

LICENSING COMMITTEE
30 January 2020



Derby City Council

Report sponsor: Richard Antcliff, Director of
Public Protection & Streetpride

Report author: Michael Kay, Head of
Environmental Protection, Housing Standards,
Licensing, Emergency Planning and Business
Continuity

ITEM 06

**General Licensing Administration & Compliance Activities
2018/19**

Purpose

- 1.1 The report provides information on the activities the general licensing service has undertaken from April 2018 to March 2019.

Recommendation(s)

- 2.1 To note the contents of the report.

Reasons

- 3.1 The information provided in this report is for member information only.

Supporting information

- 4.1 The statistics for general licensing administration and compliance activities for 2018/19 are attached at Appendix 1.
- 4.2 The information sets out the number of requests for service received by the Licensing Team along with average service and waiting times, the number of licences, permits and registrations issued during the period, compliance work and other licensing activities undertaken.

Public/stakeholder engagement

- 5.1 Not applicable.

Other options

- 6.1 Not applicable.

Financial and value for money issues

- 7.1 Not applicable.

Legal implications

8.1 Not applicable.

Other significant implications

9.1 None.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Olu Idowu	21/01/20
Finance	-	
Service Director(s)	-	
Report sponsor	Richard Antcliff	21/01/20
Other(s)	-	

Background papers:	None
List of appendices:	Appendix 1 – The general licensing administration and compliance

General licensing administration and compliance activities for 2018/19

REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003								
	NEW PREMISES				CLUB	FULL VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
	ON	OFF	OTHER	PROV					
45 (46)	19 (16)	12 (14)	5 (6)	1 (0)	0 (0)	7 (22) 0 (0) Club	61 (84)	161 (192)	251 (312) 81 (121) Late TEN

APPLICATIONS – LICENSING ACT 2003								
MINOR VARIATION	REVIEW	EXPEDITED REVIEW	INTERIM AUTHORITY NOTICE	NOTICE OF INTEREST	PERSONAL LICENCE	ADMINISTRATIVE CHANGES		PREMISES LICENCES SURRENDERED
						PERS	PREM	
24 (21)	3 (0)	0 (0)	1 (0)	4 (3)	134 (142)	1 (1)	52 (59)	15 (13)

APPLICATIONS – GAMBLING ACT 2005								
NEW PREMISES	VARIATION	TRANSFER	GAMING MACHINES IN ALC. LICENSED PREMISES			GAMING/MACHINE PERMITS IN CLUB PREMISES	NOTIF. OF 2 MACHINES	UFEC PERMITS
			NEW	VARY	TRANSFER			
0 (0)	9 (2)	1 (0)	5 (1)	2 (4)	0 (1)	1 (1)	8 (23)	0 (0)

OTHER LICENCES / PERMITS / REGISTRATIONS ISSUED

STREET COLLECTION	HOUSE TO HOUSE	SMALL SOCIETY LOTTERIES	STREET TRADING	SCRAP METAL	FREE LITERATURE PERMIT	SKIN PIERCING		ANIMAL LICENCES
66 (64)	20 (24)	24 (28) New 91 (102) Renewal	27 (28)	1 (4)	32 (42)	PREMISES 24 (29)	PERSON 59 (50)	37 (41)
RECEPTION STATISTICS								
NO.s OF PEOPLE REQUESTING SERVICE			AVERAGE SERVICE TIME			AVERAGE WAITING TIME		
615 (685)			5 (6) mins			15 (12) mins		
COMPLIANCE STATISTICS								
NUMBER OF PROGRAMMED INSPECTIONS			% COMPLIANT WITH LICENCE CONDITIONS			INSPECTIONS WITH PARTNER AGENCIES		
29 (43)			100 (86)			2 (19)		

() denotes previous year

OTHER ACTIVITIES UNDERTAKEN

SUSPENSION NOTICES

Since 25 April 2012, the Authority has been able to serve a suspension notice on those who hold a licence under the Licensing Act 2003, who have not paid their annual fees.

37 suspension notices were issued during the period. The total outstanding was £6920. 33 paid realising £6420. Of the remaining 4, 2 licences were found to have lapsed due to companies going into liquidation and 2 have been surrendered.