

# Blackpool Council

26 October 2020

To: Councillors Mrs Callow JP, Collett, Critchley, Farrell, Hunter, Hutton, D Scott, R Scott and Wilshaw

The above members are requested to attend the:

## **PUBLIC PROTECTION SUB-COMMITTEE**

Tuesday, 3 November 2020 at 6.00 pm  
in Via Zoom Meeting

### **A G E N D A**

#### **1 DECLARATIONS OF INTEREST**

Members are asked to declare any interests in the items under consideration and in doing so state:

(1) the type of interest concerned either a

- (a) personal interest
- (b) prejudicial interest
- (c) disclosable pecuniary interest (DPI)

and

(2) the nature of the interest concerned

If any member requires advice on declarations of interests, they are advised to contact the Head of Democratic Governance in advance of the meeting.

#### **2 MINUTES OF THE MEETING HELD ON 6 OCTOBER 2020** (Pages 1 - 6)

To agree the minutes of the meeting held on 6 October 2020 as a true and correct record.

#### **3 MINUTES OF THE SPECIAL MEETING HELD ON 20 OCTOBER 2020** (Pages 7 - 10)

To agree the minutes of the special meeting held on 20 October 2020 as a true and correct record.

**4 STREET COLLECTIONS PERMITS**

(Pages 11 - 18)

To consider permits already granted for collections in December 2019 and the issue of further street collection permits in view of the COVID19 restrictions in force in the area.

**5 DELEGATION OF POWERS - GRANT/REFUSAL OF HORSE DRAWN HACKNEY CARRIAGE LICENCES OF A NON-TRADITIONAL STYLE**

(Pages 19 - 22)

To consider amending the existing delegation which permits the Trading Standards and Licensing Manager to grant a Horse Drawn Hackney Carriage that is of a non-traditional style.

**6 DATE OF THE NEXT MEETING**

To note that date of the next meeting as 8 December 2020.

**Other information:**

For queries regarding this agenda please contact John Greenbank, Senior Democratic Governance Adviser, Tel: (01253) 477229, e-mail [john.greenbank@blackpool.gov.uk](mailto:john.greenbank@blackpool.gov.uk)

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at [www.blackpool.gov.uk](http://www.blackpool.gov.uk).

## MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 6 OCTOBER 2020

### **Present:**

Councillor Hutton (in the Chair)

Councillors

Mrs Callow JP  
Critchley

Farrell  
Hunter

D Scott  
R Scott

Wilshaw

### **In Attendance:**

Sharon Davies, Solicitor

John Greenbank, Democratic Governance Senior Adviser (Scrutiny)

Lee Petrak, Trading Standards and Licensing Manager

Ryan Ratcliffe, Licensing Officer

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

### **2 EXCLUSION OF PRESS AND PUBLIC**

**Resolved:** That under Paragraph 1 of Section 100 (A) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the whole item, including the decisions referred to at agenda items 3, 4 and 5.

### **3 MINUTES OF THE LAST MEETING HELD ON 8 SEPTEMBER 2020**

**Resolved:** That the minutes of the meeting held on 8 September 2020 be approved and signed by the Chairman as a correct record.

### **4 HORSE DRAWN HACKNEY CARRIAGE DRIVERS LICENCES**

The Public Protection Sub-Committee considered Horse Drawn Hackney Carriage Drivers Licence applications where the applicants had been convicted of offences or who had otherwise given reasons for concern.

- (i) C.N.F.

Mr Ryan Ratcliffe, Licensing Officer, presented the case to the Sub-Committee. He informed Members that CNF was an existing Horse Drawn Hackney Carriage Driver who had held their licence since 2001.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 6 OCTOBER  
2020**

Members were informed that CNF had been observed by Mr Dave Verity, Licensing Enforcement Officer, driving through and red light and turning in contravention to road signage while on the promenade. The incident had taken place at the junction with Chapel Street, where CNF had turned from the right hand ahead only lane across the left hand lane. At the time of the incident CNF had also been carrying two passengers.

