detailed below:

- Page 6 of the Policy: the map is out of date. The Tourist Information Centre is now located at Rufford Abbey Country Park.
- Page 7 of the Policy – paragraphs 2.1.5 and 2.1.6 required updating
- Page 7 of the Policy – paragraph 2.1.7 and the bullet points therein required updating .
- Page 36 of the Policy – Delete reference to HM Customs & Excise to HMRC.

A Member commented that a great deal of gambling was done online and expressed concern that local authorities had no control over this type of gambling.

A Member requested that reference to the link between gambling and the threat of violence in the domestic environment be included.

AGREED (unanimously) that:

- a) subject to the proposed amendments noted above, the draft revision of the Council's Statement of Gambling Policy be approved;
- b) the commencement of the 6-week public consultation be approved; and
- c) the final draft Policy, after public consultation, be presented to the General Purposes Committee for approval prior to adoption at full Council in December 2024.

#### 34 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report of the Senior Licensing Officer, presented by the Environmental Health & Licensing Manager, which set out the range and number of license applications received during the period April to June 2024.

AGREED that the report be noted.

Meeting closed at 6.27 pm.

Chair



Report to: General Purposes Committee – 12 December 2024

Director Lead: Sue Bearman, Assistant Director – Legal & Democratic Services

Lead Officer: Nigel Hill, Business Manager – Elections & Democratic Services

Report Summary	
<b>Report Title</b>	Community Governance Review – Newark Town Council
<b>Purpose of Report</b>	To consider the Terms of Reference, including timetable, to undertake a Community Governance Review of Newark Town Council.
<b>Recommendations</b>	That the Terms of Reference as set out at Appendix A to the report, be approved for the first stage of public consultation.
<b>Reason for Recommendation</b>	To undertake a community governance review of Newark Town Council to ensure the ward boundaries and electoral arrangements remain effective and convenient for the local community.

## 1.0 Background

- 1.1 In accordance with the Local Government and Public Involvement in Health Act 2007 the Council has the responsibility for undertaking community governance reviews.
- 1.2 The boundaries for Newark Town Council were last considered in a similar review in 2017. However, the East Ward (established following the Local Government Boundary Commission for England review of the electoral arrangements for Nottinghamshire County Council in 2017) still has minimal electors with no prospect of significant development ahead of the next scheduled elections in 2027. In addition, the South Ward is continuing to see development growth and therefore an increase in electors.

## 2.0 Proposal/Options Considered

- 2.1 The Local Government and Public Involvement in Health Act 2007 places a duty on the Council to have regard to the need to secure that any Community Governance Review reflects the identities and any interests of the local community and that it is effective and convenient. Relevant considerations which influence judgements against those two principal criteria include the impact on community cohesion and the size, population and boundaries of the proposed area.

3.2 If a decision is made to conduct a review at this time as is recommended, the first stage of the Review as prescribed by the Local Government and Public Involvement in Health Act 2007, would be to establish Terms of Reference which will set out the matters on which the Review is to focus. A draft terms of reference is attached as **Appendix A** to the report. This document includes a timetable for the Review.

### **3.0 Implications**

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

### **3.1 Legal Implications**

The review proposed, takes into account the Local Government Boundary Commission for England Guidance on Community Governance Reviews. The review provides for a transparent and accessible consultation process, for a reasonable period, to ensure that the views of local electors and other stakeholders are fully considered.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Former Community Governance Review Documents

**Review of Parishes and Related Matters**  
**Local Government and Public Involvement in Health Act 2007**

**Review of Newark Town Council Ward Boundaries and Electoral Arrangements**

**Terms of Reference**

**1.0 Introduction**

The Council will undertake a Community Governance Review of the Newark Town Council ward boundaries and electoral arrangements in light of future development of housing in the town and the current electoral arrangements.

In undertaking the Review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007, the relevant parts of the Local Government Act 1972 and Guidance on Community Governance Reviews issued by the Department of Communities and Local Government and the Electoral Commission.

These Terms of Reference will set out the matters on which the Review is to focus.

**2.0 Why is the Council Undertaking the Review?**

The Review is being undertaken given the current ward boundaries and the electoral arrangements for Newark Town Council. The context being that the current South Ward continues to see new development whilst development planned in the East Ward has yet to come forward, but both Wards are represented by one Member under existing arrangements.

