

## Public Document Pack

<b>MEETING:</b>	Statutory Licensing Regulatory Board
<b>DATE:</b>	Wednesday, 24 June 2020
<b>TIME:</b>	2.30 pm (or at the conclusion of the General Licensing Regulatory Board scheduled for 2.00 pm on that day whichever is the later)
<b>VENUE:</b>	THE MEETING WILL BE HELD VIRTUALLY

### AGENDA

1 Declaration of Interests

To receive any declaration of pecuniary or non-pecuniary interest from Members in respect of items on this agenda.

2 Minutes (*Pages 3 - 6*)

To accept as a correct record the minutes of the ordinary meeting held on the 19<sup>th</sup> February and the special meeting held on the 3<sup>rd</sup> June, 2020.

3 Enforcement Update (*Pages 7 - 10*)

The Service Director Legal Services will submit a report providing an overview of the work Licensing Officers are currently undertaking to advise and support licensed premises in making plans to re-open during the Covid pandemic.

To: Chair and Members of Statutory Licensing Regulatory Board:-

Councillors Wraith MBE (Chair), P. Birkinshaw, A. Cave, Cherryholme, Franklin, Green, Daniel Griffin, W. Johnson, Kitching, Saunders, Shepherd, Sumner, Tattersall, Williams and Wilson

Shokat Lal, Executive Director Core Services  
Sajeda Khalifa, Solicitor  
Jamie Impey, Legal Services  
Debbie Bailey, Regulatory Services Field Officer

Please contact William Ward on email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)

Tuesday, 16 June 2020

This page is intentionally left blank

<b>MEETING:</b>	Statutory Licensing Regulatory Board
<b>DATE:</b>	Wednesday, 19 February 2020
<b>TIME:</b>	2.30 pm
<b>VENUE:</b>	Reception Room, Barnsley Town Hall

## MINUTES

### Present

Councillors Wraith MBE (Chair), P. Birkinshaw, Green, W. Johnson, Shepherd, Sumner, Tattersall, Williams and Wilson

### 10 Declaration of Interests

No declarations were made at the meeting.

### 11 Minutes

The minutes of the meeting held on the 23<sup>rd</sup> October, 2019 were taken as read and signed by the Chair as a correct record subject to the addition of Councillor Williams to list of those present

Arising out of the minutes, members noted the success of the Best Bar None scheme and discussed how this could be developed in the future.

### 12 Statement of Gambling Policy Review Consultation 2020

The Service Director Legal Services submitted a report informing and seeking the views of Members on the Statement of Gambling Policy Review Consultation document.

Members were informed that in line with Statutory Guidelines the Licensing Authority must publish a Statement of Gambling Policy at least once every three years. The policy had, therefore, been reviewed and it was proposed that a consultation on the policy would run for the statutory 10 weeks commencing on 21<sup>st</sup> February, 2020 until 1<sup>st</sup> May, 2020.

In the ensuing discussion the following matters were highlighted:

- The issue of online gambling was raised and whether this was included in the Gambling Policy Review as this was felt to be a far bigger threat to vulnerable people than fixed machines in betting shops. The Licensing Officer informed members that online gambling was covered by the Gambling Commission and not within the Licensing Authorities remit.
- Reassurance was given that the Bookmakers that are within the Licensing Authorities powers are generally compliant and, that the Officer could recall, in the past 5 years there had only been 2 complaints against a gambling licensed premises.
- The Licensing officer informed members that they had written to and consulted with numerous agencies such as the Citizens Advice Bureau, Public Health,

Gamblers Anonymous and various support groups who deal with vulnerable people to request their feedback and input into the consultation.

**RESOLVED** that the report be noted and the consultation arrangements be approved and that any comments on the review be forwarded to the Licensing Service accordingly to the consultation document.

-----  
Chair

<b>MEETING:</b>	Statutory Licensing Regulatory Board
<b>DATE:</b>	Wednesday, 3 June 2020
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	THIS MEETING WILL BE HELD VIRTUALLY

## MINUTES

### Present

Councillors Wraith MBE (Chair), P. Birkinshaw, Green, W. Johnson, Kitching, Saunders, Shepherd, Tattersall, Williams and Wilson

### 13 Declaration of Interests

There were no declarations of pecuniary and non-pecuniary interests from Members.

### 14 Statement of Gambling Policy Review Consultation 2020

The Service Director Legal Services submitted a report informing Members of the responses received to the statement of Gambling Policy Review Consultation and requested the referral of the report to Cabinet and Council for formal approval to implement the Gambling Policy.

