

# Public Document Pack

SOLIHULL METROPOLITAN BOROUGH COUNCIL

## LICENSING COMMITTEE

**THURSDAY 30 JULY 2020 at 2pm**

### ARRANGEMENTS FOR PUBLIC ACCESS TO REMOTE MEETINGS

During the Covid 19 pandemic virtual meetings are taking place.

**PLEASE NOTE** that any member of the press and public may listen to proceedings at this virtual meeting via a weblink which will be publicised on the Council website at least 24hrs before the meeting.

To view live paste this link into your browser:

<https://www.youtube.com/channel/UC7DDSVoAlgTnwgp0Ku8iFLQ>

Members of the press and public may tweet, blog etc. during the live broadcast, as they would be able to during a regular Committee meeting in the Council Offices. It is important, however, that Councillors can discuss and take decisions without disruption, so the only participants in this virtual meeting will be the Councillors concerned and the officers advising the Committee.

## Disclosing Pecuniary Interests - What Must You Do?

(a) You must complete a declaration of your disclosable pecuniary interests, including those of your spouse/civil partner (or someone with whom you are living as such) and send it to the Monitoring Officer within 28 days of your election or appointment to the Council.

(b) When you attend a meeting of the Council, Cabinet, Scrutiny Board, Committee, Sub-Committee or Joint Committee etc, and a matter arises in which you have a disclosable pecuniary interest, unless you have been granted a dispensation, **you must:**

- Declare the interest if you have not already registered it
- Not participate in any discussion or vote
- Leave the meeting room until the matter has been dealt with
- Give written notice of any unregistered interest to the Monitoring Officer within 28 days of the meeting

(c) If you are the Leader or a Cabinet Portfolio Holder you may not exercise any of your delegated powers as a single member in relation to a matter in which you have a disclosable pecuniary interest or take any other step except to give written notice of any unregistered interest to the Monitoring Officer within 28 days of your becoming aware of the interest, or arrange for another person or body to deal with the matter.

Disclosable Interest	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain by you or your partner.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within 12 months of your declaration of interests in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.
Contracts	Any contract between you or your partner (or a firm or body corporate in which you or your partner is a partner or a director, or in the securities of which you or your partner has a beneficial interest) <b>and</b> the Council (a) under which goods or services are to be provided or works are to be executed; <b>and</b> (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the Council and which gives you or your partner a right to occupy the land or receive income.
Licences	Any licence held by you or your partner (alone or jointly with others) to occupy land in the area of the Council for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge)— (a) the landlord is the Council; <b>and</b> (b) the tenant is a body in which you or your partner has a beneficial interest i.e. a firm or body corporate in which you or your partner is a partner or a director, or in the securities of which you or your partner has a beneficial interest.
Securities	Any beneficial interest held by you or your partner in securities of a body where—  (a) that body (to your knowledge) has a place of business or land in the area of the Council; <b>and</b> (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; <b>or</b>  (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you or your partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.  “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

SOLIHULL METROPOLITAN  
BOROUGH COUNCIL

To: Councillors J Butler (Chairman),  
P Hogarth MBE (Vice-Chairman),  
K Allsopp, C Buxton-Sait, T Diccico,  
R Grinsell, B Groom, J Hamilton, F Nash,  
P Thomas and Vacancy

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Date 28 July 2020

**LICENSING COMMITTEE**

**THURSDAY 30 JULY 2020**

**AGENDA**

**Mayor/Chairman of the meeting to announce:**

**'May I remind everyone present that this meeting will be broadcast live via the internet.'**

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**  
To receive declarations of interest from Members.
3. **QUESTIONS AND DEPUTATIONS**  
To answer questions, if any, asked by any resident of the Borough pursuant to Standing Orders.
4. **PAVEMENT LICENSING - BUSINESS AND PLANNING ACT 2020** (Pages 5 - 20)  
To consider the impact of a temporary Pavement Licensing regime under the Business & Planning Act 2020.