**3.0 What will the Review Consider?**

The Review is to consider the current Town Council ward boundaries and the electoral arrangements with consideration as to the appropriate number of Ward Members for each of the Wards and the number of electors to reflect good community cohesion.

**4.0 Maps**

The following map has been produced to assist with the review process:

Map 1 showing the existing Ward boundaries.

**5.0 Further / Background Information**

The Local Government Boundary Commission for England conducted a review on the electoral arrangements for Nottinghamshire County Council under Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009. The Commission's review was published in November 2015, and their final recommendation and subsequent Nottinghamshire (Electoral Changes) Order 2016 gave effect to the following warding / electoral arrangements for Newark Town Council as follows:

Beacon - 4 Members; Bridge - 3 Members; Castle - 2 Members; Devon - 5 Members; East - 1 Member; South - 1 Member; Magnus - 1 Member; and Sleaford - 1 Member.

Following a request by Newark Town Council to review its boundaries given development on land south of Newark, the District Council undertook a Community Governance Review in 2017 and in so doing, made a Community Governance Order on 28 November 2018, which made provision for the electoral arrangements for Newark Town Council to be as follows for the full election to be held on 2 May 2019:

Beacon – 5 Members; Bridge- 3 Members; Castle - 2 Members; Devon - 6 Members; Magnus - 1 Member; and Sleaford - 1 Member.

The reason for the change to the electoral arrangements were that there were insufficient electors in the East and South Wards to return a Town Councillor, but the Town Council wished to retain 18 Town Councillors.

Ahead of the full election held on 4 May 2023, electorate figure showed that there were sufficient electors registered in the South Ward, but this was not the case in the East Ward given the anticipated housing development had not taken place. Given that, the 2023 election was conducted in accordance with the following electoral arrangements:

Beacon - 5 Members; Bridge- 3 Members; Castle - 2 Members; Devon - 5 Members; Magnus - 1 Member; Sleaford - 1 Member; and South - 1 Member.

## **6.0 Scope /Purpose of the Review**

The District Council wishes to regularise the warding and electoral arrangements for Newark Town Council given current numbers on the electoral register and future housing growth projections.

Using the revised Register of Electors published on 1 December 2024, the latest local government electorate figures are as follows:

Beacon - 4,934; Bridge - 3,842; Castle - 2,686; Devon - 6,588; East - 4; Magnus - 1,973; Sleaford - 1,013, South - 1,006.

Given that, the elector ratios based on the current electoral arrangements are as follows:

Beacon Ward =	5 Members	Ratio to electors 1: 987
Bridge Ward =	3 Members	Ratio to electors 1: 1,281
Castle Ward =	2 Members	Ratio to electors 1: 1,343
Devon Ward =	5 Members	Ratio to electors 1: 1,318
East Ward =	0 Members	
Magnus Ward=	1 Member	Ratio to electors 1: 1,973
Sleaford Ward=	1 Member	Ratio to electors 1: 1,013
South Ward=	1 Member	Ratio to electors 1: 1,006

## **7.0 Housing Growth**

South Ward – construction continues on the strategic urban extension Land South of Newark, known as Middlebeck. As set out in the table below 534 dwellings have been constructed so far at the site and a further 307 are anticipated to come forward between 2024/5 and 2028/9, 686



between 2029/30 and 2032/33 and post 2033 a further 1623 dwellings are predicted to come forward.

