

Mid-year Licensing Shared Service Update

This report outlines key statistics and elements of work undertaken by the Shared Licensing Service in the 8-month period from 1 November 25 to 30 June 2026, since the last update report was presented to the Licensing and Safety Committee.

Applications

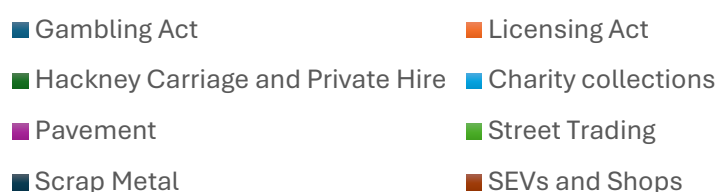
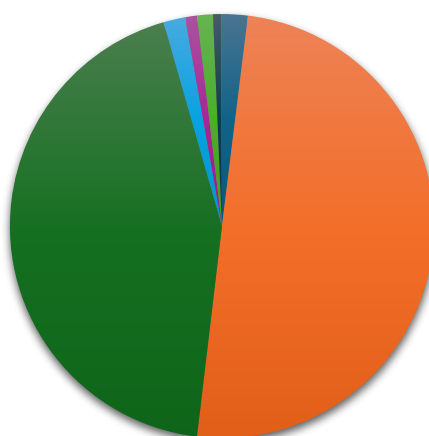
1,328 applications were received for processing across all regimes during the reporting period.

The table and pie chart below provide a breakdown of the actual numbers of applications received in relation to each licensing regime, and the respective percentage make-up.

As can be seen, some 94% of applications received are Licensing Act 2003 or Hackney Carriage and Private Hire related. As such, further information on work undertaken in relation to both regimes is provided later in this update.

Licensing Regimes	Total applications	Percentage of total applications (rounded)
Gambling Act	26	2
Licensing Act	663	50
Hackney Carriage and Private Hire	580	44
Charity collections	22	1.5
Pavement	12	1
Street Trading	16	1
Scrap Metal	8	0.5
SEVs and Shops	1	0

Types of application



Current Licences

The table below details the total number of licences in place as of 1st July 2026, issued by both Medway and Gravesham Council respectively, which shows that the number of licences in place remains shared 25% (25.8%) Gravesham and 75% (74.2%) Medway

	GBC		MED		Total	
	Currently Issued	Currently Suspended	Currently Issued	Currently Suspended	Currently Issued	Currently Suspended
LA03 Premises	294	16	770	60	1064	76
LA03 Club Premises Certificates	28	0	48	1	76	1
GA05 Premises Licence	11	0	37	0	48	0
GA05 Licensed Premises Gaming Machine Permit	8	0	27	0	35	0
GA05 Club Machine Permit	6	0	28	0	34	0
GA05 Club Gaming Permit	4	0	0	0	4	0
GA05 Notification of two or less machines	49	1	59	0	108	1
GA05 Small Society Lottery Registration	26	0	70	0	96	0
Prize Gaming Permit	0	0	2	0	2	0
HC&PH Driver Licence	168	5	547	27	715	32
HC&PH Vehicle Licence	152	8	551	29	703	37
HC&PH Temporary Vehicle Licence	1	0	0	0	1	0
PH Operator	26	0	52	1	78	1
Pavement Licence	7	0	16	0	23	0
SMDA Site Licence	4	0	7	0	11	0
SMDA Collector Licence	2	0	13	0	15	0
Street Trading Consent	8	0	20	0	28	0
Sexual Entertainment Venue Licence	0	0	1	0	1	0
	794	30	2248	118	3042	148
	824		2366		3190	

