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Cambridge City Council

Licensing Committee

Date: Monday, 25 January 2021

Time: 10.30 am

Venue: This is virtual meeting via microsoft teams

Contact: democratic.services@cambridge.gov.uk, tel:01223 457000

Agenda

All Members are requested to attend a Licensing & Enforcement Briefing update which begins at 10.00am.

A separate Microsoft Teams appointment will be sent to Members to attend.

1	Apologies	
2	Declarations of Interest	
3	Minutes	(Pages 3 - 6)
4	Public Questions	
5	Review of Statement of Licensing Policy	(Pages 7 - 80)
6	Cumulative Impact Assessment	(Pages 81 - 154)
7	Statutory Taxi & Private Hire Vehicle Standards	(Pages 155 - 198)
8	Annual Review of Licensing Fees and Charges 2021/22	(Pages 199 - 212)

Licensing Committee Members: Bird (Chair), Thittala (Vice-Chair), Gehring, Massey, McPherson, McQueen, Moore, Page-Croft and Summerbell

Alternates: Johnson

Information for the public

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LICENSING COMMITTEE 28 September 2020
10.30 - 11.00 am

Present: Councillors Bird (Chair), Gehring, Johnson, Massey, McQueen, Moore and Page-Croft

Officers
Environmental Health Manager: Yvonne O' Donnell
Environmental Health and Licensing Business Support Team Leader: Wangri Njiiri
Senior Litigation Lawyer: Paul Weller
Committee Manager: James Goddard
Producer: Sarah Steed

FOR THE INFORMATION OF THE COUNCIL

20/7/Lic Apologies

Apologies were received from Councillors McPherson, Summerbell and Thittala. Councillor Johnson attended as the Alternate.

20/8/Lic Declarations of Interest

No declarations of interest were made.

20/9/Lic Minutes

The minutes of the meetings held on 27 January and 28 May 2020 were approved as a correct record.

20/10/Lic Public Questions

A Director of Cambridge City Taxis Ltd asked a question as set out below.

i. Queried if the Mill Road Bridge closure was temporary or permanent.
ii. Acknowledged this was the responsibility of the County Council but expressed concern that taxis were unable to use the bridge.

Councillor Massey responded:

i. The Mill Road Bridge closure was the responsibility of the County Council. This should be a temporary measure of eighteen months, and a review was expected after six.
ii. A consultation was in progress, but this was not well publicised.
iii. Councillors Bird and Massey had concerns about the bridge closure, which they were following up with the County Council.

20/11/Lic Hackney Carriage and Private Hire Taxi Vehicle CCTV implementation

The Committee received a report from the Environmental Health Manager.

The report advised that under the powers conferred to Cambridge City Council under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976, (as amended), Cambridge City Council has responsibility for licensing Hackney Carriage, Private Hire and Dual Licence Drivers as well as vehicle proprietors and Private Hire Operators within the City.

The mandatory installation of CCTV within Hackney Carriage and Private Hire vehicles was agreed by members in October 2017.

A Director of Cambridge City Taxis Ltd asked if the installation of CCTV could be delayed due to COVID-19. Queried if the cost would be subsidised by the council.

The Environmental Health Manager responded:
i. The report recommendation was a starting point.
ii. If the recommendation was agreed, taxi drivers would have twelve months to install CCTV to protect themselves and passengers.
iii. It was a mandatory scheme that had already been approved by committee.
iv. The cost of CCTV would not be subsidised but the City Council and South Cambs District Council would seek the best deal for drivers from CCTV providers.
v. The footage would be accessed/viewed by the Police and City Council Officers.

The Committee received a written representation from the Chairman of Cambridge Hackney Carriage Association.

The representation covered the following issues:

i. Wished to oppose to the recommended implementation date of 1st April 2022 to install CCTV systems in taxis.
ii. We were in unprecedented times and currently about a third of the fleet are working. Drivers' takings were about 20% at the moment. To cover their overheads, takings must be near to the 50 - 60% mark.
iii. Many drivers were unlikely to return to work until there was a vaccine. Which could be sometime 2020 or later. Furthermore, drivers expected to face economic uncertainty into next year, possibly longer. Believed the CCTV system could cost drivers around £700-800. Most of drivers would be unable to cover that cost. Therefore, they felt it was too soon to implement CCTV as drivers could not afford it.
iv. Drivers wished to suggest April 2024. This would give them plenty of time to save for CCTV systems.

    The Environmental Health Manager said the expected cost was circa £300.

The Committee made the following comments in response to the report:

i. The installation of CCTV within Hackney Carriage and Private Hire vehicles was agreed in October 2017.
ii. Many insurance companies required CCTV facilities showing internal and/or external views.
iii. The City Council and South Cambs District Council should implement the CCTV scheme at the same time.
iv. Empathised with drivers' cost concerns. The City Council would do what it could to support drivers.

<u>The Committee:</u>

Resolved (unanimously) to approve the implementation date of 1 April 2022, by which date all licenced vehicles must have an installed CCTV system, from awarded supplier. System must comply with Cambridge City Council Technical specification.

20/12/Lic Officer Urgent Decision: Pavement Licences

The decision was noted.

The meeting ended at 11.00 am

CHAIR

Item

Review of Statement of Licensing Policy

To:
Licensing Committee

Report by:
Yvonne O'Donnell, Environmental Health Manager
Tel: 01223 457951 Email: Yvonne.ODonnell@cambridge.gov.uk

Wards affected:
All

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1. Executive Summary

1.1 Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a statement of its licensing policy at least every five years. During the five-year period, the policy must be kept under review and the licensing authority may make any revisions to it as it considers appropriate. The existing Statement of Licensing Policy for Cambridge City Council became effective on 19th October 2017.

1.2 The Statement of Licensing Policy has been reviewed within the 5 year period as on 6th April 2018, The Policing and Crime Act 2017 amended the Licensing Act 2003 to place Cumulative Impact Assessments on a statutory footing.

1.3 The Statement of Licensing Policy contains a section on the cumulative impact of a concentration of licensed premises.

1.4 The proposed Statement of Licensing Policy has seen this section amended and also produced as a stand-alone document, The Cumulative Impact Assessment.

1.5 The process to start the review of the Statement of Licensing Policy began in August 2020 and a twelve-week public consultation took place between 31st August 2020 and 22nd November 2020.

1.6 The current Statement of Licensing Policy expires on 18th October 2022 and a new Statement of Licensing Policy must be in place by this date otherwise under the legislation, Cambridge City Council will not be able to process any applications covered by the Licensing Act 2003 until the policy is in place.

1.7 The section on Cumulative Impact had to be reviewed before April 2021 and this is why the Statement of Licensing Policy is being reviewed within the five year period.

2. Recommendations

2.1 Members are recommended to:

- Consider the results of the public consultation exercise as summarised in Appendix B of this report;
- Approve the amended Statement of Licensing Policy attached to this report as Appendix D. Appendix C includes tracked changes showing the amendments that have been made.

3. Background

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3.1. **Review.** Under the Licensing Act 2003, each Council is required to produce, adopt and publish a Statement of Licensing Policy stating how it will exercise its functions under the Act. The statement must be kept under review and remains in existence for up to five years. This period ends on 18th October 2022

3.2 Under the legislation, the Council is not able to process any applications unless a statement of licensing policy is in place.

3.3 The issues raised in individual responses to the consultation affecting the review are detailed in Appendix B. 1 response was received as a result of the consultation exercise. All comments were addressed and no amendments were required to be made to the policy.

3.4 The Policy must comply with the Licensing Act and Statutory Guidance. For this reason, it has not always been possible to adopt suggestions put

forward. Appendix B indicates the consideration given to each comment received and provides reasons for the decision taken.

3.5 **Cumulative Impact.** The Council currently has a Cumulative Impact Policy within the Statement of Licensing Policy. The areas covered by the Cumulative Impact Policy are stated in paragraph 5.8 of the Licensing Policy.

3.6 The Policing and Crime Act 2017 amended the Licensing Act 2003 to place Cumulative Impact Assessments on a statutory footing.

3.7 As Cumulative Impact Policies (CIPs) were not part of the 2003 Act, there are no transitional provisions that apply to CIPs that were in place before 6th April 2018.

3.8 It was recommended that any existing CIPs should be reviewed within three years of the commencement of the legislation on Cumulative Impact Assessments or when the licensing policy statement is next due for review, whichever is sooner.

3.9 We have taken the opportunity to create a stand-alone Cumulative Impact Assessment before 6th April 2021 and review the Statement of Licensing Policy at the same time.

4. Implications

(a) Financial Implications

Provision has been made in the Council's budget to review the statement of licensing policy and the council will meet the cost of consultation.

(b) Staffing Implications

There are no additional staffing implications. Budget provision has been made for the review of the policy.

(c) Equality and Poverty Implications

An Equality Impact Assessment (EqIA) has been competed alongside the review of this policy.

(d) Environmental Implications

The Act requires the Licensing Authority to carry out its function with a view to promoting the four licensing objectives, one of which is the prevention of public nuisance, to protect the local environment and community.

(e) Procurement Implications

Nil

(f) Community Safety Implications

Cambridge City Council must fulfil its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The policy promotes that fact and states that any decision by the Licensing Authority will be with a view to promoting the licensing objectives.

5. Consultation and communication considerations

5.1 In accordance with Government Code of Practice on consultation, the draft Statement of Licensing Policy was submitted for public consultation over a 12-week period between 31st August 2020 and 22nd November 2020. Legislation requires that we undertake consultation with bodies prescribed in the Act for the review.

5.2 Consultation was undertaken as widely as possible, with approximately 600 letters and emails being sent out, including the Chief Officer of Police and all other parties as required by legislation, including persons/bodies representing holders of premises licences and club premises certificates, businesses and residents associations. The consultation was also available to view on Cambridge City Council website and appeared in the Cambridge News on Monday 31st August 2020.

5.3 All comments received are listed in the attached Appendix B, which relates to specific written comments received in response to the draft policy. Consideration to all comments has been given in drawing up the Policy. The schedule shows the nature of the comment, the evaluation of the comment and the action taken.

6. Background papers

Background papers used in the preparation of this report:

(a) Licensing Act 2003

(b) Guidance published under section 182 of the Licensing Act 2003

(c) Policing and Crime Act 2017

(d) Cambridge City Council's Existing Statement of Licensing Policy

7. Appendices

Appendix A – Current Statement of Licensing Policy

Appendix B – Comments and Responses from Consultation

Appendix C – Draft Statement of Licensing Policy with changes made in red.

Appendix D – Proposed Statement of Licensing Policy

Appendix E – Equality Impact Assessment

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Luke Catchpole, Technical Officer, tel: 01223 457818, email: luke.catchpole@cambridge.gov.uk.

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING POLICY

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING POLICY

Cambridge is a unique blend of market town, sub-regional centre, national and international tourist attraction and centre of excellence for education and research. It is a city of great beauty and is renowned for the qualities of its streets, spaces and buildings.

Cambridge City Council (the Licensing Authority), in association with local partnerships, wants Cambridge to be vibrant, socially mixed, safe, convenient and enjoyable, where all residents feel integrated into the life of the City and a part of its success.

Cambridge City Council has a clear vision for the future of the City, a vision shared with Cambridge citizens and partner organisations. Our vision includes:

- An international city which celebrates its diversity and actively tackles discrimination on gender, race, nationality, ethnic background, religion, age, disability, gender identity, and sexual orientation.
- A city in which all citizens feel that they are listened to and have the opportunity to influence public decision making, and which values, supports and responds to individual and community initiatives.
- A city where all citizens and organisations appreciate their duties as well as their rights, where people are free to enjoy themselves but also show consideration for others, and where the community works together to reduce harm and nuisance including by education and, where needed, robust enforcement of the law.

The overarching objectives of Cambridge City Council in licensing premises are to:

- Promote the Authority's visions and values
- Protect the rights and health and safety of the general public, workers, residents, businesses, minority and vulnerable groups
- Ensure the principles of consistency, transparency, accountability and the promotion of good standards in licensing
- Demonstrate compliance with statutory responsibilities in relation to procedures and enforcement
- Ensure consistent and transparent decision making

It is recognised that licensed entertainment provides a valuable contribution towards the economy of Cambridge and we seek to balance the needs of local business holders and licensees, whilst protecting those of local residents.

1. Introduction

1.1 This Licensing Policy Statement has been produced in accordance with the requirements of the Licensing Act 2003 ('the Act') and is in line with guidance issued under Section 182 of the Act.

1.2 The policy relates to all those licensing activities identified as falling within the provisions of the Act, namely: -

- Retail sale of alcohol
- Supply of alcohol by or on behalf of a club, or to the order to a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment

1.3 The policy relates to all types of premises covered by the Act.

1.4 The Licensing Authority will take the policy into account where its discretion is engaged (i.e. at a hearing following representations).

1.5 Nothing in this policy will undermine the right of any individual to apply under the terms of the Act for a variety of permissions and to have any such application considered on its individual merits.

1.6 The Licensing Authority may depart from this policy if the individual circumstances of any case merit such a decision in the interest of the promotion of the licensing objectives. Full reasons will be given for departing from the policy.

2. Objectives

2.1 The Licensing Authority has a duty under the Act to carry out its licensing functions by promoting the licensing objectives, which are: -

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance, and
- The protection of children from harm.

Each objective has equal importance.

2.2 In carrying out its licensing functions, the Licensing Authority must also have regard to the licensing objectives, its Policy Statement and any statutory guidance under the Act and is bound by The Human Rights Act 1998. The Council must also fulfill its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The Statement of Licensing Policy recognises the

Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

2.3 It is recognised that the licensing function is only one means of securing the delivery of the above objectives and should not be seen as a means for solving all problems within the community. However, the licensing function is an important means of achieving the objectives. The Licensing Authority will continue to work in partnership with its neighbouring authorities, the police, other agencies, local liaison groups, businesses and individuals towards the achievement of the licensing objectives through good practice.

2.4 The Licensing Authority will expect individual applicants to address the licensing objectives in their operating schedule having regard to the type of premises, the licensable activities to be provided, the operational procedures, the nature of the location and the needs of the local community. Applicants should include in their operating schedule the steps, which they consider necessary to promote the licensing objectives. If the steps are insufficient, or if the information given in the operating schedule does not enable a responsible authority or any other person to assess whether the steps proposed are satisfactory, it is more likely that relevant representations will be received, usually leading to a hearing.

2.5 All responsible authorities (listed in section 15) will have the chance to comment on all applications received and will provide evidence from their own areas of expertise if they believe an application would impact on one or more of the licensing objectives. All evidence provided will be taken into account by the Licensing Authority at any subsequent hearing.

3. Consultation

3.1 In preparing this policy statement the Licensing Authority has consulted with the following:

- the Chief Officer of Police for Cambridgeshire
- the Chief Officer of the Cambridgeshire Fire and Rescue Service
- persons/bodies representative of the Local Authority with the function of public health
- persons/bodies representative of local holders of premises licences
- persons/bodies representative of local holders of club premises certificates
- persons/bodies representative of local holders of personal licences
- persons/bodies representative of businesses and residents in the City of Cambridge
- persons/bodies representative of Child Protection Services at Cambridgeshire County Council
- other organisations as appear to the Licensing Authority to be affected by licensing matters, including local community, cultural, educational and

entertainment organisations.

3.2 We have considered the views of all those consulted prior to determining this policy.

4. Fundamental Principles

4.1 Licensing is about regulating licensable activities on premises, such as qualifying clubs, pubs and temporary events which fall within the terms of the Act. Any conditions imposed will focus on matters that individual licensees and others in possession of relevant authorisations are able to control.

4.2 In addressing these matters, the Licensing Authority will primarily focus on the direct impact the activities taking place at the licensed premises will have on those living, working or engaged in normal activity in the area concerned.

4.3 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or permission concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy in Cambridge.

5. The cumulative impact of a concentration of licensed premises

5.1 Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area e.g. the potential impact on crime and disorder or public nuisance.

5.2 The cumulative impact of licensed premises on the promotion of the licensing objectives is a matter that the Licensing Authority can take into account. This should not, however, be confused with 'need' which concerns the commercial demand for a particular type of premises e.g., a pub, restaurant or hotel. The issue of 'need' is therefore primarily a matter for the market to decide and does not form part of this licensing policy statement.

5.3 The Licensing Authority can only adopt a special policy on cumulative impact if there is evidence that a significant number of licensed premises concentrated in one area is causing a cumulative impact on one or more of the licensing objectives. The Licensing Authority will keep the situation as to whether an area is nearing this point under review.

5.4 The absence of a special policy does not prevent any responsible authority or other person making representations on a new application for the grant or variation of a licence on the grounds that the premises will give rise to a detrimental cumulative impact on one or more of the licensing objectives in a

particular area.

5.5 Following previous consultations and representations received by Cambridge Constabulary, the Licensing Authority has adopted a special policy on cumulative effect that remains in place.

5.6 In response to these representations the Licensing Authority has undertaken the following steps in considering whether to adopt a special policy on cumulative effect within this statement of licensing policy:

- Identified concern about crime and disorder or public nuisance
- Considered whether there is good evidence that crime and disorder are happening and are caused by customers of licensed premises and that the risk of cumulative impact is imminent
- Identified the boundaries of the areas where problems are occurring
- Consulted with those specified in section 5(3) of the Licensing Act 2003, on the proposal for a special policy in relation to new applications and variations to existing premises licences and club premises certificates and considered the outcome of the consultation

5.7 Having considered the available evidence and undertaken consultation, the Licensing Authority considers that it is appropriate and necessary to control cumulative impact. The Licensing Authority has adopted a special policy relating to cumulative impact to the areas set out in paragraph 5.8 below.

Special Policy on Cumulative Effect

5.8 The Licensing Authority has adopted a special policy relating to cumulative impact in relation to the areas of the City:

- Within the city centre marked on the map at Appendix 1
- At the Cambridge Leisure Park marked on the map at Appendix 2. This area also includes the section of Cherry Hinton Road opposite the leisure park running from Hills Road to Clifton Road (both sides of the road).
- The entire length of Mill Road Cambridge (excluding Brookfields)
- The section of Hills Road running from the city to Purbeck Road (both sides of the road).

5.9 The evidence for this special policy has been supplied by Cambridge Constabulary on the grounds of Crime and Disorder and is set out in Appendix 3.

5.10 This special policy creates a rebuttable presumption that applications within the areas set out in paragraph 5.8 for new premises licences or club premises certificates or variations that are likely to add to the existing cumulative impact will normally be refused, if relevant representations are received about the cumulative impact on the licensing objectives, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact already being experienced.

5.11 Applicants will need to address the special policy issues in their operating schedules in order to rebut such a presumption.

5.12 Despite the presumption against grant, responsible authorities and/or other persons will still need to make a relevant representation before the Licensing Authority may lawfully consider giving effect to its special policy i.e. if no representation is received, the application must be granted (subject to such conditions as are consistent with the operating schedule and any mandatory conditions required by the Licensing Act 2003). Responsible authorities and other persons can make a written representation referring to information, which had been before the Licensing Authority when it developed its statement of licensing policy.

5.13 The Licensing Authority recognises that a special policy should never be absolute. The circumstances of each application will be considered properly and applications for licences and certificates that are unlikely to add to the cumulative impact on the licensing objectives may be granted. After receiving representations in relation to a new application or for a variation of a licence or certificate, the licensing authority will consider whether it would be justified in departing from its special policy in the light of the individual circumstances of the case. The impact can be expected to be different for premises with different styles and characteristics. If the Licensing Authority decides that an application should be refused, it will still need to show that the grant of the application would undermine the promotion of the licensing objectives and that necessary conditions would be ineffective in preventing the problems involved.

5.14 This special policy will not be used:

- as a ground for revoking an existing licence or certificate when representations are received about problems with those premises
- to justify rejecting applications to vary an existing licence of certificate except where those modifications are directly relevant to the policy (as would be the case with an application to vary a licence with a view to increasing the capacity limits of the premises) and are strictly necessary for the promotion of the licensing objectives
- to include any provisions for a terminal hour in any particular area which might impose a fixed closing time akin to that under the 'permitted hours' provisions of the Licensing Act 1964
- to impose quotas - based on either the number of premises or the capacity of those premises - that restrict the consideration of any application on its individual merits or which seek to impose limitations on trading hours in particular areas. Quotas have no regard to individual characteristics of the premises concerned. Proper regard will be given to those differences and the differing impact they will have on the promotion of the licensing objectives

5.15 This special policy will be reviewed regularly to assess whether it is still needed or should be expanded

Other mechanisms for controlling cumulative impact

5.16 Once away from the licensed premises, a minority of consumers will behave badly and unlawfully. However, there are other mechanisms, both within and outside the licensing regime, that are available for addressing such issues. For example:

- planning controls
- positive measures to create a safe and clean environment in partnership with local businesses, transport operators and others
- the provision of CCTV, ample taxi ranks, Cambridge BID and CAMBAC (Cambridge Business Against Crime).
- powers to designate parts of the city as places where alcohol may not be consumed publicly. There are currently 3 Public Spaces Protection Order's in place. These are Donkey Common, Mill Road Cemetery and Ditchburn Place.
- confiscation of alcohol from adults and children in designated areas
- police enforcement of the law with regard to disorder and anti-social behaviour, including the issuing of fixed penalty notices
- police powers to close some premises for up to 24 hours on the grounds of disorder, the likelihood of disorder or excessive noise
- the power of police, local businesses or residents to seek a review of the licence or certificate
- enforcement action against those selling alcohol to people who are drunk.

5.17 The above can be supplemented by other local initiatives that similarly address these problems, for example, through the Cambridge Community Safety Partnership in line with the strategic objectives for crime and disorder reduction within the City.

6. Licensing Hours

6.1 Flexible licensing hours for the sale of alcohol can help to ensure that concentrations of customers leaving premises simultaneously are avoided. This can help to reduce the potential for disorder and disturbance. Licensing hours should not inhibit the development of a thriving and safe evening and night-time economy. This is important for investment, local employment, tourism and local services associated with the night-time economy. Providing customers with greater choice and flexibility is an important consideration, but should always be balanced carefully against the duty to promote the four licensing objectives and the rights of local residents to peace and quiet.

6.2 Subject to the policies regarding cumulative impact in the areas of the City specified in paragraph 5.8, shops, stores and supermarkets will generally be permitted to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping, unless representations raise good reasons based on the licensing objectives, for restricting those

hours, for example, a limitation may be appropriate following police representations in the case of shops known to be a focus of disorder and disturbance.

6.3 The Licensing Authority will deal with the issue of licensing hours on the individual merits of each application. When issuing a licence, following receipt of relevant representations, stricter conditions on noise control are likely to be imposed in the case of premises that are situated in predominantly residential areas. However, this should not limit opening hours without regard to the individual merits of any application.

7. Children and Licensed Premises

7.1 Cambridge City Council will consider its Safeguarding for Children and Vulnerable Adults Policy when determining licensing applications. We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

7.2 It is an offence under the 2003 Licensing Act to:

- Permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for supply of alcohol for consumption on those premises under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a TEN; and
- To permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at other premises supplying alcohol for consumption on the premises under the authority of any premises licence, club premises certificate or TEN.

7.3 There are a great variety of premises for which licences may be sought including theatres, cinemas, restaurants, pubs, nightclubs, cafes, take away, community halls and schools. Access by children to any premises will not be limited unless it is considered necessary for the prevention of physical, moral or psychological harm to them.

7.4 Conditions requiring the admission of children to any premises cannot be attached to licences or certificates. Where no licensing restriction is necessary, this should remain a matter for the discretion of the individual licensee or club or person who has been given a temporary event notice.

7.5 When deciding whether to limit access to children, the Licensing Authority will consider each application on its merits. Particular areas that will give rise to concern in respect of children, would include premises –

- where entertainment or services of an adult or sexual nature are commonly provided

- where there is a strong element of gambling on the premises
- with a known association with drug taking or dealing
- where there have been convictions of members of the current staff at the premises for serving alcohol to minors or with a reputation for underage drinking
- where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.
- where there is a known association with the provision of illicit tobacco and alcohol
- where the supply of alcohol is in close proximity to services where young vulnerable people may frequent

7.6 The range of alternatives which may be considered for limiting access to children where that is necessary for the prevention of harm to children are:

- limitations on the hours when children may be present
- age limitations (below 18)
- limitations on the exclusion of the presence of children under certain ages when particular specified activities are taking place
- requirements for accompanying adults
- full exclusion of those people under 18 from the premises when any licensable activities are taking place
- limitations on the parts of premises to which children might be given access.

7.7 In the case of premises which are used for film exhibitions Cambridge City Council will expect licence holders or clubs to include in their operating schedules arrangements for restricting children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classification or, in specific cases, a certificate given to the film by the Council itself.

7.8 The Licensing Authority recognises the Child Protection Services of Cambridgeshire County Council as being competent to advise on matters relating to the protection of children from harm.

7.9 The Licensing Authority commends the Portman Group Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks. The Code seeks to ensure that drinks are packaged and promoted in a socially responsible manner and only to those who are 18 years old or older.

8. Licence Conditions

8.1 A key concept of the Act is for conditions to be attached to licences and certificates, which are tailored to the individual style and characteristics of the

premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions.

8.2 The Licensing Authority cannot attach conditions to premises licences and club premises certificates unless they are considered appropriate for the promotion of the licensing objectives. The Licensing Authority may only attach conditions (except for statutory mandatory conditions and conditions drawn from the operating schedule) if relevant representations have been received. Conditions will generally be considered unnecessary if they are already adequately covered by other legislation. Blanket standard conditions will not be imposed without regard to the merits of the individual case.

8.3 Conditions attached to premises licences and club premises certificates under prevention of crime and disorder will, so far as possible, reflect local crime prevention strategies.

8.4 In deciding what conditions should be attached to licences and certificates to promote the licensing objectives, the Licensing Authority will be aware of the need to avoid measures which might deter live music, dancing or theatre by imposing indirect costs of a substantial nature. Only appropriate conditions will be imposed on such events. Where there is any indication that such events are being deterred by licensing requirements, the policy will be revisited with a view to investigating how the situation might be reversed.

8.5 Applicants should consider the measures which they propose to control noise nuisance from the premises or from departing customers. Depending on the individual circumstances, this may include:

- Sound limitation devices
- Acoustic lobbies
- Acoustic double glazing
- Noise insulation
- Specifying non amplified or acoustic music only
- Notices requesting customers to leave quietly
- A dedicated taxi service
- Use of door supervisors at exit points
- A winding down period during which music is turned down and lights up, alcohol service ceases and sales of food and hot and cold soft drinks continues and requests are made for customers to leave quietly.

9. Integrating Strategies and the avoidance of duplication

9.1 By consultation and liaison, the Licensing Authority will secure the proper integration of this licensing policy with local crime prevention, Cambridgeshire Health & Wellbeing Strategy, planning, transport, tourism, equality schemes, cultural strategies and any other plans introduced for the

management of the city and the night-time economy. Many of these strategies directly impact upon the four licensing objectives.

9.2 Where any protocols to be agreed with the police identify a particular need to disperse people from the city swiftly and safely to avoid concentrations which could lead to disorder and disturbance, the Licensing Authority will aim to inform those responsible for providing local transportation so that arrangements can be made to reduce the potential for problems to occur.

9.3 The Council's Licensing Committee will receive, when appropriate, reports on:

- the needs of the local tourist economy for the area to ensure that these are reflected in their considerations
- the employment situation in the area and the need for new investment and employment where appropriate.

9.4 Planning, building control and the licensing regimes will be separated to avoid duplication and inefficiency. Licensing applications will not be a re-run of the planning application and will not cut across decisions taken by the planning committee or following appeals against decisions taken by that committee. When a terminal hour has been set as a condition of planning permission that is different from the licensing hours, the applicant must observe the earlier of the two closing times.

9.5 So far as is possible, the policy is not intended to duplicate existing legislation and regulatory regimes that already place obligations on employers and operators.

9.6 The Licensing Authority will monitor the impact of licensing on the provision of regulated entertainment, and particularly live music and dancing. As part of implementing cultural strategies, proper account will be taken of the need to encourage and promote a broad range of entertainment, particularly live music, dancing, circus activity, street art and theatre, including the performance of a wide range of traditional and historic plays for the wider cultural benefit of the community which also balances the evening economy. The Licensing Authority will balance the prevention of disturbance in neighbourhoods with these wider cultural benefits, particularly cultural benefits for children. Only appropriate conditions will be imposed on such events.

9.7 The absence of cultural provision in any area can lead to young people being diverted into anti-social activities that damage local communities and the young people involved themselves.

9.8 Cambridge City Council has an important role in coordinating events in the City and to ensure that cultural diversity thrives. The Council currently has five licensed open spaces. These are: Parkers Piece; Jesus Green; Midsummer Common; Coldhams Common and the grounds of Cherry Hinton Hall.

9.9 The Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

9.10 Applicants will be encouraged to make themselves aware of any relevant planning and transportation policies, tourism and cultural strategies or local crime prevention strategies and to have taken these into account, where appropriate, when formulating their operating schedule.

9.11 The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of race, gender, transgender, religion, sexual orientation, disability or age, or display discriminatory signs.

10. Licence Reviews

10.1 The process set out in the Licensing Act 2003 for reviewing premises licences represents a key protection for the community where problems associated with the licensing objectives are occurring after the grant or variation of a premises licence.

10.2 Responsible authorities (including the Licensing Authority) and other parties can apply for the review of a licence.

10.3 The Licensing Authority will work in partnership with other responsible authorities to achieve the promotion of the licensing objectives and will give Licence or Certificate holders early warning of any concerns identified at a premises. The Licensing Authority will also encourage other responsible authorities to do the same.

10.4 When a review has been requested the role of the Licensing Authority will be to administer the process and determine its outcome at a hearing. Where the Licensing Authority has applied to review an authorisation, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. (See paragraph 12.3).

10.5 The Licensing Authority may decide that no action is necessary if it finds that the review does not require it to take any appropriate steps to promote the licensing objectives. In appropriate cases the Authority may issue an informal warning to the licence holder and/or recommend improvement within a particular period of time. Any warnings or recommendations will be issued in writing.

10.6 Where the Licensing Authority considers that action under its statutory powers

is appropriate it may take any of the following steps:

- to modify the conditions of the premises licence (which includes adding new conditions or any alteration or omission of an existing condition);
- to exclude a licensable activity from the scope of the licence;
- to remove the designated premises supervisor;
- to suspend the licence for a period not exceeding three months;
- to revoke the licence.

10.7 In cases where the crime prevention objective is being undermined the Licensing Authority will give serious consideration to revoking the licence even in the first instance.

11. Enforcement

11.1 The Licensing Authority intends to establish protocols with the police and any other relevant enforcement body on enforcement issues. These protocols will provide for the targeting of agreed problem and high-risk premises, which require greater attention, while providing a lighter touch approach in respect of low risk premises which are well run.

11.2 In general, action will only be taken in accordance with the Council's enforcement policy, as adopted at the time, which reflects the Council's obligations relating to enforcement and is consistent with the Regulators Compliance Code. To this end, the key principles of consistency, openness, proportionality, clear standards and practices, courtesy and helpfulness and training will be maintained.
Cambridge City Council's enforcement policy is available on our website www.cambridge.gov.uk/content/enforcement-policy

12. Administration, exercise and delegation of functions

12.1 The functions of the Licensing Authority under the Act may be carried out by the Licensing Committee, by a Sub-Committee or by one or more officers acting under delegated authority.

12.2 Many of the decisions and functions will be largely administrative in nature. In the interests of speed, efficiency and cost-effectiveness these will, for the most part, be delegated to officers as set out in the Cambridge City Council Constitution

12.3 In determining applications where the Licensing Authority has acted as a responsible authority, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. This will be achieved by allocating distinct functions to different Officers within the authority, so the Officer presenting the report to the Sub-Committee and advising the Members will be a different individual to the Officer who is

acting as the responsible authority. The Officer acting as the responsible authority will not be involved in the decision making process.

13. Effective Date and Review

13.1 This policy statement will take effect from October 2017.

13.2 The policy statement will be kept under review and will remain in existence for a period of up to 5 years. It will be subject to review and further consultation before October 2022, or as required by law.

14. Contact details, advice and guidance

14.1 Applicants can obtain further details about the licensing and application processes, including application forms and fees from:

website: www.cambridge.gov.uk

e-mail: licensing@cambridge.gov.uk
telephone: 01223 457879
fax: 01223 457909
post: Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
in person: Customer Service Centre, Mandela House, 4, Regent Street, Cambridge, CB2 1BY (Monday to Friday 09:00-17:15)

14.2 The Licensing Authority has also published further documents to accompany this policy containing additional details about each type of application and the review process. These can be viewed at https://www.cambridge.gov.uk/guidance-for-applicants

14.3 This policy can be made available in large print on request and similarly translations can be made available in a variety of languages. Please contact us for further help or assistance.

14.4 The Council, Police and Fire Authorities will be willing to give advice and guidance to applicants.

14.5 Informal discussion is encouraged prior to the application process in order to resolve any potential problems and avoid unnecessary hearings and appeals.