<b>Housing Growth in Newark South Ward as at 1 April 2024 – NAP2a Land South of Newark – Middlebeck</b>							
<b>Planning Application Ref</b>	<b>Address</b>	<b>Details</b>	<b>Status</b>	<b>Already Built</b>	<b>Total in 5-year period 2024/25 -29/30</b>	<b>Rest of Plan Period 2029/30-2032/33</b>	<b>Post Plan Period</b>
10/01586/OUTM 14/01978/OUTM	NAP2a - (Land South of Newark) Residual	NAP2a - <b>Urban &amp; Civic</b> - Outline planning permission for up to 3,150 dwellings etc.	Already completed parcels	382			
10/01586/OUTM 14/01978/OUTM	NAP2a - (Land South of Newark) Residual	Residual of NAP2a - <b>Urban &amp; Civic</b> - Outline planning permission for up to 3,150 dwellings etc.	Residual Outline for 2,223 dwellings. 3 parcels currently under construction see below	Not Started	25	575	1,623
14/01978/OUTM 19/01164/RMAM	NAP2a - (Land South of Newark) Phase 1, Parcels 4a & 4b	<b>Countryside Properties</b> - Reserved matters permission for 160 dwellings.	Under Construction.	147	13	0	0
14/01978/OUTM 21/02093/RMAM	NAP2a - (Land south of Newark) Phase 1, Parcel 6	<b>Bellway Homes</b> - Reserved matters permission for 104 dwellings.	Under Construction.	5	99	0	0
14/01978/OUTM 23/01161/RMAM	NAP2a - (Land south of Newark) Phase 3, Parcel 5	<b>Miller Homes</b> - Reserved matters permission for 281 dwellings.	Under Construction	None completed	170	111	0
<b>Sub Total</b>				534	307	686	1623
<b>Overall Total for Land South of Newark</b>							<b>3,150</b>

East Ward – At present the strategic site Land East of Newark does not have planning permission and it is not anticipated that development will commence in the next five years. At present the Council anticipates that following any consent 275 dwellings will be delivered between 2029/30 and 2032/33.

## **8.0 Parish Governance within the District**

The Council wants to ensure that there is clarity and transparency to the areas that parish councils represent and that the electoral arrangements are appropriate, equitable and readily understood by the electorate.

The Council is aiming to put in place strong and clearly defined boundaries and electoral arrangements.

In their White Paper, Strong and Prosperous Communities, the Government emphasised that “Ultimately, the recommendations made in a community governance review ought to bring about improved community engagement, more cohesive communities, better local democracy and result in more effective and convenient delivery of local services”.

## **9.0 Who undertakes the Review?**

The Council’s General Purposes Committee will approve this Terms of Reference for the review and the Members on that Committee will consider the representations received during the consultation process with the Full Council approving both draft and final recommendations.

## **10.0 How the Council proposes to conduct consultations during the Review?**

In arriving at its recommendations in a Review, the Council will need to take account of the views of local people. The Local Government and Public Involvement in Health Act 2007 requires the Council to consult the local government electors for the area under review and any other person or body who appears to have an interest in the Review (for instance the local Member of Parliament and the County Council) and to take the representations that are received into account by judging them against the criteria in the Local Government and Public Involvement in Health Act 2007.

The Council will consult in an appropriate and accessible manner within the Review area ensuring that those most affected are given the opportunity to respond. Any decisions made and the reasons for those decisions will be published following the Review.

In accordance with the Local Government and Public Involvement in Health Act 2007, representations received in connection with the Review will be taken into account, and consultees will be informed of the outcome of the review. The mechanism for this will be through the Council’s website, issuing press releases, personal communication where appropriate and through the lodging of key documents on deposit at parish council offices etc.

## **11.0 Timetable for the Review**

- |                  |  |
|------------------|--|
| 12 December 2024 | Terms of Reference and Timetable for Review to be approved by the General Purposes Committee |
| 6 January 2025   | Council to publish the Terms of Reference  |

14 February 2025	Consultation begins with initial submissions being invited
20 March 2025	Closing date for submission of initial submissions General Purposes Committee Members to be consulted on initial submissions
24 March 2025	Council to publish Draft Proposals Consultation begins on Draft Proposals
2 May 2025	Closing date for submissions on Draft Proposals
19 June 2025	General Purposes Committee to be consider submissions on Draft Proposals and to make final Recommendations to the Full Council
15 July 2025	Full Council to approve and publish final Recommendations.
July – August 2025	Interested parties including the Electoral Commission informed of the outcome of the Review Reorganisation Order is made.
May 2027	Elections to be held if required

## **12.0 Reorganisation of Community Governance Orders and Commencement**

The Review will be completed when the Council adopts the Reorganisation of Community Governance Order. Copies of this Order, any maps which affect the order of the detail and the document which sets out the reasons for the decisions that the Council has taken will be deposited at Castle House and on the Council's website.