It was noted that in line with Statutory guidelines in determining and publishing a Statement of Gambling Policy which must take place every three years, the Licensing Authority had reviewed and carried out the statutory consultation which lasted for 10 weeks and ended on 1<sup>st</sup> May, 2020.

A total of 4 responses were received consisting of 2 from elected members, one from Noise Pollution Officer James Gardham and the Gambling Commission, all of which were positive. The Gambling Commission gave clarification on some points of issues to include a requirement to keep risk assessments on the properties and available for inspection and for stakes on bets being increased from 2019. The Commission felt that these needed to be included in the amended draft policy.

In relation to the final Gambling Policy being adopted on 24<sup>th</sup> July, it required advertising 4 weeks prior. Members were informed that due to the current Covid-19 restrictions there wasn't a Full Council planned until October, 2020 so in order to meet the deadlines set out, the Policy would have to be agreed through emergency powers of Cabinet and Council.

**RESOLVED** that members recommend that the statement of Gambling Policy with an implementation date of the 24<sup>th</sup> July, 2020 be adopted and approved by the Chief Executive in consultation with the Cabinet Spokesperson Core Services in accordance with the urgent action arrangements contained within the Constitution in the absence of a Council meeting.

---

Chair

# Item 3

**Report of the Service Director  
Legal Services to the  
Statutory Licensing Regulatory Board  
to be held on the 24 June 2020**

## **ENFORCEMENT UPDATE**

### **1. Purpose of Report**

The purpose of this report, is to provide Members with an overview of the work Licensing Officers are currently undertaking to advise and support licensed premises in making plans to re-open during the COVID pandemic.

### **2. Background**

Members are minded to note, that Licensing Officers are continuing to proactively work with licensed premises and other responsible authorities to ensure that sufficient considerations are being applied when planning to re-open.

At the time of writing this report no official guidance has been released and so Officers are supporting licensees by providing appropriate considerations to be applied in and around their venues.

Officers have also sent a questionnaire to town centre premises asking for information in relation to their re-opening plans , this will allow us to focus our attention accordingly.

### **3. Current Position**

Licensing Officers have met with other Local Authorities and responsible authorities to assist in providing support and guidance to licensees and help them prepare to re-open their premises and work safely during the COVID-19 pandemic.

The Government has expressed a desire for licensed premises to re-open from the 4<sup>th</sup> July if the country is in a safe position to do so. Serious consideration will have to be made by venues to ensure the safety of all staff and customers attending their premises once the lockdown restrictions have been relaxed. Prior to any official guidance being released Officers will provide a practical framework to prompt licensees to think about what measures they should have in place when re-opening their venues to members of the public. Officers understand how important it is that premises work safely and support both their customers and their employees' health and wellbeing during the COVID-19 pandemic.

Officers have suggested that all licensees carry out their own COVID-19 risk assessments to identify what sensible steps are required to minimise risk at their individual premise.

Considerations include:

- **Carry out a COVID risk assessment for your individual premises.**
- **Maintain social distancing in the venue wherever possible.**
- **Define the maximum number of customers that can reasonably follow social distancing at the venue.**
- **Reconfiguring indoor and outdoor seating and tables to maintain social distancing of customers**
- **Providing clear guidance on social distancing and hygiene to people on arrival, for example, signage**
- **Encouraging customers to use hand sanitiser or handwashing facilities as they enter the venue**
- **Looking at how people walk through the venue and how you could adjust this to reduce congestion and contact between customers, for example, queue management or one-way flow, where possible.**
- **Encouraging contactless payments where possible and adjusting location of card readers**
- **Opening windows and doors frequently to encourage ventilation, where possible**



- **To keep the venue clean and prevent transmission by touching contaminated surfaces.**
- **Wedging doors open, where appropriate, to reduce touchpoints. This does not apply to fire doors.**
- **In every workplace, increasing the frequency of handwashing and surface cleaning**
- **Frequent cleaning of objects and surfaces that are touched regularly such as counters, tills, glasses, toilets etc.**
- **Cleaning surfaces and objects between each customer use. For example, cleaning tables, chairs, trays and replacing beer mats between customers.**
- **Providing hand sanitiser in multiple locations in addition to toilets.**
- **Setting clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved as much as possible**

#### **4. Proposal**

Given the lack of available space at some venues it is unfortunate that some may not be able to re-open until the social distancing rule can be relaxed further. For the venues who can comply and maintain social distancing in their premises, Officers will continue to provide guidance and support to assist the premises in making their re-opening plans to ensure the health and safety of all concerned.

Members are asked to support Officers and encourage licensed premises to keep their venues as safe as possible for both staff and customers at all times.

#### **5. Background Papers**

None available.

#### **6. Officer Contact**

Deborah Bailey

07786525961