

Public Protection's Licensing Team update

16 September 2024

Euros 2024 – Update

England made it to the final which meant the additional licensing hours were available to some premises for both the semi-final and the final. The team worked closely with Wiltshire Police attending UEFA European Championships 2024 Silver Meetings following each match. This ensured joint working to respond to any issues in our licensed premises and to offer advice where necessary. The licensing web pages were updated to provide confirmation and advice.

Event Management

The Licensing and Food Safety team have met with the Longleat management team to discuss the events they have planned this year and to agree an inspection protocol.

Some festivals/events have been visited by officers, including WOMAD at Charlton Park, Malmesbury, which can have up to 40,000 people.

Event Safety Advisory Groups (ESAGs)

An ESAG was held in August for the Icons of the Sky event to be held at Longleat in September, the meeting attracted good attendance from partner agencies and a useful discussion was held to plan for the event.

The Public Protection Manager has attended training on Safety Advisory Groups and has attended one of the Swindon ESAG meetings to identify further good practice. The terms of references for this group will be reviewed to ensure current good practice and encourage early involvement when planning new events.

Team updates

The team bid for some additional Enforcement funding to increase our Officer Emma Hyde to full time until 31 March 2025. Emma will be using the additional time to focus on updating the process for suspending licences when licence holders don't pay the annual fees. We currently have more than 200 licences that need suspending. We will also be looking to monitor the numbers suspended to ensure we tackle outstanding invoices. The additional hours will also mean we will be reviewing how we work with the Police and immigration service.

The team are reporting that they are noting an increase in new premise licence applications for a variety of types of premises.

A temporary Technical Support Officer has been appointed for 3 months to assist Public Protection following the implementation of the new ICT system and backlog of work.

New ICT system

The Public Protection Service moved to a new database on 17 June called "Arcus Global". This has been years in the planning and means our system is cloud based now and will allow us to develop web-based application forms and payments.

The team are working extremely hard to sort some teething issues out and adjust our working processes as well as deal with the usual summer demands.

Hearings

A Sub Committee hearing was organised in August and later cancelled to determine the outcome of a Temporary Event Notice (TEN) at Thoulstone Park, Chapmanslade, Westbury. The applicant withdrew the TEN prior to the hearing.

A new premises licence application for Fig, 5 The Shambles, Bradford-on-Avon, will be determined at a Sub Committee hearing on 25 September following receipt of a number of representations.

Useful information from the Local Government Association

The Local Government Association has produced a range of tips and advice sheets for members of their Council's licensing committee which may be helpful. Please see the link below.

[Licensing committee: Councillor tip sheets hub | Local Government Association](#)

Officer Areas – Updated May 2024

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