15. Responsible Authorities are:

The Licensing Authority
Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Tel: 01223 457879 Fax: 01223 457909 e-mail: licensing@cambridge.gov.uk

The Chief Officer of Police
The Chief Officer, Cambridgeshire Constabulary, Southern Division, Police Station, Parkside, Cambridge, CB1 1JG
Telephone: 01223 823397 Fax: 01223 823232

The Fire Authority
Fire Protection, Cambridge Fire Station, Parkside, Cambridge, CB1 1JF
Email: danny.hans@cambsfire.gov.uk

Planning
Environment & Planning, Cambridge City Council, The Guildhall, Cambridge, CB2 3QJ
Telephone: 01223 457100
e-mail: planning@cambridge.gov.uk

Environmental Health
The Environmental Health Manager, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Telephone: 01223 457890 Fax: 01223 457909 e-mail: env.services@cambridge.gov.uk

Child Protection
Child Protection Services, Licensing Applications, OCYPS, PO Box 144, St Ives, Cambs, PE27 9AU
Telephone: 03450455203
Referralcentre2.children@cambridgeshire.gov.uk

Trading Standards
Cambridgeshire County Council, PO Box 450, Great Cambourne, Cambridge, CB23 6ZR
e-mail: trading.standards@cambridgeshire.gov.uk

Public Health

The Director of Public Health, C/O Head of Public Health Programmes, Cambridgeshire County Council, Scott House Box No, SC0 2213, 5 George Street, Huntingdon, PE29 3AD

Home Office – Immigration Enforcement
Alcohol Licensing Team, Lunar House, 40 Wellesley Road, Croydon, CR9 2BY

In addition, for vessels:

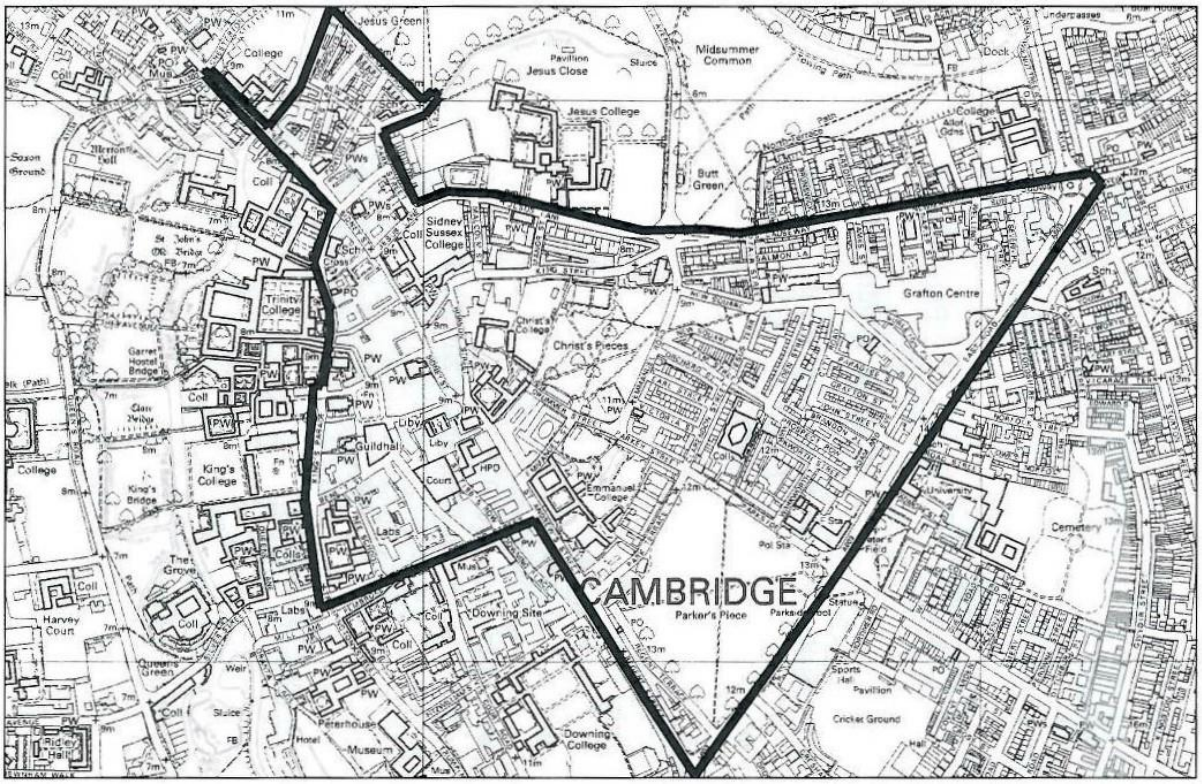
Environment Agency
The Team Leader, Great Ouse & Stour Waterways, The Environment Agency, Kingfisher House, Goldhay Way, Orton Goldhay, Peterborough, PE2 5ZR.
Telephone: 01733 464072
e-mail: enquiries@environment-agency.gov.uk, quoting Great Ouse & Stour Waterways

Conservators of the River Cam

The River Manager
Conservators of the River Cam
Baits Bite Lock, Fen Road, Milton, Cambridge, CB24 6AF
Telephone/Fax 01223 863785
e-mail river.manager@camconservators.org.uk

Maritime & Coastguard Agency
Surveyor in Charge, Harwich Marine Office, Maritime & Coastguard Agency, East Terrace, Walton-on-Naze, Essex, CO14 8PY

Appendix 1 – Cumulative Impact Area City Centre

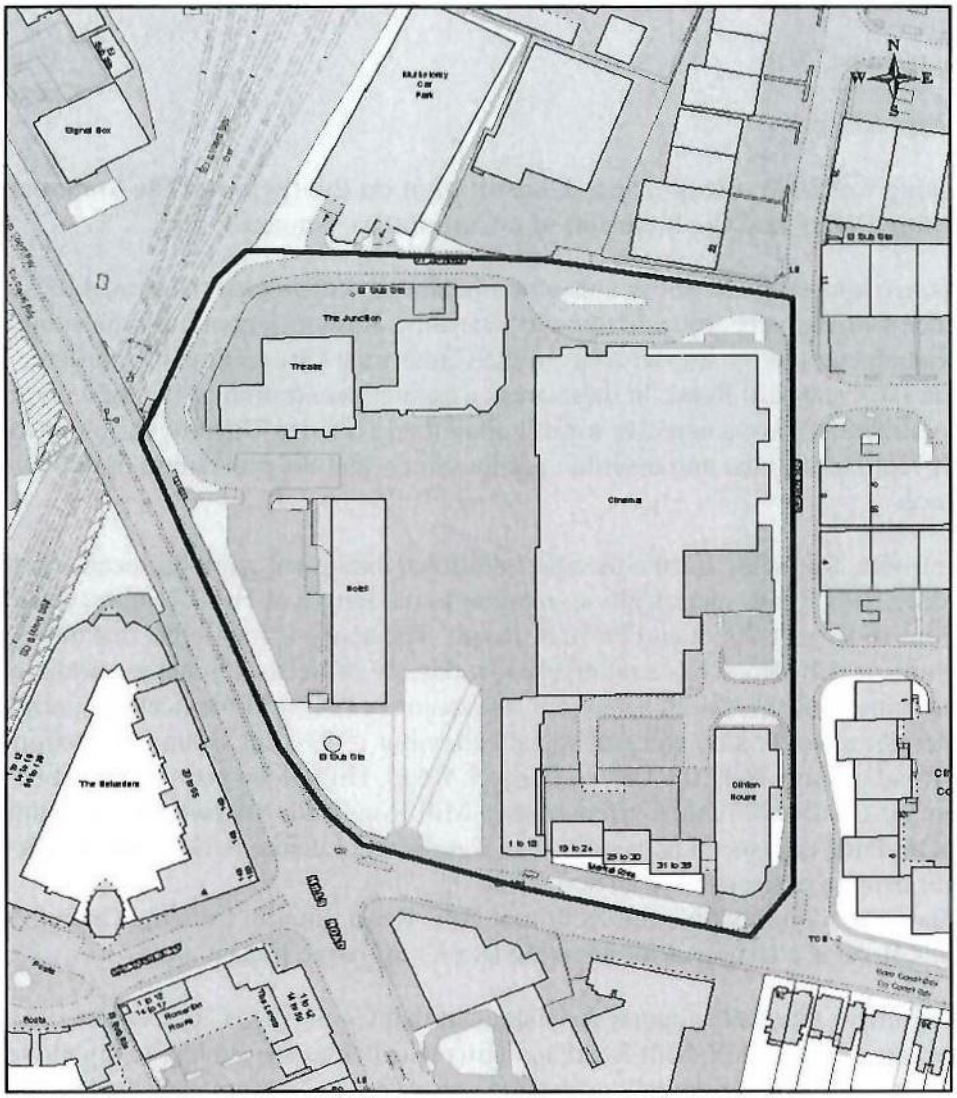


Streets in Cumulative Impact Area Market Ward			
Adam and Eve Street	Eden Street	Malcolm Street	Quayside

All Saints Passage	Elm Street	Manor Street	Regent Street
Beaufort Place	Emmanuel Street	Market Hill	Regent Terrace
Belmont Place	Fair Street	Market Passage	Round Church Street
Benet Street	Fitzroy Lane	Market Street	Salmon Lane
Brandon Place	Fitzroy Street	Melbourne Place	Severn Place
Burleigh Place	Free School Lane	Napier Street	Short Street
Burleigh Street	Gonville Place	New Park Street	Sidney Street
Clarendon Street	Grafton Street	New Square	St Andrews Street
Camden Court	Green Street	Newmarket Road	St Johns Road
Causeway Passage	Guildhall Place	Orchard Street	St Marys Street
Christ Church Street	Hobson Street	Paradise Street	St Tibbs Row
Christs Lane	Hobsons Passage	Park Parade	Sun Street
City Road	James Street	Park Street	Sussex Street
Corn Exchange Street	Jesus Lane	Park Terrace	Thompson's Lane
Crispin Place	John Street	Parkside	Trinity Street
Dover Street	King Street	Parsons Court	Warkworth Street
Downing Street	Kings Parade	Peas Hill	Warkworth Terrace
Drummer Street	Lower Park Street	Petty Cury	Wellington Street
Earl Street	Magdalene Street	Portugal Place	Willow Place
East Road	Maids Causeway	Prospect Row	Willow Walk

APPENDIX 2 – CUMULATIVE IMPACT AREA:

CAMBRIDGE LEISURE PARK



APPENDIX 3 - CAMBRIDGE CITY CUMULATIVE IMPACT POLICY REVIEW 2017

Three years data has been analysed, though it should be noted that we are dependent

upon crimes and incidents having an alcohol marker which is not reliably the case.

From the information that is recorded, it can be seen that there is a correlation between the number of licenced premises and the number of alcohol related crime and incidents per ward in Cambridge City.

Ward	Licenced Premises
MA	206
PE	72
TR	48
CO	37
NE	35
CA	32
AR	26
AB	23
RO	22
KH	21
WC	20
CH	18
EC	14
QE	12
TOTAL	**586**

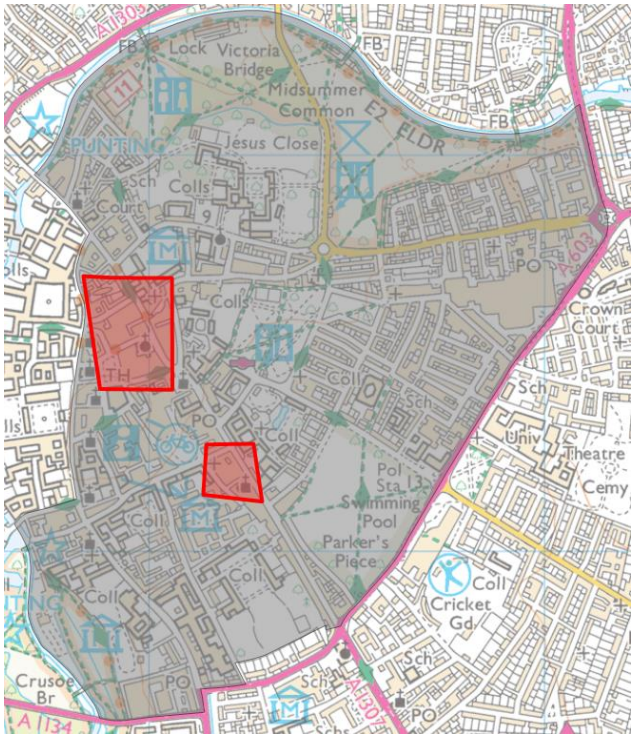
Alcohol Related Crime and Incidents				
Ward	**2014/15**	**2015/16**	**2016/17**	**TOTAL**
MA	984	625	570	2179
PE	349	223	138	710
AB	365	120	98	583
KH	369	106	85	560
AR	350	106	94	550
TR	337	88	99	524
CO	281	80	62	423
EC	263	62	65	390
WC	213	88	87	388
CH	244	52	52	348
RO	184	72	61	317
QE	168	52	32	252
CA	94	31	36	161
NE	67	34	26	127
TOTAL	**4268**	**1739**	**1505**	**7512**

There has been a decrease in the number of alcohol related crimes and incidents recorded when compared year on year, the most significant of which occurred in 2015/2016. This reduction in alcohol related crime and incidents has not been seen in other Districts suggesting that work undertaken in Cambridge City has been effective.

MARKET WARD

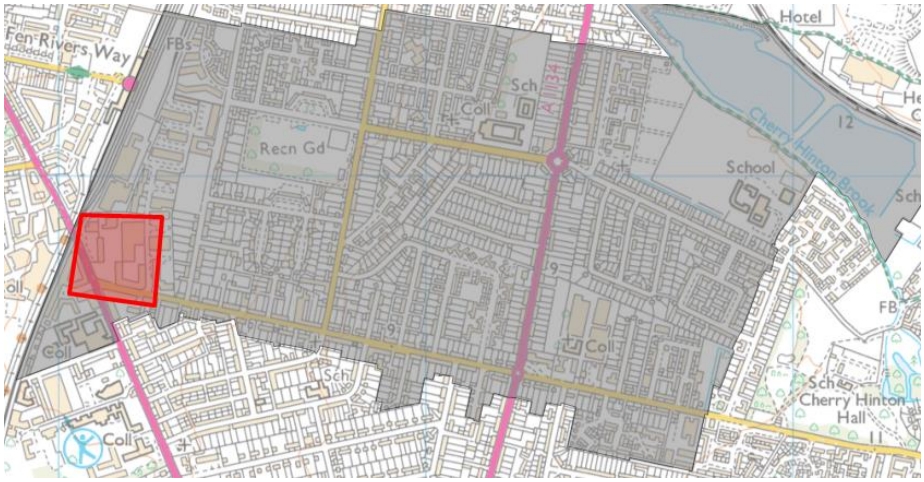
There are two main hot spots for crime and incidents in Market Ward, both situated within the current Cumulative Impact Area:

- St Andrew's Street features heavily in crime and incident data, 12% of all alcohol related crime and incidents in Market Ward occur on St Andrews Street; and
- Sidney Street where there is a mixture of violent crime occurring in the vicinity of night clubs. During the daytime, crime and incidents relate to street drinking and aggressive begging. 26% of all alcohol related crime and ASB in Market Ward occurs within this hotspot.



COLERIDGE

There continues to be a Hotspot for alcohol related crime and incidents around the Cambridge Leisure Park with the predominant theme being violent crime and theft from person. 30% of all alcohol related violent crime and violent related ASB recorded in Coleridge happens at the Cambridge Leisure Park.

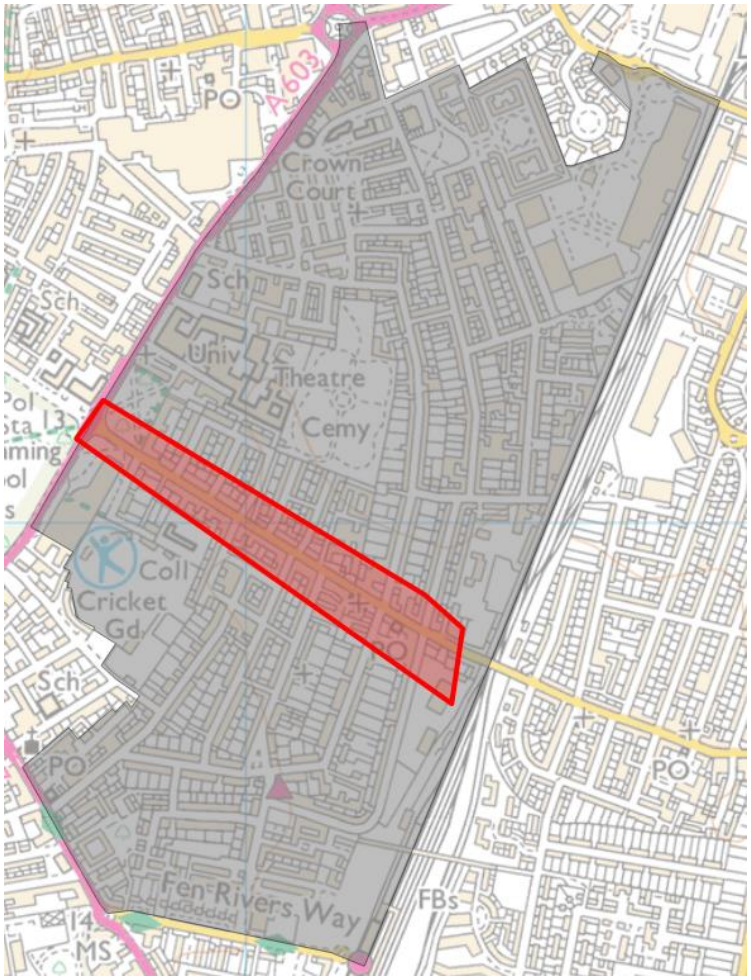


PETERSFIELD

There are two hotspots in Petersfield.

Mill Road:

- Crime relates to aggressive drunks stealing alcohol from shops, being evicted from pubs and around the vicinity of fast food shops.
- 42% of all recorded violent alcohol related crime and alcohol related ASB in Petersfield occurs on Mill Road.
- 42% of all licensed premises in Petersfield are on Mill Road.
- Mill Road has a total of 30 licensed premises, these comprise of two public houses, six convenience stores, 15 restaurants/café/take-away and a Wine Merchant.



PETERSFIELD AND TRUMPINGTON

Hills Road:

- Crime relates to aggressive drunks attempting to steal alcohol from shops on Hills Road, staff who attempt to intervene have been assaulted;
- High level of reporting from convenience stores who are met with violent reactions when they refuse to sell alcohol to those who are heavily intoxicated. In addition, aggressive beggars congregate outside convenience stores that have cash machines immediately outside the store, begging so that they can then purchase alcohol;
- Several schools have reported that people are sleeping rough within their grounds, when approached, they have become aggressive and there have been incidents of indecent exposure; and
- There has been a high level of reports regarding members of the street life community being drunk and vocally aggressive in Hills Road.

Conclusion

It is evident from the decrease in crime and incidents that current initiatives are effective and are having a positive impact. However, the previously identified hotspots for alcohol related crime and incidents continue to be hotspots in Cambridge City and therefore it is recommended that the current Community Impact Areas remain in place.

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APPENDIX B – Summary of Responses to Licensing Policy

Area of Policy	Ref	Respondent	Summary of Comments	Consideration/appraisal	Response
General	N/A	Individual Respondent	Wants to see more done to regulate street trading within the wider city limits and incorporated within the policy. Feels residents are powerless to object to businesses trading in certain areas and has seen a particular growth in kebab vans.	Comment considered.	Street Trading is not covered by Licensing Act 2003 nor covered in the Statement of Licensing Policy. Street Trading has it's own Street Trading Policy and therefore these comments are relevant to that policy. In terms of residents being powerless, if a business such as a mobile food van wishes to sell hot food after 11pm (or sell alcohol at any time), a premises licence would be required and members of the public have the right to make representations against the grant of any premises licence.

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING - DRAFT POLICY

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING POLICY

Cambridge is a unique blend of market town, sub-regional centre, national and international tourist attraction and centre of excellence for education and research. It is a city of great beauty and is renowned for the qualities of its streets, spaces and buildings.

Cambridge City Council (the Licensing Authority), in association with local partnerships, wants Cambridge to be vibrant, socially mixed, safe, convenient and enjoyable, where all residents feel integrated into the life of the City and a part of its success.

Cambridge City Council has a clear vision to lead a united city, 'One Cambridge – Fair for All', in which economic dynamism and prosperity are combined with social justice and equality. This is a vision shared with Cambridge citizens and partner organisations. Our vision includes:

- An international city which celebrates its diversity and actively tackles discrimination on gender, race, nationality, ethnic background, religion, age, disability, gender identity, and sexual orientation.
- A city in which all citizens feel that they are listened to and have the opportunity to influence public decision making, and which values, supports and responds to individual and community initiatives.
- A city where all citizens and organisations appreciate their duties as well as their rights, where people are free to enjoy themselves but also show consideration for others, and where the community works together to reduce harm and nuisance including by education and, where needed, robust enforcement of the law.

The overarching objectives of Cambridge City Council in licensing premises are to:

- Promote the Authority's visions and values
- Protect the rights and health and safety of the general public, workers, residents, businesses, minority and vulnerable groups
- Ensure the principles of consistency, transparency, accountability and the promotion of good standards in licensing
- Demonstrate compliance with statutory responsibilities in relation to procedures and enforcement
- Ensure consistent and transparent decision making

It is recognised that licensed entertainment provides a valuable contribution towards the economy of Cambridge and we seek to balance the needs of local business holders and licensees, whilst protecting those of local residents. The City of Cambridge was awarded purple flag status in September 2019. A Purple Flag helps members of the public to identify town

and city centres offering an entertaining, diverse, safe and enjoyable night out.

1. Introduction

1.1 This Licensing Policy Statement has been produced in accordance with the requirements of the Licensing Act 2003 ('the Act') and is in line with guidance issued under Section 182 of the Act.

1.2 The policy relates to all those licensing activities identified as falling within the provisions of the Act, namely: -

- Retail sale of alcohol
- Supply of alcohol by or on behalf of a club, or to the order to a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment

1.3 The policy relates to all types of premises covered by the Act.

1.4 The Licensing Authority will take the policy into account where its discretion is engaged (i.e. at a hearing following representations).

1.5 Nothing in this policy will undermine the right of any individual to apply under the terms of the Act for a variety of permissions and to have any such application considered on its individual merits.

1.6 The Licensing Authority may depart from this policy if the individual circumstances of any case merit such a decision in the interest of the promotion of the licensing objectives. Full reasons will be given for departing from the policy.

2. Objectives

2.1 The Licensing Authority has a duty under the Act to carry out its licensing functions by promoting the licensing objectives, which are: -

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance, and
- The protection of children from harm.

Each objective has equal importance.

2.2 In carrying out its licensing functions, the Licensing Authority must also have regard to the licensing objectives, its Policy Statement and any statutory guidance under the Act and is bound by The Human Rights Act 1998. The Council must also fulfill its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The Statement of Licensing Policy recognises the Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

2.3 It is recognised that the licensing function is only one means of securing the delivery of the above objectives and should not be seen as a means for solving all problems within the community. However, the licensing function is an important means of achieving the objectives. The Licensing Authority will continue to work in partnership with its neighbouring authorities, the police, other agencies, local liaison groups, businesses and individuals towards the achievement of the licensing objectives through good practice.

2.4 The Licensing Authority will expect individual applicants to address the licensing objectives in their operating schedule having regard to the type of premises, the licensable activities to be provided, the operational procedures, the nature of the location and the needs of the local community. Applicants should include in their operating schedule the steps, which they consider necessary to promote the licensing objectives. If the steps are insufficient, or if the information given in the operating schedule does not enable a responsible authority or any other person to assess whether the steps proposed are satisfactory, it is more likely that relevant representations will be received, usually leading to a hearing.

2.5 All responsible authorities (listed in section 15) will have the chance to comment on all applications received and will provide evidence from their own areas of expertise if they believe an application would impact on one or more of the licensing objectives. All evidence provided will be taken into account by the Licensing Authority at any subsequent hearing.

3. Consultation

3.1 In preparing this policy statement the Licensing Authority has consulted with the following:

- the Chief Officer of Police for Cambridgeshire
- the Chief Officer of the Cambridgeshire Fire and Rescue Service
- persons/bodies representative of the Local Authority with the function of public health
- persons/bodies representative of local holders of premises licences
- persons/bodies representative of local holders of club premises certificates
- persons/bodies representative of local holders of personal licences

- persons/bodies representative of businesses and residents in the City of Cambridge
- persons/bodies representative of Child Protection Services at Cambridgeshire County Council
- other organisations as appear to the Licensing Authority to be affected by licensing matters, including local community, cultural, educational and entertainment organisations.

3.2 We have considered the views of all those consulted prior to determining this policy.

4. Fundamental Principles

4.1 Licensing is about regulating licensable activities on premises, such as qualifying clubs, pubs and temporary events which fall within the terms of the Act. Any conditions imposed will focus on matters that individual licensees and others in possession of relevant authorisations are able to control.

4.2 In addressing these matters, the Licensing Authority will primarily focus on the direct impact the activities taking place at the licensed premises will have on those living, working or engaged in normal activity in the area concerned.

4.3 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or permission concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy in Cambridge.

5. The cumulative impact of a concentration of licensed premises

5.1 Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area e.g. the potential impact on crime and disorder or public nuisance.

5.2 The cumulative impact of licensed premises on the promotion of the licensing objectives is a matter that the Licensing Authority can take into account. This should not, however, be confused with 'need' which concerns the commercial demand for a particular type of premises e.g., a pub, restaurant or hotel. The issue of 'need' is therefore primarily a matter for the market to decide and does not form part of this licensing policy statement.

5.3 The Licensing Authority can only publish a Cumulative Impact Assessment if there is evidence that a significant number of licensed premises concentrated in one area is causing a cumulative impact on one or more of the licensing objectives. The Licensing Authority will keep the situation as to whether an

area is nearing this point under review.

5.4 The absence of a Cumulative Impact Asessement does not prevent any responsible authority or other person making representations on a new application for the grant or variation of a licence on the grounds that the premises will give rise to a detrimental cumulative impact on one or more of the licensing objectives in a particular area.

5.5 Following previous consultations and representations received by Cambridge Constabulary, the Licensing Authority has adopted a special policy on cumulative effect that remains in place and is now the Cumulative Impact Assessment.

5.7 Having considered the available evidence and undertaken consultation, the Licensing Authority considers that it is appropriate and necessary to control cumulative impact. The Licensing Authority has adopted a Cumulative Impact Assessment, which is separate to this Statement of Licensing Policy. Further information on the Cumulative Impact Assessment and the areas which it covers can be found in the Cumulative Impact Assessment document.

6. Licensing Hours

6.1 Flexible licensing hours for the sale of alcohol can help to ensure that concentrations of customers leaving premises simultaneously are avoided. This can help to reduce the potential for disorder and disturbance. Licensing hours should not inhibit the development of a thriving and safe evening and night-time economy. This is important for investment, local employment, tourism and local services associated with the night-time economy. Providing customers with greater choice and flexibility is an important consideration, but should always be balanced carefully against the duty to promote the four licensing objectives and the rights of local residents to peace and quiet.

6.2 Subject to the policies regarding cumulative impact in the areas of the City specified in paragraph 5.8, shops, stores and supermarkets will generally be permitted to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping, unless representations raise good reasons based on the licensing objectives, for restricting those hours, for example, a limitation may be appropriate following police representations in the case of shops known to be a focus of disorder and disturbance.

6.3 The Licensing Authority will deal with the issue of licensing hours on the individual merits of each application. When issuing a licence, following receipt of relevant representations, stricter conditions on noise control are likely to be imposed in the case of premises that are situated in predominantly residential areas. However, this should not limit opening

hours without regard to the individual merits of any application.

7. Children and Licensed Premises

7.1 Cambridge City Council will consider its Safeguarding for Children and Vulnerable Adults Policy when determining licensing applications. We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

7.2 It is an offence under the 2003 Licensing Act to:

-Permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for supply of alcohol for consumption on those premises under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a TEN; and

- To permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at other premises supplying alcohol for consumption on the premises under the authority of any premises licence, club premises certificate or TEN.

7.3 There are a great variety of premises for which licences may be sought including theatres, cinemas, restaurants, pubs, nightclubs, cafes, take away, community halls and schools. Access by children to any premises will not be limited unless it is considered necessary for the prevention of physical, moral or psychological harm to them.

7.4 Conditions requiring the admission of children to any premises cannot be attached to licences or certificates. Where no licensing restriction is necessary, this should remain a matter for the discretion of the individual licensee or club or person who has been given a temporary event notice.

7.5 When deciding whether to limit access to children, the Licensing Authority will consider each application on its merits. Particular areas that will give rise to concern in respect of children, would include premises –

- where entertainment or services of an adult or sexual nature are commonly provided
- where there is a strong element of gambling on the premises
- with a known association with drug taking or dealing
- where there have been convictions of members of the current staff at the premises for serving alcohol to minors or with a reputation for underage drinking
- where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.
- where there is a known association with the provision of illicit tobacco and alcohol

- where the supply of alcohol is in close proximity to services where young vulnerable people may frequent

7.6 The range of alternatives which may be considered for limiting access to children where that is necessary for the prevention of harm to children are:

- restrictions on the hours when children may be present
- age restrictions (below 18)
- restrictions or exclusions on the presence of children under certain ages when particular specified activities are taking place
- restrictions or exclusions when certain activities are taking place
- requirements for accompanying adults
- full exclusion of those people under 18 from the premises when any licensable activities are taking place
- restrictions on the parts of premises to which children may haveaccess.

7.7 In the case of premises which are used for film exhibitions Cambridge City Council will expect licence holders or clubs to include in their operating schedules arrangements for restricting children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classification or, in specific cases, a certificate given to the film by the Council itself.

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8. Licence Conditions

8.1 A key concept of the Act is for conditions to be attached to licences and certificates, which are tailored to the individual style and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions.

8.2 The Licensing Authority cannot attach conditions to premises licences and club premises certificates unless they are considered appropriate for the promotion of the licensing objectives. The Licensing Authority may only attach conditions (except for statutory mandatory conditions and conditions drawn from the operating schedule) if relevant representations have been

received. Conditions will generally be considered unnecessary if they are already adequately covered by other legislation. Blanket standard conditions will not be imposed without regard to the merits of the individual case.

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8.4 In deciding what conditions should be attached to licences and certificates to promote the licensing objectives, the Licensing Authority will be aware of the need to avoid measures which might deter live music, dancing or theatre by imposing indirect costs of a substantial nature. Only appropriate conditions will be imposed on such events. Where there is any indication that such events are being deterred by licensing requirements, the policy will be revisited with a view to investigating how the situation might be reversed.

8.5 Applicants should consider the measures which they propose to control noise nuisance from the premises or from departing customers. Depending on the individual circumstances, this may include:

- Sound limitation devices
- Acoustic lobbies
- Acoustic double glazing
- Noise insulation
- Specifying non amplified or acoustic music only
- Notices requesting customers to leave quietly
- A dedicated taxi service
- Use of door supervisors at exit points
- A winding down period during which music is turned down and lights up, alcohol service ceases and sales of food and hot and cold soft drinks continues and requests are made for customers to leave quietly.

9. Integrating Strategies and the avoidance of duplication

9.1 By consultation and liaison, the Licensing Authority will secure the proper integration of this licensing policy with local crime prevention, Cambridgeshire Health & Wellbeing Strategy, planning, transport, tourism, equality schemes, cultural strategies and any other plans introduced for the management of the city and the night-time economy. Many of these strategies are not directly related to the promotion of the licensing objectives, but, indirectly impact upon them.

9.2 Where any protocols to be agreed with the police identify a particular need to disperse people from the city swiftly and safely to avoid concentrations which could lead to disorder and disturbance, the Licensing Authority will aim to inform those responsible for providing local transportation so that arrangements can be made to reduce the potential for problems to occur.

9.3 The Council's Licensing Committee will receive, when appropriate, reports on:

- the needs of the local tourist economy for the area to ensure that these are reflected in their considerations
- the employment situation in the area and the need for new investment and employment where appropriate.

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9.8 Cambridge City Council has an important role in coordinating events in the City and to ensure that cultural diversity thrives. The Council currently has five licensed open spaces. These are: Parkers Piece; Jesus Green; Midsummer Common; Coldhams Common and the grounds of Cherry Hinton Hall.

9.9 The Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

9.10 Applicants will be encouraged to make themselves aware of any relevant

planning and transportation policies, tourism and cultural strategies or local crime prevention strategies and to have taken these into account, where appropriate, when formulating their operating schedule.

9.11 The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientationor display discriminatory signs.

10. Licence Reviews

10.1 The process set out in the Licensing Act 2003 for reviewing premises licences represents a key protection for the community where problems associated with the licensing objectives are occurring after the grant or variation of a premises licence.

10.2 Responsible authorities (including the Licensing Authority) and other parties can apply for the review of a licence.

10.3 The Licensing Authority will work in partnership with other responsible authorities to achieve the promotion of the licensing objectives and will give Licence or Certificate holders early warning of any concerns identified at a premises. The Licensing Authority will also encourage other responsible authorities to do the same.