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**Meeting date:** 30 July 2020  
**Report to:** Licensing Committee



**Subject/report title:** Pavement Licensing – Business & Planning Act 2020  
**Report from:** Assistant Director Communities & Partnerships  
**Report author/lead contact officer:** Anne Bettison – Licensing Team Leader

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**Wards affected:**

All Wards |  Bickenhill |  Blythe |  Castle Bromwich |  Chelmsley Wood |  
 Dorridge/Hockley Heath |  Elmdon |  Kingshurst/Fordbridge |  Knowle |  
 Lyndon |  Meriden |  Olton |  Shirley East |  Shirley South |  
 Shirley West |  Silhill |  Smith's Wood |  St Alphege

**Public/private report:** Public

**Exempt by virtue of paragraph:** N/A

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**1. Purpose of Report**

- 1.1 In consultation with the Chairman, the Licensing Committee are asked to urgently consider this item and depart from the usual five clear days' notice due to the need to approve the Pavement Licensing Policy and authorise officers to immediately administer and enforce the provisions under the Business & Planning Act 2020 which became immediately effective on 22<sup>nd</sup> July 2020. This includes a provision of deemed consent if applications are not dealt with within 14 days. There are no existing provisions within the constitution that would enable the Council to receive and determine these applications.
- 1.2 To consider the impact of a temporary Pavement Licensing regime under the Business & Planning Act 2020.
- 1.3 To note the introduction of the legislation and approve a policy in respect of the Council's approach to the pavement licensing regime.
- 1.4 To approve a fee chargeable for applications and to delegate decision making to the appropriate officers.

**2. Decision(s) recommended**

- 2.1 To note the Government's introduction of legislation and guidance for supporting local

businesses in relation to the granting of temporary Pavement Licences to enable businesses selling food or drink to better utilise outside space for seating/serving areas to help them operate safely while social distancing measures remain in place.

- 2.2 To approve the policy in respect of Pavement Licensing and delegate to the Assistant Director Communities & Partnerships for any further amendments or additions.
- 2.3 To approve a fee of £100 to be charged for applications under the regime.
- 2.4 To delegate responsibility for granting licences, attaching conditions, serving notices and revoking licences to the Assistant Director Communities & Partnerships.

### **3. Matters for Consideration**

- 3.1 The Business & Planning Act has introduced a temporary pavement licensing regime, designed to support businesses to operate safely while social distancing measures remain in place as they start to reopen following the COVID-19 pandemic. A Pavement Licence is granted by the Licensing Authority and allows the licence-holder to place removable furniture over the public highway adjacent to the premises in relation to which the application was made, for certain purposes. Any licence granted also benefits from deemed planning permission and, if the premises is licensed under the Licensing Act 2003 for on-sales of alcohol, it also benefits from deemed off-sales under the same terms conferred by the premises licence.
- 3.2 This streamlined process is intended to be cheaper, quicker and less onerous than the existing Pavement café licensing scheme under Part 7A of the Highways Act 1980 and allows businesses to secure a licence up to 30 September 2021, when they will expire along with the emergency provisions under the Act.
- 3.3 The maximum fee that can be charged for an application is £100, although it is unlikely that even at this maximum level, full cost-recovery will not be achieved.
- 3.4 However, since 1 April 2020, pavement café licences that are presently granted under Part 7A of the Highways Act 1980, cost £30 per sq. meter, with a minimum charge of £230.50 per application. This is considerably more than the cost of a new temporary licence, and the Cabinet Member for Highways and the Environment has reviewed this charging structure on a temporary basis and will now charge £100 for the remainder of this financial year to bring it in line with the new regime.
- 3.5 The new process will make it easier and quicker for businesses to obtain a licence. Applications must be determined within 14 days, which includes a 7 day consultation period, and a further 7 days (excluding public holidays) to grant the licence. It currently takes a minimum of 28 calendar days under Part 7A and can be much longer for those applications requiring planning permission. Applicants can still choose to apply through the existing Highways Act route (particularly if they want the furniture to be permanent or non-removable) as the two schemes will run in parallel until 30 September 2021.
- 3.6 Failure to determine the application within the 14 day period will result in the licence being deemed to have been granted for 12 months, or until 30 September 2021 (whichever is the shorter), and the business can place the proposed furniture within the area set out in the application (albeit with standard local and national conditions

attached). It is therefore important that resources are available to manage this process.