## **13.0 List of Consultees**

Nottinghamshire County Council  
Newark Town Council  
Local government electors (via the District Council website etc)  
Voluntary Organisations / Community Groups  
Local Residents Associations  
Newark and Sherwood Clinical Commissioning Group  
Nottinghamshire Police and Crime Commissioner  
Primary and Secondary Schools in Newark  
Appropriate outside bodies

## **14.0 How to Contact Us**

Contact details at the Council for the duration of the review are as follows:



Nigel Hill – Business Manager – Elections & Democratic Services Email [voting@newark-sherwooddc.gov.uk](mailto:voting@newark-sherwooddc.gov.uk)

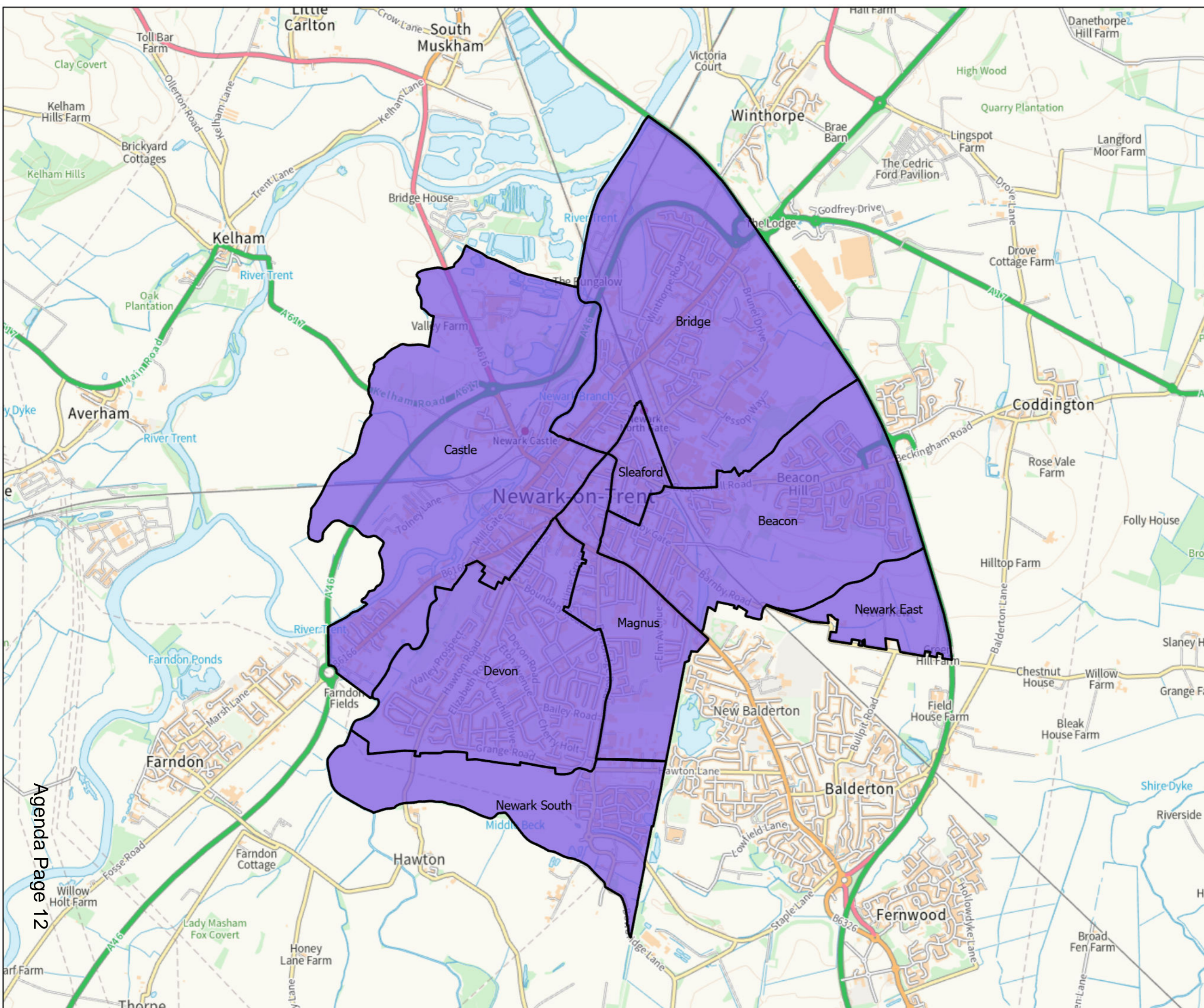
## **15.0 Date of Publication of Terms of Reference**

Terms of Reference due to be published 6 January 2025.