It was also noted that Hackney Carriage Drivers turning in contravention to road signage on the promenade had been an ongoing problem. The Licensing Service therefore had recommended that CNF receive the minimum of a suspension.

CNF joined the meeting and informed Members of the Sub-Committee that they had not acted inappropriately or endangered their horses, passengers or any other members of the public. They added that in executing the turn no traffic had been held up or other issues caused. CNF also asked Members to note that 2020 had been a difficult year for Horse Drawn Hackney Carriage Drivers due to the Covid-19 lockdown and many were facing financial hardship.

Mr Ratcliffe queried if CNF had seen the red light when they turned their carriage. CNF responded that they were not aware of the light but had turned once it was safe to do so while other traffic had remained stationary. Mr Ratcliffe further enquired why CNF had been in the wrong lane before turning and if CNF's intention had been to jump the queue of traffic. In reply CNF stated that they had been in the ahead only lane in order to avoid the perfume stands on the side of the road but there had been no intention to jump the queue of traffic.

Mr Lee Petrak, Trading Standards and Licensing Manager, asked if CNF had seen the red light before they had turned. CNF replied that they had not but that they had been driving a horse drawn hackney carriage since 1987 and had not had an accident during this time. Mr Petrak also asked if CNF was aware of the layout of the traffic junction and that they had broken the rules of the road in turning. CNF accepted that they had been wrong on this occasion, but that the practice was common among Horse Drawn Hackney Carriage Drivers and stated that they would not perform a similar manoeuvre in the future.

The Sub-Committee considered the information submitted by all parties and resolved that as the standard of driving in this case had fallen well below that expected of a licensed driver CNF's licence should be suspended for two weeks. This suspension would take immediate effect because by ignoring road signage, passengers and other road users had been put at risk.

**Resolved:** That CNF's Horse Drawn Hackney Carriage Drivers Licence be suspended for two weeks with immediate effect.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 6 OCTOBER  
2020**

(ii) G.F.

Mr Ryan Ratcliffe, Licensing Officer, presented the case to the Sub-Committee. He informed Members that GF was an existing Horse Drawn Hackney Carriage Driver who had been observed by Mr Dave Verity, Licensing Enforcement Officer, turning in contravention to road signage while on the promenade.

GF joined the meeting and explained that they had intended to continue ahead in the right lane but had changed their mind once they had reached the junction. Although GF accepted that they had been wrong in turning across the left hand lane, they had only turned due to it being clear and safe for them to do so. GF also stated that they recognised they should not have undertaken the turn and they would not do so again.

The Sub-Committee considered the information submitted by all parties and resolved that as the standard of driving in this case had fallen below that expected of a licensed driver GF's licence should be suspended for two weeks. This suspension would take immediate effect because, by ignoring road signage, passengers and other road users had been put at risk.

**Resolved:** That GF's Horse Drawn Hackney Carriage Drivers Licence be suspended for two weeks with immediate effect.

(iii) D.R.T.L.

Mr Ryan Ratcliffe, Licensing Officer, presented the case to the Sub-Committee. He informed Members that DRTL was an existing Horse Drawn Hackney Carriage Driver who had been observed by Mr Dave Verity, Licensing Enforcement Officer, turning in contravention to road signage while on the Promenade.

DRTL joined the meeting and explained that while travelling from the Sandcastle Waterpark to the fast food restaurant on Chapel Street a child had thrown a firework style banger near to their horses which had resulted in the horse moving towards the left hand lane when the carriage had been originally intending to turn right into Chapel Street. As the child remained in the vicinity of Chapel Street, DRTL changed decided to go straight on at the junction instead to drop the passengers at a nearby rank.

Mr Verity stated that while he had observed DRTL's movements he had not witnessed any horses reacting to the bangers being thrown nor had he seen DRTL indicate to show their intention to change lanes.