3.7 It is recommended that Licensing Authorities have a policy in place for dealing with applications under the new regime and a draft version is attached at Appendix A.

#### **4. What options have been considered and what is the evidence telling us about them?**

4.1 The temporary legislation does allow for a pavement licence to be issued free of charge, however, this approach would mean that the entire regime would need to be funded via other means and would also provide no contribution towards offsetting the income which is expected to be lost to the Council from the existing Highways Act Licensing regime. Some benchmarking has been carried out at a national level in the time available and indications suggest that there is no consistent approach – some authorities are not charging, some are charging the maximum £100, and there are a range of other fees being charged in between.

4.1 The policy sets out the approach the Licensing Authority will take when dealing with the temporary regime and in particular when determining applications. Appendix 1 to the policy lists a number of standard local conditions that will be attached to all licences granted, including those deemed granted.

4.2 It is not known at this point in time how many applications might be received. The Act allows for any business which uses (or proposes to use) premises for the sale of food or drink for consumption on or off the premises to apply for a licence. The current number of food businesses registered in Solihull that meet this criteria is 1,878 but some of these will not be adjacent to a highway or may have outside space on their own land that will not require a licence.

#### **5. Reasons for recommending preferred option**

5.1 It is recommended that the cost of a Pavement Licence, applied for under the Business & Planning Act 2020, should be set at the maximum limit of £100. This will provide much needed support to local businesses, whilst making some attempt to recover costs to avoid the regime being heavily subsidised by the Council's central funds.

5.2 Without a policy, applicants would not know what was expected of them before and during the application process, nor would they know what to expect from the Licensing Authority. The policy will also help to provide consistency in dealing with applications, as well as allowing the Licensing Authority the ability to help address concerns through the attaching of standard and additional conditions.

5.3 Whilst it is likely that some eligible businesses will not be minded to apply for a licence due to the nature of the business or the surrounding environment for example, and notwithstanding the fact that some businesses are on private land rather than located adjacent to a highway, it is possible that a high number of applications are received due to the ease, speed and affordability of a Pavement Licence, particularly as businesses are struggling financially due to social distancing measures. As there is likely to be a high volume of applications in a short space of time it would be prudent to ensure decision-making authority is delegated to authorised officers.

**6. Implications and Considerations**

6.1 State how the proposals in this report contribute to the priorities in the [Council Plan](#):

Priority:	Contribution:
<p><b>Economy:</b></p> <ol style="list-style-type: none"> <li>1. Revitalising our towns and local centres.</li> <li>2. UK Central (UKC) and maximising the opportunities of HS2.</li> <li>3. Increase the supply of housing, especially affordable and social housing.</li> </ol>	<p>The temporary regime is intended to help businesses to operate safely and provide much needed income over the summer months and protect as many hospitality jobs as possible during the current challenging economic period. The new legislation will enable local eligible businesses to increase capacity by utilising additional space. The application is simple, expedient and value for money, and is intended to remove short-term obstacles during the current challenging times.</p>
<p><b>Environment:</b></p> <ol style="list-style-type: none"> <li>4. Enhance Solihull’s natural environment.</li> <li>5. Improve Solihull’s air quality.</li> <li>6. Reduce Solihull’s net carbon emissions.</li> </ol>	<p>Greater consideration will be given to furniture that is in keeping with the local environment.</p>
<p><b>People and Communities:</b></p> <ol style="list-style-type: none"> <li>7. Take action to improve life chances in our most disadvantaged communities.</li> <li>8. Enable communities to thrive.</li> <li>9. Sustainable, quality, affordable provision for adults &amp; children with complex needs.</li> </ol>	<p>By working collaboratively with partners, residents and local businesses, the Licensing Authority should be able to support the hospitality industry by permitting them to trade safely while at the same time taking into account the needs of local residents, neighbouring businesses and the local environment.</p>

**6.2 Consultation and Scrutiny:**

6.2.1 Officers from the Highways Authority, Planning, Economic Development and Environmental Health, as well as West Midlands Police and West Midlands Fire Service, will all be consulted on each application. Ward Members and Parish or Town Councils will also be consulted on applications in their respective areas. It is also the responsibility of the applicant to display a notice advertising the application for the duration of the public consultation period (7 days), to afford local residents and businesses in the area the opportunity to comment. The Licensing Authority must take views received during the consultation period into account when determining the application and, as a result of these comments, may feel it appropriate and proportionate to attach additional conditions to mitigate any concerns.