**Legend**

-  Parish Wards
-  Newark



**Drawing Reference**

**Location**  
Newark Parish

**Drawing Title**  
Newark Parish Wards

Date Exported: 29/11/2024

Scale: 1:26,551



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Report to: General Purposes Committee: 12 December 2024  
 Portfolio Holder: Councillor Paul Taylor, Public Protection and Community Relations  
 Director Lead: Matthew Finch, Director – Communities and Environment  
 Lead Officer: Damian Wilkins, Environmental Health and Licensing Manager

Report Summary	
<b>Type of Report</b>	Open Report
<b>Report Title</b>	Revision of Committee Reports
<b>Purpose of Report</b>	To present to members with an update and rationale behind the need for the reports presented to be revised.
<b>Recommendations</b>	<ul style="list-style-type: none"> <li>• To note the rationale for the report changes</li> <li>• To approve the new format and information provided</li> </ul>
<b>Alternative Options Considered</b>	Revert to the original format and data inclusion – this poses a risk to the Council on the level of data provided and increases the workload of officer generating the reports.
<b>Reason for Recommendations</b>	To ensure legal compliance alongside the provision of relevant and necessary information.

## 1.0 Background

- 1.1 At the last meeting of the Licensing and General Purposes Committee on 12 September 2024, a new format of reports were presented for the first time. The rationale and discussion for changing these reports was held with officers from Licensing and Chair and Vice Chair of the committee.
- 1.2 However, it was recognised that the changes made to the reports presented some concern by the committee members and without a report detailing the rationale, the committee felt the need for clarity to be provided. This report sets out the reasons for making these changes.
- 1.3 As members will be aware, the Licensing Team is made up of a Senior Licensing Officer, Licensing Enforcement Officers and a Licensing Support Officer who are managed by the Environmental Health and Licensing Manager. This is a very small team who administer a large number and variety of licensing applications. This team is also new with both members of the Licensing Team having been in place for 12 months.

- 1.4 Whenever there is a whole team change it is important to understand and review the team, how it works, how licensing applications are dealt with and to ensure that the new team members have the knowledge, skills and capacity to deliver the service effectively. As part of this consideration, an additional Licensing Support Officer post has been approved and recruited to. This role is currently for a two-year fixed term period and will be subject to review.
- 1.5 The Licensing Team are also undergoing a transformation review in order to understand where there are issues in processing and managing licences and to seek to make improvements to benefit the team and the customer. The current review is seeking to:
- Upgrade the licensing system used to enable an integrated process for licensing applications to be made online when Gov.uk service ends
  - To install and set up the Public Access system for Licensing – This will enable anyone to search the public register online, view applications, view decisions, view licences issued and their conditions. This is the same set up as the planning public access system
  - Move away from paper-based licence applications wherever possible to enable the system to automatically send the relevant application in advance of any licence renewal
  - Continue to develop the payment system to allow customer to self-serve their application fees online or for more complicated payments be sent a clear payment link rather than trying to submit payments over the phone.
- 1.6 These projects are complex and require significant officer time to deliver them, with the outcomes providing a better service for the team and all service users. We are aware that members may have received complaints from licensees or applicants regarding the service and we are working hard to make the necessary improvements for the benefit of our community.

## **2.0 Proposal/Details of Options Considered**

### **2.1 Complaints/Enforcement information**

2.2 The previous report template provided details of all complaints/enforcement activities that had been received or undertaken by the team over the previous period. Having reviewed the information provided within those reports, concern was raised relating to the level of information shared. The reports provided the name of the premises or vehicle, nature of the complaint alongside the action that was taken.

2.3 In no other committee is such detail provided and certainly not in the public domain. As an authority, when complaints are made to us, they are confidential and should not be reported anywhere.

### **2.4 TENS information**

2.5 Within the report to the licensing committee an appendix is provided with details of every Temporary Event Notice that has been applied for alongside details of the venue, the hours and what it is for.