The Committee asked if there had been any cars in the left hand lane before DRTL moved across it to turn left. DRTL replied that there had been cars in the lane but they had allowed the carriage to move in front of them after they had indicated there intention to do so.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 6 OCTOBER  
2020**

The Sub-Committee considered the information submitted by all parties and resolved that as the standard of driving had fallen below the standard expected of a licensed driver DRTL's licence should be suspended for two weeks. This suspension would take immediate effect because, by ignoring road signage, passengers and other road users had been put at risk.

**Resolved:** That DRTL's Horse Drawn Hackney Carriage Drivers Licence be suspended for two weeks with immediate effect.

(iv) T.W.C.

Mr Ratcliffe presented the report which outlined that TWC was a new applicant for a Horse Drawn Hackney Carriage Drivers Licence. TWC had previously held a licence which expired in September 2020. Although TWC would have been able to submit a renewal application they had not submitted their application in time and therefore the Sub-Committee had been asked to consider TWC as a new applicant.

As part of the application process the Licensing Service had identified previous cautions for TWC in addition to a new conviction received in July 2020 for driving without insurance. In line with the Horse Drawn Hackney Carriage Drivers Convictions Policy, the Sub-Committee was therefore asked to consider if TWC was a fit and proper person to hold a licence.

The Sub-Committee noted that the conviction would not have been immediately highlighted if TWC had renewed their licence on time. It would however have come to light during Drivers' annual Driver and Vehicle Licensing Agency checks.

TWC joined the meeting and explained that they had failed to insure themselves due to a miscommunication whereby they had failed to make an insurance payment. They contributed this error to their limited knowledge of IT.

The Sub-Committee considered the information submitted by all parties and resolved that TWC be granted a Horse Drawn Hackney Carriage Drivers Licence but that they also receive a warning letter in relation to their failure to disclose the conviction for driving without insurance.

**Resolved:** That the licence in respect of TWC be granted and that a warning letter be sent, in respect of their failure to inform the Licensing Service of the conviction they received, indicating that if they were brought before the Sub-Committee again at any point in the future, then suspension or revocation of the Licence would be the likely outcome.

**5 MOTIONS MOVED, SECONDED, VOTED UPON AND LOST**

During consideration of the referral for CNF to determine if they were a fit and proper person to hold a Horse Drawn Hackney Carriage Licence, the following motion was moved, seconded, voted upon and lost:

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 6 OCTOBER  
2020**

“That in case of CNF. the referral for consideration to determine if they are a fit and proper person to hold a Horse Drawn Hackney Carriage Driver’s Licence be subject to a one week suspension.”

**6 PRIVATE HIRE DRIVERS LICENCE**

The Public Protection Sub-Committee considered a Private Hire Drivers Licence holder who had been convicted of an offence or otherwise given reason for concern.

(i) J.B.B.

Mr Ryan Ratcliffe, Licensing Officer, presented the report outlining that JBB had submitted an application to be licensed as a Private Hire Driver. During Driver and Vehicle Licensing Agency (DVLA) check for JBB it had been highlighted that they had been convicted using a mobile device while driving and received three penalty points during March 2020, which had not been declared on their application form. In line with the Council’s Hackney Carriage and Private Hire Convictions Policy it was therefore recommended that JBB receive a Severe Warning letter.

JBB joined the meeting and explained that the failure to disclose the convictions had been an error as they had not properly understood the form when they had filled it out or realised that the offence they had committed was classed as a conviction. They further explained that they had used their mobile while driving in order to find a petrol station, which due to the nature of their work had to be from a specific supermarket provider. However they recognised that this had been a mistake.

The Sub-Committee considered the information submitted by all parties and resolved that JBB’s application be granted but that a severe warning letter be sent in respect of their failure to disclose the conviction they had received.

**Resolved:** That the licence in respect of JBB be granted and that a severe warning letter be sent, in respect of their failure to inform the Licensing Service of the conviction they received, indicating that if they were brought before the Sub-Committee again at any point in the future, then suspension or revocation of the Licence would be the likely outcome.

(ii) J.P.G.

