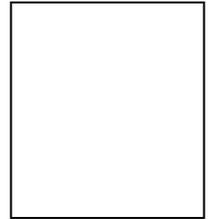




## SHEFFIELD CITY COUNCIL Committee Report



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**Report of:** Chief Licensing Officer & Head of Licensing

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**Date:** 27<sup>th</sup> July 2020

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**Subject:** The Second Update & Review of Temporary Emergency Officer Delegations in response to the current situation with Coronavirus (Covid-19)

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**Author of Report:** Stephen Lonnia

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**Summary:** To review the additional delegations given to the Chief Licensing Officer and Head of Licensing to enable the ongoing management of the Licensing Service during the ongoing situation with Coronavirus (Covid-19)

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**Background Papers:** Not applicable

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**Category of Report:** OPEN

# Report of the Chief Licensing Officer & Head of Licensing to the Licensing Committee

Ref 61/20

## The Second Update & Review of Temporary Emergency Officer Delegations given to the Chief Licensing Officer & Head of Licensing

### 1.0 Purpose of the report:

1.1 To review the additional temporary emergency delegations to the Chief Licensing Officer & Head of Licensing to enable the continued management of the Licensing Service during the ongoing position with Coronavirus (Covid-19)

### 2.0 Background:

2.1 Members will be aware that on the 27<sup>th</sup> April 2020 a report was placed before the licensing committee as the Licensing Service were facing very different and difficult challenges as they responded to the outbreak of Covid-19 and the associated lockdown.

2.3 At the meeting of the 27<sup>th</sup> April 2020, in brief, the committee resolved that it:-

- (b) approves the proposal to deal with Covid-19-related issues by decision makers, departing from policy where appropriate rather than seeking a wholesale change of existing policies;
- (c) agrees that temporary, additional delegated powers be granted to the Chief Licensing Officer with regard to the determination of all applications for the grant, renewal, transfer and variation of licences, permits and consents in relation to the licensing systems referred to in the report now submitted

2.4 It was also resolved the Chief Licensing Officer & Head of Licensing submit a bi-monthly report to the Licensing Committee to enable a review and more detailed discussion of individual cases where delegated powers had been used.

### 3.0 Temporary Emergency Officer Delegated Powers

3.1 The temporary delegated powers have been in place for twelve weeks, since the meeting on the 27<sup>th</sup> April 2020.

3.2 Although they have only been used sparingly in several different licensing systems, and mostly for minor administrative decisions, they have been extremely useful and we believe this is an example of best practice.

3.3 The Licensing Service has used the delegated powers to make decisions on the following systems:

#### a. Taxis

- Renew vehicle licences beyond existing age limits
- Stop undertaking intermediate vehicle tests

- Stop undertaking compliance part of vehicle test (restarted 1<sup>st</sup> July)
  - Licence deferral scheme
  - Licence plate surrender / retention scheme
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- b. Animal Health Licensing
- Short term extension of licences
- c. Street Trading
- Issue of short term consents
- d. Civil Marriage Registration
- Renewal of licence without inspection of premises
- e. Pavement Cafes
- New temporary pavement café scheme

#### **4.0 Financial Implications**

- 4.1 There are no financial implications arising from the Temporary Emergency Officer Delegation itself.
- 4.2 However, the Licensing Service is facing a projected financial deficit at the end of the 20/21 financial year. Currently this is projected to be around £200K at this moment in time, this may increase depending on the future situation with the current Covid-19 pandemic.

#### **5.0 Legal Implications**

- 5.1 The Temporary Emergency Officer Delegations have no legal implications.
- 5.2 Following the declaration of the Covid-19 Pandemic and the country being placed in lockdown in March, the service has adjusted its method / style of operation and has endeavoured to provide critical service(s) at all times.
- 5.3 The service has had to respond to the release of new legislation, regulations and guidance that has been constantly revised as the pandemic / lockdown has lifted. This includes:-
- The Coronavirus Act 2020
  - The Health Protection (Coronavirus Restrictions) (No.2) (England) Regulations 2020
  - Keeping workers and customers safe during COVID-19 in restaurants, pubs, bars and takeaway services – updated 10<sup>th</sup> July 2020
  - Closing certain businesses and venues in England – guidance updated 9<sup>th</sup> July
  - Local Transport COVID-19 Response, Department for Transport

5.4 There are now only a handful of premises and activities that remain closed / significantly restricted; these include:

- Large Scale Events (Concerts / Festivals etc.)
- Casinos
- Nightclubs
- Sexual Entertainment Venues
- Sporting Events (Played behind closed doors)

## **6.0 Recommendations**

6.1 To note the contents of this report and the verbal presentation given by the Chief Licensing Officer & Head of Licensing and leave the delegations in place.

## **7.0 Options**

7.1 To amend the delegations and review in two months

7.2 To leave the delegations in place and review in two months

7.3 To remove the delegation

Stephen Lonnia  
Chief Licensing Officer & Head of Licensing  
27<sup>th</sup> July 2020