**6.3 Financial implications:**

- 6.3.1 As stated above at 4.3, it is not known who many businesses will apply for a pavement licence under the Business & Planning Act 2020.
- 6.3.2 The Act stipulates that an application must be sent to the Licensing Authority using electronic communications in such a manner as the authority may specify, and be accompanied by such fee not exceeding £100 as the authority may require. An online portal has been developed for this purpose, to enable applicants to complete all of the application questions, upload the relevant documents and make payment in a streamlined manner. This will ensure that staff are managing applications in the most efficient way without the need for constant follow-up queries. ICT services have advised that to set up a new fund code to enable payments to be made, there may be an additional cost of up to £2000. This should be recouped through application fees but will need funding in advance from elsewhere.
- 6.3.2 It should be noted and endorsed that full cost-recovery for this regime may not be possible due to the maximum fee chargeable for applications.

#### **6.4 Legal Implications:**

- 6.4.1 As covered in the Act and summarised in the accompanying guidance.

#### **6.5 Risk Implications:**

- 6.5.1 As stated above at 3.6, there are risks that applications are deemed granted if they are not determined within the 14 day period. This could be mitigated by ensuring appropriate resources are in place to handle the volume of applications received.

#### **6.3 Equality implications:**

- 6.3.1 The Licensing Authority will treat all applications received openly, fairly and consistently in line with the approved policy and in consideration of its Equality duties.

### **7. List of appendices referred to**

- 7.1 Appendix A – Draft Policy.

### **8. Background papers used to compile this report**

- 8.1 The Business & Planning Act 2020 and Explanatory Notes
- 8.2 Guidance: Pavement Licences (outdoor seating proposal)
- 8.3 Latest Government COVID-19 advice
- 8.4 NEXSTART Pavement Licences advice note
- 8.5 Al Fresco eating and drinking under the Business & Planning Bill 2020: the licensing aspects by Gary Grant of Francis Taylor Building Barristers
- 8.6 LGA brief guidance note: Licensing of outdoor drinking and dining

**9. List of other relevant documents**

9.1 None



# Pavement Licensing Policy

## Business & Planning Act 2020

Effective date: 23 July 2020

## **1. Introduction**

The Business & Planning Act 2020 was passed to promote economic recovery and growth in response to the impact of the COVID-19 pandemic, and Part 1 of the Act creates a temporary regime for the granting of Pavement Licences for premises serving food and drink to place furniture on the pavement adjacent to their premises.

This new regime is distinct from the already existing permitting scheme under the Highways Act 1980. It is designed to be quicker, cheaper and more streamlined in the hope that it helps support businesses to operate safely while social distancing measures are in place.

The regime is due to be in place until 30 September 2021, when these provisions will expire in accordance with section 10 of the Act, and pavement licences will cease to have effect.

## **2. Scope**

### **2.1 Definition of a pavement licence**

A pavement licence is a licence that is granted by, or deemed to have been granted by, the local authority, which allows the licence holder to place removable furniture over certain highways adjacent to the premises in relation to which the application was made, for certain purposes.

### **2.2 Eligible businesses**

A business which uses (or proposes to use) premises for the sale of food or drink for consumption on or off the premises can make an application for a pavement licence. These include, but are not limited to, public houses, cafes, snack bars, restaurants, coffee shops, and ice cream parlours.

### **2.3 Relevant land**

Licences can only be granted in respect of highways listed in section 115A(1) of the Highways Act 1990. Generally, these are footpaths restricted to pedestrians or are roads or places to which vehicle access is restricted or prohibited. Highways maintained by Network Rail or over the Crown land are exempt, so a licence cannot be granted.

### **2.4 Type of furniture permitted**

The furniture that may be placed on the highway is as follows:

- Counters or stalls for selling or serving food or drink
- Tables, counters or shelves on which food or drink can be placed
- Chairs, benches or other forms of seating
- Umbrellas, barriers, heaters and other articles used in connection with the outdoor consumption of food or drink

The furniture is required to be removable, so it should not be a permanent fixed structure, and it should be easily moved and stored away of an evening, in line with any conditions attached to the licence. The furniture should also be 'in keeping' with the local area and environment.