10.4 When a review has been requested the role of the Licensing Authority will be to administer the process and determine its outcome at a hearing. Where the Licensing Authority has applied to review an authorisation, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. (See paragraph 12.3).

10.5 The Licensing Authority may decide that no action is necessary if it finds that the review does not require it to take any appropriate steps to promote the licensing objectives. In appropriate cases the Authority may issue an informal warning to the licence holder and/or recommend improvement within a particular period of time. Any warnings or recommendations will be issued in writing.

10.6 Where the Licensing Authority considers that action under its statutory powers is appropriate it may take any of the following steps:

- to modify the conditions of the premises licence (which includes adding new conditions or any alteration or omission of an existing condition);
- to exclude a licensable activity from the scope of the licence;
- to remove the designated premises supervisor;
- to suspend the licence for a period not exceeding three months;

- to revoke the licence.

10.7 In cases where the crime prevention objective is being undermined the Licensing Authority will give serious consideration to revoking the licence even in the first instance.

11. Enforcement

11.1 The Licensing Authority intends to establish protocols with the police and any other relevant enforcement body on enforcement issues. These protocols will provide for the targeting of agreed problem and high-risk premises, which require greater attention, while providing a lighter touch approach in respect of low risk premises which are well run.

11.2 In general, action will only be taken in accordance with the Council's enforcement policy, as adopted at the time, which reflects the Council's obligations relating to enforcement and is consistent with the Regulators Compliance Code. To this end, the key principles of consistency, openness, proportionality, clear standards and practices, courtesy and helpfulness and training will be maintained.
Cambridge City Council's enforcement policy is available on our website www.cambridge.gov.uk/content/enforcement-policy

12. Administration, exercise and delegation of functions

12.1 The functions of the Licensing Authority under the Act may be carried out by the Licensing Committee, by a Sub-Committee or by one or more officers acting under delegated authority.

12.2 Many of the decisions and functions will be largely administrative in nature. In the interests of speed, efficiency and cost-effectiveness these will, for the most part, be delegated to officers as set out in the Cambridge City Council Constitution

12.3 In determining applications where the Licensing Authority has acted as a responsible authority, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. This will be achieved by allocating distinct functions to different Officers within the authority, so the Officer presenting the report to the Sub-Committee and advising the Members will be a different individual to the Officer who is acting as the responsible authority. The Officer acting as the responsible authority will not be involved in the decision making process.

13. Effective Date and Review

13.1 This policy statement will take effect from February 2021.

13.2 The policy statement will be kept under review and will remain in existence for a period of up to 5 years. It will be subject to review and further consultation before February 2026, or as required by law.

14. Contact details, advice and guidance

14.1 Applicants can obtain further details about the licensing and application processes, including application forms and fees from:

website:	www.cambridge.gov.uk
e-mail:	commercial@cambridge.gov.uk
telephone:	01223 457879
fax:	01223 457909
post:	Commercial & Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
in person:	Customer Service Centre, Mandela House, 4, Regent Street, Cambridge, CB2 1BY (Monday to Friday 09:00-17:15)

14.2 The Licensing Authority has also published further documents to accompany this policy containing additional details about each type of application and the review process. These can be viewed at https://www.cambridge.gov.uk/guidance-for-applicants

14.3 This policy can be made available in large print on request and similarly translations can be made available in a variety of languages. Please contact us for further help or assistance.

14.4 The Council, Police and Fire Authorities will be willing to give advice and guidance to applicants.

14.5 Informal discussion is encouraged prior to the application process in order to resolve any potential problems and avoid unnecessary hearings and appeals.

15. Responsible Authorities are:

The Licensing Authority
Commercial & Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Tel: 01223 457879 Fax: 01223 457909 e-mail: commercial@cambridge.gov.uk

The Chief Officer of Police
The Chief Officer, Cambridgeshire Constabulary, Southern Division, Police Station, Parkside, Cambridge, CB1 1JG
Telephone: 01223 823397 Fax: 01223 823232

The Fire Authority
Fire Protection, Cambridge Fire Station, Parkside, Cambridge, CB1 1JF
Email: danny.hans@cambsfire.gov.uk

Planning
Environment & Planning, Cambridge City Council, The Guildhall, Cambridge, CB2 3QJ
Telephone: 01223 457100
e-mail: planning@cambridge.gov.uk

Environmental Health
The Environmental Health Manager, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Telephone: 01223 457890 Fax: 01223 457909 e-mail: commercial@cambridge.gov.uk

Child Protection
Child Protection Services, Licensing Applications, OCYPS, PO Box 144, St Ives, Cambs, PE27 9AU
Telephone: 03450455203
Referralcentre2.children@cambridgeshire.gov.uk

Trading Standards
Cambridgeshire County Council, PO Box 450, Great Cambourne, Cambridge, CB23 6ZR
e-mail: trading.standards@cambridgeshire.gov.uk

Public Health
The Director of Public Health, C/O Head of Public Health Programmes, Cambridgeshire County Council, Scott House Box No, SC0 2213, 5 George Street, Huntingdon, PE29 3AD

Home Office – Immigration Enforcement
Alcohol Licensing Team, Lunar House, 40 Wellesley Road, Croydon, CR9 2BY

In addition, for vessels:

Environment Agency
The Team Leader, Great Ouse & Stour Waterways, The Environment Agency, Kingfisher House, Goldhay Way, Orton Goldhay, Peterborough, PE2 5ZR.
Telephone: 01733 464072
e-mail: enquiries@environment-agency.gov.uk, quoting Great Ouse & Stour Waterways

Conservators of the River Cam

The River Manager
Conservators of the River Cam
Baits Bite Lock, Fen Road, Milton, Cambridge, CB24 6AF
Telephone/Fax 01223 863785
e-mail river.manager@camconservators.org.uk

Maritime & Coastguard Agency
Surveyor in Charge, Harwich Marine Office, Maritime & Coastguard Agency, East Terrace, Walton-on-Naze, Essex, CO14 8PY

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING - DRAFT POLICY

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING POLICY

Cambridge is a unique blend of market town, sub-regional centre, national and international tourist attraction and centre of excellence for education and research. It is a city of great beauty and is renowned for the qualities of its streets, spaces and buildings.

Cambridge City Council (the Licensing Authority), in association with local partnerships, wants Cambridge to be vibrant, socially mixed, safe, convenient and enjoyable, where all residents feel integrated into the life of the City and a part of its success.

Cambridge City Council has a clear vision to lead a united city, 'One Cambridge – Fair for All', in which economic dynamism and prosperity are combined with social justice and equality. This is a vision shared with Cambridge citizens and partner organisations. Our vision includes:

- An international city which celebrates its diversity and actively tackles discrimination on gender, race, nationality, ethnic background, religion, age, disability, gender identity, and sexual orientation.
- A city in which all citizens feel that they are listened to and have the opportunity to influence public decision making, and which values, supports and responds to individual and community initiatives.
- A city where all citizens and organisations appreciate their duties as well as their rights, where people are free to enjoy themselves but also show consideration for others, and where the community works together to reduce harm and nuisance including by education and, where needed, robust enforcement of the law.

The overarching objectives of Cambridge City Council in licensing premises are to:

- Promote the Authority's visions and values
- Protect the rights and health and safety of the general public, workers, residents, businesses, minority and vulnerable groups
- Ensure the principles of consistency, transparency, accountability and the promotion of good standards in licensing
- Demonstrate compliance with statutory responsibilities in relation to procedures and enforcement
- Ensure consistent and transparent decision making

It is recognised that licensed entertainment provides a valuable contribution towards the economy of Cambridge and we seek to balance the needs of local business holders and licensees, whilst protecting those of local residents. The City of Cambridge was awarded purple flag status in September 2019. A Purple Flag helps members of the public to identify town

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and city centres offering an entertaining, diverse, safe and enjoyable night out.

1. Introduction

1.1 This Licensing Policy Statement has been produced in accordance with the requirements of the Licensing Act 2003 ('the Act') and is in line with guidance issued under Section 182 of the Act.

1.2 The policy relates to all those licensing activities identified as falling within the provisions of the Act, namely: -

- Retail sale of alcohol
- Supply of alcohol by or on behalf of a club, or to the order to a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment

1.3 The policy relates to all types of premises covered by the Act.

1.4 The Licensing Authority will take the policy into account where its discretion is engaged (i.e. at a hearing following representations).

1.5 Nothing in this policy will undermine the right of any individual to apply under the terms of the Act for a variety of permissions and to have any such application considered on its individual merits.

1.6 The Licensing Authority may depart from this policy if the individual circumstances of any case merit such a decision in the interest of the promotion of the licensing objectives. Full reasons will be given for departing from the policy.

2. Objectives

2.1 The Licensing Authority has a duty under the Act to carry out its licensing functions by promoting the licensing objectives, which are: -

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance, and
- The protection of children from harm.

Each objective has equal importance.

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2.2 In carrying out its licensing functions, the Licensing Authority must also have regard to the licensing objectives, its Policy Statement and any statutory guidance under the Act and is bound by The Human Rights Act 1998. The Council must also fulfill its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The Statement of Licensing Policy recognises the Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

2.3 It is recognised that the licensing function is only one means of securing the delivery of the above objectives and should not be seen as a means for solving all problems within the community. However, the licensing function is an important means of achieving the objectives. The Licensing Authority will continue to work in partnership with its neighbouring authorities, the police, other agencies, local liaison groups, businesses and individuals towards the achievement of the licensing objectives through good practice.

2.4 The Licensing Authority will expect individual applicants to address the licensing objectives in their operating schedule having regard to the type of premises, the licensable activities to be provided, the operational procedures, the nature of the location and the needs of the local community. Applicants should include in their operating schedule the steps, which they consider necessary to promote the licensing objectives. If the steps are insufficient, or if the information given in the operating schedule does not enable a responsible authority or any other person to assess whether the steps proposed are satisfactory, it is more likely that relevant representations will be received, usually leading to a hearing.

2.5 All responsible authorities (listed in section 15) will have the chance to comment on all applications received and will provide evidence from their own areas of expertise if they believe an application would impact on one or more of the licensing objectives. All evidence provided will be taken into account by the Licensing Authority at any subsequent hearing.

3. Consultation

3.1 In preparing this policy statement the Licensing Authority has consulted with the following:

- the Chief Officer of Police for Cambridgeshire
- the Chief Officer of the Cambridgeshire Fire and Rescue Service
- persons/bodies representative of the Local Authority with the function of public health
- persons/bodies representative of local holders of premises licences
- persons/bodies representative of local holders of club premises certificates
- persons/bodies representative of local holders of personal licences

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- persons/bodies representative of businesses and residents in the City of Cambridge
- persons/bodies representative of Child Protection Services at Cambridgeshire County Council
- other organisations as appear to the Licensing Authority to be affected by licensing matters, including local community, cultural, educational and entertainment organisations.

3.2 We have considered the views of all those consulted prior to determining this policy.

4. Fundamental Principles

4.1 Licensing is about regulating licensable activities on premises, such as qualifying clubs, pubs and temporary events which fall within the terms of the Act. Any conditions imposed will focus on matters that individual licensees and others in possession of relevant authorisations are able to control.

4.2 In addressing these matters, the Licensing Authority will primarily focus on the direct impact the activities taking place at the licensed premises will have on those living, working or engaged in normal activity in the area concerned.

4.3 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or permission concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy in Cambridge.

5. The cumulative impact of a concentration of licensed premises

5.1 Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area e.g. the potential impact on crime and disorder or public nuisance.

5.2 The cumulative impact of licensed premises on the promotion of the licensing objectives is a matter that the Licensing Authority can take into account. This should not, however, be confused with 'need' which concerns the commercial demand for a particular type of premises e.g., a pub, restaurant or hotel. The issue of 'need' is therefore primarily a matter for the market to decide and does not form part of this licensing policy statement.

5.3 The Licensing Authority can only publish a Cumulative Impact Assessment if there is evidence that a significant number of licensed premises concentrated in one area is causing a cumulative impact on one or more of the licensing objectives. The Licensing Authority will keep the situation as to whether an

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area is nearing this point under review.

5.4 The absence of a Cumulative Impact Assessment does not prevent any responsible authority or other person making representations on a new application for the grant or variation of a licence on the grounds that the premises will give rise to a detrimental cumulative impact on one or more of the licensing objectives in a particular area.

5.5 Following previous consultations and representations received by Cambridge Constabulary, the Licensing Authority has adopted a special policy on cumulative effect that remains in place and is now the Cumulative Impact Assessment.

5.7 Having considered the available evidence and undertaken consultation, the Licensing Authority considers that it is appropriate and necessary to control cumulative impact. The Licensing Authority has adopted a Cumulative Impact Assessment, which is separate to this Statement of Licensing Policy. Further information on the Cumulative Impact Assessment and the areas which it covers can be found in the Cumulative Impact Assessment document.

6. Licensing Hours

6.1 Flexible licensing hours for the sale of alcohol can help to ensure that concentrations of customers leaving premises simultaneously are avoided. This can help to reduce the potential for disorder and disturbance. Licensing hours should not inhibit the development of a thriving and safe evening and night-time economy. This is important for investment, local employment, tourism and local services associated with the night-time economy. Providing customers with greater choice and flexibility is an important consideration but should always be balanced carefully against the duty to promote the four licensing objectives and the rights of local residents to peace and quiet.

6.2 Subject to the policies regarding cumulative impact in the areas of the City specified in paragraph 5.8, shops, stores and supermarkets will generally be permitted to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping, unless representations raise good reasons based on the licensing objectives, for restricting those hours, for example, a limitation may be appropriate following police representations in the case of shops known to be a focus of disorder and disturbance.

6.3 The Licensing Authority will deal with the issue of licensing hours on the individual merits of each application. When issuing a licence, following receipt of relevant representations, stricter conditions on noise control are likely to be imposed in the case of premises that are situated in predominantly residential areas. However, this should not limit opening hours without

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regard to the individual merits of any application.

7. Children and Licensed Premises

7.1 Cambridge City Council will consider its Safeguarding for Children and Vulnerable Adults Policy when determining licensing applications. We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

7.2 It is an offence under the 2003 Licensing Act to:

- Permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for supply of alcohol for consumption on those premises under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a TEN; and
- To permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at other premises supplying alcohol for consumption on the premises under the authority of any premises licence, club premises certificate or TEN.

7.3 There are a great variety of premises for which licences may be sought including theatres, cinemas, restaurants, pubs, nightclubs, cafes, take away, community halls and schools. Access by children to any premises will not be limited unless it is considered necessary for the prevention of physical, moral or psychological harm to them.

7.4 Conditions requiring the admission of children to any premises cannot be attached to licences or certificates. Where no licensing restriction is necessary, this should remain a matter for the discretion of the individual licensee or club or person who has been given a temporary event notice.

7.5 When deciding whether to limit access to children, the Licensing Authority will consider each application on its merits. Particular areas that will give rise to concern in respect of children, would include premises –

- where entertainment or services of an adult or sexual nature are commonly provided
- where there is a strong element of gambling on the premises
- with a known association with drug taking or dealing
- where there have been convictions of members of the current staff at the premises for serving alcohol to minors or with a reputation for underage drinking
- where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.
- where there is a known association with the provision of illicit tobacco and alcohol

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- where the supply of alcohol is in close proximity to services where young vulnerable people may frequent

7.6 The range of alternatives which may be considered for limiting access to children where that is necessary for the prevention of harm to children are:

- restrictions on the hours when children may be present
- age restrictions (below 18)
- restrictions or exclusions on the presence of children under certain ages when particular specified activities are taking place
- restrictions or exclusions when certain activities are taking place
- requirements for accompanying adults
- full exclusion of those people under 18 from the premises when any licensable activities are taking place
- restrictions on the parts of premises to which children may have access.

7.7 In the case of premises which are used for film exhibitions Cambridge City Council will expect licence holders or clubs to include in their operating schedules arrangements for restricting children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classification or, in specific cases, a certificate given to the film by the Council itself.

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8.5 Applicants should consider the measures which they propose to control noise nuisance from the premises or from departing customers. Depending on the individual circumstances, this may include:

- Sound limitation devices
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- Notices requesting customers to leave quietly
- A dedicated taxi service
- Use of door supervisors at exit points
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- the employment situation in the area and the need for new investment and employment where appropriate.

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9.10 Applicants will be encouraged to make themselves aware of any relevant planning and transportation policies, tourism and cultural strategies

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or local crime prevention strategies and to have taken these into account, where appropriate, when formulating their operating schedule.

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10.5 The Licensing Authority may decide that no action is necessary if it finds that the review does not require it to take any appropriate steps to promote the licensing objectives. In appropriate cases the Authority may issue an informal warning to the licence holder and/or recommend improvement within a particular period of time. Any warnings or recommendations will be issued in writing.

10.6 Where the Licensing Authority considers that action under its statutory powers is appropriate it may take any of the following steps:

- to modify the conditions of the premises licence (which includes adding new conditions or any alteration or omission of an existing condition);
- to exclude a licensable activity from the scope of the licence;
- to remove the designated premises supervisor;
- to suspend the licence for a period not exceeding three months;
- to revoke the licence.

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10.7 In cases where the crime prevention objective is being undermined the Licensing Authority will give serious consideration to revoking the licence even in the first instance.

11. Enforcement

11.1 The Licensing Authority intends to establish protocols with the police and any other relevant enforcement body on enforcement issues. These protocols will provide for the targeting of agreed problem and high-risk premises, which require greater attention, while providing a lighter touch approach in respect of low risk premises which are well run.

11.2 In general, action will only be taken in accordance with the Council's enforcement policy, as adopted at the time, which reflects the Council's obligations relating to enforcement and is consistent with the Regulators Compliance Code. To this end, the key principles of consistency, openness, proportionality, clear standards and practices, courtesy and helpfulness and training will be maintained.
Cambridge City Council's enforcement policy is available on our website www.cambridge.gov.uk/content/enforcement-policy

12. Administration, exercise and delegation of functions

12.1 The functions of the Licensing Authority under the Act may be carried out by the Licensing Committee, by a Sub-Committee or by one or more officers acting under delegated authority.

12.2 Many of the decisions and functions will be largely administrative in nature. In the interests of speed, efficiency and cost-effectiveness these will, for the most part, be delegated to officers as set out in the Cambridge City Council Constitution

12.3 In determining applications where the Licensing Authority has acted as a responsible authority, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. This will be achieved by allocating distinct functions to different Officers within the authority, so the Officer presenting the report to the Sub-Committee and advising the Members will be a different individual to the Officer who is acting as the responsible authority. The Officer acting as the responsible authority will not be involved in the decision-making process.

13. Effective Date and Review

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13.1 This policy statement will take effect from February 2021.

13.2 The policy statement will be kept under review and will remain in existence for a period of up to 5 years. It will be subject to review and further consultation before February 2026, or as required by law.

14. Contact details, advice and guidance

14.1 Applicants can obtain further details about the licensing and application processes, including application forms and fees from:

website: www.cambridge.gov.uk

e-mail: commercial@cambridge.gov.uk
telephone: 01223 457879
fax: 01223 457909
post: Commercial & Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
in person: Customer Service Centre, Mandela House, 4, Regent Street, Cambridge, CB2 1BY (Monday to Friday 09:00-17:15)

14.2 The Licensing Authority has also published further documents to accompany this policy containing additional details about each type of application and the review process. These can be viewed at https://www.cambridge.gov.uk/guidance-for-applicants

14.3 This policy can be made available in large print on request and similarly translations can be made available in a variety of languages. Please contact us for further help or assistance.

14.4 The Council, Police and Fire Authorities will be willing to give advice and guidance to applicants.

14.5 Informal discussion is encouraged prior to the application process in order to resolve any potential problems and avoid unnecessary hearings and appeals.

15. Responsible Authorities are:

The Licensing Authority

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Commercial & Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Tel: 01223 457879 Fax: 01223 457909 e-mail: commercial@cambridge.gov.uk

The Chief Officer of Police
The Chief Officer, Cambridgeshire Constabulary, Southern Division, Police Station, Parkside, Cambridge, CB1 1JG
Telephone: 01223 823397 Fax: 01223 823232

The Fire Authority
Fire Protection, Cambridge Fire Station, Parkside, Cambridge, CB1 1JF
Email: danny.hans@cambsfire.gov.uk

Planning
Environment & Planning, Cambridge City Council, The Guildhall, Cambridge, CB2 3QJ
Telephone: 01223 457100
e-mail: planning@cambridge.gov.uk

Environmental Health
The Environmental Health Manager, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Telephone: 01223 457890 Fax: 01223 457909 e-mail: commercial@cambridge.gov.uk

Child Protection
Child Protection Services, Licensing Applications, OCYPS, PO Box 144, St Ives, Cambs, PE27 9AU
Telephone: 03450455203
Referralcentre2.children@cambridgeshire.gov.uk

Trading Standards
Cambridgeshire County Council, PO Box 450, Great Cambourne, Cambridge, CB23 6ZR
e-mail: trading.standards@cambridgeshire.gov.uk

Public Health
The Director of Public Health, C/O Head of Public Health Programmes, Cambridgeshire County Council, Scott House Box No, SC0 2213, 5 George Street, Huntingdon, PE29 3AD

Home Office – Immigration Enforcement
Alcohol Licensing Team, Lunar House, 40 Wellesley Road, Croydon, CR9 2BY

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In addition, for vessels:

Environment Agency
The Team Leader, Great Ouse & Stour Waterways, The Environment Agency, Kingfisher House, Goldhay Way, Orton Goldhay, Peterborough, PE2 5ZR.
Telephone: 01733 464072
e-mail: enquiries@environment-agency.gov.uk, quoting Great Ouse & Stour Waterways

Conservators of the River Cam

The River Manager
Conservators of the River Cam
Baits Bite Lock, Fen Road, Milton, Cambridge, CB24 6AF
Telephone/Fax 01223 863785
e-mail river.manager@camconservators.org.uk

Maritime & Coastguard Agency
Surveyor in Charge, Harwich Marine Office, Maritime & Coastguard Agency, East Terrace, Walton-on-Naze, Essex, CO14 8PY

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Cambridge City Council Equality Impact Assessment (EqIA)

This tool helps the Council ensure that we fulfil legal obligations of the Public Sector Equality Duty to have due regard to the need to –

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool email Helen Crowther, Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk or phone 01223 457046.

Once you have drafted the EqIA please send this to equalities@cambridge.gov.uk for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, (graham.saint@cambridge.gov.uk or 01223 457044).

1. Title of strategy, policy, plan, project, contract or major change to your service
Statement of Licensing Policy

2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
https://www.cambridge.gov.uk/content/licensing-overview

3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?
To enable the council to exercise its functions under Section 5 of the Licensing Act 2003. The Council is required to produce, adopt and publish a Statement of Licensing Policy. The statement must be reviewed every 5 years.

4. Responsible service
Environmental Services

5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? **(Please tick all that apply)**	☒ Residents ☒ Visitors ☒ Staff
Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here): Click here to enter text.	

6. What type of strategy, policy, plan, project, contract or major change to your service is this?	☐ New ☐ Major change ☒ Minor change

7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)	☒ Yes ☐ No
If 'Yes' please provide details below: Responsible authorities play a part in delivering the policy, these include the Police, Environmental Health, Planning, Child Protection Services and Trading Standards. The review of the policy has been sent to responsible authorities, those directly affected by the policy and has been open to a public consultation. All responses received have been considered when reviewing the policy.	

8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?
Is going to Licensing Committee on 25th January 2021

9. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?
The policy has been subject to a 12 week public consultation. The policy recognises the Equality Act 2010 which places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; to advance

equality of opportunity; and to foster good relations, between persons with different protected characteristics.

10. Potential impacts

For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.

(a) Age - Please also consider any safeguarding issues for children and adults at risk

One of the licensing objectives is the protection of children from harm. The policy helps support this objective and a section of the policy deals with children and licensed premises. The Child Protection Services of Cambridgeshire County Council is a responsible authority and is recognised as being competent to advise on matters relating to the protection of children from harm.

During the review of the policy, they were consulted as a responsible authority and no response was received.

The safeguarding for children and vulnerable adults policy of Cambridge City Council will also be considered when determining licensing applications.

(b) Disability

We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on those with a disability.

The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of disability.

(c) Gender reassignment
We do not believe that the policy will have an impact on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on gender. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of gender.

(d) Marriage and civil partnership
We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on marriage or civil partnership.

(e) Pregnancy and maternity
We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on pregnancy or maternity.

(f) Race – Note that the protected characteristic 'race' refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.
We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on race. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of race

(g) Religion or belief
We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on religion. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of religion.

(h) Sex
We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on gender. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of gender.

(i) Sexual orientation
We do not believe that the policy will impact negatively on this target group. The policy has been open to a public consultation and no responses have been received in regards to the policy impacting on sexual orientation. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of sexual orientation.

(j) Other factors that may lead to inequality – in particular, please consider the impact of any changes on low income groups or those experiencing the impacts of poverty
The policy will have no impact on any other factors that may lead to inequality.

11. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqIA accordingly.)
The policy statement will be kept under review and will remain in existence for a period of up to 5 years. It will be subject to review and further consultation before February 2026 or as required by changes in law or other policies.

12. Do you have any additional comments?
None

13. Sign off
Name and job title of lead officer for this equality impact assessment: Luke Catchpole, Senior Technical Officer Names and job titles of other assessment team members and people consulted: Gemma Tilley, Team Manager (Commercial & Licensing) Date of EqIA sign off: 30th November 2020 Date of next review of the equalities impact assessment: February 2020 Date to be published on Cambridge City Council website: January 2021

All EqIAs need to be sent to Helen Crowther, Equality and Anti-Poverty Officer. Ctrl + click on the button below to send this (you will need to attach the form to the email):

Send form

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Item

Cumulative Impact Assessment

To:
Licensing Committee

Report by:
Yvonne O'Donnell, Environmental Health Manager
Tel: 01223 457951 Email: Yvonne.ODonnell@cambridge.gov.uk

Wards affected:
All

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1. Executive Summary

1.1 Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a statement of its licensing policy at least every five years. During the five-year period, the policy must be kept under review and the licensing authority may make any revisions to it as it considers appropriate. The existing Statement of Licensing Policy for Cambridge City Council became effective on 19th October 2017.

1.2 The Statement of Licensing Policy has been reviewed within the 5 year period as on 6th April 2018, The Policing and Crime Act 2017 amended the Licensing Act 2003 to place Cumulative Impact Assessments on a statutory footing.

1.3 The Statement of Licensing Policy contains a section on the cumulative impact of a concentration of licensed premises.

1.4 The proposed Statement of Licensing Policy has seen this section amended and also produced as a stand-alone document, The Cumulative Impact Assessment.

1.5 Whilst drafting the Cumulative Impact Assessment, evidence was provided by Cambridge Constabulary supporting the current areas covered by the special policy on cumulative impact.

1.6 The evidence also proposed a further area of Cambridge be added to the Cumulative Impact Assessment. The map at Appendix 3 of the Cumulative Impact Assessment highlights the area of Chesterton Road, Milton Road and Mitcham's Corner. The area runs along Chesterton Road from Croft Holme Lane to Ferry Path; Victoria Avenue from the River Cam to Chesterton Road; and Milton Road around Mitcham's Corner and up to Springfield Terrace.

1.7 The process to start publishing a Cumulative Impact Assessment began in August 2020 and a twelve-week public consultation took place between 31st August 2020 and 22nd November 2020.

2. Recommendations

2.1 Members are recommended to:

- Consider the results of the public consultation exercise as summarised in Appendix B of this report and the information provided by Cambridge Constabulary and Public Health before the public consultation as attached to this report as Appendix C;
- Approve the proposed Cumulative Impact Assessment attached to this report as Appendix D. Appendix E is the current section in the Statement of Licensing Policy on the cumulative impact of a concentration of licensed premises; or
- Approve the proposed Cumulative Impact Assessment attached to the report as Appendix D without the added area of Chesterton Road from Croft Holme Lane to Ferry Path; Victoria Avenue from the River Cam to Chesterton Road; and Milton Road around Mitcham's Corner and up to Springfield Terrace.

3. Background

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3.1. The Council currently has a Cumulative Impact Policy within the Statement of Licensing Policy. The areas covered by the Cumulative Impact Policy are stated in paragraph 5.8 of the Licensing Policy.

3.2 The Policing and Crime Act 2017 amended the Licensing Act 2003 to place Cumulative Impact Assessments on a statutory footing.

3.3 As Cumulative Impact Policies (CIPs) were not part of the 2003 Act, there are no transitional provisions that apply to CIPs that were in place before 6th April 2018.

3.4 It was recommended that any existing CIPs should be reviewed within three years of the commencement of the legislation on Cumulative Impact Assessments or when the licensing policy statement is next due for review, whichever is sooner.

3.5 We have taken the opportunity to create a stand-alone Cumulative Impact Assessment before 6th April 2021 and review the Statement of Licensing Policy at the same time.

3.6 The term 'Cumulative impact' is defined in paragraph 14.20 of the Guidance issued under Section 182 of the Licensing Act 2003 as "the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area".

3.7 The guidance further states that a cumulative impact assessment may be published by a licensing authority to help it to limit the number or types of licence applications granted in areas where there is evidence to show that the number or density of licensed premises in the area is having a cumulative impact and leading to problems which are undermining the licensing objectives.

3.8 In considering whether to publish a Cumulative Impact Assessment, the authority needs to consider the following:

- Identify concern about crime and disorder; public safety; public nuisance or protection of children from harm in a particular location.
- Consider whether there is good evidence that crime and disorder or nuisance are occurring, or whether there are activities which pose a threat to public safety or the protection of children from harm.
- If there is evidence that such problems are occurring, identify whether these problems are being caused by the customers of licensed premises, or that cumulative impact is imminent.
- Identify the boundaries of the area where problems are occurring (this can involve mapping where the problems occur and identifying specific streets or localities where such problems arise).
- Consult those specified in section 5(3) of the 2003 Act. As with consultations in respect of the licensing policy statement as a whole, it is for each licensing authority to determine the extent

of the consultation it should undertake in respect of a CIA (subject to the statutory requirements).

- Subject to the consultation, include and publish details of the special policy in the licensing policy statement.

3.9 Ahead of the public consultation, Cambridgeshire Constabulary provided data covering the previous 3 years showing the Alcohol Related Crime and Incidents broke down by wards within Cambridge City.

3.10 Part of the data provided shows that over the last 3 years, Chesterton Road (mainly in West Chesterton) has become a hotspot for alcohol related crimes and incidents. Cambridge Constabulary requested that consideration should be given to extending the Cumulative Impact Area to include the area of Chesterton Road, Milton Road and Mitcham's Corner. The area runs along Chesterton Road from Croft Holme Lane to Ferry Path; Victoria Avenue from the River Cam to Chesterton Road; and Milton Road around Mitcham's Corner and up to Springfield Terrace.

3.11 The above area was added to the proposed Cumulative Impact Assessment and was subject to a 12-week public consultation between 31st August 2020 and 22nd November 2020. This was undertaken by directly contacting the relevant responsible authorities and residents' associations and publishing the consultation on our website and in the Cambridge News on Monday 31st August 2020. Additionally, all those holding a premises licence or club premises certificate were directly consulted, as were all businesses in the areas proposed in West Chesterton.

3.12 The issues raised in individual responses to the consultation affecting the review are detailed in Appendix B. 1 response was received as a result of the consultation exercise. All comments were addressed and no amendments were required to be made to the policy.

4. Implications

(a) Financial Implications

Provision has been made in the Council's budget to review the statement of licensing policy and to publish a Cumulative Impact Assessment, the council will meet the cost of consultation.

(b) Staffing Implications

There are no additional staffing implications. Budget provision has been made for the publishing of the assessment.

(c) Equality and Poverty Implications

An Equality Impact Assessment (EqIA) has been competed alongside the publishing of this assessment.

(d) Environmental Implications

The Act requires the Licensing Authority to carry out its function with a view to promoting the four licensing objectives, one of which is the prevention of public nuisance, to protect the local environment and community.

(e) Procurement Implications

Nil

(f) Community Safety Implications

Cambridge City Council must fulfil its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The assessment promotes that fact and states that any decision by the Licensing Authority will be with a view to promoting the licensing objectives.

5. Consultation and communication considerations

5.1 In accordance with Government Code of Practice on consultation, the proposed Cumulative Impact Assessment was submitted for public consultation over a 12-week period between 31st August 2020 and 22nd November 2020. Legislation requires that we undertake consultation with bodies prescribed in the Act for the review.

5.2 Consultation was undertaken as widely as possible, with approximately 600 letters and emails being sent out, including the Chief Officer of Police and all other parties as required by legislation, including persons/bodies representing holders of premises licences and club premises certificates, businesses and residents associations. The consultation was also available to view on Cambridge City Council website and appeared in the Cambridge News on Monday 31st August 2020.

5.3 All comments received are listed in the attached Appendix B, which relates to specific written comments received in response to the proposed assessment. Consideration to all comments has been given in

drawing up the assessment. The schedule shows the nature of the comment, the evaluation of the comment and the action taken.