The Chairman informed the meeting of a request to defer the hearing of the referral to consider if JPG was a fit and proper person to hold a Private Hire Drivers Licence. Ms Sharon Davies, Solicitor, explained that JPG was currently unavailable to attend the hearing as they were out of the country and that as a result of this the Sub-Committee could either choose to defer the referral or consider it in JPG’s absence.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 6 OCTOBER  
2020**

In order to ensure JPG received a fair hearing and was able to present their case the Sub-Committee agreed to defer the referral to a special meeting to be held before the next scheduled meeting.

**Resolved:** That consideration of the referral to consider if JPG is a fit and proper person to hold a Private Hire Drivers Licence be deferred to a special meeting of the Public Protection Sub-Committee.

**7 DATE OF THE NEXT MEETING**

That the date of the next meeting be confirmed as 3 November 2020.

**Chairman**

(The meeting ended 7.50 pm)

Any queries regarding these minutes, please contact:  
John Greenbank Senior Democratic Governance Adviser  
Tel: (01253) 477229  
E-mail: [john.greenbank@blackpool.gov.uk](mailto:john.greenbank@blackpool.gov.uk)



## MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 20 OCTOBER 2020

### **Present:**

Councillor Hutton (in the Chair)

Councillors

Mrs Callow JP  
Critchley

Farrell  
Hunter

D Scott  
R Scott

Wilshaw

### **In Attendance:**

Sharon Davies, Solicitor

John Greenbank, Democratic Governance Senior Adviser (Scrutiny)

Lee Petrak, Trading Standards and Licensing Manager

### **1 DECLARATIONS OF INTEREST**

There were no declaration of interest made on this occasion.

### **2 EXCLUSION OF PRESS AND PUBLIC**

The Public Protection Sub-Committee considered excluding the public and press from the agenda item two as those items contained information which was exempt from publication by virtue of Paragraph 1 of Section 100 (A) of the Local Government Act 1972.

It considered that the public interest would not be served by allowing the information to be held in open session due to the sensitive information about individuals outlined.

**Resolved:** That under Paragraph 1 of Section 100 (A) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the whole item, including the decisions referred to at agenda items two.

### **3 PRIVATE HIRE DRIVERS LICENCE**

The Public Protection Sub-Committee considered a Private Hire Driver's Licence holder who had been convicted of an offence or otherwise given reason for concern.

(i) J.P.G.

Mr Lee Petrak, Trading Standards and Licensing Manager, presented the case to the Sub-Committee. He informed Members that JPG was an existing Private Hire Driver Licence holder since 2016. JPG had previously appeared before the Sub-Committee at it 30 June 2020 meeting where they received a warning letter for failing to disclose receiving nine penalty points on their driving licence for speeding offences.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 20 OCTOBER  
2020**

JPG had been referred for consideration as a fit and proper person to hold a licence following an incident that resulted in a road traffic collision in August 2020. Mr Petrak reported that the Licensing Service had received intelligence from Lancashire Constabulary that JPG had caused a collision after failing to stop for a red traffic light. The Sub-Committee was shown dash camera footage of the incident taken from JPG's private hire vehicle.

JPG joined the meeting and explained that they were deeply sorry for the incident. They further explained that it had occurred following a lapse in concentration where they had assumed the traffic lights would change as they approached them. JPG also added that they had been driving for twenty years and had not had an accident before. They also added that driving as a Private Hire Driver was their livelihood and that they had a family to support.

Mr Petrak stated that the camera footage shown indicated that JPG had not been wearing a seatbelt at the time of the incident and asked why this had been the case. JPG responded that they could not recall why this would be the case as their memory of the incident was unclear. Mr Petrak also asked if a report had been undertaken to determine if the seatbelt had been used. JPG replied that they were unaware if any check had taken place.

The Sub-Committee asked if JPG could assure them that they were a fit and proper person to hold a Private Hire Driver's Licence. In response JPG stated that they were an experienced driver who had been driving for twenty year and this incident was their first collision. Since the incident JPG also stated that they had taken greater care while driving and had learnt from the mistakes they had made.