Compliance and Enforcement

Joint agency visits

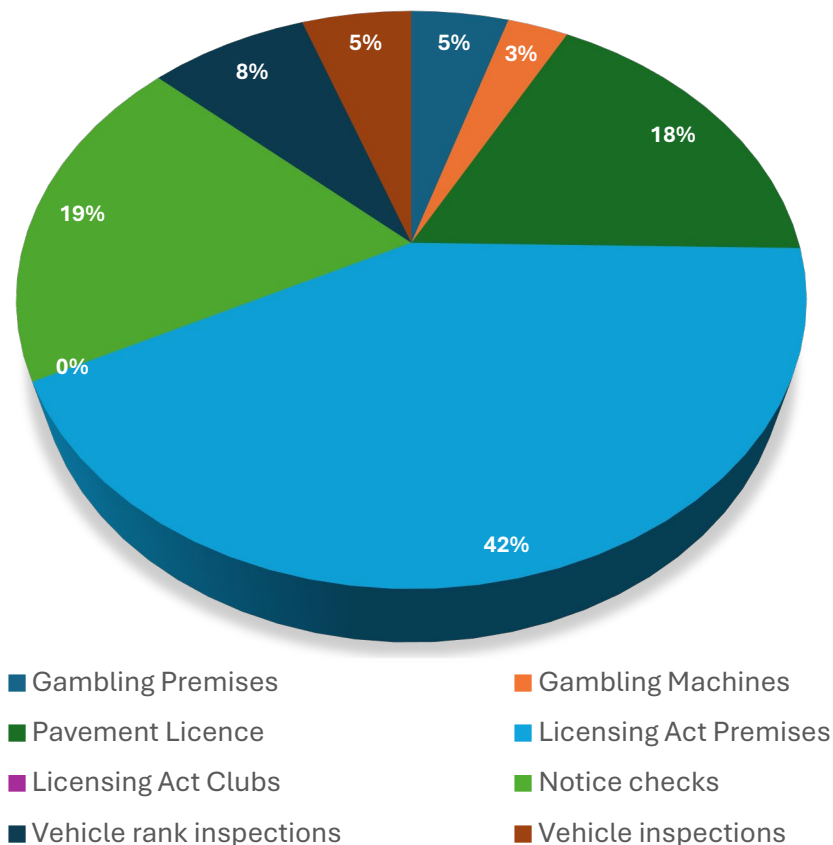
On 23 January 2026 Licensing attended a joint operation with Kent Police and Environmental Protection visiting premises licensed under the Licensing Act 2003.

On 21 February 2026 Licensing attended a joint operation with Kent Police and others in a VAWG campaign.

Proactive inspections

To ensure compliance to legislation and conditions, visits are carried out to our licence holders. Between 1 November 25 and 30 June 26, Licensing carried out 166 inspections as shown in the pie chart below:

Breakdown of Licensing Inspections



Licensing Act 2003 updates

Licensing Panel Hearings

Between 11 November 2025 and 9 June 2026 (inclusive), 12 Licensing Panel Hearings took place following receipt of representations in relation to new premises, and full variation, applications made under the Licensing Act 2003.

Of these, 7 licences were granted with amended conditions and/or operating hours; 3 were refused, 1 was withdrawn and 1 was scheduled to be re-heard.

Only 1 of these decisions has been appealed, with the hearing due to be held in December 2026, which is a strong indication of sound decisions being made.

Appeals

Kent Police submitted an appeal to Magistrates Court in relation to a decision of Medway Council's Licensing Hearing Panel to grant a new premises application on 22 November 2024. The hearing was held across two days, and the appeal was dismissed and Medway Council were awarded costs.

Tesco Stores Limited submitted an appeal to Magistrates Court in relation to a decision of Medway Council's Licensing Hearing Panel to refuse a new premises application on 15 April 2025. A Consent Order has been agreed, where the licence is to be issued with an amendment to the conditions and costs will be paid to the appellant.

Licensing Sub-Committee hearings

6 February – An appeal was submitted to the Licensing Sub-Committee against a refusal to renew a Hackney Carriage Driver licence. The committee overturned the decision, so the licence was issued with the addition of penalty points and a requirement to complete a Driving Standards Assessment within 3 months from the decision date. The assessment was completed on 25 March 2026.

19 February – An appeal was submitted to the Licensing Sub-Committee against the issuing of penalty points under the Hackney Carriage and Private Hire Policy. The committee dismissed the appeal. Penalty points are a Council tool, so this decision can't be appealed to Magistrates Court.