6. Background papers

Background papers used in the preparation of this report:

(a) Licensing Act 2003

(b) Guidance published under section 182 of the Licensing Act 2003

(c) Policing and Crime Act 2017

(d) Cambridge City Council's Existing Statement of Licensing Policy

7. Appendices

Appendix A – Current Statement of Licensing Policy

Appendix B – Comments and Responses from Consultation

Appendix C – Response and information provided by Cambridge Constabulary and Public Health ahead of the consultation.

Appendix D – Proposed Cumulative Impact Assessment

Appendix E – Section on Cumulative Impact taken from Current Statement of Licensing Policy.

Appendix F – Equality Impact Assessment

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Luke Catchpole, Technical Officer, tel: 01223 457818, email: luke.catchpole@cambridge.gov.uk.

CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING POLICY

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CAMBRIDGE CITY COUNCIL
STATEMENT OF LICENSING POLICY

Cambridge is a unique blend of market town, sub-regional centre, national and international tourist attraction and centre of excellence for education and research. It is a city of great beauty and is renowned for the qualities of its streets, spaces and buildings.

Cambridge City Council (the Licensing Authority), in association with local partnerships, wants Cambridge to be vibrant, socially mixed, safe, convenient and enjoyable, where all residents feel integrated into the life of the City and a part of its success.

Cambridge City Council has a clear vision for the future of the City, a vision shared with Cambridge citizens and partner organisations. Our vision includes:

- An international city which celebrates its diversity and actively tackles discrimination on gender, race, nationality, ethnic background, religion, age, disability, gender identity, and sexual orientation.
- A city in which all citizens feel that they are listened to and have the opportunity to influence public decision making, and which values, supports and responds to individual and community initiatives.
- A city where all citizens and organisations appreciate their duties as well as their rights, where people are free to enjoy themselves but also show consideration for others, and where the community works together to reduce harm and nuisance including by education and, where needed, robust enforcement of the law.

The overarching objectives of Cambridge City Council in licensing premises are to:

- Promote the Authority's visions and values
- Protect the rights and health and safety of the general public, workers, residents, businesses, minority and vulnerable groups
- Ensure the principles of consistency, transparency, accountability and the promotion of good standards in licensing
- Demonstrate compliance with statutory responsibilities in relation to procedures and enforcement
- Ensure consistent and transparent decision making

It is recognised that licensed entertainment provides a valuable contribution towards the economy of Cambridge and we seek to balance the needs of local business holders and licensees, whilst protecting those of local residents.

1. Introduction

1.1 This Licensing Policy Statement has been produced in accordance with the requirements of the Licensing Act 2003 ('the Act') and is in line with guidance issued under Section 182 of the Act.

1.2 The policy relates to all those licensing activities identified as falling within the provisions of the Act, namely: -

- Retail sale of alcohol
- Supply of alcohol by or on behalf of a club, or to the order to a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment

1.3 The policy relates to all types of premises covered by the Act.

1.4 The Licensing Authority will take the policy into account where its discretion is engaged (i.e. at a hearing following representations).

1.5 Nothing in this policy will undermine the right of any individual to apply under the terms of the Act for a variety of permissions and to have any such application considered on its individual merits.

1.6 The Licensing Authority may depart from this policy if the individual circumstances of any case merit such a decision in the interest of the promotion of the licensing objectives. Full reasons will be given for departing from the policy.

2. Objectives

2.1 The Licensing Authority has a duty under the Act to carry out its licensing functions by promoting the licensing objectives, which are: -

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance, and
- The protection of children from harm.

Each objective has equal importance.

2.2 In carrying out its licensing functions, the Licensing Authority must also have regard to the licensing objectives, its Policy Statement and any statutory guidance under the Act and is bound by The Human Rights Act 1998. The Council must also fulfill its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The Statement of Licensing Policy recognises the

Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

2.3 It is recognised that the licensing function is only one means of securing the delivery of the above objectives and should not be seen as a means for solving all problems within the community. However, the licensing function is an important means of achieving the objectives. The Licensing Authority will continue to work in partnership with its neighbouring authorities, the police, other agencies, local liaison groups, businesses and individuals towards the achievement of the licensing objectives through good practice.

2.4 The Licensing Authority will expect individual applicants to address the licensing objectives in their operating schedule having regard to the type of premises, the licensable activities to be provided, the operational procedures, the nature of the location and the needs of the local community. Applicants should include in their operating schedule the steps, which they consider necessary to promote the licensing objectives. If the steps are insufficient, or if the information given in the operating schedule does not enable a responsible authority or any other person to assess whether the steps proposed are satisfactory, it is more likely that relevant representations will be received, usually leading to a hearing.

2.5 All responsible authorities (listed in section 15) will have the chance to comment on all applications received and will provide evidence from their own areas of expertise if they believe an application would impact on one or more of the licensing objectives. All evidence provided will be taken into account by the Licensing Authority at any subsequent hearing.

3. Consultation

3.1 In preparing this policy statement the Licensing Authority has consulted with the following:

- the Chief Officer of Police for Cambridgeshire
- the Chief Officer of the Cambridgeshire Fire and Rescue Service
- persons/bodies representative of the Local Authority with the function of public health
- persons/bodies representative of local holders of premises licences
- persons/bodies representative of local holders of club premises certificates
- persons/bodies representative of local holders of personal licences
- persons/bodies representative of businesses and residents in the City of Cambridge
- persons/bodies representative of Child Protection Services at Cambridgeshire County Council

- other organisations as appear to the Licensing Authority to be affected by licensing matters, including local community, cultural, educational and entertainment organisations.

3.2 We have considered the views of all those consulted prior to determining this policy.

4. Fundamental Principles

4.1 Licensing is about regulating licensable activities on premises, such as qualifying clubs, pubs and temporary events which fall within the terms of the Act. Any conditions imposed will focus on matters that individual licensees and others in possession of relevant authorisations are able to control.

4.2 In addressing these matters, the Licensing Authority will primarily focus on the direct impact the activities taking place at the licensed premises will have on those living, working or engaged in normal activity in the area concerned.

4.3 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or permission concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy in Cambridge.

5. The cumulative impact of a concentration of licensed premises

5.1 Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area e.g. the potential impact on crime and disorder or public nuisance.

5.2 The cumulative impact of licensed premises on the promotion of the licensing objectives is a matter that the Licensing Authority can take into account. This should not, however, be confused with ‘need’ which concerns the commercial demand for a particular type of premises e.g., a pub, restaurant or hotel. The issue of ‘need’ is therefore primarily a matter for the market to decide and does not form part of this licensing policy statement.

5.3 The Licensing Authority can only adopt a special policy on cumulative impact if there is evidence that a significant number of licensed premises concentrated in one area is causing a cumulative impact on one or more of the licensing objectives. The Licensing Authority will keep the situation as to whether an area is nearing this point under review.

5.4 The absence of a special policy does not prevent any responsible authority or other person making representations on a new application for the grant or variation of a licence on the grounds that the premises will give rise to a detrimental cumulative impact on one or more of the licensing objectives in a particular area.

5.5 Following previous consultations and representations received by Cambridge Constabulary, the Licensing Authority has adopted a special policy on cumulative effect that remains in place.

5.6 In response to these representations the Licensing Authority has undertaken the following steps in considering whether to adopt a special policy on cumulative effect within this statement of licensing policy:

- Identified concern about crime and disorder or public nuisance
- Considered whether there is good evidence that crime and disorder are happening and are caused by customers of licensed premises and that the risk of cumulative impact is imminent
- Identified the boundaries of the areas where problems are occurring
- Consulted with those specified in section 5(3) of the Licensing Act 2003, on the proposal for a special policy in relation to new applications and variations to existing premises licences and club premises certificates and considered the outcome of the consultation

5.7 Having considered the available evidence and undertaken consultation, the Licensing Authority considers that it is appropriate and necessary to control cumulative impact. The Licensing Authority has adopted a special policy relating to cumulative impact to the areas set out in paragraph 5.8 below.

Special Policy on Cumulative Effect

5.8 The Licensing Authority has adopted a special policy relating to cumulative impact in relation to the areas of the City:

- Within the city centre marked on the map at Appendix 1
- At the Cambridge Leisure Park marked on the map at Appendix 2. This area also includes the section of Cherry Hinton Road opposite the leisure park running from Hills Road to Clifton Road (both sides of the road).
- The entire length of Mill Road Cambridge (excluding Brookfields)
- The section of Hills Road running from the city to Purbeck Road (both sides of the road).

5.9 The evidence for this special policy has been supplied by Cambridge Constabulary on the grounds of Crime and Disorder and is set out in Appendix 3.

5.10 This special policy creates a rebuttable presumption that applications within the areas set out in paragraph 5.8 for new premises licences or club premises certificates or variations that are likely to add to the existing cumulative impact will normally be refused, if relevant representations are

received about the cumulative impact on the licensing objectives, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact already being experienced.

5.11 Applicants will need to address the special policy issues in their operating schedules in order to rebut such a presumption.

5.12 Despite the presumption against grant, responsible authorities and/or other persons will still need to make a relevant representation before the Licensing Authority may lawfully consider giving effect to its special policy i.e. if no representation is received, the application must be granted (subject to such conditions as are consistent with the operating schedule and any mandatory conditions required by the Licensing Act 2003). Responsible authorities and other persons can make a written representation referring to information, which had been before the Licensing Authority when it developed its statement of licensing policy.

5.13 The Licensing Authority recognises that a special policy should never be absolute. The circumstances of each application will be considered properly and applications for licences and certificates that are unlikely to add to the cumulative impact on the licensing objectives may be granted. After receiving representations in relation to a new application or for a variation of a licence or certificate, the licensing authority will consider whether it would be justified in departing from its special policy in the light of the individual circumstances of the case. The impact can be expected to be different for premises with different styles and characteristics. If the Licensing Authority decides that an application should be refused, it will still need to show that the grant of the application would undermine the promotion of the licensing objectives and that necessary conditions would be ineffective in preventing the problems involved.

5.14 This special policy will not be used:

- as a ground for revoking an existing licence or certificate when representations are received about problems with those premises
- to justify rejecting applications to vary an existing licence of certificate except where those modifications are directly relevant to the policy (as would be the case with an application to vary a licence with a view to increasing the capacity limits of the premises) and are strictly necessary for the promotion of the licensing objectives
- to include any provisions for a terminal hour in any particular area which might impose a fixed closing time akin to that under the 'permitted hours' provisions of the Licensing Act 1964
- to impose quotas - based on either the number of premises or the capacity of those premises - that restrict the consideration of any application on its individual merits or which seek to impose limitations on trading hours in particular areas. Quotas have no regard to individual characteristics of the premises concerned. Proper regard will be given to those differences and the differing impact they will have on the promotion of the licensing objectives

5.15 This special policy will be reviewed regularly to assess whether it is still needed or should be expanded

Other mechanisms for controlling cumulative impact

5.16 Once away from the licensed premises, a minority of consumers will behave badly and unlawfully. However, there are other mechanisms, both within and outside the licensing regime, that are available for addressing such issues. For example:

- planning controls
- positive measures to create a safe and clean environment in partnership with local businesses, transport operators and others
- the provision of CCTV, ample taxi ranks, Cambridge BID and CAMBAC (Cambridge Business Against Crime).
- powers to designate parts of the city as places where alcohol may not be consumed publicly. There are currently 3 Public Spaces Protection Order's in place. These are Donkey Common, Mill Road Cemetery and Ditchburn Place.
- confiscation of alcohol from adults and children in designated areas
- police enforcement of the law with regard to disorder and anti-social behaviour, including the issuing of fixed penalty notices
- police powers to close some premises for up to 24 hours on the grounds of disorder, the likelihood of disorder or excessive noise
- the power of police, local businesses or residents to seek a review of the licence or certificate
- enforcement action against those selling alcohol to people who are drunk.

5.17 The above can be supplemented by other local initiatives that similarly address these problems, for example, through the Cambridge Community Safety Partnership in line with the strategic objectives for crime and disorder reduction within the City.

6. Licensing Hours

6.1 Flexible licensing hours for the sale of alcohol can help to ensure that concentrations of customers leaving premises simultaneously are avoided. This can help to reduce the potential for disorder and disturbance. Licensing hours should not inhibit the development of a thriving and safe evening and night-time economy. This is important for investment, local employment, tourism and local services associated with the night-time economy. Providing customers with greater choice and flexibility is an important consideration, but should always be balanced carefully against the duty to promote the four licensing objectives and the rights of local residents to peace and quiet.

6.2 Subject to the policies regarding cumulative impact in the areas of the City

specified in paragraph 5.8, shops, stores and supermarkets will generally be permitted to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping, unless representations raise good reasons based on the licensing objectives, for restricting those hours, for example, a limitation may be appropriate following police representations in the case of shops known to be a focus of disorder and disturbance.

6.3 The Licensing Authority will deal with the issue of licensing hours on the individual merits of each application. When issuing a licence, following receipt of relevant representations, stricter conditions on noise control are likely to be imposed in the case of premises that are situated in predominantly residential areas. However, this should not limit opening hours without regard to the individual merits of any application.

7. Children and Licensed Premises

7.1 Cambridge City Council will consider its Safeguarding for Children and Vulnerable Adults Policy when determining licensing applications. We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

7.2 It is an offence under the 2003 Licensing Act to:

- Permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for supply of alcohol for consumption on those premises under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a TEN; and
- To permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at other premises supplying alcohol for consumption on the premises under the authority of any premises licence, club premises certificate or TEN.

7.3 There are a great variety of premises for which licences may be sought including theatres, cinemas, restaurants, pubs, nightclubs, cafes, take away, community halls and schools. Access by children to any premises will not be limited unless it is considered necessary for the prevention of physical, moral or psychological harm to them.

7.4 Conditions requiring the admission of children to any premises cannot be attached to licences or certificates. Where no licensing restriction is necessary, this should remain a matter for the discretion of the individual licensee or club or person who has been given a temporary event notice.

7.5 When deciding whether to limit access to children, the Licensing Authority will consider each application on its merits. Particular areas that will give rise to

concern in respect of children, would include premises –

- where entertainment or services of an adult or sexual nature are commonly provided
- where there is a strong element of gambling on the premises
- with a known association with drug taking or dealing
- where there have been convictions of members of the current staff at the premises for serving alcohol to minors or with a reputation for underage drinking
- where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.
- where there is a known association with the provision of illicit tobacco and alcohol
- where the supply of alcohol is in close proximity to services where young vulnerable people may frequent

7.6 The range of alternatives which may be considered for limiting access to children where that is necessary for the prevention of harm to children are:

- limitations on the hours when children may be present
- age limitations (below 18)
- limitations on the exclusion of the presence of children under certain ages when particular specified activities are taking place
- requirements for accompanying adults
- full exclusion of those people under 18 from the premises when any licensable activities are taking place
- limitations on the parts of premises to which children might be given access.

7.7 In the case of premises which are used for film exhibitions Cambridge City Council will expect licence holders or clubs to include in their operating schedules arrangements for restricting children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classification or, in specific cases, a certificate given to the film by the Council itself.

7.8 The Licensing Authority recognises the Child Protection Services of Cambridgeshire County Council as being competent to advise on matters relating to the protection of children from harm.

7.9 The Licensing Authority commends the Portman Group Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks. The Code seeks to ensure that drinks are packaged and promoted in a socially responsible manner and only to those who are 18 years old or older.

8. Licence Conditions

8.1 A key concept of the Act is for conditions to be attached to licences and certificates, which are tailored to the individual style and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions.

8.2 The Licensing Authority cannot attach conditions to premises licences and club premises certificates unless they are considered appropriate for the promotion of the licensing objectives. The Licensing Authority may only attach conditions (except for statutory mandatory conditions and conditions drawn from the operating schedule) if relevant representations have been received. Conditions will generally be considered unnecessary if they are already adequately covered by other legislation. Blanket standard conditions will not be imposed without regard to the merits of the individual case.

8.3 Conditions attached to premises licences and club premises certificates under prevention of crime and disorder will, so far as possible, reflect local crime prevention strategies.

8.4 In deciding what conditions should be attached to licences and certificates to promote the licensing objectives, the Licensing Authority will be aware of the need to avoid measures which might deter live music, dancing or theatre by imposing indirect costs of a substantial nature. Only appropriate conditions will be imposed on such events. Where there is any indication that such events are being deterred by licensing requirements, the policy will be revisited with a view to investigating how the situation might be reversed.

8.5 Applicants should consider the measures which they propose to control noise nuisance from the premises or from departing customers. Depending on the individual circumstances, this may include:

- Sound limitation devices
- Acoustic lobbies
- Acoustic double glazing
- Noise insulation
- Specifying non amplified or acoustic music only
- Notices requesting customers to leave quietly
- A dedicated taxi service
- Use of door supervisors at exit points
- A winding down period during which music is turned down and lights up, alcohol service ceases and sales of food and hot and cold soft drinks continues and requests are made for customers to leave quietly.

9. Integrating Strategies and the avoidance of duplication

9.1 By consultation and liaison, the Licensing Authority will secure the proper integration of this licensing policy with local crime prevention, Cambridgeshire Health & Wellbeing Strategy, planning, transport, tourism, equality schemes, cultural strategies and any other plans introduced for the management of the city and the night-time economy. Many of these strategies directly impact upon the four licensing objectives.

9.2 Where any protocols to be agreed with the police identify a particular need to disperse people from the city swiftly and safely to avoid concentrations which could lead to disorder and disturbance, the Licensing Authority will aim to inform those responsible for providing local transportation so that arrangements can be made to reduce the potential for problems to occur.

9.3 The Council's Licensing Committee will receive, when appropriate, reports on:

- the needs of the local tourist economy for the area to ensure that these are reflected in their considerations
- the employment situation in the area and the need for new investment and employment where appropriate.

9.4 Planning, building control and the licensing regimes will be separated to avoid duplication and inefficiency. Licensing applications will not be a re-run of the planning application and will not cut across decisions taken by the planning committee or following appeals against decisions taken by that committee. When a terminal hour has been set as a condition of planning permission that is different from the licensing hours, the applicant must observe the earlier of the two closing times.

9.5 So far as is possible, the policy is not intended to duplicate existing legislation and regulatory regimes that already place obligations on employers and operators.

9.6 The Licensing Authority will monitor the impact of licensing on the provision of regulated entertainment, and particularly live music and dancing. As part of implementing cultural strategies, proper account will be taken of the need to encourage and promote a broad range of entertainment, particularly live music, dancing, circus activity, street art and theatre, including the performance of a wide range of traditional and historic plays for the wider cultural benefit of the community which also balances the evening economy. The Licensing Authority will balance the prevention of disturbance in neighbourhoods with these wider cultural benefits, particularly cultural benefits for children. Only appropriate conditions will be imposed on such events.

9.7 The absence of cultural provision in any area can lead to young people

being diverted into anti-social activities that damage local communities and the young people involved themselves.

9.8 Cambridge City Council has an important role in coordinating events in the City and to ensure that cultural diversity thrives. The Council currently has five licensed open spaces. These are: Parkers Piece; Jesus Green; Midsummer Common; Coldhams Common and the grounds of Cherry Hinton Hall.

9.9 The Equality Act 2010 places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and victimization; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

9.10 Applicants will be encouraged to make themselves aware of any relevant planning and transportation policies, tourism and cultural strategies or local crime prevention strategies and to have taken these into account, where appropriate, when formulating their operating schedule.

9.11 The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of race, gender, transgender, religion, sexual orientation, disability or age, or display discriminatory signs.

10. Licence Reviews

10.1 The process set out in the Licensing Act 2003 for reviewing premises licences represents a key protection for the community where problems associated with the licensing objectives are occurring after the grant or variation of a premises licence.

10.2 Responsible authorities (including the Licensing Authority) and other parties can apply for the review of a licence.

10.3 The Licensing Authority will work in partnership with other responsible authorities to achieve the promotion of the licensing objectives and will give Licence or Certificate holders early warning of any concerns identified at a premises. The Licensing Authority will also encourage other responsible authorities to do the same.

10.4 When a review has been requested the role of the Licensing Authority will be to administer the process and determine its outcome at a hearing. Where the Licensing Authority has applied to review an authorisation, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. (See paragraph 12.3).

10.5 The Licensing Authority may decide that no action is necessary if it finds that the review does not require it to take any appropriate steps to promote the licensing objectives. In appropriate cases the Authority may issue an informal warning to the licence holder and/or recommend improvement within a particular period of time. Any warnings or recommendations will be issued in writing.

10.6 Where the Licensing Authority considers that action under its statutory powers is appropriate it may take any of the following steps:

- to modify the conditions of the premises licence (which includes adding new conditions or any alteration or omission of an existing condition);
- to exclude a licensable activity from the scope of the licence;
- to remove the designated premises supervisor;
- to suspend the licence for a period not exceeding three months;
- to revoke the licence.

10.7 In cases where the crime prevention objective is being undermined the Licensing Authority will give serious consideration to revoking the licence even in the first instance.

11. Enforcement

11.1 The Licensing Authority intends to establish protocols with the police and any other relevant enforcement body on enforcement issues. These protocols will provide for the targeting of agreed problem and high-risk premises, which require greater attention, while providing a lighter touch approach in respect of low risk premises which are well run.

11.2 In general, action will only be taken in accordance with the Council's enforcement policy, as adopted at the time, which reflects the Council's obligations relating to enforcement and is consistent with the Regulators Compliance Code. To this end, the key principles of consistency, openness, proportionality, clear standards and practices, courtesy and helpfulness and training will be maintained.
Cambridge City Council's enforcement policy is available on our website www.cambridge.gov.uk/content/enforcement-policy

12. Administration, exercise and delegation of functions

12.1 The functions of the Licensing Authority under the Act may be carried out by the Licensing Committee, by a Sub-Committee or by one or more officers acting under delegated authority.

12.2 Many of the decisions and functions will be largely administrative in nature. In the interests of speed, efficiency and cost-effectiveness these

will, for the most part, be delegated to officers as set out in the Cambridge City Council Constitution

12.3 In determining applications where the Licensing Authority has acted as a responsible authority, there will be a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. This will be achieved by allocating distinct functions to different Officers within the authority, so the Officer presenting the report to the Sub-Committee and advising the Members will be a different individual to the Officer who is acting as the responsible authority. The Officer acting as the responsible authority will not be involved in the decision making process.

13. Effective Date and Review

13.1 This policy statement will take effect from October 2017.

13.2 The policy statement will be kept under review and will remain in existence for a period of up to 5 years. It will be subject to review and further consultation before October 2022, or as required by law.

14. Contact details, advice and guidance

14.1 Applicants can obtain further details about the licensing and application processes, including application forms and fees from:

website:	www.cambridge.gov.uk
e-mail:	licensing@cambridge.gov.uk
telephone:	01223 457879
fax:	01223 457909
post:	Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
in person:	Customer Service Centre, Mandela House, 4, Regent Street, Cambridge, CB2 1BY (Monday to Friday 09:00- 17:15)

14.2 The Licensing Authority has also published further documents to accompany this policy containing additional details about each type of application and the review process. These can be viewed at https://www.cambridge.gov.uk/guidance-for-applicants

14.3 This policy can be made available in large print on request and similarly translations can be made available in a variety of languages. Please

contact us for further help or assistance.

14.4 The Council, Police and Fire Authorities will be willing to give advice and guidance to applicants.

14.5 Informal discussion is encouraged prior to the application process in order to resolve any potential problems and avoid unnecessary hearings and appeals.

15. Responsible Authorities are:

The Licensing Authority
Licensing, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Tel: 01223 457879 Fax: 01223 457909 e-mail: licensing@cambridge.gov.uk

The Chief Officer of Police
The Chief Officer, Cambridgeshire Constabulary, Southern Division, Police Station, Parkside, Cambridge, CB1 1JG
Telephone: 01223 823397 Fax: 01223 823232

The Fire Authority
Fire Protection, Cambridge Fire Station, Parkside, Cambridge, CB1 1JF
Email: danny.hans@cambsfire.gov.uk

Planning
Environment & Planning, Cambridge City Council, The Guildhall, Cambridge, CB2 3QJ
Telephone: 01223 457100
e-mail: planning@cambridge.gov.uk

Environmental Health
The Environmental Health Manager, Environmental Services, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
Telephone: 01223 457890 Fax: 01223 457909 e-mail: env.services@cambridge.gov.uk

Child Protection
Child Protection Services, Licensing Applications, OCYPS, PO Box 144, St Ives, Cambs, PE27 9AU
Telephone: 03450455203
Referralcentre2.children@cambridgeshire.gov.uk

Trading Standards
Cambridgeshire County Council, PO Box 450, Great Cambourne, Cambridge, CB23 6ZR
e-mail: trading.standards@cambridgeshire.gov.uk

Public Health
The Director of Public Health, C/O Head of Public Health Programmes, Cambridgeshire County Council, Scott House Box No, SC0 2213, 5 George Street, Huntingdon, PE29 3AD

Home Office – Immigration Enforcement
Alcohol Licensing Team, Lunar House, 40 Wellesley Road, Croydon, CR9 2BY

In addition, for vessels:

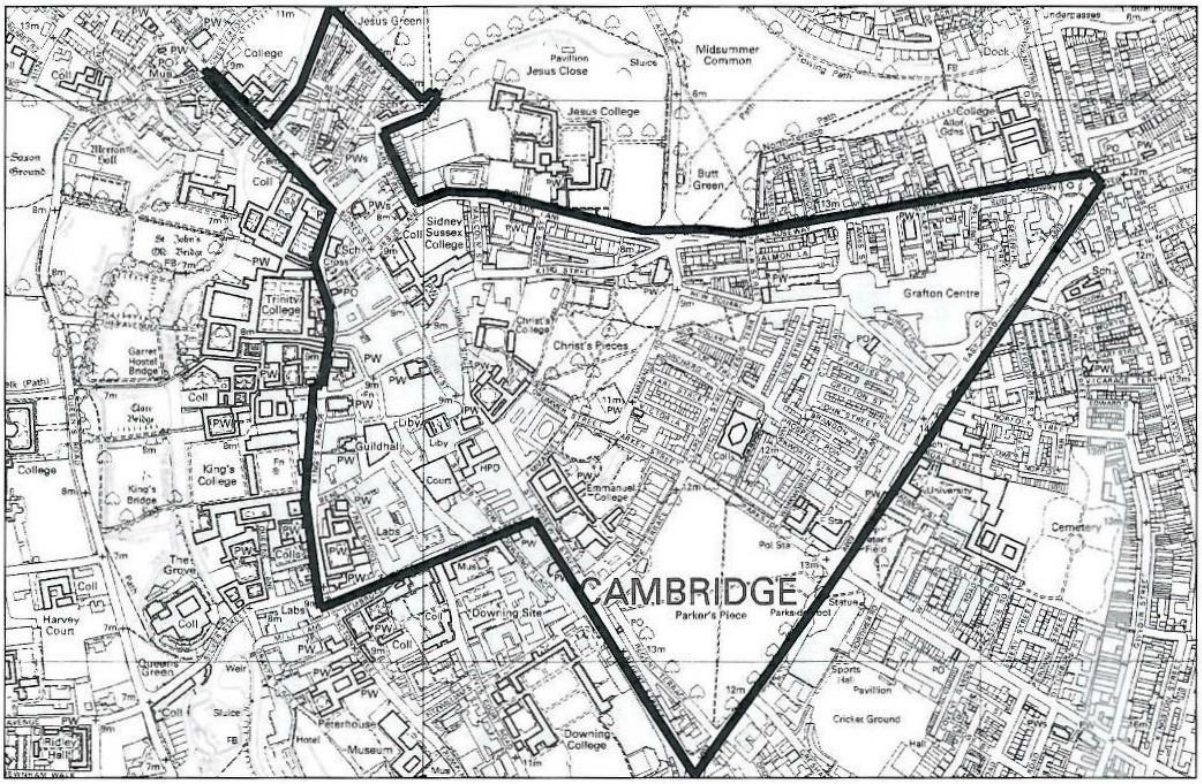
Environment Agency
The Team Leader, Great Ouse & Stour Waterways, The Environment Agency, Kingfisher House, Goldhay Way, Orton Goldhay, Peterborough, PE2 5ZR.
Telephone: 01733 464072
e-mail: enquiries@environment-agency.gov.uk, quoting Great Ouse & Stour Waterways

Conservators of the River Cam

The River Manager
Conservators of the River Cam
Baits Bite Lock, Fen Road, Milton, Cambridge, CB24 6AF
Telephone/Fax 01223 863785
e-mail river.manager@camconservators.org.uk

Maritime & Coastguard Agency
Surveyor in Charge, Harwich Marine Office, Maritime & Coastguard Agency, East Terrace, Walton-on-Naze, Essex, CO14 8PY

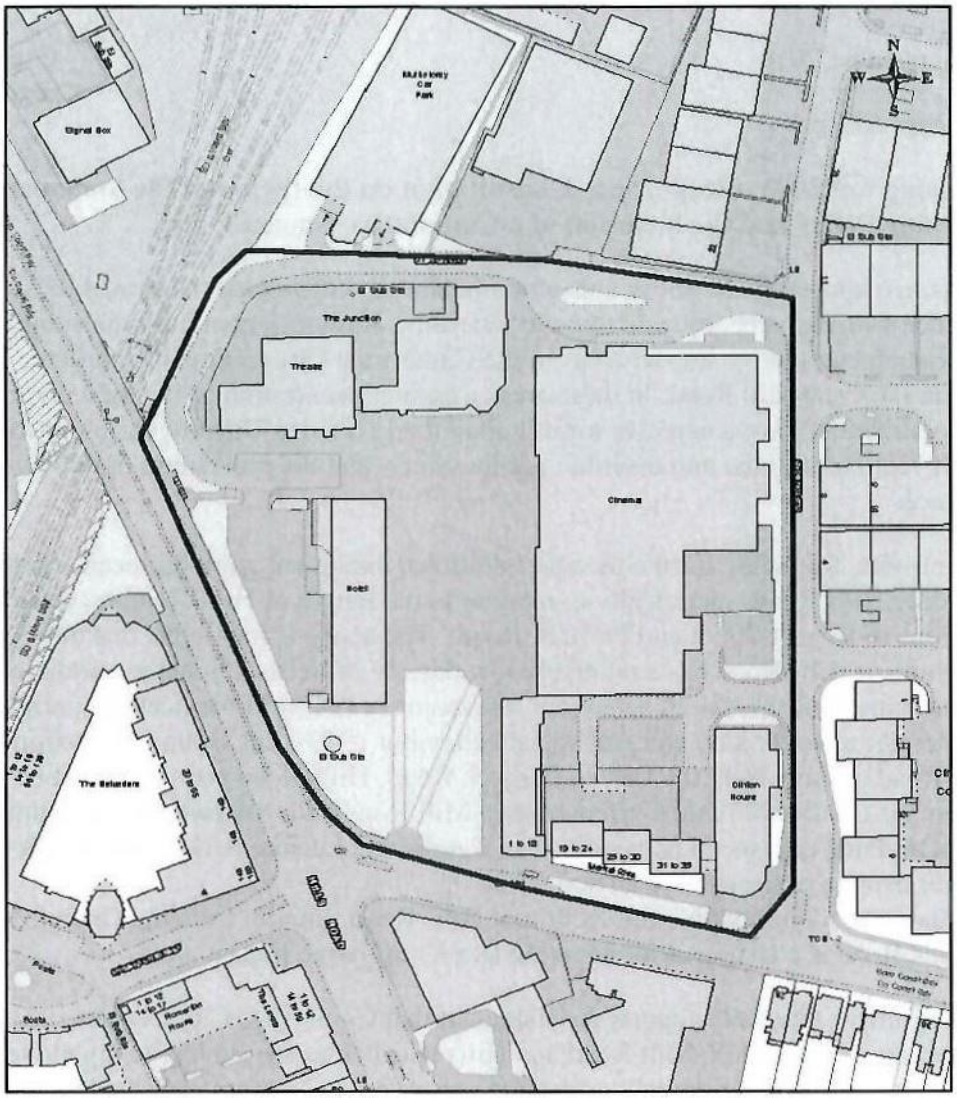
Appendix 1 – Cumulative Impact Area City Centre



Streets in Cumulative Impact Area Market Ward			
Adam and Eve Street	Eden Street	Malcolm Street	Quayside
All Saints Passage	Elm Street	Manor Street	Regent Street
Beaufort Place	Emmanuel Street	Market Hill	Regent Terrace
Belmont Place	Fair Street	Market Passage	Round Church Street
Benet Street	Fitzroy Lane	Market Street	Salmon Lane
Brandon Place	Fitzroy Street	Melbourne Place	Severn Place
Burleigh Place	Free School Lane	Napier Street	Short Street
Burleigh Street	Gonville Place	New Park Street	Sidney Street
Clarendon Street	Grafton Street	New Square	St Andrews Street
Camden Court	Green Street	Newmarket Road	St Johns Road
Causeway Passage	Guildhall Place	Orchard Street	St Marys Street
Christ Church Street	Hobson Street	Paradise Street	St Tibbs Row
Christs Lane	Hobsons Passage	Park Parade	Sun Street
City Road	James Street	Park Street	Sussex Street
Corn Exchange Street	Jesus Lane	Park Terrace	Thompson’s Lane
Crispin Place	John Street	Parkside	Trinity Street
Dover Street	King Street	Parsons Court	Warkworth Street
Downing Street	Kings Parade	Peas Hill	Warkworth Terrace
Drummer Street	Lower Park Street	Petty Cury	Wellington Street
Earl Street	Magdalene Street	Portugal Place	Willow Place
East Road	Maids Causeway	Prospect Row	Willow Walk

APPENDIX 2 – CUMULATIVE IMPACT AREA:

CAMBRIDGE LEISURE PARK



APPENDIX 3 - CAMBRIDGE CITY CUMULATIVE IMPACT POLICY REVIEW 2017

Three years data has been analysed, though it should be noted that we are dependent upon crimes and incidents having an alcohol marker which is not reliably the case.