Members also asked if JPG had seen the red traffic light, which the camera footage indicated they should have seen from a distance before the light. JPG responded that the driving through the red traffic light had been the result of a lapse in concentration, however there memory of the incident was unclear so they were unable to state for certain why they had behaved as they had done.

Ms Sharon Davies, Solicitor, drew Members attention to a portion of the camera footage where JPG appeared to have banana skin in their hand following the collision. It was queried if they had been eating while driving immediately before the collision. JPG responded that they had not been eating while driving and that the banana skin had been on the dashboard of the vehicle and they were most likely removing it following the collision.

The Sub-Committee considered the information submitted by all parties and resolved that in light of JPG's previous warning and the fact that the standard of their driving caused this accident some five weeks later, JPG was no longer a fit and proper person to be a licensed driver and in view of the serious nature of the incident that their licence should be revoked with immediate effect in the interest of public safety.

**MINUTES OF PUBLIC PROTECTION SUB-COMMITTEE MEETING - TUESDAY, 20 OCTOBER  
2020**

**Resolved:** That JPG's Private Hire Driver's Licence be revoked with immediate effect.

**Chairman**

(The meeting ended 5.24 pm)

Any queries regarding these minutes, please contact:  
John Greenbank Senior Democratic Governance Adviser  
Tel: (01253) 477229  
E-mail: [john.greenbank@blackpool.gov.uk](mailto:john.greenbank@blackpool.gov.uk)

This page is intentionally left blank

<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Lee Petrak, Trading Standards and Licensing Manager
<b>Date of Meeting</b>	3 November 2020

## STREET COLLECTION PERMITS

### 1.0 Purpose of the report:

- 1.1 To consider permits already granted for collections in December 2019 and the issue of further street collection permits in view of the COVID19 restrictions in force in the area.

### 2.0 Recommendation(s):

- 2.1 Suspend the issuing of Street Collection permits while Blackpool remains under Covid-19 restrictions.
- 2.2 To authorise the Trading Standards and Licensing Manager to revoke permits already issued to BETEL and Salvation Army if Blackpool remains in Tier 3 and he is satisfied that requirements under the Covid-19 restrictions cannot be met.

### 3.0 Reasons for recommendation(s):

- 3.1 To consider whether collections can take place during COVID 19 restrictions/

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

The Sub-Committee can take no actions and allow suitable applications to be granted.

### 4.0 Council Priority:

- 4.1 The relevant Council Priority is "The Economy: Maximising growth and opportunity across Blackpool"

## 5.0 Background Information

5.1 At its meeting held on 17 March 2020, the Public Protection Sub-Committee considered the allocation of street collection permits for the year running from 01.04.20 – 31.03.21. Applications were considered and the Sub-Committee delegated to the Trading Standards and Licensing Manager the authority to grant further permits to suitable applicants.

5.2 The permits currently in existence are as follows:  
**Royal British Legion Poppy Appeal 24.10.20 – 07.11.20**

**BETEL of Britain 07.12.20 – 12.12.20**

Collection to take place in town centre - 6 to 8 carol singers in costumes with charity buckets 10.00-18.00.

**Salvation Army various dates between 28.11.20 -25.12.20**

The vicinity of Marks and Spencer's - Salvation Army band plus one collector every Saturday before Christmas from 28.11.20 11.00 – 13.00 and Christmas Day 12.00-13.00

The Sub-Committee also issued a permit to allow collections to support the illuminations to be made from booths sited at both ends of the Illuminations.

5.3 There is no suggestion that the permit for the Poppy Appeal should be suspended because the format of the collection is well known, can be achieved with social distancing and will not encourage crowds to gather. Similarly the collection for the Illuminations is done by gathering donations from people in vehicles. Social distancing can be maintained and there is no suggestion of crowds gathering.

5.4 There is some concern, however whether the collections by BETEL and the Salvation Army should take place under the current COVID restrictions. Blackpool is currently under Tier 3 Very High. Both collections include performances of music whether live or recorded and this could encourage members of the public to stop and listen. Whilst the need for these restrictions will be reviewed every four weeks, the next Sub-Committee meeting is not until 8 December 2020 when collections under these permits will already have taken effect.