Taxi and Private Hire updates

In addition to completing the reviews of the Hackney Carriage and Private Hire Policy and Taxi Tariff during the reporting period, each of which are significant undertakings in themselves, the Licensing Team are tasked with routinely ensuring that a range of essential and important checks are carried out in relation to all Hackney Carriage and Private Hire licences in place. Insight in to these is provided as follows:

DBS

In line with the Department for Transport's Statutory Taxi and Private Hire Vehicle Standards, the Hackney Carriage and Private Hire Policy requires Licensing to carry out six monthly DBS update checks on every licensed driver.

Between November 25 and June 26 Licensing have carried out 686 DBS update checks.

These checks are initially carried out by using a 'Multiple Status Checker' spreadsheet. The required information is placed into a coded spreadsheet, which is connected directly to the DBS update service system. The spreadsheet will then confirm if the certificate is still registered and current.

If satisfactory, each driver's record must be updated to show the next due date (six months' time).

If unsatisfactory, then further investigation needs to take place, and this can result in a suspension of the driver licence.

Medical

Any licensed driver over the age of 65 must provide a yearly Group 2 Medical. Reminders are automatically sent out through our database.

Between November 25 and June 26 Licensing have chased 18 individuals for their yearly medical.

Once received the medical is reviewed to ensure that the individual meets the Group 2 medical standards. If they do, then the driver's record must be updated.

If unsatisfactory, then further investigation needs to take place, and this can result in a suspension or revocation of the driver licence.

MOT

It is a legal requirement that every vehicle must pass a yearly MOT. Licensing do not insist that a proprietor send in their MOT certificate. We get weekly lists of due MOTs and use GOV.UK check to ensure that the vehicle has passed its MOT.

Between November 25 and June 26 Licensing have carried out 94 MOT checks

If the MOT has expired, then the vehicle licence will be suspended.

Interim inspections

The Hackney Carriage and Private Hire Policy requires every licensed vehicle to be inspected at the time of application or renewal, and then six months from the date of the MOT. This second inspection is called an Interim.

The proprietor is notified of this date on the covering letter of their licence and receives a text message as a reminder. They must send a copy, or image, of the inspection record into Licensing. Failure to provide the inspection records means that the vehicle licence is suspended.

Between 1 November 25 and 30 June 26 Licensing have chased 105 interim inspection records.

DVLA badge

Licensing needs to be sure that a licensed Hackney Carriage or Private Hire driver continues to hold their DVLA driver licence. A record is kept of when their DVLA badge is going to expire and a request for a DVLA check code is sent out.

Between November 25 and June 26 Licensing have chased 30 individuals for their check code or an image of their new badge.

Approved garage inspections

Medway Council has an agreement with 7 MOT registered garages, to carry out our compliance inspections.

Between November 25 and June 26 these garages have carried out 852 inspections, each which Licensing have received, reviewed, and logged. If the need has arisen, due to a fault at the inspection, officers have been in contact with the proprietor to remedy any issues.

Suspensions and revocations of Hackney Carriage or Private Hire licences

During the reporting period:

- Following the review and implementation of a revised taxi tariff, Licensing issued 67 vehicle suspensions due to proprietors' failing to provide the required confirmation that their meters had been updated in the required time frame.
- Licensing have suspended 32 drivers licences due to failure to keep the DBS result registered with the update service, failure to get a satisfactory medical completed, failure to provide evidence of a valid DVLA driver's licence.
- Licensing have suspended 185 vehicle licences due to failure to provide evidence of valid insurance, failure to provide evidence of a satisfactory interim inspection, expiry of MOT, failure to provide evidence of the taxi meter update or due to the vehicle not being fit following an accident or other mechanical reasons.
- Licensing has suspended 4 private hire operators due to failure to provide evidence of a valid public liability insurance.
- Licensing have revoked 3 driver licences due to the fit and proper test. Once of these revocations has resulted in a reinstatement.
- Licensing have revoked 2 vehicle licences due to the vehicle not meeting the standards set out in the Hackney Carriage and Private Hire Policy.
- Licensing have refused 1 driver licence application due to failure to meet the Hackney Carriage and Private Hire policy requirements.
- Licensing have refused 2 vehicle licence applications due to failure to meet the Hackney Carriage and Private Hire policy requirements.