From the information that is recorded, it can be seen that there is a correlation between the number of licenced premises and the number of alcohol related crime and incidents per ward in Cambridge City.

Ward	Licenced Premises
MA	206
PE	72
TR	48
CO	37
NE	35
CA	32
AR	26
AB	23
RO	22
KH	21
WC	20
CH	18
EC	14
QE	12
TOTAL	**586**

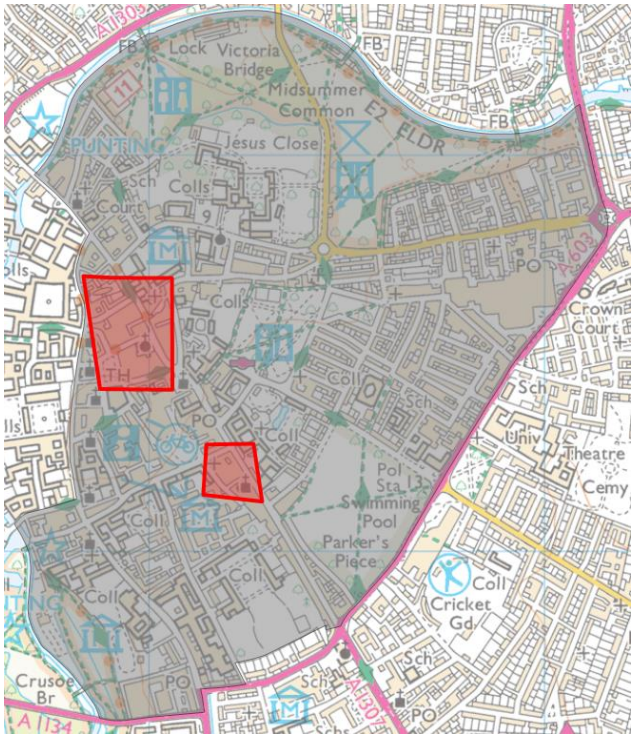
Alcohol Related Crime and Incidents				
Ward	**2014/15**	**2015/16**	**2016/17**	**TOTAL**
MA	984	625	570	2179
PE	349	223	138	710
AB	365	120	98	583
KH	369	106	85	560
AR	350	106	94	550
TR	337	88	99	524
CO	281	80	62	423
EC	263	62	65	390
WC	213	88	87	388
CH	244	52	52	348
RO	184	72	61	317
QE	168	52	32	252
CA	94	31	36	161
NE	67	34	26	127
TOTAL	**4268**	**1739**	**1505**	**7512**

There has been a decrease in the number of alcohol related crimes and incidents recorded when compared year on year, the most significant of which occurred in 2015/2016. This reduction in alcohol related crime and incidents has not been seen in other Districts suggesting that work undertaken in Cambridge City has been effective.

MARKET WARD

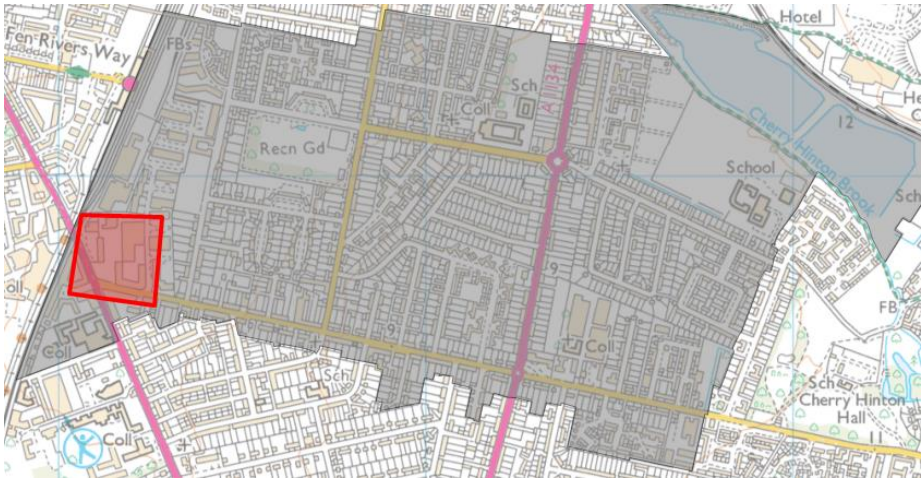
There are two main hot spots for crime and incidents in Market Ward, both situated within the current Cumulative Impact Area:

- St Andrew's Street features heavily in crime and incident data, 12% of all alcohol related crime and incidents in Market Ward occur on St Andrews Street; and
- Sidney Street where there is a mixture of violent crime occurring in the vicinity of night clubs. During the daytime, crime and incidents relate to street drinking and aggressive begging. 26% of all alcohol related crime and ASB in Market Ward occurs within this hotspot.



COLERIDGE

There continues to be a Hotspot for alcohol related crime and incidents around the Cambridge Leisure Park with the predominant theme being violent crime and theft from person. 30% of all alcohol related violent crime and violent related ASB recorded in Coleridge happens at the Cambridge Leisure Park.

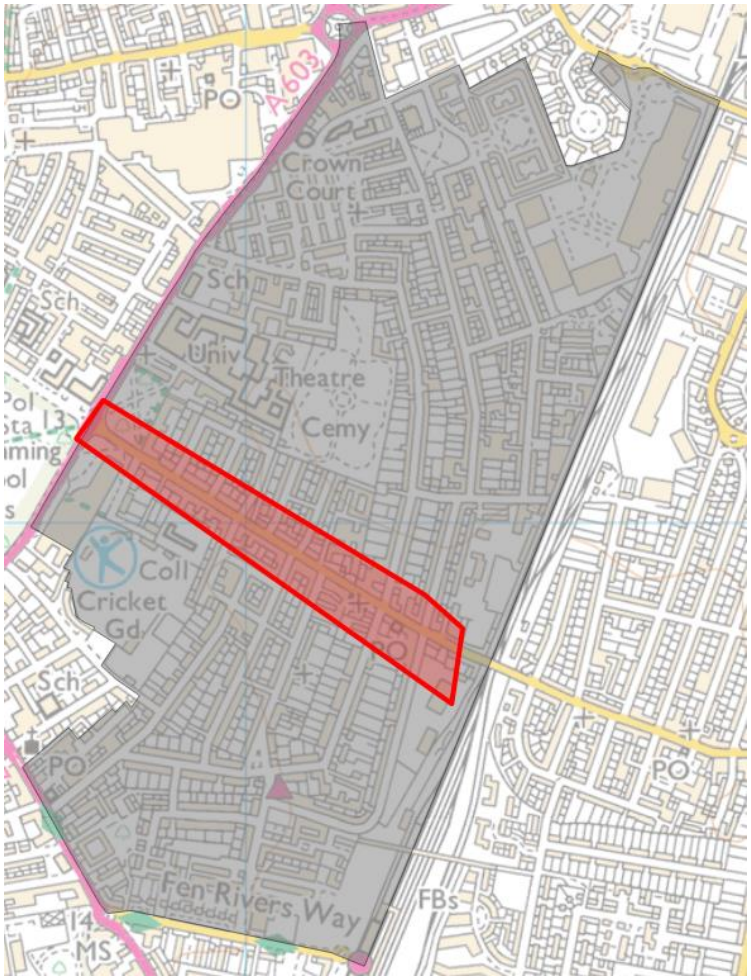


PETERSFIELD

There are two hotspots in Petersfield.

Mill Road:

- Crime relates to aggressive drunks stealing alcohol from shops, being evicted from pubs and around the vicinity of fast food shops.
- 42% of all recorded violent alcohol related crime and alcohol related ASB in Petersfield occurs on Mill Road.
- 42% of all licensed premises in Petersfield are on Mill Road.
- Mill Road has a total of 30 licensed premises, these comprise of two public houses, six convenience stores, 15 restaurants/café/take-away and a Wine Merchant.



PETERSFIELD AND TRUMPINGTON

Hills Road:

- Crime relates to aggressive drunks attempting to steal alcohol from shops on Hills Road, staff who attempt to intervene have been assaulted;
- High level of reporting from convenience stores who are met with violent reactions when they refuse to sell alcohol to those who are heavily intoxicated. In addition, aggressive beggars congregate outside convenience stores that have cash machines immediately outside the store, begging so that they can then purchase alcohol;
- Several schools have reported that people are sleeping rough within their grounds, when approached, they have become aggressive and there have been incidents of indecent exposure; and
- There has been a high level of reports regarding members of the street life community being drunk and vocally aggressive in Hills Road.

Conclusion

It is evident from the decrease in crime and incidents that current initiatives are effective and are having a positive impact. However, the previously identified hotspots for alcohol related crime and incidents continue to be hotspots in Cambridge City and therefore it is recommended that the current Community Impact Areas remain in place.

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Area of Policy	Ref	Respondent	Summary of Comments	Consideration/appraisal	Response
General	N/A	Individual Respondent	Wants to see more done to regulate street trading within the wider city limits and incorporated within the policy. Feels residents are powerless to object to businesses trading in certain areas and has seen a particular growth in kebab vans.	Comment considered.	Street Trading is not covered by Licensing Act 2003 nor covered in the Statement of Licensing Policy. Street Trading has it's own Street Trading Policy and therefore these comments are relevant to that policy. In terms of residents being powerless, if a business such as a mobile food van wishes to sell hot food after 11pm (or sell alcohol at any time), a premises licence would be required and members of the public have the right to make representations against the grant of any premises licence.

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CAMBRIDGE CITY CUMULATIVE IMPACT POLICY REVIEW 2020

Three years data has been analysed, though it should be noted that we are dependent upon crimes and incidents having an 'alcohol' marker which is not reliably the case. Additionally, in May 2018 Cambridgeshire Constabulary converted to a new Crime recording system, which again required an 'alcohol' qualifier to be recorded against a crime for it to be included in these statistics. These figures relate to all alcohol related crimes and incidents recorded within the Cambridge Ward areas that have been identified using the recording systems – 'Crime File', 'Command & Control 3' and 'Athena'.

From the information that is recorded below, it can be seen that in Cambridge there is a general correlation between the ward areas with the highest number of licenced premises and the number of alcohol related crime and incidents.

WARD	Licenced Premises
Market	245
Petersfield	62
Trumpington	51
Abbey	33
Coleridge	32
Castle	32
Newnham	32
Romsey	26
King's Hedges	24
Arbury	24
Cherry Hinton	22
East Chesterton	16
West Chesterton	14
Queen Edith's	11
TOTAL	**624**

Alcohol Related Crime and Incidents				
WARD	Apr2017-Mar2018	Apr2018-Mar2019	Apr2019-Mar2020	TOTAL
Market	1151	714	813	2678
Petersfield	254	188	228	670
Trumpington	195	182	228	605
King's Hedges	198	133	199	530
Abbey	159	160	198	517
West Chesterton	150	157	185	492
East Chesterton	158	100	160	418
Arbury	163	121	111	395
Coleridge	144	108	141	393
Romsey	104	92	108	304
Queen Edith's	126	68	85	279
Cherry Hinton	79	59	77	215
Castle	74	53	58	185
Newnham	45	33	37	115
TOTAL	**3000**	**2168**	**2628**	**7796**

There has been an overall ~12% decrease in the number of alcohol related crimes and incidents recorded in Cambridge between April 2017-March 2018, and April 2019-March 2020.

The table below shows the highest 15 streets in Cambridge for reports of alcohol related crimes and incidents between April 2017 – May 2020. Ten of these streets being located within the existing City Centre Cumulative Impact Zone (CIZ). Hills Road and Mill Road also located in existing CIZs.

ROAD NAME	Crimes & Incidents April 2017 - May 2020	WARD
St Andrews Street	382	Market
Mill Road	232	Petersfield/Romsey
Hills Road	215*	Petersfield/Trumpington/Coleridge

Chesterton Road	211	West Chesterton/Arbury
Sidney Street	201	Market
Downing Street	200	Market
Regent Street	198	Market
Newmarket Road	165	Abbey
Milton Road	158	West Chesterton/Kings Hedges
East Road	143	Market
Parkside	136	Market
Lion Yard	117	Market
Guildhall Place	116	Market
Rose Crescent	116	Market
Market Hill	107	Market

* excluding alcohol related crimes and incidents recorded at Addenbrookes hospital, Hills Road.

MARKET WARD

The main hot spot areas for alcohol related crime and incidents in Market Ward, are focused on St. Andrews Street, Sidney Street, Downing Street and Regent Street. With St. Andrews Street accounting for 14% of all the alcohol related crime and incidents in Market Ward. Sidney Street, Downing Street and Regent Street all account for approximately ~7% respectively. This shows a continued requirement for the presence of the current city centre CIZ.

COLERIDGE

Coleridge Ward has seen a small reduction of ~7% in the overall alcohol related crime and incidents from the period March 2014- February 2017 to March 2017- February 2020. However, over the same period the percentage of these crimes and incidents occurring on the Cambridge Leisure Park has seen a significant reduced from 30% to only ~9%, indicating that the presence of the current CIZ has been effective.

PETERSFIELD/ROMSEY

Despite the combined figures for these two wards showing a ~5% reduction in the overall alcohol related crime and incidents from the period March 2014- February 2017 to March 2017- February 2020. There are still two 'hotspot' areas, namely; Mill Road and Hills Road.

Mill Road:

- A total of 232 (~22%) of all recorded alcohol related incidents and crimes in Petersfield and Romsey Wards occurs on Mill Road.
- There is a total of 44 Licensed Premises on Mill Road, made up of premises with on-licences, off-licences and both.
- Between 1st March 2019 – 29th February 2020 the police recorded 26 'street based' alcohol related incidents (not crimes) along the Petersfield section of Mill Road. The vast majority of these incidents refer to: street drinkers being

abusive to members of the public, concerns for the safety of people 'passed out' on the path, or persons walking in the road, presenting a danger to themselves and other road users. Additionally, a number of calls to assist ambulance staff who are trying to assess/treat uncooperative, vulnerable persons who are under the influence of alcohol/drugs.

PETERSFIELD AND TRUMPINGTON

Hills Road:

- Over the 3-year period a total of 215 (~12%) of all alcohol related crimes and incidents within the Wards of Petersfield, Coleridge and Trumpington were recorded along Hills Road, not including those recorded as occurring at Addenbrookes hospital, Hills Road.
- The vast majority of these records indicate that the offending party was intoxicated, resulting in violent behaviour, with some leading to an assault, or displaying aggressive behaviour in a public place.

It is evident from the general downward trend in alcohol related crime and incidents that current CIZs are effective and are having a positive impact. However, the previously identified hotspots for these types of crimes and incidents continue to be problematic areas in Cambridge City, and therefore it is recommended that the current Cumulative Impact Zones remain in place.

WEST CHESTERTON

It should be noted that over the last 3 years the statistics show that Chesterton Road is a hotspot area for alcohol related crimes and incidents.

There is a small section of Chesterton Road within Arbury Ward, but its majority is in West Chesterton Ward. Chesterton Road features 4th in the table for the highest alcohol related crimes and incidents which is concerning as it isn't located within any of the existing CIZ. The city centre CIZ borders the southern bank of the River Cam, and Chesterton Road is located just north of the river.

As a comparison with Mill Road, between 1st March 2019 – 29th February 2020 the police recorded 21 'street based' alcohol related incidents (not crimes) along Chesterton Road.

The vast majority of this incidents refer to incidents involving street drinkers being abusive to members of the public and shop staff, begging, fighting amongst themselves. Additionally, as with Mill Road we have recorded a number of calls to assist ambulance staff who are trying to assess and treat unwilling, vulnerable people who are under the influence of alcohol or drugs.

The majority of these reports are centred around the 'Mitcham's Corner' area, and roads leading off it. The areas include; the parade of shops and businesses on Milton Road (as far as Springfield Terrace), the section of Chesterton Road from Croft Holme Lane, along to Ferry Path, and the section of Victoria Avenue, north of the River Cam.

There appears to be disproportionally high level of alcohol related crimes and incidents in this area of the West Chesterton ward, considering it only has 14 licensed premises. However, a high percentage of these premises are located within this 'hot spot' area. ~23% of all recorded alcohol related crimes and incidents occur along Chesterton Road. Therefore, consideration should be given to extending the city centre CIZ to include this area, or to create a new CIZ for this relatively small geographical area.

Dear Luke,

Thank you for the opportunity to review the current Cambridge City Licensing Cumulative Impact Policy ahead of Cambridge City Council launching the formal consultation.

As you will be aware, since April 2013, Directors of Public Health (DPH) have been included as Responsible Authorities under the Licensing Act 2003. Although the protection of public health is not a discrete licensing objective, it can be pertinent to each of the licensing objectives. The role of the DPH is to help promote the health and wellbeing of the local populations they serve. Promotion of the licencing objectives, which collectively seek to protect the quality of life for those who live and work in the vicinity of licensed premises and those who socialise in licensed premises is an important contribution to this.

The impact of alcohol on health and wellbeing of Cambridge residents:
Public Health England's evidence of review of the impact of alcohol and the effectiveness of alcohol control policies(1) states that alcohol is now the leading risk factor for ill-health, premature death and disability in people aged between 15 and 49, the fifth leading risk factor for ill-health across all age groups. Alcohol is known to be a cause of over 200 health conditions and has a number of social negative impacts, including loss of earnings or unemployment, family or relationship problems and problems with the law. Many of these harms affect both the drinker and those around them, including families, friends and strangers. These harmful effects place considerable economic burden on the government and health system, and individuals affected; the Cabinet Office estimate placed the economic costs of alcohol in England at around £21 billion in 2012.

The link between alcohol outlet density and alcohol-related harms:
Cambridge is a world renowned city and a centre for tourism, commerce and study with a global reach. Over recent years the hospitality and entertainment industry has continued to thrive and whilst this brings jobs and opportunities it also brings its own challenges and has impacts on the local community. There are a total of 624 licensed premises in Cambridge of which over half 321 fall in the small area of the CIZ zones. A considerable body of research examines the relationship between alcohol outlet density (AOD) and alcohol-related harms.

A PHE evidence review in 2016 found "levels of public violence and disorder are associated with the number of pubs and clubs concentrated in an area". There was also found to be a strong relationship between AOD and social disorder. The evidence review considered 44 studies internationally and found AOD was linked to consumption and harm.

(1) Public Health England, 2016. The Public Health Burden of Alcohol and the Effectiveness and Cost- Effectiveness of Alcohol Control Policies – an evidence review.
(2) National Institute for Health and Care Excellence, 2010. Public Health Guideline (PH24) – Alcohol-use disorders: prevention & National Institute for Health and Care Excellence, 2014. Evidence update 54 – a summary of selected new evidence relevant to NICE public health guidance 24

The need to for CIP areas in Cambridge

Public health are in support of the continued CIP and zones in Cambridge in line with the following objectives:

(i) Protection of crime and disorder.

There is a high density of premises selling alcohol in Cambridge and the majority of them concentrated in the CIZ Zones. There is strong evidence for a relationship between AOD and problems associated with social disorder (1) which affects the health and wellbeing of a local population.

(ii) Public safety:

Alcohol-related hospital admissions are a very significant issue in Cambridge with many of the associated public health indicators being worse in Cambridge than the England average. This demonstrates that alcohol is affecting the health and safety of Cambridge residents. The table below illustrates this clearly.

Alcohol related indicators for which Cambridge is RAG-rated RED compared to England

Indicator	Period	Rate per 100,000*	
		Cambridge	England
Alcohol episodes for alcohol-related conditions (broad) (Persons)	2018/19	2,761.0	2,367.0
Alcohol episodes for alcohol-related conditions (broad) (male)	2018/19	3,779.0	3,246.0
Alcohol episodes for alcohol-related conditions (broad) (female)	2018/19	1,873.0	1,608.0
Alcohol episodes for mental and behavioural disorders due to use of alcohol (broad) (Persons)	2018/19	596.0	412.0
Alcohol episodes for mental and behavioural disorders due to use of alcohol (broad) (male)	2018/19	881.0	596.0
Alcohol episodes for mental and behavioural disorders due to use of alcohol (broad) (female)	2018/19	318.0	237.0
Alcohol episodes for alcoholic liver disease (broad) (persons)	2018/19	213.0	131.2
Alcohol episodes for alcoholic liver disease (broad) (male)	2018/19	306.2	182.1
Alcohol episodes for alcoholic liver disease (broad) (female)	2018/19	123.9	83.3
Alcohol episodes for alcohol-related conditions (narrow) (Persons)	2018/19	846.0	664.0
Alcohol episodes for alcohol-related conditions (narrow) (male)	2018/19	1,099.0	851.0
Alcohol episodes for alcohol-related conditions (narrow) (female)	2018/19	609.0	494.0
Alcohol episodes for mental and behavioural disorders due to use of alcohol (narrow) (Persons)	2018/19	150.2	75.6
Alcohol episodes for mental and behavioural disorders due to use of alcohol (narrow) (male)	2018/19	231.2	106.1
Alcohol episodes for mental and behavioural disorders due to use of alcohol (narrow) (female)	2018/19	69.2	46.1
Admission episodes for intentional self-poisoning by and exposure to alcohol (narrow) (persons)	2018/19	75.6	49.1
Admission episodes for intentional self-poisoning by and exposure to alcohol (narrow) (female)	2018/19	97.9	56.6
Alcohol episodes for alcohol-related conditions (narrow) - Under 40s (persons)	2018/19	401.0	315.0
Alcohol episodes for alcohol-related conditions (narrow) - Under 40s (females)	2018/19	407.0	262.0
Alcohol episodes for alcohol-related conditions (narrow) - 40-64yrs (persons)	2018/19	1,251.0	929.0
Alcohol episodes for alcohol-related conditions (narrow) - 40-64yrs (males)	2018/19	1,671.0	1,149.0
Alcohol episodes for alcohol-related conditions (narrow) - Over 65s (persons)	2018/19	1,222.0	1,049.0
Alcohol episodes for alcohol-related conditions (narrow) - Over 65s (males)	2018/19	1,800.0	1,501.0
Alcohol episodes for alcohol-specific conditions (Persons)	2018/19	923.0	626.0
Alcohol episodes for alcohol-specific conditions (male)	2018/19	1,298.0	869.0
Alcohol episodes for alcohol-specific conditions (female)	2018/19	562.0	397.0

Statistically significantly worse than England

(1) Public Health England, 2016. The Public Health Burden of Alcohol and the Effectiveness and Cost- Effectiveness of Alcohol Control Policies – an evidence review.
(2) National Institute for Health and Care Excellence, 2010. Public Health Guideline (PH24) – Alcohol-use disorders: prevention & National Institute for Health and Care Excellence, 2014. Evidence update 54 – a summary of selected new evidence relevant to NICE public health guidance 24

Out of the 26 Public Health measures in England for alcohol related hospital admissions, the latest available figures show that Cambridge is statistically significantly worse than England on every single measure. Of particular concern are:

- Alcohol disorders for mental and behavioural disorders for all persons but males in particular
- Alcohol related liver disease
- Intentional self-poisoning by exposure to alcohol

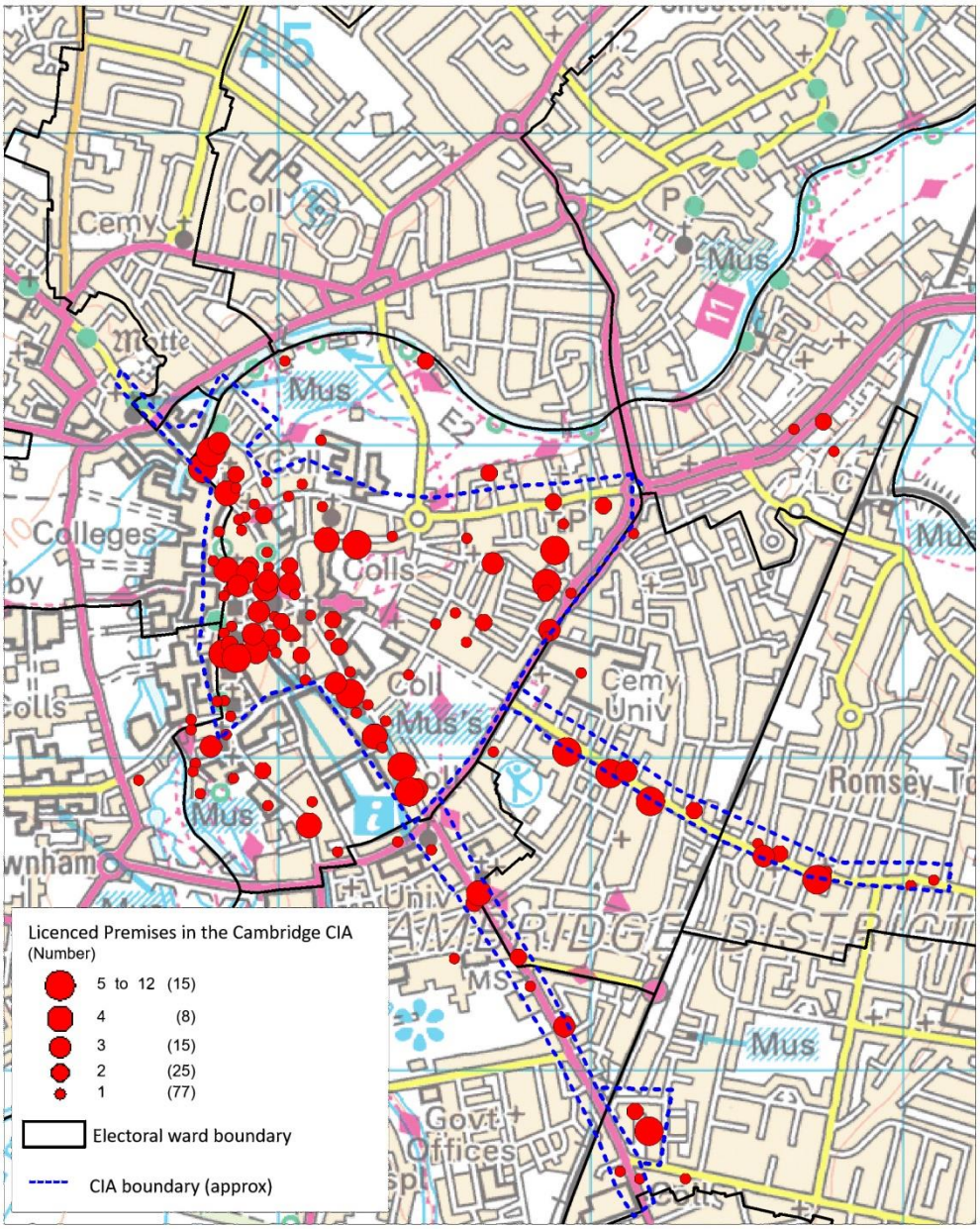
This data shows that the health impacts of alcohol in Cambridge cover a broad spectrum of issues. Self-poisoning indicates a large amount of alcohol has been consumed on one occasion e.g. a binge drinking session which is affecting both males and females and leading to hospital admissions. While alcohol related liver disease indicates a prolonged expose to alcohol misuse leading to organ impairment/failure on the body. As Director of Public Health I am very concerned about these outcomes for residents and visitors to Cambridge.

(iii) The protection of children from harm:

Children and young people are more vulnerable to alcohol related harm. Families may be affected by alcohol in a variety of ways including violence, financial problems, absenteeism from school and disrupted relationships, and there is a strong relationship between alcohol misuse and child maltreatment (1). A number of studies have identified that higher levels of AOD are associated with greater alcohol related consumption and alcohol-related harm, including those that affect children, such as violence. See diagram below showing the concentration of premises in Cambridge.

(1) Public Health England, 2016. The Public Health Burden of Alcohol and the Effectiveness and Cost- Effectiveness of Alcohol Control Policies – an evidence review.
(2) National Institute for Health and Care Excellence, 2010. Public Health Guideline (PH24) – Alcohol-use disorders: prevention & National Institute for Health and Care Excellence, 2014. Evidence update 54 – a summary of selected new evidence relevant to NICE public health guidance 24

Licenced premises in the Cambridge City Alcohol Cumulative Impact Area (CIA) by postcode. June 2020



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(1) Public Health England, 2016. The Public Health Burden of Alcohol and the Effectiveness and Cost- Effectiveness of Alcohol Control Policies – an evidence review.
(2) National Institute for Health and Care Excellence, 2010. Public Health Guideline (PH24) – Alcohol-use disorders: prevention & National Institute for Health and Care Excellence, 2014. Evidence update 54 – a summary of selected new evidence relevant to NICE public health guidance 24

The National Institute for Health and Care Excellence (NICE) public health guideline on the prevention of alcohol-use disorders(2), concludes that reducing the number of outlets selling it in a given area and the days and hours when it can be sold, is an effective way of reducing alcohol-related harm. The guidelines recommend that a cumulative impact policy should be used where an area is saturated with licensed premises and the evidence suggests that additional premises may affect the licensing objectives. Such is the concentration of premises in Cambridge existing centre and most crucially in the current CIZ Zones (shown in the jagged lines) that the map above has needed to label premises in clusters. Fifteen of the red dots represent areas where there are between 5 and 12 premises. In total there are 321 licensed premises in the current CIZ zones.

Given the health impacts across all the 26 hospital admission measures which are all statistically significantly worse than the England average, and the fact that the majority of premises are concentrated in the current CIZ zones. As Director of Public Health I would like to support the continuation of the current CIZ arrangements in place.

Summary:
Alcohol can have significant negative health, social and economic impacts on communities, many of which are heightened in areas of high alcohol outlet density, such as Cambridge. In addition, there are health inequalities associated with alcohol-related harm, with Cambridge receiving statistically higher hospital admission across all measures than the English average. Area experiencing greater levels of harms. In line with the licensing objectives outline above, I therefore support the continuation of the Cumulative Impact Policy in Cambridge and the zones as currently in place.

(1) Public Health England, 2016. The Public Health Burden of Alcohol and the Effectiveness and Cost- Effectiveness of Alcohol Control Policies – an evidence review.
(2) National Institute for Health and Care Excellence, 2010. Public Health Guideline (PH24) – Alcohol-use disorders: prevention & National Institute for Health and Care Excellence, 2014. Evidence update 54 – a summary of selected new evidence relevant to NICE public health guidance 24

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APPENDIX C

Please reply to: Superintendent James Sutherland
Southern Area Commander
Telephone 101
E-mail: James.Sutherland@cambs.pnn.police.uk

Creating a safer
Cambridgeshire

6 August 2020

Licensing Team
Environmental Services
PO Box 700
Cambridge
CB1 0JH

Dear Sir or Madam

RE: **Licensing Policy consultation response**

I write in my capacity as Area Commander of Cambridge Police.

I have read the Cambridge City Cumulative Impact Policy Review 2020 Policy prepared by our Licensing Department. I am pleased that this makes suitable consideration around the key objectives of Prevention and Detection of Crime and Disorder, Public Safety, Prevention of Public Nuisance and Preventing Children from Harm.

It is my view that the Cumulative Impact Policy is both necessary and proportionate to prevent crime, disorder and nuisance, promote public safety and prevent children from harm. Unfortunately, violent crime and alcohol related anti-social behaviour remains a significant issue for both the Police and Local Partners to address. We continue to spend considerable time, effort and resource tackling this. The Special Policy on Concentration of Premises is seen as a vital tool in preventing further escalation of crime and disorder levels.

I have taken note of the recommendations in relation to parts of Chesterton Road being identified as a hot spot area for alcohol related crime and incidents. Data provided has shown over the last 3 years that this area is an emerging hotspot. The recommendations submitted are supported in relation to this area.

My conclusion is that that the Special Policy is working well in the existing areas and with the addition of the specified areas of Chesterton Road this should continue to form part of the City Council's Statement of Licensing Policy.

Yours sincerely

Superintendent James Sutherland, B.A Hons, M.A, M:Litt
Southern Area Commander

CAMBRIDGESHIRE CONSTABULARY,
Parkside Police Station, Parkside,
CAMBRIDGE, CB1 1JG
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Cumulative Impact Assessment 2021 to 2024

Cambridge City Council

NB: The Licensing Authority, when publishing its statement of licensing policy is required to have regard to the Cumulative Impact Assessment. The statement of licensing policy and the statements, provisions and aspirations contained within it are consistent with the approach laid out in the Cumulative Impact Assessment. The statements within the policy are aimed at encouraging best practice; a safe environment for all and most importantly, to actively promote the four licensing objectives. The statements in the licensing policy including the approaches to conditions; hours; enforcement and all other matters will apply to the premises designated with the Cumulative Impact Areas.

1. Cumulative Impact Areas – Background

1.1 The concept of Cumulative Impact has been described within the Secretary of State's Guidance since the commencement of the 2003 Act.