- 2.6 Should a review of the TENs information be necessary it is important that this is accessed in a timely manner. If there are any concerns relating to a premises and any TENs that have been applied for events planned, these should be raised with the team as soon as possible.
- 2.7 The Licensing Committee is currently scheduled for 4 meetings per year, however there are occasions where the meetings are cancelled, at the permission of the Leader, as the only reports for tabling are the Licensing Activity reports. Therefore, the relevance and timeliness of providing this information at such a detailed level is questionable.
- 2.8 As mentioned above, the Licensing Team is a small team who are also seeking to make significant improvements. The work required to research and develop the level of data previously supplied is resulting in additional pressure and service delays due to the ongoing work outlined in paragraph 1.5, above.
- 2.9 It is proposed that the revised reports remain in place to ensure that as a Licensing Service we are legally compliant and to ensure the most appropriate use of resources.

### **3.0 Implications**

- 3.1 In writing this report and in putting forward recommendations officers have considered the following implications; Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

### **3.2 Financial Implication Number FIN24-25/6623**

There are no direct financial implications arising from this report.

### **3.3 Legal Implications**

There is no irrationality in the recommendations, nor would they offend the Access to Information Procedure Rules. There is no legal impediment to ceasing to provide in reports to the committee, details of the name of the premises or vehicles, and the nature of the complaint against either, alongside the action that was taken, nor the details of every Temporary Event Notice that has been applied for alongside details of the venue, the hours and what it is for.

Members should always have regard to the need to balance a person's Article 8 ECHR rights with the legitimate aims of the committee notwithstanding the powers to exclude information from public consumption because it is either confidential or exempt under S.100A of the Local Government Act 1972. Nor would the recommendation impinge upon the requirement under Paragraph 14.72 of the statutory guidance issued under S.182 of the Licensing Act 2003 for Licensing Committees to receive regular reports on decisions made by officers so that they maintain an overview of the general situation. The guidance is nonprescriptive as to what those reports should contain.

### **3.4 Information Governance Implications**

It is important that information sharing is compliant with article 5, and article 6 of the UK GDPR. We must only process data necessary for the purpose it was collected. It is vital that any internal sharing and reporting is achieved in line with the principles stated in article 5 of the UK GDPR and is limited to what is necessary. I am satisfied that the revised reporting to committee, which in turn is publicly available, satisfies the requirements of necessary and proportionate under the UK data privacy legislation.

### **Background Papers and Published Documents**

Section 182 Statutory Licensing Guidance





Report to: General Purposes Committee Meeting – 12 December 2024  
 Director Lead: Matthew Finch, Director – Communities & Environment  
 Lead Officer: Narelle Plowright, Senior Licensing Officer

Report Summary	
<b>Report Title</b>	Update on Performance and Enforcement Matters
<b>Purpose of Report</b>	To provide Members of the Committee with details of the various activities undertaken by the Licensing Team in relation to Hackney Carriage/Private Hire Drivers, Private Ambulance Drivers together with House to House and Street Collections
<b>Recommendation</b>	That the report be noted.

## 1.0 Background

- 1.1 A new applicant for a Hackney Carriage/Private Hire Drivers or Private Ambulance Drivers Licence have to undergo various checks. These include a: Disclosure and Barring check; DVLA check; two references are required; Group II medical; and knowledge & ability tests.
- 1.2 This report covers the period from 1 July to 30 September 2024 inclusive and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

Application Type	New Applications Rec'd	Renewal of Applications Rec'd	Number Issued	Comments
Hackney Carriage/Private Hire Driver	0	9	9	
Ambulance Drivers	0	2	2	
Hackney Carriage Vehicles	3	17	20	
Private Hire Vehicles	0	5	5	
Private Ambulance Vehicle Licence	0	13	13	

### 1.3 Street Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 July to 30 September 2024 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

Charity	Date	Total Amount Collected	% Returned to Charity
No Collections			

### 1.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 July to 30 September 2024 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

Charity	Date	Total Amount Collected	% Returned to Charity
No Collections			

### 1.5 Enforcement Issues

Enforcement Activity between 1 July to 30 September 2024:

Inspection Type	Amount
Taxi – Routine	3
Taxi - Complaint	10

## 2.0 Proposal/Options Considered

This report is intended to provide Members with a summary of the various activities undertaken by the Licensing Team in relation to Hackney Carriage/Private Hire Drivers, Private Hire Ambulance Drivers together with House to House and Street Collections.

## 3.0 Implications

There are no implications arising from this report.

## Background Papers and Published Documents

None