## 2.5 Planning permission

Once a licence is granted, or deemed to be granted, the applicant will also benefit from deemed planning permission to use the land for anything done pursuant to the licence while the licence is in force.

## 2.6 Off-sales of alcohol

If the premises is currently licensed under the Licensing Act 2003 for the sale of alcohol for consumption on the premises, the Act modifies this provision to automatically extend the terms of the licence to allow sales of alcohol for consumption off the premises, subject to a cut-off time of 11:00pm or the closure of the outside area (whichever is earlier), without the need for a licence variation. This modification only extends to consumption, and not sale, so the licensed area will remain as authorised by the premises licence or club premises certificate.

## 2.7 Interaction with Part 7A of the Highways Act 1980

The Pavement Licensing regime runs in parallel with the existing scheme for the granting of pavement cafe licences under the Highways Act 1980, and any existing licences granted under the Highways Act 1980 remain valid. Those wishing to place removable furniture on the highway may apply for either type of licence. It should be noted that the Pavement Licensing regime under the Business & Planning Act is temporary, and any licences granted will expire on 30 September 2021 unless previously surrendered or revoked.

## **3. Application process**

3.1 Applications must be made electronically, via this [link](#). Applications must be supported by the following:

- Public liability insurance to the value of £5m
- A plan of the business premises, clearly shown by a red line so that it can be easily identified
- A plan of the proposed area of the highway, with measurements clearly shown
- Photographs, brochures or website link to the proposed furniture

3.2 The Council has determined that the fee for making an application for a pavement licence is £100. This fee is non-refundable if the application is refused, withdrawn or if any licence granted is subsequently surrendered or revoked.

3.3 An application will not be considered complete until all of the application criteria is satisfied, including payment of the fee, and the consultation period will not commence until the day after a complete application has been made.

## **4. Consultation**

### 4.1 Applicant's duty to give notice of an application

The Act requires an applicant for a pavement licence to:-

- (a) On the day the application is made, fix a notice of the application to the premises so that it is readily visible to, and can be read easily by members of the public who are not on the premises, and
- (b) Secure that the notice remains in place until the end of the public consultation period, which means the period of 7 days beginning with the day after the day on which the application was made.

A template notice can be found [here](#). Evidence of compliance with the notice requirements must be supplied to the Licensing Authority.

#### 4.2 Consultation by the Licensing Authority

Before determining an application, the Licensing Authority will consult with the following:

- Solihull MBC Highways Authority
- Solihull MBC Planning Authority
- Solihull MBC Environmental Health
- Solihull MBC Economic Development
- Relevant Ward Members & Parish or Town Councils
- West Midlands Police
- West Midlands Fire Service

The Licensing Authority will also publish details of each application on its [website](#). The consultation period runs for 7 days, starting with the day after the day on which a complete application is made to the Licensing Authority. Members of the public and others listed above may make representations about an application within this period.

The Licensing Authority must take into account representations received during the consultation period and consider them when determining whether or not to grant a licence.

### **5. Determination of applications**

- 5.1 The Licensing Authority supports the aims of the Act and wishes to assist with economic recovery and will therefore seek to grant licences where possible. However this aim must be balanced with the need to ensure that the granting of a licence does not put public health and safety at risk, does not lead to antisocial behaviour or noise nuisance, and ensures that the public, particularly those with disabilities or additional needs are unhampered when walking along streets.
- 5.2 When considering the needs of disabled people, the Licensing Authority will ensure to take into account factors such as the use and construct of barriers to demarcate the area, the positioning of furniture so as not to impede sight-lines, and the weight and type of furniture to ensure it stays in place and does not cause an obstruction.
- 5.3 The Licensing Authority expects applicants to demonstrate how they will make provision for outside seating where smoking is not permitted. Consideration should be given to the following (although this is not an exhaustive list):
  - Clear 'smoking' and 'non-smoking' areas with 'no-smoking signage displayed in designated 'smoke-free' zones in accordance with Smoke-free (signs) Regulations 2012

- No ash trays or similar receptacles to be provided or permitted to be left on furniture where smoke-free seating is identified
- Licence holders should provide a minimum 2m distance between non-smoking and smoking areas, wherever possible

5.4 The Licensing Authority will consider all of the relevant circumstances when considering an application, and will treat each case on its own merits.