1.2 Cambridge City Council first adopted a special policy on Cumulative Effect in 2007, with amendments being made to the areas covered in 2008 and 2011.

1.3 The special policy formed part of the Statement of Licensing Policy, which was last reviewed in October 2017.

1.4 The Policing and Crime Act 2017 amended the Licensing Act 2003 to place 'Cumulative Impact Assessments' on a statutory footing by introducing paragraph 5a of the Licensing Act 2003. This amendment came into force on 6th April 2018.

1.5 This Cumulative Impact Assessment is therefore being published under these new provisions of the Licensing Act 2003. The policy will be reviewed no later than every three years from the date it came into force.

2. Consultation

2.1 As per section 5a of the Licensing Act 2003, in preparing the Cumulative Impact Assessment the Licensing Authority has consulted with the persons mentioned in section 5(3) of the Licensing Act 2003, namely:

- the Chief Officer of Police for Cambridgeshire
- the Chief Officer of the Cambridgeshire Fire and Rescue Service
- persons/bodies representative of the Local Authority with the function of public health
- persons/bodies representative of local holders of premises licences
- persons/bodies representative of local holders of club premises certificates
- persons/bodies representative of local holders of personal licences
- persons/bodies representative of businesses and residents in the City of Cambridge
- persons/bodies representative of Child Protection Services at Cambridgeshire County Council
- other organisations as appear to the Licensing Authority to be affected by licensing matters, including local community, cultural, educational and entertainment organisations.

2.2 The Licensing Authority have considered the views of all those consulted prior to determining this policy.

3. The cumulative impact of a concentration of licensed premises

3.1 Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area e.g. the potential impact on crime and disorder or public nuisance.

3.2 The cumulative impact of licensed premises on the promotion of the licensing objectives is a matter that the Licensing Authority can take into account. This should not, however, be confused with 'need' which concerns the commercial demand for a particular type of premises e.g., a pub, restaurant or hotel. The issue of 'need' is therefore primarily a matter for the market to decide and does not form part of this policy.

3.3 The Licensing Authority can publish a Cumulative Impact Assessment if there is evidence that a significant number of licensed premises concentrated in one area is causing a cumulative impact on one or more of the licensing objectives. The Licensing Authority will keep the situation as to whether an area is nearing this point under review.

3.4 The absence of a Cumulative Impact Assessment does not prevent any responsible authority or other person making representations on a new application for the grant or variation of a licence on the grounds that the premises will give rise to a detrimental cumulative impact on one or more of the licensing objectives in a particular area.

3.5 Following previous consultations and representations received by Cambridgeshire Constabulary, the Licensing Authority had adopted a special policy on cumulative effect that remains in place and is now being published as a Cumulative Impact Assessment.

3.6 In response to these representations the Licensing Authority has undertaken the following steps in considering whether to adopt a Cumulative Impact Assessment:

- Identified concern about crime and disorder or public nuisance
- Considered whether there is good evidence that crime and disorder are happening and are caused by customers of licensed premises and that the risk of cumulative impact is imminent
- Identified the boundaries of the areas where problems are occurring
- Consulted with those specified in section 5(3) of the Licensing Act

2003, on the proposal for a cumulative impact assessment in relation to new applications and variations to existing premises licences and club premises certificates and considered the outcome of the consultation.

3.7 Having considered the available evidence and undertaken consultation, the Licensing Authority considers that it is appropriate and necessary to control cumulative impact. The Licensing Authority has published a Cumulative Impact Assessment relating to the areas set out in section 4 below.

4. Cumulative Impact Assessment

4.1 The Licensing Authority has published a Cumulative Impact Assessment in relation to the below areas of the City:

- Within the city centre marked on the map at Appendix 1
- At the Cambridge Leisure Park marked on the map at Appendix 2. This area also includes the section of Cherry Hinton Road opposite the leisure park running from Hills Road to Clifton Road (both sides of the road).
- The area of Chesterton Road, Milton Road and Mitcham's Corner as highlighted in the map at Appendix 3. The area runs along Chesterton Road from Croft Holme Lane to Ferry Path; Victoria Avenue from the River Cam to Chesterton Road; and Milton Road around Mitcham's Corner and up to Springfield Terrace.
- The entire length of Mill Road Cambridge (excluding Brookfields)
- The section of Hills Road running from the city to Purbeck Road (both sides of the road).

4.2 The evidence for the Cumulative Impact Assessment has been supplied by Cambridgeshire Constabulary on the grounds of Crime and Disorder and is set out in Appendix 4.

4.3 This assessment will apply to all applications for the grant or variation of a premises licence or club premises certificate within the cumulative impact area specified in paragraph 4.1. This includes material variations for increased hours for licensable activity; increased capacity and any other matter that may add to cumulative impact in the cumulative impact area. This will relate to premises carrying on or proposing to carry on the following licensable activities:

- The sale or supply of alcohol on or off the premises;
- The provision of late-night refreshment;
- The provision of any regulated entertainment.

4.4 Whilst this Cumulative Impact Assessment does not apply directly to Temporary Event Notices, the Guidance issued under section 182 the Licensing Act 2003 states that it is open to the police and Environmental Health officers to refer to this assessment and the evidence contained within it when objecting to a TEN. The Licensing Authority believes this is a right and proper approach as extension of hours within the Cumulative

Impact Area can have a direct impact on the promotion of the licensing objectives.

4.5 This assessment is being published because the Licensing Authority considers that the number of licensed premises and club premises certificates within the areas specified in 4.1 is such that it is likely that granting further licences or variations to licences would be inconsistent with the authority's duty to promote the licensing objectives.

4.6 The effect of the Cumulative Impact Assessment is to create a presumption that applications for the grant of a premises licence or club premises certificate or variations to existing licenses or certificates, within the cumulative impact area, will be refused if relevant representations are received.

4.7 The contents of the Cumulative Impact Assessment does not change the fundamental ways that decisions are made under the Licensing Act 2003. The Licensing Authority will make all decisions on applications within the cumulative impact area on a case by case basis with a view on how best to promote the licensing objectives.

4.8 The Cumulative Impact Assessment does not remove the requirement for a relevant representation to be submitted by a responsible authority or 'other persons' against an application for it to be considered by the Licensing Sub-Committee. An application that does not receive relevant representations is deemed granted under the Licensing Act 2003 (subject to such conditions as are consistent with the operating schedule and any mandatory conditions required by the Licensing Act 2003).

4.9 Applicants for a premises licence or club premises certificate, or applications to vary an existing licence or certificate, within the cumulative impact area should address issues of cumulative impact within their applications. Applicants will have to demonstrate that their application and proposed operation is not inconsistent with the Licensing Authority's Statement of Licensing Policy, the Cumulative Impact Assessment and the Licensing Authority's ability to be able to promote the licensing objectives.

4.10 Where valid representations are received against an application for a premises licence or club premises certificate or an application to vary an existing licence or certificate, within the cumulative impact area, a hearing of the Licensing Sub-Committee will be held. If during the hearing to determine the application, an applicant is able to demonstrate that there will be no negative impact on the authority's duty to promote the licensing objectives and there will be no increase in the cumulative impact, a licence may be granted. However, if it cannot be demonstrated that an application will not undermine the licensing objectives or demonstrate it will not increase the

cumulative impact with the areas specified in paragraph 4.1, then it shall be the policy of this Licensing Authority to refuse to grant the application.

4.11 This Cumulative Impact Assessment will not be used:

- As an absolute. The assessment shall always allow for the circumstances of each application to be considered properly and for applications that are unlikely to add to the cumulative impact on the licensing objectives to be granted.
- as a ground for revoking an existing licence or certificate when representations are received about problems with those premises. Where the Licensing Authority has concerns about the effect of activities at existing premises between midnight and 6am on the promotion of the licensing objectives in a specific area, it may introduce an Early Morning Alcohol Restriction Order (EMRO) if there is sufficient evidence to do so.
- to impose quotas based on either the number of premises or the capacity of those premises. This is because quotas that indirectly have the effect of predetermining the outcome of any application would have no regard to the individual characteristics of the premises concerned.

4.12 The Cumulative Impact Assessment will be kept under review and will remain in existence for a period of up to 3 years. It will be subject to review and further consultation before April 2024, or as required by law at which point the licensing authority will consider whether it remains of the opinion set out in this assessment.

5. Other mechanisms for controlling cumulative impact

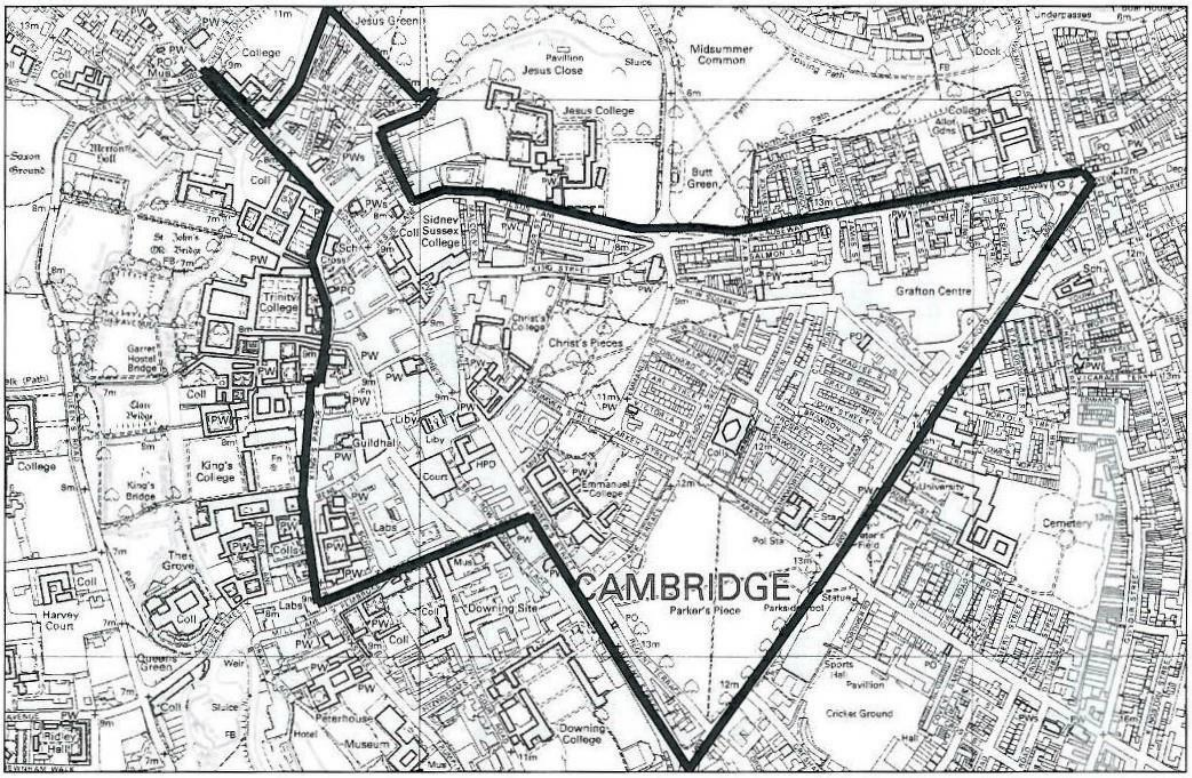
5.1 Once away from the licensed premises, a minority of consumers will behave badly and unlawfully. However, there are other mechanisms, both within and outside the licensing regime, that are available for addressing such issues. For example:

- planning controls
- positive measures to create a safe and clean environment in partnership with local businesses, transport operators and others
- the provision of CCTV, ample taxi ranks, Cambridge BID and CAMBAC (Cambridge Business Against Crime).
- powers to designate parts of the city as places where alcohol may not be consumed publicly. There are currently 3 Public Spaces Protection Order’s in place. These are Donkey Common, Mill Road Cemetery and Ditchburn Place.
- confiscation of alcohol from adults and children in designated areas
- police enforcement of the law with regard to disorder and anti-social behaviour, including the issuing of fixed penalty notices

- police powers to close some premises for up to 24 hours on the grounds of disorder, the likelihood of disorder or excessive noise
- the power of police, local businesses or residents to seek a review of the licence or certificate
- enforcement action against those selling alcohol to people who are drunk.

5.2 The above can be supplemented by other local initiatives that similarly address these problems, for example, through the Cambridge Community Safety Partnership in line with the strategic objectives for crime and disorder reduction within the City.

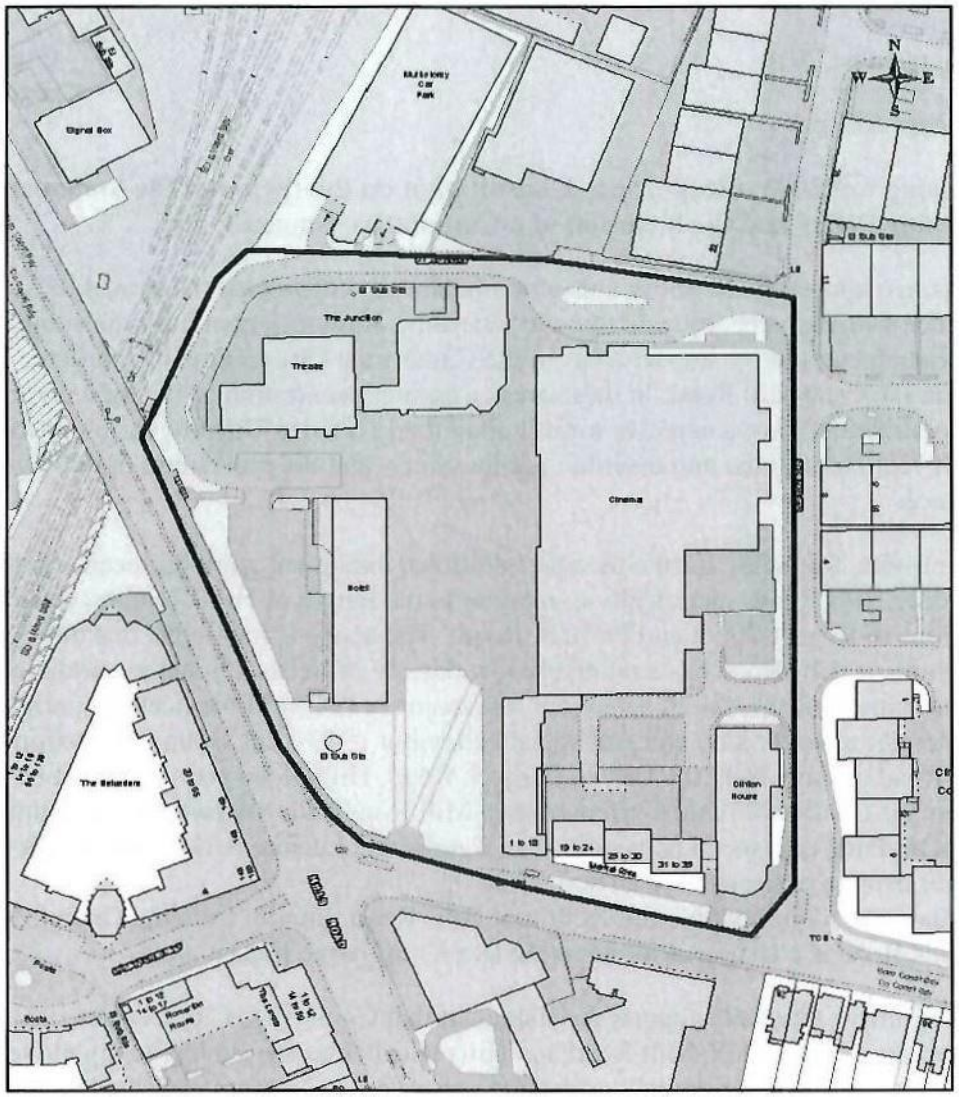
Appendix 1 – Cumulative Impact Area City Centre



Streets in Cumulative Impact Area Market Ward			
Adam and Eve Street	Eden Street	Malcolm Street	Quayside
All Saints Passage	Elm Street	Manor Street	Regent Street
Beaufort Place	Emmanuel Street	Market Hill	Regent Terrace
Belmont Place	Fair Street	Market Passage	Round Church Street
Benet Street	Fitzroy Lane	Market Street	Salmon Lane
Brandon Place	Fitzroy Street	Melbourne Place	Severn Place
Burleigh Place	Free School Lane	Napier Street	Short Street
Burleigh Street	Gonville Place	New Park Street	Sidney Street
Clarendon Street	Grafton Street	New Square	St Andrews Street
Camden Court	Green Street	Newmarket Road	St Johns Road
Causeway Passage	Guildhall Place	Orchard Street	St Marys Street
Christ Church Street	Hobson Street	Paradise Street	St Tibbs Row
Christs Lane	Hobsons Passage	Park Parade	Sun Street
City Road	James Street	Park Street	Sussex Street
Corn Exchange Street	Jesus Lane	Park Terrace	Thompson's Lane
Crispin Place	John Street	Parkside	Trinity Street
Dover Street	King Street	Parsons Court	Warkworth Street
Downing Street	Kings Parade	Peas Hill	Warkworth Terrace
Drummer Street	Lower Park Street	Petty Cury	Wellington Street
Earl Street	Magdalene Street	Portugal Place	Willow Place
East Road	Maids Causeway	Prospect Row	Willow Walk

APPENDIX 2 – CUMULATIVE IMPACT AREA:

CAMBRIDGE LEISURE PARK



APPENDIX 3 – CUMULATIVE IMPACT AREA – MITCHAM'S CORNER, CHESTERTON ROAD AND MILTON ROAD

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CAMBRIDGE CITY COUNCIL

Cumulative Impact Area - Mitcham's Corner

Date:	22 July 2020
Produced by:	3C Shared Services
Section/Department:	Spatial Team
Scale:	1:1,250 @ A3

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APPENDIX 4 - CAMBRIDGE CITY CUMULATIVE IMPACT POLICY REVIEW 2020

Three years data has been analysed, though it should be noted that we are dependent upon crimes and incidents having an 'alcohol' marker which is not reliably the case. Additionally, in May 2018 Cambridgeshire Constabulary converted to a new Crime recording system, which again required an 'alcohol' qualifier to be recorded against a crime for it to be included in these statistics. These figures relate to all alcohol related crimes and incidents recorded within the Cambridge Ward areas that have been identified using the recording systems – 'Crime File', 'Command & Control 3' and 'Athena'.

From the information that is recorded below, it can be seen that in Cambridge there is a general correlation between the ward areas with the highest number of licenced premises and the number of alcohol related crime and incidents.

WARD	Licenced Premises
Market	245
Petersfield	62
Trumpington	51
Abbey	33
Coleridge	32
Castle	32
Newnham	32
Romsey	26
King's Hedges	24
Arbury	24
Cherry Hinton	22
East Chesterton	16
West Chesterton	14
Queen Edith's	11
TOTAL	**624**

Alcohol Related Crime and Incidents				
WARD	Apr2017-Mar2018	Apr2018-Mar2019	Apr2019-Mar2020	TOTAL
Market	1151	714	813	2678
Petersfield	254	188	228	670
Trumpington	195	182	228	605
King's Hedges	198	133	199	530
Abbey	159	160	198	517
West Chesterton	150	157	185	492
East Chesterton	158	100	160	418
Arbury	163	121	111	395
Coleridge	144	108	141	393
Romsey	104	92	108	304
Queen Edith's	126	68	85	279
Cherry Hinton	79	59	77	215
Castle	74	53	58	185
Newnham	45	33	37	115
TOTAL	**3000**	**2168**	**2628**	**7796**

There has been an overall ~12% decrease in the number of alcohol related crimes and incidents recorded in Cambridge between April 2017-March 2018, and April 2019-March 2020.

The table below shows the highest 15 streets in Cambridge for reports of alcohol related crimes and incidents between April 2017 – May 2020. Ten of these streets being located within the existing City Centre Cumulative Impact Zone (CIZ). Hills Road and Mill Road also located in existing CIZs.

ROAD NAME	Crimes & Incidents April 2017 - May 2020	WARD
St Andrews Street	382	Market
Mill Road	232	Petersfield/Romsey
Hills Road	215*	Petersfield/Trumpington/Coleridge
Chesterton Road	211	West Chesterton/Arbury
Sidney Street	201	Market
Downing Street	200	Market
Regent Street	198	Market
Newmarket Road	165	Abbey
Milton Road	158	West Chesterton/Kings Hedges
East Road	143	Market
Parkside	136	Market
Lion Yard	117	Market
Guildhall Place	116	Market
Rose Crescent	116	Market
Market Hill	107	Market

* excluding alcohol related crimes and incidents recorded at Addenbrookes hospital, Hills Road.

MARKET WARD

The main hot spot areas for alcohol related crime and incidents in Market Ward, are focused on St. Andrews Street, Sidney Street, Downing Street and Regent Street. With St. Andrews Street accounting for 14% of all the alcohol related crime and incidents in Market Ward. Sidney Street, Downing Street and Regent Street all account for approximately ~7% respectively. This shows a continued requirement for the presence of the current city centre CIZ.

COLERIDGE

Coleridge Ward has seen a small reduction of ~7% in the overall alcohol related crime and incidents from the period March 2014- February 2017 to March 2017- February 2020. However, over the same period the percentage of these crimes and incidents occurring on the Cambridge Leisure Park has seen a significant reduced from 30% to only ~9%, indicating that the presence of the current CIZ has been effective.

PETERSFIELD/ROMSEY

Despite the combined figures for these two wards showing a ~5% reduction in the overall alcohol related crime and incidents from the period March 2014- February 2017 to March 2017- February 2020. There are still two 'hotspot' areas, namely; Mill Road and Hills Road.

Mill Road:

- A total of 232 (~22%) of all recorded alcohol related incidents and crimes in Petersfield and Romsey Wards occurs on Mill Road.
- There is a total of 44 Licensed Premises on Mill Road, made up of premises with on-licences, off-licences and both.
- Between 1st March 2019 – 29th February 2020 the police recorded 26 'street based' alcohol related incidents (not crimes) along the Petersfield section of Mill Road. The vast majority of these incidents refer to: street drinkers being abusive to members of the public, concerns for the safety of people 'passed out' on the

path, or persons walking in the road, presenting a danger to themselves and other road users. Additionally, a number of calls to assist ambulance staff who are trying to assess/treat uncooperative, vulnerable persons who are under the influence of alcohol/drugs.

PETERSFIELD AND TRUMPINGTON

Hills Road:

- Over the 3-year period a total of 215 (~12%) of all alcohol related crimes and incidents within the Wards of Petersfield, Coleridge and Trumpington were recorded along Hills Road, not including those recorded as occurring at Addenbrookes hospital, Hills Road.
- The vast majority of these records indicate that the offending party was intoxicated, resulting in violent behaviour, with some leading to an assault, or displaying aggressive behaviour in a public place.

It is evident from the general downward trend in alcohol related crime and incidents that current CIZs are effective and are having a positive impact. However, the previously identified hotspots for these types of crimes and incidents continue to be problematic areas in Cambridge City, and therefore it is recommended that the current Cumulative Impact Zones remain in place.

WEST CHESTERTON

It should be noted that over the last 3 years the statistics show that Chesterton Road is a hotspot area for alcohol related crimes and incidents.

There is a small section of Chesterton Road within Arbury Ward, but its majority is in West Chesterton Ward. Chesterton Road features 4th in the table for the highest alcohol related crimes and incidents which is concerning as it isn't located within any of the existing CIZ. The city centre CIZ borders the southern bank of the River Cam, and Chesterton Road is located just north of the river.

As a comparison with Mill Road, between 1st March 2019 – 29th February 2020 the police recorded 21 'street based' alcohol related incidents (not crimes) along Chesterton Road.

The vast majority of this incidents refer to incidents involving street drinkers being abusive to members of the public and shop staff, begging, fighting amongst themselves. Additionally, as with Mill Road we have recorded a number of calls to assist ambulance staff who are trying to assess and treat unwilling, vulnerable people who are under the influence of alcohol or drugs.

The majority of these reports are centred around the 'Mitcham's Corner' area, and roads leading off it. The areas include; the parade of shops and businesses on Milton Road (as far as Springfield Terrace), the section of Chesterton Road from Croft Holme Lane, along to Ferry Path, and the section of Victoria Avenue, north of the River Cam.

There appears to be disproportionally high level of alcohol related crimes and incidents in this area of the West Chesterton ward, considering it only has 14 licensed premises.

However, a high percentage of these premises are located within this ‘hot spot’ area. ~23% of all recorded alcohol related crimes and incidents occur along Chesterton Road. Therefore, consideration should be given to extending the city centre CIZ to include this area, or to create a new CIZ for this relatively small geographical area.

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Appendix E

Section from Statement of Licensing Policy in regards to Cumulative Impact

5. The cumulative impact of a concentration of licensed premises

5.1 Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area e.g. the potential impact on crime and disorder or public nuisance.

5.2 The cumulative impact of licensed premises on the promotion of the licensing objectives is a matter that the Licensing Authority can take into account. This should not, however, be confused with 'need' which concerns the commercial demand for a particular type of premises e.g., a pub, restaurant or hotel. The issue of 'need' is therefore primarily a matter for the market to decide and does not form part of this licensing policy statement.

5.3 The Licensing Authority can only adopt a special policy on cumulative impact if there is evidence that a significant number of licensed premises concentrated in one area is causing a cumulative impact on one or more of the licensing objectives. The Licensing Authority will keep the situation as to whether an area is nearing this point under review.

5.4 The absence of a special policy does not prevent any responsible authority or other person making representations on a new application for the grant or variation of a licence on the grounds that the premises will give rise to a detrimental cumulative impact on one or more of the licensing objectives in a particular area.

5.5 Following previous consultations and representations received by Cambridge Constabulary, the Licensing Authority has adopted a special policy on cumulative effect that remains in place.

5.6 In response to these representations the Licensing Authority has undertaken the following steps in considering whether to adopt a special policy on cumulative effect within this statement of licensing policy:
• Identified concern about crime and disorder or public nuisance
• Considered whether there is good evidence that crime and disorder are happening and are caused by customers of licensed premises and that the risk of cumulative impact is imminent
• Identified the boundaries of the areas where problems are occurring

Section from Statement of Licensing Policy in regards to Cumulative Impact

• Consulted with those specified in section 5(3) of the Licensing Act 2003, on the proposal for a special policy in relation to new applications and variations to existing premises licences and club premises certificates and considered the outcome of the consultation

5.7 Having considered the available evidence and undertaken consultation, the Licensing Authority considers that it is appropriate and necessary to control cumulative impact. The Licensing Authority has adopted a special policy relating to cumulative impact to the areas set out in paragraph 5.8 below.

Special Policy on Cumulative Effect

5.8 The Licensing Authority has adopted a special policy relating to cumulative impact in relation to the areas of the City:

• Within the city centre marked on the map at Appendix 1
• At the Cambridge Leisure Park marked on the map at Appendix 2.
• This area also includes the section of Cherry Hinton Road opposite the leisure park running from Hills Road to Clifton Road (both sides of the road).
• The entire length of Mill Road Cambridge (excluding Brookfields)
• The section of Hills Road running from the city to Purbeck Road (both sides of the road).

5.9 The evidence for this special policy has been supplied by Cambridge Constabulary on the grounds of Crime and Disorder and is set out in Appendix 3.

5.10 This special policy creates a rebuttable presumption that applications within the areas set out in paragraph 5.8 for new premises licences or club premises certificates or variations that are likely to add to the existing cumulative impact will normally be refused, if relevant representations are received about the cumulative impact on the licensing objectives, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact already being experienced.

5.11 Applicants will need to address the special policy issues in their operating schedules in order to rebut such a presumption.

Section from Statement of Licensing Policy in regards to Cumulative Impact

5.12 Despite the presumption against grant, responsible authorities and/or other persons will still need to make a relevant representation before the Licensing Authority may lawfully consider giving effect to its special policy i.e. if no representation is received, the application must be granted (subject to such conditions as are consistent with the operating schedule and any mandatory conditions required by the Licensing Act 2003). Responsible authorities and other persons can make a written representation referring to information, which had been before the Licensing Authority when it developed its statement of licensing policy.

5.13 The Licensing Authority recognises that a special policy should never be absolute. The circumstances of each application will be considered properly and applications for licences and certificates that are unlikely to add to the cumulative impact on the licensing objectives may be granted. After receiving representations in relation to a new application or for a variation of a licence or certificate, the licensing authority will consider whether it would be justified in departing from its special policy in the light of the individual circumstances of the case. The impact can be expected to be different for premises with different styles and characteristics. If the Licensing Authority decides that an application should be refused, it will still need to show that the grant of the application would undermine the promotion of the licensing objectives and that necessary conditions would be ineffective in preventing the problems involved.

5.14 This special policy will not be used:
• as a ground for revoking an existing licence or certificate when representations are received about problems with those premises
• to justify rejecting applications to vary an existing licence of certificate except where those modifications are directly relevant to the policy (as would be the case with an application to vary a licence with a view to increasing the capacity limits of the premises) and are strictly necessary for the promotion of the licensing objectives
• to include any provisions for a terminal hour in any particular area which might impose a fixed closing time akin to that under the ‘permitted hours’ provisions of the Licensing Act 1964
• to impose quotas - based on either the number of premises or the capacity of those premises - that restrict the consideration of any application on its individual merits or which seek to impose limitations on

trading hours in particular areas. Quotas have no regard to individual characteristics of the premises concerned. Proper regard will be given to those differences and the differing impact they will have on the promotion of the licensing objectives

5.15 This special policy will be reviewed regularly to assess whether it is still needed or should be expanded

Other mechanisms for controlling cumulative impact

5.16 Once away from the licensed premises, a minority of consumers will behave badly and unlawfully. However, there are other mechanisms, both within and outside the licensing regime, that are available for addressing such issues. For example:

• planning controls
• positive measures to create a safe and clean environment in partnership with local businesses, transport operators and others
• the provision of CCTV, ample taxi ranks, Cambridge BID and CAMBAC (Cambridge Business Against Crime).
• powers to designate parts of the city as places where alcohol may not be consumed publicly. There are currently 3 Public Spaces Protection Order's in place. These are Donkey Common, Mill Road Cemetery and Ditchburn Place.
• confiscation of alcohol from adults and children in designated areas
• police enforcement of the law with regard to disorder and anti-social behaviour, including the issuing of fixed penalty notices
• police powers to close some premises for up to 24 hours on the grounds of disorder, the likelihood of disorder or excessive noise
• the power of police, local businesses or residents to seek a review of the licence or certificate
• enforcement action against those selling alcohol to people who are drunk.

5.17 The above can be supplemented by other local initiatives that similarly address these problems, for example, through the Cambridge Community Safety Partnership in line with the strategic objectives for crime and disorder reduction within the City.

Cambridge City Council Equality Impact Assessment (EqIA)

This tool helps the Council ensure that we fulfil legal obligations of the Public Sector Equality Duty to have due regard to the need to –

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool email Helen Crowther, Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk or phone 01223 457046.

Once you have drafted the EqIA please send this to equalities@cambridge.gov.uk for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, (graham.saint@cambridge.gov.uk or 01223 457044).

1. Title of strategy, policy, plan, project, contract or major change to your service
Cumulative Impact Assessement

2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
https://www.cambridge.gov.uk/content/licensing-overview

3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?
To enable the council to exercise its functions under Section 5a of the Licensing Act 2003. If the Council chooses to publish a cumulative impact assessment it must be produced, adopted and published.. The assessment must be reviewed every 3 years.

4. Responsible service
Environmental Services

5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? **(Please tick all that apply)**	☒ Residents ☒ Visitors ☒ Staff
Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here): Click here to enter text.	

6. What type of strategy, policy, plan, project, contract or major change to your service is this?	☒ New ☐ Major change ☐ Minor change

7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)	☒ Yes ☐ No
If 'Yes' please provide details below: Responsible authorities play a part in delivering the assessment, these include the Police and Public Health. The proposed publishing of the Assessment has been sent to responsible authorities, those directly affected by the assessment and has been open to a public consultation. All responses received have been considered when producing the assessment.	

8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?
Is going to Licensing Committee on 25th January 2021

9. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?
The assessment has been subject to a 12 week public consultation. The assessment recognises the Equality Act 2010 which places a legal obligation on public authorities to have due regard to the need to eliminate unlawful discrimination, harassment and

victimisation; to advance equality of opportunity; and to foster good relations, between persons with different protected characteristics.

10. Potential impacts

For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.

(a) Age - Please also consider any safeguarding issues for children and adults at risk

One of the licensing objectives is the protection of children from harm. The assessment helps support this objective.The Child Protection Services of Cambridgeshire County Council is a responsible authority and is recognised as being competent to advise on matters relating to the protection of children from harm.

They were consulted as a responsible authority and no response was received.

The safeguarding for children and vulnerable adults policy of Cambridge City Council will also be considered when determining licensing applications.

(b) Disability

We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on those with a disability.

The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of disability.

(c) Gender reassignment
We do not believe that the assessment will have an impact on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on gender. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of gender.

(d) Marriage and civil partnership
We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on marriage or civil partnership.

(e) Pregnancy and maternity
We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on pregnancy or maternity.