5.5 BETEL have produced COVID procedures and risk assessment - see Appendix 3(a) and 3(b). Officers will make contact with the Salvation Army prior to the meeting to ascertain whether they still intend to proceed with these collections, and if so what measures they have in place concerning COVID19.

5.6 The Sub-Committee are asked to suspend future applications for street collections

initially to the end of the current street collection year 31.03.21 in view of the COVID 19 restrictions in place to minimise the spread of the virus and in view of the Government guidance that residents should “*still travel to venues or amenities that are open, for work or to access education but aim to reduce the number of journeys you make*”. The need for this suspension can be kept under review and could be lifted earlier if the restrictions are significantly relaxed.

5.7 Does the information submitted include any exempt information? No

**List of Appendices:**

Appendix 3(a) – BETEL COVID Document and  
Appendix 3(b) - BETEL Risk Assessment

**6.0 Legal considerations:**

6.1 None

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 None

**9.0 Financial considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers:**

13.1    None



### **Covid-19 Carolling Procedures**

**NB – These will be updated as and when government guidance changes**

#### **Team members**

- No-one will participate in a team if they have had symptoms of Covid-19 within the previous 10 days, or if they have been advised to self-isolate by the NHS due to having had contact with someone testing positive for Covid-19 within the previous 14 days.

#### **Fundraising activity**

- Unlike in previous years, team members will not sing. Instead, our carolling backing track, including recorded singing will be played, while a small team of volunteers stand to collect donations.

The backing track music will be played at a suitable volume to ensure that team members and passers by do not have to speak above normal speaking volume in order to make themselves heard above it, in line with Fundraising Regulator guidance.

Social distancing reminder signs will be visible

#### **Team size**

- The number of people on each team will take account of the available space and any specific protocols that the venue has in place.
- In public streets, the maximum number of people on each team will be in line with that set by the Fundraising Regulator (maximum of 4 as of July 2020) and will also abide by any restrictions set by the local licensing authority.
- In indoor venues, the maximum number of people on each team will be agreed with the venue in advance.

#### **Hygiene**

- Teams will adhere to all government guidance regarding hygiene. All teams will have hand sanitiser with them.
- Teams will also have rubbish bags to ensure that any rubbish from the day can be sealed in a bag and transported back to our headquarters.

#### **Distancing**

- Teams will adhere to all government guidance regarding social distancing. Team members will not stand in close proximity to each other, unless they are from the same household.
- Team members will ensure that they do not stand in any space that would cause an obstruction to members of the public, or that would create a pinch point for passers-by, preventing people from maintaining distancing.
- Team members will not approach members of the public or move around in any way that causes an obstruction to passers-by.

- When members of the public wish to donate, there will be buckets available on the ground in front of our Betel banner and in some venues, handheld by collectors or placed on a table. When someone wishes to donate into a handheld bucket, the collection bucket will, when possible, be held at arm's length to enable them to put their donation in. Where this is not possible, it will be placed in a visible spot on a table with the collector taking a step back to enable the individual to make their donation without close social contact. Contactless donation payment may also be available in some venues.

### **Flyers**

- Flyers providing more information about the charity and our social enterprises will be available to those members of the public who would like to know more. Any team member distributing these will wear disposable gloves to do so.

### **Transport to and from venue**

- Betel vehicles will be used to transport the team to the venue. No team members will be using public transport to get there.

### **Training and supervision of team members**

- All team members will be trained in these procedures and will be supervised onsite by a team leader.
- Attention will also be drawn during training to the increased levels of anxiety that some members of the public may be experiencing due to the Covid-19 pandemic, and team members briefed about the importance of particular sensitivity whilst fundraising.