5.5 The Licensing Authority will not grant a licence when doing so would lead to any of the following effects:

(a) preventing traffic, other than vehicular traffic, from-

- (i) entering the relevant highway at a place where such traffic could otherwise enter it (ignoring any pedestrian planning order or traffic order made in relation to the highway),
- (ii) passing along the relevant highway, or
- (iii) having normal access to premises adjoining the relevant highway,

(b) preventing any use of vehicles which is permitted by a pedestrian planning order or which is not prohibited by a traffic order,

(c) preventing statutory undertakers having access to any apparatus of theirs under, in, on or over the highway, or

(d) preventing the operator of an electronic communications code network having access to any electronic communications apparatus kept installed for the purposes of that network under, in, on or over the highway.

5.6 This list is non-exhaustive and there may be other reasons that the Licensing Authority may consider that the granting of the licence would, for example, undermine public health or safety, lead to anti-social behaviour or nuisance, or unreasonably hamper a pedestrian's ability to move freely.

5.7 The Licensing Authority will consider the following when determining applications:

- Public health and safety - for example, ensuring that use conforms with the latest guidance on social distancing and any reasonable crowd management measures required as a result of a licence being granted
- Public amenity – will the proposed use create nuisance to neighbouring occupiers by generating anti-social behaviour, excessive noise or litter
- Accessibility – taking a proportionate approach to considering the nature of the site in relation to which the application for a licence is made, its surroundings and its users, taking account of:
  - Any other temporary measures in place that may be relevant to the proposal, for example, the reallocation of road space. This could include pedestrianised streets and subsequent reallocation of this space to vehicles;
  - Whether there are other permanent street furniture or structures in place on the footway that already reduce access;
  - The impact of access and egress to the premises;
  - The impact on any neighbouring premises;

- The recommended minimum footway widths and distances required for access by mobility impaired and visually impaired people as set out in section 3.1 of Inclusive Mobility; and
- Other users of the space, for example if there are high levels of pedestrian or cycle movements.

5.8 Applicants are strongly encouraged to talk to neighbouring businesses and occupiers prior to applying to the Licensing Authority, and to take any issues or concerns around noise, nuisance etc. into consideration as part of the proposal.

5.9 The Licensing Authority must determine an application within 14 days (not including public holidays) beginning with the day after the day on which the application is made. After the 7 day public consultation period, and having considered any objections or comments in respect of an application, the Licensing Authority may:

- Grant the licence in respect of any or all of the purposes specified in the application;
- Grant the licence for some or all of the part of the highway specified in the application;
- Impose conditions on any licence granted; or
- Refuse the application

If the Licensing Authority does not determine the application within the 14 day period, the application will be deemed to have been granted subject to the published local conditions shown at Appendix 1 and any national conditions published by the Secretary of State.

5.10 Where the Licensing Authority have published and attached a local condition that covers the same matter as set out in any national conditions published by the Secretary of State, the local condition takes precedence over the national condition where there is reasonable justification to do so.

5.11 In addition to the standard national and local conditions, the Licensing Authority may attach further reasonable conditions where there is clear justification for doing so. The need for further conditions will be judged on a case by case basis.

## **6. Licence Duration**

6.1 All licences will be granted until 30 September 2021, when they will expire along with the provisions under the Act, unless:

- There is a good reason for granting a licence for a shorter period, such as plans for future changes in use of road space, in which case, this will be specified; or
- The licence is deemed granted because the Licensing Authority did not determine it within the 14 day period, in which case the licence will be valid for 12 months, or until 30 September 2021, whichever is the shorter.

## **7. Enforcement and Revocation of Licence**

7.1 The Licensing Authority will work closely with other agencies and licence holders in seeking to address any issues arising from the activities taking place under the authority of a pavement licence. In the first instance, advice and engagement will normally be appropriate.