(f) Race – Note that the protected characteristic 'race' refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.
We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on race. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of race

(g) Religion or belief
We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on religion. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of religion.

(h) Sex
We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on gender. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of gender.

(i) Sexual orientation
We do not believe that the assessment will impact negatively on this target group. The assessment has been open to a public consultation and no responses have been received in regards to the assessment impacting on sexual orientation. The Licensing Authority will have regard to equality and will expect an applicant to meet their statutory obligations in this area and not unlawfully discriminate or refuse service on grounds of sexual orientation.

(j) Other factors that may lead to inequality – in particular, please consider the impact of any changes on low income groups or those experiencing the impacts of poverty
The assessment will have no impact on any other factors that may lead to inequality.

11. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqIA accordingly.)
The assessment will be kept under review and will remain in existence for a period of up to 3 years. It will be subject to review and further consultation before February 2024 or as required by changes in law or other policies.

12. Do you have any additional comments?
None

13. Sign off
Name and job title of lead officer for this equality impact assessment: Luke Catchpole, Senior Technical Officer Names and job titles of other assessment team members and people consulted: Gemma Tilley, Team Manager (Commercial & Licensing) Date of EqIA sign off: 11th December 2020 Date of next review of the equalities impact assessment: February 2024 Date to be published on Cambridge City Council website: January 2021

All EqIAs need to be sent to Helen Crowther, Equality and Anti-Poverty Officer. Ctrl + click on the button below to send this (you will need to attach the form to the email):

Send form

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Item.

Statutory Taxi & Private Hire Vehicle Standards

To:
Licensing Committee [25/01/2021]

Report by:
Yvonne O'Donnell, Environmental Health Manager

Tel: 01223 - 457951 Email: Yvonne.O'Donnell@cambridge.gov.uk

Wards affected:
All

1. Introduction / Executive Summary

1.1. Under the powers conferred to Cambridge City Council under the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976, (as amended), Cambridge City Council has responsibility for licensing Hackney Carriage, Private Hire and Dual Licence Drivers as well as vehicle proprietors and Private Hire Operators within the City.

1.2. The Licensing Authority seeks to carry out its licensing functions with a view to promoting the following objectives:

i) The safety and protection of the public;

ii) Vehicle safety, comfort and access;

iii) The prevention of crime and disorder

iv) The promotion of environmental sustainability

v) Protection of children and adults at risk from harm

1.3. As a Licensing Authority, Cambridge City Council ensure all licensing activities are carried out in line with its policies.

1.4. The Hackney Carriage and Private Hire Licensing policy (the 'policy') was produced in order to provide the Council, its officers, the trade and the public with appropriate guidelines that put the Council's licensing requirements into practice in a clear and transparent manner. In exercising its discretion in carrying out its regulatory functions, the Council shall have regard to the Hackney Carriage and Private Hire Licensing policy document.

1.5. The aim of the Policy is primarily to protect the public as well as to ensure that all the above objectives are met.

1.6. The current Hackney Carriage & Private Hire Licensing Policy applies to all drivers, vehicles and operators and was last updated in October 2019.

https://www.cambridge.gov.uk/media/5431/hackney-carriage-and-private-hire-licensing-policy.pdf

2. Recommendations

2.1. Members are recommended to approve the new standards, as written as new licence conditions, policy requirements and procedures. Described in proposed changes in Appendix A and Appendix C.

2.2. Members are recommended to approve the proposed implementation time scales, as detailed in Appendix C.

2.3. Members are recommended to approve that the new standards as written as new licence conditions, policy requirements and procedures be added to the Hackney Carriage and Private Hire Policy, and published by 5th February 2021.

3. Background

3.1. In July 2020 the Department for Transport (DfT) published its 'Statutory Taxi & Private Hire Vehicle Standards' guidance document. The recommendations contained within replace the relevant sections of the DfT's 'Best Practice Guidance' issued in 2010. The DfT has advised licensing authorities to publish their consideration of the new 'Standards' by the end of January 2021 in the interests of transparency.

3.2. The DfT has outlined that there is evidence to support the view that taxis and private hire vehicles are a high-risk environment in terms of risk to passengers; this can be seen in the abuse and exploitation of children and adults at risk from harm facilitated, and, in some cases, perpetrated by the trade. Links between the trade and child sexual exploitation have been established in many areas across the country. Data on reported sexual assaults by taxi and private hire vehicle drivers evidence the risk to passengers: data from the areas of Greater Manchester and Merseyside suggest that, if similar offence patterns are applied across England, 623 sexual assaults per year are reported.

3.3. The Policing Act 2017 enables the Secretary of State for Transport to issue statutory guidance on exercising taxi and private hire vehicle licensing functions to protect children and adults at risk from harm when using such services. The 'Standards' document sets out a framework of policies that licensing authorities must have regard to when exercising their functions. Given that the standards have been set directly to address the safeguarding of the public and the potential impact of failings in this area, the importance of thoroughly considering these standards cannot be overstated.

3.4. Whilst the focus on the standards is on protecting children and adults at risk from harm, all passengers will benefit from the recommendations contained within it.

3.5. There is consensus that common core minimum standards are required to better regulate the taxi and private hire vehicle sector, and the recommendations contained in the document are the result of detailed discussion with the trade, regulators and safety campaign groups. Whilst the new 'Standards' are guidance and not compulsory, the DfT expects the recommendations laid out to be implemented by licensing authorities unless there is a compelling local reason not to do so.

3.6. In response to the DfT standards guidance, Cambridge City Council licensing team looked to identify areas within the guidance that differed from its current policy and procedures. It was identified that many standards suggested by the DfT were already within Cambridge City Councils policy and only few changes were required to be completed.

3.7. A total of 13 standards were identified (Appendix A), in which Cambridge City Council would need to consider adopting to meet the DfT standards.

3.8. A consultation was held from 4th November 2020 to 30 December 2020, requesting feedback from members of the trade, stakeholders and members of the public regarding the proposed changes to policy, conditions and procedures.

3.9. On closure of the consultation, all comments and survey results were considered by Environmental Health Manager and Environmental Health and Licensing Support Team Leader. Comments received and results presented, did not provide a compelling or strong reason as to why Cambridge City Council should not implement the proposed changes, following the recommendations laid out by the DfT.

4. Implications

a) Financial Implications

Nil.

b) Staffing Implications

Existing staff resources will absorb the required work required to ensure policy document and handbook is updated. In addition to ensuring new conditions and standards are implemented.

c) Equality and Poverty Implications

Nil.

d) Environmental Implications

Nil.

e) Procurement Implications

Nil.

f) Community Safety Implications

Increased measures within the trade to promote the safety and protection of the public.

5. Consultation and communication considerations

5.1. The DfT has advised licensing authorities to consult on any proposed changes to licensing rules that may have significant impacts on passengers and/or the trade.

5.2. Consultation was held from 4th November 2020 to 30 December 2020.

5.3. The consultation was advertised through a variety of means including;

- Email to license holders;
- Taxi Trade Forum – 27 November 2020;
- E-mail to the trade and Key stakeholders; and
- Publication on the City Council website.

5.4. Consultation could be completed via word document or via online survey platform.

5.5. Consultation document can be found on as (Appendix A)

5.6. All feedback was encouraged from license holders, taxi trade and key stake holder. Survey results are detailed in Appendix C.

5.7. A total of 28 survey responses were received via online survey platform.

5.8. Results for 12 out of 13 proposed changes, received greater number of respondents agreeing with change.

6. Background papers

Background papers used in the preparation of this report:

a) Hackney Carriage and Private Hire Licensing Policy

b) Statutory Taxi & Private Hire Vehicle Standards 2020

c) Best Practice Guidance 2010

7. Appendices

a) Appendix A – Consultation Document

b) Appendix B - Statutory Taxi & Private Hire Vehicle Standards' – survey

c) Appendix C –Survey responses and suggested implementation timescales.

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Wangari Njiiri , Environmental Health and Licensing Support Team Leader, tel: 01223 - 458533, email: wangari.njiiri@cambridge.gov.uk.

‘Statutory Taxi & Private Hire Vehicle Standards’

Consultation Document

Introduction and Background

In July 2020 the Department for Transport (DfT) published its 'Statutory Taxi & Private Hire Vehicle Standards' guidance document. The recommendations contained within replace the relevant sections of the DfT's 'Best Practice Guidance' issued in 2010. The DfT has advised licensing authorities to publish their consideration of the new 'Standards' by the end of January 2021 in the interests of transparency.

The DfT has outlined that there is evidence to support the view that taxis and private hire vehicles are a high-risk environment in terms of risk to passengers; this can be seen in the abuse and exploitation of children and adults at risk from harm facilitated, and, in some cases, perpetrated by the trade. Links between the trade and child sexual exploitation have been established in many areas across the country. Data on reported sexual assaults by taxi and private hire vehicle drivers evidence the risk to passengers: data from the areas of Greater Manchester and Merseyside suggest that, if similar offence patterns are applied across England, 623 sexual assaults per year are reported.

The Policing Act 2017 enables the Secretary of State for Transport to issue statutory guidance on exercising taxi and private hire vehicle licensing functions to protect children and adults at risk from harm when using such services. The 'Standards' document sets out a framework of policies that licensing authorities must have regard to when exercising their functions. Given that the standards have been set directly to address the safeguarding of the public and the potential impact of failings in this area, the importance of thoroughly considering these standards cannot be overstated.

Whilst the focus on the standards is on protecting children and adults at risk from harm, all passengers will benefit from the recommendations contained within it. There is consensus that common core minimum standards are required to better regulate the taxi and private hire vehicle sector, and the recommendations contained in the document are the result of detailed discussion with the trade, regulators and safety campaign groups. Whilst the new 'Standards' are guidance and not compulsory, the DfT expects the recommendations laid out to be implemented by licensing authorities unless there is a compelling local reason not to do so.

Consultation

The DfT has advised licensing authorities to consult on any proposed changes to licensing rules that may have significant impacts on passengers and/or the trade. Cambridge City Council is therefore conducting a consultation to seek the views of the trade, members of the public, as well as a wide range of partner agencies and stakeholders, on the adoption of the new standards in full.

You can find a full list of the proposed changes we intend to make to our handbook and policy documents in Annex A below.

You can respond to the consultation using the survey document, available on the consultation webpage, which when completed you can send by e-mail or post to us:

- E-mail: taxi@cambridge.gov.uk please include the words 'Consultation on Statutory Taxi and Private Hire Vehicle Standards' in the subject field; or
- Post: Commercial & Licensing Team, Cambridge City Council, PO BOX 700, Cambridge CB1 0JH.

In your response you should clearly state your name and any organisation or persons you may be responding on behalf of.

The consultation is open until **30 December 2020**.

The results of the consultation exercise will be presented to Members at Licensing Committee on 25 January 2020 to take account of the feedback from the trade, members of the public and other stakeholders.

Areas for consideration

Please see Annex A below for details of the current situation for each item we are consulting on and the corresponding proposed changes as laid out in the 'Standards' document.

Please note that the Council already has in place several of the recommendations contained within the 'Standards', therefore this consultation concerns only the proposed changes we intend to make and does not form part of a full review of the 'Hackney Carriage and Private Hire Licensing Policy'.

Timescale for Implementation

Officers intend to recommend to committee on 25 January 2020 that the new standards be adopted in full immediately; however, in some instances there may need to be a lead-in time to implement one or more of the new measures in order to put in place suitable processes to facilitate the changes applied.

Following the meeting the handbook and policy documents will be updated to reflect the changes agreed by Licensing Committee. The trade will also be advised on the new requirements.

Annex A – Proposed Changes

No.	Section*	Licensing Area	Item	Current situation	Proposed change
1	6.2	Drivers	**Criminality checks for applicants and holders of driver's licences – Enhanced Disclosure** Drivers to be subject to an Enhanced Disclosure and Barring Service (DBS) check with searches on both barred lists.	Every 3 years.	Every 6 months.
2	6.14	Drivers	**Language proficiency test** The DfT has commented that: "A lack of language proficiency could impact on a driver's ability to understand written documents, such as policies and guidance, relating to the protection of children and vulnerable adults and applying this to identify and act on signs of exploitation. Oral proficiency will be of relevance in the identification of potential exploitation through communicating with passengers and their interaction with others." Whilst the 'Standards' do not require adoption of a formal qualification in English language proficiency, the Council acknowledges the guidance above and notes some licensing authorities have such a requirement as part of their application process.	English language proficiency and numeracy is examined to an extent in the Knowledge Test, which all applicants must pass (80% pass mark).	New driver applicants will be required to obtain a recognised qualification or undertake an English language proficiency course as part of the application process.
3	7.2	Vehicles	**Criminality checks for applicants and proprietors of vehicle licences – Basic Disclosure** Applicants and proprietors of vehicle licences (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check.	Every 3 years.	Every 12 months.

* Refers to the relevant section number within the 'Statutory Taxi & Private Hire Vehicle Standards' document

Annex A – Proposed Changes

No.	Section*	Licensing Area	Item	Current situation	Proposed change
4	7.6 and 8.6 (4.34 – 4.36)	Vehicles & Operators	**Criminality checks for proprietors of vehicle and private hire licences – 'Certificates of Good Character'** The DBS cannot access criminal records held overseas so other checks must be considered where and applicant has lived or worked overseas. Licensing authorities should therefore seek or require applicants to provide where possible criminal records information or a 'Certificate of Good Character' from overseas in this circumstance to properly assess risk and support the decision-making process.	Not routinely undertaken.	Any applicant who has lived abroad for anytime in the 5-year period immediately prior to applying for a licence is required to provide a 'Certificate of Good Character' authenticated and translated by the relevant Embassy, where appropriate.
5	8.2	Operators	**Criminality checks for applicant and proprietors of private hire operator licences – Basic Disclosure** Applicants and proprietors of a private hire operator's licence (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check. Where a company or partnership applies or holds a licence then each director or partner will be required to produce a Basic Disclosure certificate.	Every 3 years.	Every 12 months.
6	8.8	Operators	**Register of staff** Licensing authorities should be satisfied that private hire vehicle operators can demonstrate that all staff that have contact with the public and/or oversee the dispatching of vehicles do not pose a risk to the public. Licensing authorities should therefore, as a condition of granting an operator licence, require a register of all staff that will take bookings or dispatch vehicles is kept.	Reviewed at inspection, but not currently a condition of the licence.	It shall become a condition of the licence that the operator maintains a live register of all booking and dispatch staff, where applicable.

* Refers to the relevant section number within the 'Statutory Taxi & Private Hire Vehicle Standards' document

Annex A – Proposed Changes

No.	Section*	Licensing Area	Item	Current situation	Proposed change
7	8.9	Operators	**Criminality checks for booking and despatch staff employed by private hire operators** Operators should be required to evidence that they have had sight of a Basic Disclosure check for all individuals listed on their register of booking and dispatch staff and to ensure that Basic Disclosure checks are conducted on any individuals added to the register and that this is compatible with their policy on employing ex-offenders.	Not required by the licensing authority.	It shall become a condition of the licence that the operator must require and declare that all booking and dispatch staff have been subject to a Basic Disclosure, where applicable.
8	8.13 and 8.14	Operators	**Record keeping standards for private hire operators** Licensing authorities should as a minimum require private hire vehicle operators to record the following information for each booking: the name of the passenger; the time of the request; the time the vehicle is required; the pick-up point; the destination; the name of the driver; the driver's licence number; the vehicle registration number of the vehicle; the name of any individual that responded to the booking request; and, the name of any individual that dispatched the vehicle.	Operators are required to maintain records to the standards as per Appendix P of the 'Handbook' document.	It shall become a condition of the licence that the operator must maintain the information outlined opposite for each booking for a minimum of 6 months.
9	8.15	Operators	**Registration with the Information Commissioner's Office as a data controller** Private hire vehicle operators have a duty under data protection legislation to protect the information they record. The Information Commissioner's Office (ICO) provides comprehensive on-line guidance on registering as a data controller and how to meet their obligations.	Some operators are registered with ICO, but this is not mandated by the Council.	It shall become a condition of the licence that the operator must register with ICO as a data controller, where applicable.

* Refers to the relevant section number within the 'Statutory Taxi & Private Hire Vehicle Standards' document

Annex A – Proposed Changes

No.	Section*	Licensing Area	Item	Current situation	Proposed change
10	8.16	Operators	**Use of passenger carrying vehicles (PCV) licensed drivers** PCV licensed drivers are subject to different checks from taxi and private hire vehicle licensed drivers as the work normally undertaken, i.e. driving a bus, does not present the same risk to passengers. Members of the public are entitled to expect when making a booking with a private hire vehicle operator that they will receive a private hire vehicle licensed vehicle and driver. The use of a driver who holds a passenger carrying vehicle (PCV) licence and the use of a public service vehicle (PSV) such as a minibus to undertake a private hire vehicle booking should not be permitted as a condition of the private hire vehicle operator's licence without the informed consent of the booker. Where a booking required provision of a PSV then the person making the booking should be advised that a PCV licensed driver is subject to different checks.	Not a condition attached to operator licences.	It shall become a condition of the licence that the operator must not use a PCV licensed driver and PSV to fulfil a booking without the consent of the booker. Where used, the booker must be advised the driver is subject to different checks.
11	4.12	General	**Notification of convictions etc.** Licence holders must notify the licensing authority of any arrest and release, charge or conviction of any sexual offence, any offence involving dishonesty or violence and any motoring offence.	Within 7 days.	48 hours (2 days).
12	4.14	General	**Referral of matters to the Disclosure and Barring Service (DBS)** Any decision by the licensing authority to refuse to grant or revoke a licence as an individual is thought to present a risk of harm to a child or vulnerable adult, should be referred to the DBS. Rationale include: a) an individual has harmed or poses a risk of harm to a child or vulnerable adult; b) an individual has satisfied the 'harm test'; c) received a caution or conviction for a relevant offence; and, d) the person they are referring is, has or might in the future be working in a regulated activity.	Not routinely undertaken.	Relevant matters to be referred to the DBS, where considered appropriate.

* Refers to the relevant section number within the 'Statutory Taxi & Private Hire Vehicle Standards' document

Annex A – Proposed Changes

No.	Section*	Licensing Area	Item
13	5.16	General	**Assessment of previous convictions** The following eligibility criteria should be adopted and used as a starting point when considering whether to grant or renew a licence. Where a definite period is given then this will take effect after the completion of any sentence has elapsed. Authorities must consider each case on its own merits, and applicants/licensees are entitled to a fair and impartial consideration of their application.

Offence	Current situation	Proposed change
A. Crimes resulting in the death of another person or intention to cause the death or serious injury of another person.	When spent[1]	Never
B. Crimes involving, related to or connected with abuse, exploitation use or treatment of another individual irrespective of whether the victim or victims were adults or children.	When spent[1]	Never
C. Offences involving violence against the person or connected with any violence against a person.	When spent[1]	10 years
D. Possession of a weapon or any weapon-related offence.	When spent[1]	7 years
E. Sexual offences and individuals listed on the Sex Offenders Register or barred lists.	When spent[1]	Never
F. Offences involving an element of dishonesty.	When spent[1]	7 years
G. Drugs: i) Supply or possession with intent to supply. ii) Possession only.	 When spent[1] When spent[1]	 10 years 5 years[2]
H. Discrimination offences.	Not specifically defined	7 years
I. Drink driving/driving under the influence of drugs.	When spent[1]	7 years
J. Using a handheld device whilst driving.	Not specifically defined	5 years[2]

[1] as per the Rehabilitation of Offenders Act 1974 (as amended)

[2] in addition, any applicant/licence holder may also be required to undergo drugs testing for a period at their own expense to demonstrate that they are not using controlled drugs.

* Refers to the relevant section number within the 'Statutory Taxi & Private Hire Vehicle Standards' document

Consultation on 'Statutory Taxi & Private Hire Vehicle Standards' – survey **Deadline: 30 December 2020**

Please send by e-mail to: taxi@cambridge.gov.uk or by post to: Commercial & Licensing Team, Cambridge City Council, PO BOX 700, Cambridge CB1 0JH

No.	Summary	Do you agree with this change?	Additional comments
1	Drivers will be subject to an Enhanced Disclosure and Barring Service (DBS) check with searches on both barred lists every 6 months.	**Yes / No**	
2	New driver applicants will be required to obtain a recognised qualification or undertake an English language proficiency course as part of the application process.	**Yes / No**	
3	Applicants and proprietors of vehicle licences (who are not existing holders of a driver's licence) will be subject to a Basic Disclosure check every 12 months.	**Yes / No**	
4	Applicants for vehicle and proprietor licences, who have lived abroad for anytime in the 5-year period immediately prior to applying for a licence, will be required to provide a 'Certificate of Good Character' authenticated and translated by the relevant Embassy, where appropriate.	**Yes / No**	
5	Applicants and proprietors of operator licences (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check every 12 months. Where a company or partnership applies or holds a licence then each director or partner will be required to produce a Basic Disclosure certificate.	**Yes / No**	

No.	Summary	Do you agree with this change?	Additional comments
6	It shall become a condition of an operator's licence that the operator maintains a live register of all booking and dispatch staff, where applicable.	**Yes / No**	
7	It shall become a condition of an operator's licence that the operator must require and declare that all booking and dispatch staff have been subject to a Basic Disclosure, where applicable.	**Yes / No**	
8	It shall become a condition of an operator's licence that the operator must maintain the details set out at No. 8 of the 'Consultation Document' for every booking for a minimum of 6 months	**Yes / No**	
9	It shall become a condition of an operator's licence that the operator must register with the Information Commissioner's Officer (ICO) as a data controller, where applicable.	**Yes / No**	
10	It shall become a condition of an operator's licence that the operator must not use a passenger carrying vehicle (PCV) licensed driver and a public service vehicle (PSV) to fulfil a booking without the consent of the booker. Where used, the booker must be advised the driver is subject to different checks.	**Yes / No**	

No.	Summary	Do you agree with this change?	Additional comments
11	All licence holders will be required to notify the licensing authority within 48 hours of any arrest and release, charge or conviction of any sexual offence, any offence involving dishonesty or violence and any motoring offence.	**Yes / No**	
12	Any decision by the licensing authority to refuse to grant or revoke a licence to an individual thought to present a risk of harm to a child or vulnerable adult will be referred to the Disclosure and Barring Service (DBS). Rationale for referral are set out at No. 12 of the 'Consultation Document'.	**Yes / No**	
13	The eligibility criteria set out at No. 13 in the 'Consultation Document' (relating to the assessment of previous convictions) will be adopted in the determination of granting or renewing taxi and private hire licences.	**Yes / No**	

Your details	
Name (and any organisations you are representing):	
Date:	

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No.	Licensing Area	Item	Current situation	Proposed change	Survey results (28 respondents)	Survey responses	Proposed Implementation
1	Drivers	**Criminality checks for applicants and holders of driver's licences – Enhanced Disclosure** Drivers to be subject to an Enhanced Disclosure and Barring Service (DBS) check with searches on both barred lists.	Every 3 years.	Drivers will be subject to an Enhanced Disclosure and Barring Service (DBS) check with searches on both barred lists every 6 months.	Agree – 43% Disagree – 57%	1. I would agree if the service was free because taxi drivers do not change their situation so fast. 2. Who will pay for this? 3. Driver should have update service for DBS 4. Currently we are being check once a year and everything works well.if we so more often its additional cost involve. 5. Unnecessary, cause delays even money losses, dbs service not relianle takes ages 6. Crucial for responding to concerns over drivers working with at risk customers. 7. DBS check every six months sounds weird.	Within 3 months

2	Drivers	**Language proficiency test** The DfT has commented that: “A lack of language proficiency could impact on a driver’s ability to understand written documents, such as policies and guidance, relating to the protection of children and vulnerable adults and applying this to identify and act on signs of exploitation. Oral proficiency will be of relevance in the identification of potential exploitation through communicating with passengers and their interaction with others.” Whilst the ‘Standards’ do not require adoption of a formal qualification in English language proficiency, the Council acknowledges the	English language proficiency and numeracy is examined to an extent in the Knowledge Test, which all applicants must pass (80% pass mark).	New driver applicants will be required to obtain a recognised qualification or undertake an English language proficiency course as part of the application process.	Agree – 64% Disagree – 36%	1. Needs to be done now. 2. Discrimitive unnecessary, taxi drivers not giving lectures, knowledge test more than enough proven some bodies English understanding. 3. Crucial to avoid taxi hires where the taxi drivers are not English and cannot understand route instructions – not unusual at Cambridge Station. Also tourists cannot make themselves understood 4. That’s another cost couple of hundred to the driver. And the level of English is required that is very basic and anyone can communicate.	Implementation within 6 months.

		guidance above and notes some licensing authorities have such a requirement as part of their application process.					
3	Vehicles	**Criminality checks for applicants and proprietors of vehicle licences – Basic Disclosure** Applicants and proprietors of vehicle licences (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check.	Every 3 years.	Applicants and proprietors of vehicle licences (who are not existing holders of a driver's licence) will be subject to a Basic Disclosure check every 12 months.	Agree – 64% Disagree – 36%	1. Red tape, serves nothing but make the dbs a bit richer 2. Should preferably be every 6 months.	Immediate effect, at all vehicle licence renewals

No.	Licensing Area	Item	Current situation	Proposed change			Implementation
4	Vehicles & Operators	**Criminality checks for proprietors of vehicle and private hire licences – 'Certificates of Good Character'** The DBS cannot access criminal records held overseas so other checks must be considered where and applicant has lived or worked overseas. Licensing authorities should therefore seek or require applicants to provide where possible criminal records information or a 'Certificate of Good Character' from overseas in this circumstance to properly assess risk and support the decision-making process.	Not routinely undertaken.	Applicants for vehicle and proprietor licences, who have lived abroad for anytime in the 5-year period immediately prior to applying for a licence, will be required to provide a 'Certificate of Good Character' authenticated and translated by the relevant Embassy, where appropriate.	Agree – 75% Disagree – 25%	1. It is not always possible get documents as you expected especially all the countries are different, pointless 2. Unless there is a way to access police recods in the foreign country, this is a limited alternative.	Immediate effect
5	Operators	**Criminality checks for applicant and**	Every 3 years.	Applicants and proprietors of	Agree – 75%	1. The option of also accepting an	Immediate effect – At next

		proprietors of private hire operator licences – Basic Disclosure Applicants and proprietors of a private hire operator's licence (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check. Where a company or partnership applies or holds a licence then each director or partner will be required to produce a Basic Disclosure certificate.		operator licences (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check every 12 months. Where a company or partnership applies or holds a licence then each director or partner will be required to produce a Basic Disclosure certificate..	Disagree – 25%	enhanced DBS which is signed up to the update service would be preferable. 2. Dbs check only good for drivers when renewing driver badge otherwise it has nothing to do with improving safety, just the red tape, waste of sources. 3. Essential that management are responsible individuals. 4. This rules mean simply push drivers away to not become a taxi driver.	licence year anniversary Immediate effect for New applications
6	Operators	**Register of staff** Licensing authorities should be satisfied that private hire vehicle operators can demonstrate that all staff that have contact with the public and/or oversee the dispatching of vehicles	Reviewed at inspection, but not currently a condition of the licence.	It shall become a condition of the licence that the operator maintains a live register of all booking and dispatch staff, where applicable.	Agree – 75% Disagree – 25%	1. Avoid any non practical implementation, pointless, has nothing all little for return but Ton of Works! 2. Dispatch and booking staff have a key role and their data needs to be recorded.	With immediate effect. Signed declaration returned within 3 months.

		do not pose a risk to the public. Licensing authorities should therefore, as a condition of granting an operator licence, require a register of all staff that will take bookings or dispatch vehicles is kept.					
No.	**Licensing Area**	**Item**	**Current situation**	**Proposed change**			**Implementation**
7	Operators	**Criminality checks for booking and despatch staff employed by private hire operators** Operators should be required to evidence that they have had sight of a Basic Disclosure check for all individuals listed on their register of booking and dispatch staff and to ensure that Basic Disclosure checks are conducted on any individuals added to the register and that this is	Not required by the licensing authority.	It shall become a condition of the licence that the operator must require and declare that all booking and dispatch staff have been subject to a Basic Disclosure, where applicable.	Agree – 71% Disagree – 29%	1. Subject to there being an exemption for outsourced staff where used as these cannot obtain DBS disclosure/basic disclosure. OK if this is what you mean by 'where applicable' and fully appreciate there should be an onus on Operator to evidence and obtain other relevant assurances from outsourced staff abroad again, where applicable.	Currently licence holders - Signed declaration returned within 6 months. New applicants – at application stage.

		compatible with their policy on employing ex-offenders.				2. Unnecessary, useless, just increase business work.	
8	Operators	**Record keeping standards for private hire operators** Licensing authorities should as a minimum require private hire vehicle operators to record the following information for each booking: the name of the passenger; the time of the request; the time the vehicle is required; the pick-up point; the destination; the name of the driver; the driver's licence number; the vehicle registration number of the vehicle; the name of any individual that responded to the booking request; and, the name of any individual that dispatched the vehicle.	Operators are required to maintain records to the standards as per Appendix P of the 'Handbook' document.	It shall become a condition of the licence that the operator must maintain the information outlined opposite for each booking for a minimum of 6 months.	Agree – 64% Disagree – 36%	1. Agree in essence – and certainly when operators is taking the booking via telephone or e-mail but – with automated booking platforms such as App and IVR – it is not always possible to get/record/keep destination details if these are not supplied by the booker (customer) 2. Record keeping in taxi business is just not practical, each taxi take 20 passengers each day! What a odd idea, nonsense. 3. Essential that what occurs in taxi is recorded. 4. It will be such a burden on operator licence to maintain record. This can be	Immediate effect – signed declaration returned to licensing authority within 3 months.

						consult and reduce to thirty or three months.	
9	Operators	**Registration with the Information Commissioner's Office as a data controller** Private hire vehicle operators have a duty under data protection legislation to protect the information they record. The Information Commissioner's Office (ICO) provides comprehensive on-line guidance on registering as a data controller and how to meet their obligations.	Some operators are registered with ICO, but this is not mandated by the Council.	It shall become a condition of the licence that the operator must register with ICO as a data controller, where applicable.	Agree – 61% Disagree – 39%	1. Once collected data newer sure it is safe, how gone use, or serious concern about data whatever accurate, results noting but More office work has nothing to do with business, less business focuss, keep your energies for dealing with customers. 2. The management are responsible for the managing a high risk activity.	All operators must be signed with the ICO within 6 months for current licence holders, send proof to licensing authority. New Operators must show they are signed with the ICO at application stage.
No.	**Licensing Area**	**Item**	**Current situation**	**Proposed change**			**Implementation**
10	Operators	**Use of passenger carrying vehicles**	Not a condition attached to operator licences.	It shall become a condition of the licence that the operator	Agree – 71%	1. Taxi business less and less profitable business and time passes thanks to cost	With immediate effect –signed declaration to inform that they

		(PCV) licensed drivers PCV licensed drivers are subject to different checks from taxi and private hire vehicle licensed drivers as the work normally undertaken, i.e. driving a bus, does not present the same risk to passengers. Members of the public are entitled to expect when making a booking with a private hire vehicle operator that they will receive a private hire vehicle licensed vehicle and driver. The use of a driver who holds a passenger carrying vehicle (PCV) licence and the use of a public service vehicle (PSV) such as a minibus to undertake a private hire vehicle booking should not be permitted as a condition of the private		must not use a PCV licensed driver and PSV to fulfil a booking without the consent of the booker. Where used, the booker must be advised the driver is subject to different checks.	Disagree – 29%	of fuel, car price insurance an maintain, Any changes cost increases cause further damage, make business simply not sustainable, so as council whatever you do, never implement rules that increase cost, painting car silver £2000, all car must be new electric £30000 etc…. Who is gone pay that? Taxi driver getting by 2. Helps avoid misdirecting customers.	have complied within 4 week.

		hire vehicle operator's licence without the informed consent of the booker. Where a booking required provision of a PSV then the person making the booking should be advised that a PCV licensed driver is subject to different checks.					
11	General	**Notification of convictions etc.** Licence holders must notify the licensing authority of any arrest and release, charge or conviction of any sexual offence, any offence involving dishonesty or violence and any motoring offence.	Within 7 days.	48 hours (2 days).	Agree – 79% Disagree – 21%	1. Current riles suffice and this potentially breaks the 'innocent until proven guilty' aspect/right that is a cornerstone of what always gone before in England. The point of conviction should shurley be the point of having to notify. Also, if brought in, 48 hours in the case of arrest/ release must surely be measured from point of release NOT arrest as this could easily exceed 48 hours – given council are not	With immediate effect.

						open 24/7 and/or at weekends. 2. Somebody passenger can falsely accuses taxi drivers with anything, because he doesn't like price, waiting time, or simply having a bad day, so open abuses by council. As long as no charge, no action should taken by council. But unfortunately council abuses its power, taken action based on just accusations which just not right, against the law everybody is innocent as long as other way proven by solid evidence. 3. Be better if the police also resported incidences to the licensing authority.	
12	General	**Referral of matters to the Disclosure and**	Not routinely undertaken.	Any decision by the licensing authority to refuse to grant or revoke a	Agree – 86% Disagree – 14%	1. Open the abuses, council already has build up bad reputation, revoking driver and vehicle	With immediate effect.