# Event Risk Assessment Form

<b>Event Name:</b>	Betel Manchester	<b>Date:</b>	7/12/2020 – 12/12/2020	<b>Venue:</b>	Blackpool SC
--------------------	------------------	--------------	---------------------------	---------------	--------------

(1) Activity / Area of Concern i.e.: what is taking place as part of the event?	(2) Hazards Identified i.e.: what can cause harm?	(3) Persons at Risk i.e.: who could be harmed by the hazard?	(4) Current Risk Factor (high, medium or low) i.e.: determine the level of risk	(5) Actions to be Taken to Minimize each Risk i.e.: what action can you take to lower the level of risk	(6) New Risk Factor (high, medium or low) i.e.: risk factor after action taken to minimize the risk
Carol Singing	Obstruction to pedestrians.	Pedestrians	Medium	Singers and collectors positioned in such a way as to minimise obstruction.	Low
	Trip hazards caused by equipment		Medium	Equipment to be stored carefully away from footfall	Low
Carol Singing (During Covid-19 pandemic)	Potential spread of virus by infected team member	Public / pedestrians	Medium to Low	All team members will be vetted for symptoms or possible exposure to Covid-19. Anyone who is affected or who has knowingly been exposed will not be permitted to participate in event.	Low to Very Low
Coin & note collections using buckets and card machines	Potential for spread of virus through hand to surface contact	Public/ pedestrians and team members	Medium to Low	All equipment, buckets, card machines and surfaces are to be sanitised regularly. Team members will sanitise their hands regularly.	Low to Very Low
Singing and collecting coins/notes and card payments.	Potential for virus to spread through airborne particles	Public and team members	Medium to Low	All team members are to wear masks or visors and keep 2m distance from public making sure that this distance is observed when collecting cash payments Singers will only 'mime' to the backing track..	Low to Very Low

Name of person completing Risk Assessment (printed): .....

Signature: ..... Date: .....

<b>Report to:</b>	<b>PUBLIC PROTECTION SUB-COMMITTEE</b>
<b>Relevant Officer:</b>	Lee Petrak, Trading Standards and Licensing Manager
<b>Date of Meeting</b>	3 November 2020

## **DELEGATION OF POWERS – GRANT/REFUSAL OF HORSE DRAWN HACKNEY CARRIAGE LICENCES OF A NON-TRADITIONAL STYLE**

### **1.0 Purpose of the report:**

- 1.1 To consider amending the existing delegation which permits the Trading Standards and Licensing Manager to grant a Horse Drawn Hackney Carriage that is of a non-traditional style.

### **2.0 Recommendation(s):**

- 2.1 That the Sub-Committee approve the amended delegation.

### **3.0 Reasons for recommendation(s):**

- 3.1 Licensed carriages are responsible for transporting passengers. It is important for the protection of the public that only suitable vehicles that are fit for purpose are licensed.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

The Sub-Committee could decline to amend the existing delegation.

### **4.0 Council Priority:**

- 4.1 The relevant Council Priority is "The Economy: Maximising growth and opportunity across Blackpool"

**5.0 Background Information**

5.1 The Sub-Committee decided at its meeting on the 23 September 2010 to permit any style carriage however any carriages that were not of the traditional style were required to be produced before the Sub-Committee for approval.

5.2 Since the 21 October 2010 up until the 28 July 2020 the Public Protection Sub-Committee has licensed 25 non-traditional style Horse-Drawn Hackney Carriages.

5.3 The Sub-Committee during their deliberations on the 28 July 2020, requested that power be delegated to the Trading Standards and Licensing Manager in respect of any future applications for a non-traditional style Horse Drawn Hackney Carriage.

5.3 Does the information submitted include any exempt information? No

**List of Appendices:**

None

**6.0 Legal considerations:**

6.1 None

**7.0 Human Resources considerations:**

7.1 None

**8.0 Equalities considerations:**

8.1 None

**9.0 Financial considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 None

**11.0 Ethical considerations:**

11.1 None

**12.0 Internal/ External Consultation undertaken:**

12.1 None

**13.0 Background papers:**

13.1 Minutes of 28 July 2020 Public Protection Sub-Committee

This page is intentionally left blank