7.2 If the issues cannot be resolved using this approach, and the Licensing Authority considers that the licence holder has breached any of the licence conditions, they may:

- (a) Revoke the licence; or
- (b) Serve a notice on the licence holder requiring the taking of such steps to remedy the breach as are specified in the notice, within such time as is so specified.

7.3 If the licence holder fails to comply with the notice, the Licensing Authority may:

- (a) Revoke the notice; or
- (b) Take the steps itself and recover the costs in doing so from the licence holder.

7.4 The Licensing Authority may also revoke a licence if it considers that:

- (a) Some or all of the part of the relevant highway to which the licence relates has become unsuitable for any purpose in relation to which the licence was granted or deemed to be granted;
- (b) As a result of the licence –
  - (i) there is a risk to public health or safety, or
  - (ii) anti-social behaviour or public nuisance is being caused or risks being caused, or
  - (iii) the highway is being obstructed (other than by anything permitted by the licence);
- (c) Anything material stated by the licence holder in their application was false or misleading; or
- (d) The licence holder did not comply with the duty to advertise their application.

## **8. Appeals**

8.1 The Act does not provide a statutory right of appeal against a decision to refuse or revoke a pavement licence, or against an enforcement notice served on a licence holder.

8.2 The Licensing Authority will always provide clear and justifiable reasons if a licence is refused or revoked, or if an enforcement notice is served.

## **9. Review of Policy**

9.1 This policy or the local conditions may be reviewed from time to time should there be changes to legislation, social distancing guidance, or as a result of local environment or highways consideration.

## **Appendix 1**

### **Standard Local Conditions**

1. The licence must only be used for the purpose of placing removable furniture on the highway to sell or serve food or drink and/or allow it be used by people for consumption of food or drink supplied from or in connection with the use of the licence holder's business premises.
2. Furniture may only be placed within the area of the highway identified on the plan that accompanied the application for the licence.
3. The licence holder must ensure that furniture is positioned in such a way so as to ensure compliance with the relevant government guidance on social distancing, and that staff can service the space regularly for cleaning and other purposes in a manner that does not compromise their health and safety.
4. The licence holder must at all times the licence is in force ensure that they hold an insurance policy covering the activity for third party and public liability risks to a minimum value of £5m. The policy must indemnify Solihull Metropolitan Borough Council against all claims for injury, damage or loss to users of the highway arising from the use of the licensed area for the permitted purpose.
5. Furniture used shall be durable, stable and safe, and pose no risk to users. It should be securely fastened when in use to ensure that it is not liable to be moved by external forces, such as the effects of the wind or from being lightly knocked.
6. Clear routes of access along the footway must be maintained, taking into account the needs of people with disabilities. In all cases, at least 2 metres minimum of clear pedestrian passageway is to be maintained.
7. The area must be cleared regularly and as soon as possible between customers to minimise any litter on the highway. Litter must be cleared regularly from the highway in the vicinity of the removable furniture and washing down of the highway to remove any stains or spillages must be undertaken if necessary.
8. The licence holder must not make excavations or indentations of any description whatsoever in the surface of the highway or place or fix any equipment of any description in the said surface.
9. Unless another more restrictive condition has been attached to the licence in response to particular concerns raised during the public consultation period, the licence holder must ensure the furniture is not placed on the highway before 08:00 on any day and must remove it when the premises closes or by 22:00 on any day, whichever is the earliest.
10. The licence holder must observe and comply with any direction made a by a police officer, a fire and rescue officer or an officer of the Local Authority in relation to the use of the highway, including any direction to remove furniture from the highway.
11. The licence holder is responsible for the control of all noise emanating from the area of the highway covered by the licence and no amplified speech or music, musical instruments, radio or television shall be played within the area at any time.
12. The licence holder must not allow customers to engage in in anti-social behaviour or disorderly behaviour.
13. The licence holder must ensure that the area covered by the licence is monitored regularly to ensure that all conditions are being adhered to.
14. In no circumstances should any furniture placed on the highway under this licence interfere with required vision lines for traffic and pedestrians.

15. The Licence holder shall display this licence and accompanying plan prominently in an external window facing the frontage of the premises.
16. The licence holder shall return this licence to the Licensing Authority immediately on surrender or revocation of this licence.

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