Page 184		**Barring Service (DBS)** Any decision by the licensing authority to refuse to grant or revoke a licence as an individual is thought to present a risk of harm to a child or vulnerable adult, should be referred to the DBS. Rationale include: a) an individual has harmed or poses a risk of harm to a child or vulnerable adult; b) an individual has satisfied the 'harm test'; c) received a caution or conviction for a relevant offence; and, d) the person they are referring is, has or might in the future be working in a regulated activity.		licence to an individual thought to present a risk of harm to a child or vulnerable adult will be referred to the Disclosure and Barring Service (DBS). Rationale for referral are set out at No. 12 of the 'Consultation Document'.		licences, also it is entirely wrong somebody spend 6 moths preparing for taxi exams, passing many test spending fortunes and end of the application processes being told "not good enough to grant licence". No body has the right to say that, just cruel, certainly council has no competency for that. 2. Must look after vulnerable customers.	
No.	**Licensing Area**	**Item**					**Implementation**
13	General	**Assessment of previous convictions**			Agree - 71%	1. Open invitation abuse, bend use unintended way, council has	Current licence holders - With immediate

		The following eligibility criteria should be adopted and used as a starting point when considering whether to grant or renew a licence. Where a definite period is given then this will take effect after the completion of any sentence has elapsed. Authorities must consider each case on its own merits, and applicants/licensees are entitled to a fair and impartial consideration of their application.			Disagree - 29%	simply bad reputation for that 2. There is no reason to adopt this approach.	effect, will be checked at next DBS requirement date. Dates of convictions to be checked against new criteria, to pass to enforcement if new criteria is breached. New applications will be passed to enforcement for consideration if they previous convictions are seen in DBS.
		Offence	**Current situation**	**Proposed change**			
		A. Crimes resulting in the death of another person or intention to cause the death or serious injury of another person.	When spent[1]	Never			
		B. Crimes involving, related to or connected with abuse,	When spent[1]	Never			

		exploitation use or treatment of another individual irrespective of whether the victim or victims were adults or children.					
		C. Offences involving violence against the person or connected with any violence against a person.	When spent[1]	10 years			
		D. Possession of a weapon or any weapon-related offence.	When spent[1]	7 years			
		E. Sexual offences and individuals listed on the Sex Offenders Register or barred lists.	When spent[1]	Never			
		F. Offences involving an element of dishonesty.	When spent[1]	7 years			
		G. Drugs: i) Supply or possession with intent to supply. ii) Possession only.	 When spent[1] When spent[1]	 10 years 5 years[2]			
		H. Discrimination offences.	Not specifically defined	7 years			

		I. Drink driving/driving under the influence of drugs.	When spent[1]	7 years			
		J. Using a handheld device whilst driving.	Not specifically defined	5 years[2]			
		[1] as per the Rehabilitation of Offenders Act 1974 (as amended) *[2] in addition, any applicant/licence holder may also be required to undergo drugs testing for a period at their own expense to demonstrate that they are not using controlled drugs.*					

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No.	Section*	Licensing Area	Item	Current situation	Proposed change	Survey results (28 respondents)	Implementation	
1	6.2	Drivers	**Criminality checks for applicants and holders of driver's licences – Enhanced Disclosure** Drivers to be subject to an Enhanced Disclosure and Barring Service (DBS) check with searches on both barred lists.	Every 3 years.	Drivers will be subject to an Enhanced Disclosure and Barring Service (DBS) check with searches on both barred lists every 6 months.	Agree – 43% Disagree – 57%	Need to be discussed – awaiting response from ED. How many are on the update service and how many are pending. – daily admin task.	
2	6.14	Drivers	**Language proficiency test** The DfT has commented that: "A lack of language proficiency could impact on a driver's ability to understand written documents, such as policies and guidance, relating to the protection of children and vulnerable adults and applying this to identify and act on signs of exploitation. Oral proficiency will be of relevance in the identification of potential exploitation through	English language proficiency and numeracy is examined to an extent in the Knowledge Test, which all applicants must pass (80% pass mark).	New driver applicants will be required to obtain a recognised qualification or undertake an English language proficiency course as part of the application process.	Agree – 64% Disagree – 36%	Implementing a language proficiency test within 6 months.	

			communicating with passengers and their interaction with others." Whilst the 'Standards' do not require adoption of a formal qualification in English language proficiency, the Council acknowledges the guidance above and notes some licensing authorities have such a requirement as part of their application process.					
3	7.2	Vehicles	**Criminality checks for applicants and proprietors of vehicle licences – Basic Disclosure** Applicants and proprietors of vehicle licences (who are not existing holders of a driver's licence) to be subject to a Basic Disclosure check.	Every 3 years.	Applicants and proprietors of vehicle licences (who are not existing holders of a driver's licence) will be subject to a Basic Disclosure check every 12 months.	Agree – 64% Disagree – 36%	Immediate effect, at all licence renewal	
No.	**Section***	**Licensing Area**	**Item**	**Current situation**	**Proposed change**		**Implementation**	

4	7.6 and 8.6 (4.34 – 4.36)	Vehicles & Operators	**Criminality checks for proprietors of vehicle and private hire licences – 'Certificates of Good Character'** The DBS cannot access criminal records held overseas so other checks must be considered where and applicant has lived or worked overseas. Licensing authorities should therefore seek or require applicants to provide where possible criminal records information or a 'Certificate of Good Character' from overseas in this circumstance to properly assess risk and support the decision-making process.	Not routinely undertaken.	Applicants for vehicle and proprietor licences, who have lived abroad for anytime in the 5-year period immediately prior to applying for a licence, will be required to provide a 'Certificate of Good Character' authenticated and translated by the relevant Embassy, where appropriate.	Agree – 75% Disagree – 25%	Immediate effect	
5	8.2	Operators	**Criminality checks for applicant and proprietors of private hire operator licences – Basic Disclosure** Applicants and proprietors of a private hire operator's licence (who are not existing holders of a	Every 3 years.	Applicants and proprietors of operator licences (who are not existing holders of a driver's licence) to be	Agree – 75% Disagree – 25%	To be completed within 3 months for those current licence holders that have	

			driver's licence) to be subject to a Basic Disclosure check. Where a company or partnership applies or holds a licence then each director or partner will be required to produce a Basic Disclosure certificate.		subject to a Basic Disclosure check every 12 months. Where a company or partnership applies or holds a licence then each director or partner will be required to produce a Basic Disclosure certificate..			
6	8.8	Operators	**Register of staff** Licensing authorities should be satisfied that private hire vehicle operators can demonstrate that all staff that have contact with the public and/or oversee the dispatching of vehicles do not pose a risk to the public. Licensing authorities should therefore, as a condition of granting an operator licence, require a register of all staff that will take bookings or dispatch vehicles is kept.	Reviewed at inspection, but not currently a condition of the licence.	It shall become a condition of the licence that the operator maintains a live register of all booking and dispatch staff, where applicable.	Agree – 75% Disagree – 25%	With immedicate effect. Signed declaration returned within 3 months.	

No.	Section*	Licensing Area	Item	Current situation	Proposed change		Implementation	
7	8.9	Operators	**Criminality checks for booking and despatch staff employed by private hire operators** Operators should be required to evidence that they have had sight of a Basic Disclosure check for all individuals listed on their register of booking and dispatch staff and to ensure that Basic Disclosure checks are conducted on any individuals added to the register and that this is compatible with their policy on employing ex-offenders.	Not required by the licensing authority.	It shall become a condition of the licence that the operator must require and declare that all booking and dispatch staff have been subject to a Basic Disclosure, where applicable.	Agree – 71% Disagree – 29%	Signed declaration returned within 6 months.	
8	8.13 and 8.14	Operators	**Record keeping standards for private hire operators** Licensing authorities should as a minimum require private hire vehicle operators to record the following information for each booking: the name of the passenger; the time of the request; the time the vehicle is required; the pick-up point; the destination; the name of the driver; the driver's licence number; the vehicle registration number of the vehicle; the name of any individual that responded	Operators are required to maintain records to the standards as per Appendix P of the 'Handbook' document.	It shall become a condition of the licence that the operator must maintain the information outlined opposite for each booking for a minimum of 6 months.	Agree – 64% Disagree – 36%	Immediate effect - 3 months of committee meeting – when will this be checked?	

			to the booking request; and, the name of any individual that dispatched the vehicle.					
9	8.15	Operators	**Registration with the Information Commissioner's Office as a data controller** Private hire vehicle operators have a duty under data protection legislation to protect the information they record. The Information Commissioner's Office (ICO) provides comprehensive on-line guidance on registering as a data controller and how to meet their obligations.	Some operators are registered with ICO, but this is not mandated by the Council.	It shall become a condition of the licence that the operator must register with ICO as a data controller, where applicable.	Agree – 61% Disagree – 39%	All operators must be signed with the ICO within 6 months for current licence holders, send proof to licensing authority. New Operators must show they are signed with the ICO at application stage.	
No.	**Section***	**Licensing Area**	**Item**	**Current situation**	**Proposed change**		**Implementation**	
10	8.16	Operators	**Use of passenger carrying vehicles (PCV) licensed drivers** PCV licensed drivers are subject to different checks from taxi and private hire vehicle licensed drivers as the work normally undertaken, i.e. driving a bus, does not present the same risk	Not a condition attached to operator licences.	It shall become a condition of the licence that the operator must not use a PCV licensed driver and PSV to fulfil a booking without the	Agree – 71% Disagree – 29%	With immediate effect – operators will be informed of this requirement, advised they must sign declaration to inform that they have complied	

			to passengers. Members of the public are entitled to expect when making a booking with a private hire vehicle operator that they will receive a private hire vehicle licensed vehicle and driver. The use of a driver who holds a passenger carrying vehicle (PCV) licence and the use of a public service vehicle (PSV) such as a minibus to undertake a private hire vehicle booking should not be permitted as a condition of the private hire vehicle operator's licence without the informed consent of the booker. Where a booking required provision of a PSV then the person making the booking should be advised that a PCV licensed driver is subject to different checks.		consent of the booker. Where used, the booker must be advised the driver is subject to different checks.		within 4 week of licensing committee.	
11	4.12	General	**Notification of convictions etc.** Licence holders must notify the licensing authority of any arrest and release, charge or conviction of any sexual offence, any offence involving dishonesty or violence and any motoring offence.	Within 7 days.	48 hours (2 days).	Agree – 79% Disagree – 21%	With immediate effect – Trade will be informed via letter/e-mail	

12	4.14	General	**Referral of matters to the Disclosure and Barring Service (DBS)** Any decision by the licensing authority to refuse to grant or revoke a licence as an individual is thought to present a risk of harm to a child or vulnerable adult, should be referred to the DBS. Rationale include: a) an individual has harmed or poses a risk of harm to a child or vulnerable adult; b) an individual has satisfied the 'harm test'; c) received a caution or conviction for a relevant offence; and, d) the person they are referring is, has or might in the future be working in a regulated activity.	Not routinely undertaken.	Any decision by the licensing authority to refuse to grant or revoke a licence to an individual thought to present a risk of harm to a child or vulnerable adult will be referred to the Disclosure and Barring Service (DBS). Rationale for referral are set out at No. 12 of the 'Consultation Document'.	Agree – 86% Disagree – 14%	With immediate effect – Trade will be informed via letter/e-mail	
No.	**Section***	**Licensing Area**	**Item**				**Implementation**	
13	5.16	General	**Assessment of previous convictions** The following eligibility criteria should be adopted and used as a starting point when considering whether to grant or renew a licence. Where a definite period is given then this will take effect after the completion of any sentence has elapsed. Authorities must consider			Agree - 71% Disagree - 29%	With immediate effect. For current licence holders this will be checked at next DBS requirement	

			each case on its own merits, and applicants/licensees are entitled to a fair and impartial consideration of their application.				date. Dates of convictions to be checked against new criteria, to pass to enforcement if new criteria is breached. All New applications will be passed to enforcement for consideration if they previous convictions are seen in DBS.	
			Offence	**Current situation**	**Proposed change**			
			A. Crimes resulting in the death of another person or intention to cause the death or serious injury of another person.	When spent[1]	Never			
			B. Crimes involving, related to or connected with abuse, exploitation use or treatment of another individual irrespective of whether the victim or victims were adults or children.	When spent[1]	Never			
			C. Offences involving violence against the person or connected with any violence against a person.	When spent[1]	10 years			

			D. Possession of a weapon or any weapon-related offence.	When spent[1]	7 years			
			E. Sexual offences and individuals listed on the Sex Offenders Register or barred lists.	When spent[1]	Never			
			F. Offences involving an element of dishonesty.	When spent[1]	7 years			
			G. Drugs: i) Supply or possession with intent to supply. ii) Possession only.	 When spent[1] When spent[1]	 10 years 5 years[2]			
			H. Discrimination offences.	Not specifically defined	7 years			
			I. Drink driving/driving under the influence of drugs.	When spent[1]	7 years			
			J. Using a handheld device whilst driving.	Not specifically defined	5 years[2]			
			[1] as per the Rehabilitation of Offenders Act 1974 (as amended) *[2] in addition, any applicant/licence holder may also be required to undergo drugs testing for a period at their own expense to demonstrate that they are not using controlled drugs.*					

Item

ANNUAL REVIEW OF LICENSING FEES AND CHARGES 2021/22

To:
Licensing Committee 25/01/2021

Report by:
Yvonne O'Donnell, Environmental Health Manager

Tel: 01223 - 457951 Email: Yvonne.ODonnell@cambridge.gov.uk

Wards affected:
All

1. Introduction / Executive Summary

1.1. Cambridge City Council, as the Licensing Authority, is responsible for processing and issuing licences for a wide range of activities.

1.2. The Council needs to demonstrate that the fees it charges for such licences have been set in accordance with the law and best practice, so as to recover its allowable costs in administering the various licensing regimes for which it is responsible.

1.3. Fees should be set so as to avoid either a surplus or a subsidy where possible and adjusted, if necessary, in succeeding years to achieve and maintain the correct balance.

1.4. This report sets out the revised fees and charges for licences and associated items, which it is proposed should take effect from 1st April 2021.

1.5. Cambridge City Council acknowledge the impact of the current Covid 19 pandemic on many of the businesses and individuals it is responsible for processing and issuing licences for. As a result of the

reported reduced income experienced by some of those it licences, Cambridge City Council is proposing no change for majority of the fees and charges they are responsible for.

2. Recommendations

2.1. Members are recommended to approve the level of the fees and charges with effect from 1st April 2021, as set out in Appendix A. Members are also to request officers to communicate changes with members of the public, businesses and taxi trade.

3. Background

3.1. Cambridge City Council is required to review any charges which it makes for licences and other associated items, from time to time. Council policy provides that an annual review of these fees and charges will be undertaken.

3.2. The Council must seek to recover the costs associated with processing applications for licences as well as the administration and monitoring of compliance with conditions. The fees charged should be capable of withstanding legal challenge, should the need arise.

3.3. It is not permitted to make a surplus, nor to subsidise, licence holders, and so where necessary fees are adjusted in succeeding years to achieve and maintain the correct balance.

3.4. The cost to the Council of this work is regularly checked and real time costs are used in compiling the figures. Where it is possible to reduce costs by use of more efficient working this is reflected in the charges made.

3.5. Decisions regarding the Licensing Fees and Charges are for the Licensing Committee to consider.

3.6. The proposed charges for 2021/22 are set out in Appendix A.

3.7. Although changes to fees indicated, would usually be made with specific reference to the costs involved in the work required, due to the impact of Covid-19 on many businesses and individuals, as a licensing authority we have proposed to maintain the current fees and charges.

3.8. Neighbouring licensing authority have also looked to maintain current licensing fees due to current Covid-19 pandemic impact. East Cambridgeshire District Council will not be increasing fees for the next

12 months, as of November 2020. South Cambridgeshire District Council are proposing no increase. Huntingdon District Council plan to review their fees in summer 2021.

Fees for Animal Welfare Licensing

3.9. The fees for the majority of Animal Welfare Licensing were adopted by Licensing Committee on 1st October 2018, following on from the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 taking effect on 1st October 2018.

3.10. It is proposed that there is no change to animal licensing fees and charges with the exception of fees for dangerous wild animals and dangerous wild animal variation of Licence which require re-inspection. This fee has been recalculated, and now includes cost of vet bills separately, which will vary.

3.11. There is no proposed change to fees for Zoos.

Fees for Skin Piercing Registrations and Sex Establishment Licensing

3.12. Fees for skin piercing premises / practitioners and sex establishments will remain the same, with no change. In regards to processes, no change in the processing or monitoring of these licences and registrations has been planned for next year.

Fees for Hackney Carriage and Private Hire licensing

3.13. The current Covid-19 pandemic has had an impact on the taxi trade with the demand for licensed vehicle seeing a decrease, as compared to previous years. This has been due to the various restrictions set by Government. Due to the reduced need for the trade over this time, like many businesses they have had a reduced income. As a result to try and support the trade during this time, Cambridge City Council have proposed no change to the current 2020/21 fees. This decision will have an impact on the department as the licensing authority should recover its allowable costs in administering Hackney Carriage and Private hire licensing fees. These costs however, can be recovered in future years.

3.14. The charge for the DVLA Data Checks, is determined by the provider License Bureau. The current fee is £5.52 for a one year license and £16.56 for three year licenses. Any future changes to the associated price are in line with the charges made by the third party company that undertakes this work. These prices will be reflected in fees immediately on date License Bureau specify.

3.15. The charge for Enhanced Disclosure & Barring Service Check (DBS) is determined by the Disclosure & Barring Service. The current fee is set at £40. Any future changes announced by DBS will be reflected in fees immediately on date DBS specify.

Fees for licences and permits issued under the Licensing Act 2003

3.16. Fees for licences issued under the Licensing Act 2003 are currently fixed by central government and are included for information only. Cambridge City Council is not permitted to deviate from these figures.

Fees for licences and permits issued under the Gambling Act 2005

3.17. Fees for permits issued under the Gambling Act 2005 are currently fixed by central government and are included for information only. Cambridge City Council is not permitted to deviate from these figures.

Fees for street trading licences

3.18. City Centre Management administers the fees for street trading licenses. The current fees have been reviewed and officers have confirmed there are no proposed changes to the street trading pitch licenses for 2021/22

Fees and Charges for training

3.19. Fees for training given by Council officers will remain the same with the exemption of Award for Personal Licence Holders.

3.20. Fees for BIIAB Level 2 Award for Personal Licence Holders has increased by 5.8% following recalculation of officer time and resources used to complete training.

4. Implications

a) Financial Implications

Cambridge City Council will not recover all the Council's allowable costs for 2021/22. This is due to the decision to maintain current fees and charges for majority of fees due to the financial impact of Covid- 19 pandemic on those who require Licence services from Cambridge City Council as a licensing authority.

b) Staffing Implications

Nil.

c) Equality and Poverty Implications

Nil.

d) Environmental Implications

Nil.

e) Procurement Implications

Nil.

f) Community Safety Implications

Nil.

5. Consultation and communication considerations

5.1. Under the Local Government (Miscellaneous Provisions) Act 1976, the Council is required to consult on any changes to the fees and charges in respect of Hackney Carriage and Private Hire licensing.

5.2. A 28 day public consultation took place from 19 November 2020 to 18 December 2020. All licence holders received a copy of the letter attached as Appendix B via e-mail. The consultation was also advertised by public notice in Cambridge News and posted on the Cambridge City Council consutlation page.

5.3. Four (4) consultation responses were received, which are illustrated in Appendix C. Two (2) were objecting any increase to fees and charges. Correpondence with the two responses was achieved and clarification was given to further explain that the council are proposing no changes. One (1) response was to support the proposed no change to fees and charges. One (1) response was not relevent to current consultation.

6. Background papers

Nil.

7. Appendices

Appendix A – Table of proposed fees and charges 2021/22
Appendix B – Consultation document shared as part of public consultation.
Appendix C – Consultation responses

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Wangari Njiiri , Environmental Health and Licensing Support Team Leader, tel: 01223 - 458533, email: wangari.njiiri@cambridge.gov.uk.

Licensing

Charge Type and description	Charges 2020/21 £	Proposed Charges 2021/22 £	% Increase 2021/22
Skin Piercing			
Skin Piercing – Premises	146.00	146.00	0.0%
Skin Piercing - Practitioners	56.00	56.00	0.0%
Sex Establishments			
Sexual Entertainment Venues (new & variation)	3,070.00	3,070.00	0.0%
Sexual Entertainment Venues (renewal)	909.00	909.00	0.0%
Sexual Entertainment Venues (transfer)	909.00	909.00	0.0%
Sex Shop / Sex Cinema (new & variation)	2,843.00	2,843.00	0.0%
Sex Shop / Sex Cinema (renewal)	909.00	909.00	0.0%
Sex Shop / Sex Cinema (transfer)	909.00	909.00	0.0%
Taxi Licences			
Drivers			
Disclosure & Barring Service Check (DBS) *	40.00	40.00	0.0%
Knowledge Test	68.00	68.00	0.0%
New Licence Fee	250.00	250.00	0.0%
Annual Renewal Fee	84.00	84.00	0.0%
3 Yearly Renewal Fee	230.00	230.00	0.0%
Replacement Badges	21.00	21.00	0.0%
DVLA Data Check * (New service provider) 1 year licence	5.52	5.52	0.0%
DVLA Data Check * (New service provider) 3 year licence	16.52	16.52	0.0%
Change of Details	15.00	15.00	0.0%
Replacement Licence	10.00	10.00	0.0%
Vehicles			
Hackney Carriage Licence (new)	281.00	281.00	0.0%
Private Hire Licence (new)	281.00	281.00	0.0%
Hackney Carriage Ultra Low Emission Vehicle (new)	140.00	140.00	0.0%
Private Hire Ultra Low Emission Vehicle (new)	140.00	140.00	0.0%
Hackney Carriage Zero Emission Vehicle (new)	0.00	0.00	0.0%
Private Hire Zero Emission Vehicle (new)	0.00	0.00	0.0%
Hackney Carriage Licence Renewal	245.00	245.00	0.0%
Private Hire Licence Renewal	230.00	230.00	0.0%
Hackney Carriage Ultra Low Emission Vehicle (renewal)	122.00	122.00	0.0%
Private Hire Ultra Low Emission Vehicle (renewal)	115.00	115.00	0.0%
Hackney Carriage Zero Emission Vehicle (renewal)	0.00	0.00	0.0%
Private Hire Zero Emission Vehicle (renewal)	0.00	0.00	0.0%
Plate Deposit	51.00	51.00	0.0%
Replacement Plate	26.00	26.00	0.0%
Change of Ownership	74.00	74.00	0.0%
Crest - self adhesive	6.00	6.00	0.0%
Crest - magnetic	8.00	8.00	0.0%
Replacement Licence	10.00	10.00	0.0%
Change of Details	15.00	15.00	0.0%
Operators Licence			
Private Hire Operators Licence (New)	292.00	292.00	0.0%
Private Hire Operators Licence (Renewal - 1 Year)	218.00	218.00	0.0%
Private Hire Operators Licence (renewal - 5 Year)	895.00	895.00	0.0%
Replacement Licence	10.00	10.00	0.0%
Change of Details	15.00	15.00	0.0%
Training			
Fee for Customer Awareness: Safeguarding, Equality & Protection Training	53.00	53.00	0.0%
BIIAB Level 1 Award in Responsible Alcohol Retailing	68.00	68.00	0.0%
BIIAB Level 2 Award for Personal Licence Holders	104.00	110.00	5.8%
Licensing Act 2003 (Statutory Set)			
Personal Licence	37.00	37.00	0.0%
New Premises Licence (or full variation)	Various	Various	Various
Annual Fee	Various	Various	Various
Minor Variation	89.00	89.00	0.0%
Temporary Event Notice	21.00	21.00	0.0%
Change of Designated Premises Supervisor	23.00	23.00	0.0%
Gambling Act 2005 (Statutory Set)			
Bingo Club (New)	2,625.00	2,625.00	0.0%
Bingo Club (Annual Fee)	900.00	900.00	0.0%
Small Society Lottery (New)	40.00	40.00	0.0%
Small Society Lottery (Annual)	20.00	20.00	0.0%
Betting Premises (New)	2,250.00	2,250.00	0.0%
Betting Premises (Annual Fee)	540.00	540.00	0.0%
Family Entertainment Centre (Annual Fee)	500.00	500.00	0.0%
Adult Gaming Centre (New)	1,500.00	1,500.00	0.0%

Charge Type and description	Charges 2020/21 £	Proposed Charges 2021/22 £	% Increase 2021/22
Adult Gaming Centre (Annual Fee)	900.00	900.00	0.0%
Animal Licensing			
Zoo	592.00	592.00	0.0%
Dangerous Wild Animals	351.00	248.50 + vet bills	#VALUE!
Variation of a licence requiring a re-inspection		44.00+ vet fees	
Exhibiting animals:			
Fees on application	77.50	77.50	0.0%
Initial rating or re-rating fee	132.00	132.00	0.0%
Maintenance fee (3 years)	382.50	382.50	0.0%
Variation of a licence requiring a re-inspection	132.00	132.00	0.0%
Copy of licence or change of details not requiring an inspection	11.00	11.00	0.0%
Selling animals as pets:			
Fees on application	77.50	77.50	0.0%
Initial rating or re-rating fee	219.00	219.00	0.0%
Maintenance fee: one year	127.50	127.50	0.0%
two years	255.00	255.00	0.0%
three years	382.50	382.50	0.0%
Variation of a licence requiring a re-inspection	219.00	219.00	0.0%
Copy of licence or change of details not requiring an inspection	11.00	11.00	0.0%
Riding Establishment:			
Fees on application	77.50	77.50	0.0%
Initial rating or re-rating fee (plus additional vets fee not included)	44.00	44.00	0.0%
Maintenance fee: one year	127.50	127.50	0.0%
two years	255.00	255.00	0.0%
three years	382.50	382.50	0.0%
Variation of a licence requiring a re-inspection (plus vets fee not included)	44.00	44.00	0.0%
Copy of licence or change of details not requiring an inspection	11.00	11.00	0.0%
Dog Breeding:			
Fees on application	77.50	77.50	0.0%
Initial rating or re-rating fee (plus additional vets fee not included)	44.00	44.00	0.0%
Maintenance fee: one year	127.50	127.50	0.0%
two years	255.00	255.00	0.0%
three years	382.50	382.50	0.0%
Variation of a licence requiring a re-inspection (plus vets fee not included)	44.00	44.00	0.0%
Copy of licence or change of details not requiring an inspection	11.00	11.00	0.0%
Animal Boarding:			
Fees on application: up to 10 animals	77.50	77.50	0.0%
Initial rating or re-rating fee	132.00	132.00	0.0%
Variation of a licence requiring a re-inspection	132.00	132.00	0.0%
Fees on application: 11- 30 animals	175.00	175.00	0.0%
Variation of a licence requiring a re-inspection	175.00	175.00	0.0%
Fees on application: 31-60 animals	219.00	219.00	0.0%
Variation of a licence requiring a re-inspection	219.00	219.00	0.0%
Fees on application: 61-99 animals	263.00	263.00	0.0%
Variation of a licence requiring a re-inspection	263.00	263.00	0.0%
Fees on application: 100 or more animals	307.00	307.00	0.0%
Variation of a licence requiring a re-inspection	307.00	307.00	0.0%
Maintenance fee: one year	127.50	127.50	0.0%
two years	255.00	255.00	0.0%
three years	382.50	382.50	0.0%
Copy of licence or change of details not requiring an inspection	11.00	11.00	0.0%
Street Trading			
12 month food licence pitch	2,886.00	2,886.00	0.0%
12 month retail licence pitch	2,727.00	2,727.00	0.0%
8 month food licence pitch	2,165.00	2,165.00	0.0%
8 month retail licence pitch	2,045.00	2,045.00	0.0%
4 month food licence pitch	722.00	722.00	0.0%
4 month retail licence pitch	682.00	682.00	0.0%
* These charges are shown net of VAT			
** Externally set fees and charges			
Please note that all licensing fees not set by statute will be approved at Licensing Committee on 27th January 2020			

Under the Local Government (Miscellaneous Provisions) Act 1976 Cambridge City Council has the authority to levy certain charges in respect of Hackney Carriage and Private Hire Licensing

Cambridge City Council proposes not to change its current fees and charges (2020-2021) as of 1st April 2021:

TAXI LICENSING: FEES AND CHARGES

Drivers	
Disclosure & Barring Service Check (DBS)	**£40**
Knowledge Test	**£68**
Driver Licence (new)	**£250**
Driver Renewal (1 Year)	**£84**
Driver Renewal (3 Year)	**£230**
Replacement Driver Badge	**£21**
Replacement Driver Licence	**£10**
Change of Details	**£15**
DVLA Data Check (1 Year)	**£5.52**
DVLA Data Check (3 Year)	**£16.56**
Vehicles	
Change of Vehicle Ownership	**£74**
Hackney Carriage Vehicle Licence (new)	**£280.50**
Private Hire Vehicle Licence (new)	**£280.50**
Hackney Carriage Ultra Low Emission Vehicle	**£140**
Private Hire Ultra Low Emission Vehicle	**£140**
Hackney Carriage Zero Emission Vehicle	**£0**
Private Hire Zero Emission Vehicle	**£0**
Hackney Carriage Vehicle Licence (renewal)	**£245**
Private Hire Vehicle Licence (renewal)	**£230**
Hackney Carriage Ultra Low Emission Vehicle (renewal)	**£122.50**
Private Hire Ultra Low Emission Vehicle (renewal)	**£115**
Hackney Carriage Zero Emission Vehicle (renewal)	**£0**
Hackney Carriage Zero Emission Vehicle (renewal)	**£0**
Private Hire Vehicle Plate Deposit	**£51**
Door Crests (magnetic)	**£8**
Door Crests (adhesive)	**£6**
Replacement Plate	**£25**
Replacement Vehicle Licence	**£10**
Change of Details	**£15**
Training	
Fee for Customer Awareness: Safeguarding, Equality & Protection Training	**£53**
Operators	
Private Hire Operator's licence (new)	**£292**
Private Hire Operator's licence (renewal – 1 yearly)	**£218**
Private Hire Operator's licence (renewal – 5 yearly)	**£894.50**
Replacement Operator Licence	**£10**
Change of Details	**£15**

Any objections should be e-mailed to taxi@cambridge.gov.uk. Attention of Yvonne O'Donnell by 18 December 2020.

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Appendix C – Consultation responses

Response Number	Date Received	Comment	Date Responded	Response
1	**19/11/2020**	Moving onto the main topic in question- I assume there will be some form of attachment to the councils proposed license fee increase to justifying the increase? ... ie a budget forecast of some nature .... so these increases can be justified / supported?, ...may or can I request that from you directly ?? Or do I need to do a FOI request?? I also note the the council decided to automatically mirror and London table of fares increase .... without the need for the trade to yearly apply .... may I ask to what is the current mechanism, as September has come & gone?	**19/11/2020**	Thank you for your e-mail. I am slightly confused regarding your e-mail below. Cambridge City Council are proposing **not** to increase fares for the next financial year 2021/2022. The table attached within the e-mail sent details the same fees, as we currently charge. Happy to discuss further.
2	**19/11/2020**	Good evening. Many thanks for your email. I firmly object to the proposed increase in the licensing fees. Considering that the country is in the grips of a pandemic this is not the time to consider any increase . This decision must be delayed for the minimum of at least one year.	**23/11/20**	Thank you for your e-mail. I would like to confirm that Cambridge City Council are proposing **not** to change its current fees and charges as of 1st April 2021.

		The taxi trade nationwide has seen business decimated since the lockdown began back in March. It's impossible to make a living . Many are fearful of becoming covid infected on returning to work . Driver's are suffering from financial difficulties and any increase in overheads will worsen the situation. No doubt many licence holders will experience mental health issues from the associated increase in worry and stress . Many thanks **Follow up e-mail dated 23/11/20** Many thanks for your email. I'm aware of that. The point still needs to be made regarding delaying any increase and potential mental health issues arising from the pandemic. Many thanks again.		
3	**20/11/20**	Dear All,		Acknowledgement e-mail sent

		With the UK Government announcement that new internal combustion vehicles will cease to be sold in the UK from 2030 and plug-in hybrid vehicles from 2035, it is appropriate to re-think taxi licensing in Cambridge. The best option would be to only licence electric and hybrid (Zero Emission and Ultra Low Emission) vehicles going forwards. Internal Combustion only vehicles should no longer be licenced from 1st April 2021, with only licence renewal of such vehicles allowed, until the vehicle licence expires. Thank you		
4	**23/11/20**	Hi Taxi Licencing Thank you for being so considering during these unprecedented times. Thank you for not raising fees this year and understanding what we are going through at moment. Sitting 1-2-3-even 7-8hours between jobs		Acknowledgement e-mail sent

		Working with Panther radio, city ranks or station it is challenging. What I used to make on a day shift in 7-8 hours I now make in 1 week with 70-80 hours. Out of those earnings I and my family have to live and pay bills. Please do when ever any of you are in town have a chat with us to try and understand how it is in real life on the road. Thank you for your support but I feel like a lot more needs to be done.		