



Derby City Council

LICENSING COMMITTEE

20 September 2018

ITEM 8

Report of the Strategic Director of Communities
and Place

General Licensing Administration & Compliance Activities - Q3 and Q4 2017/18

SUMMARY

- 1.1 The report provides information on the activities the general licensing service has undertaken during Quarters 3 and 4 of the 2017/18 financial year.

RECOMMENDATION

- 2.1 To note the contents of the report.

REASONS FOR RECOMMENDATION

- 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 quarter three of 2017/18 are attached at Appendix 2 and quarter four at Appendix 4.
- 4.2 The information contained at Appendices 2 and 4 sets out the number of general licensing requests for service received by the Licensing Team and the number of licence and permit applications processed during the particular period.
- 4.3 The statistics for compliance and other licensing activities for the particular period are attached at Appendix 3 for quarter three and Appendix 5 for quarter four.

OTHER OPTIONS CONSIDERED

5.1 Not applicable.

This report has been approved by the following officers:

Legal officer Financial officer Human Resources officer Service Director(s) Other(s)	Olu Idowu n/a n/a n/a Michael Kay
For more information contact: Background papers: List of Appendices:	Sandra Mansell, Tel. 01332 641931, e-mail sandra.mansell@derby.gov.uk None Appendix 1 – Implications Appendix 2 – General Licensing Activities Q3 2017/18 Appendix 3 – General Licensing Compliance Statistics Q3 2017/18 Appendix 4 – General Licensing Activities Q4 2017/18 Appendix 5 – General Licensing Compliance Statistics Q4 2017/18

IMPLICATIONS

Financial and Value for Money

- 1.1 None directly arising from this report.

Legal

- 2.1 None directly arising from this report.

Personnel

- 3.1 None directly arising from this report.

IT

- 4.1 None directly arising from this report.

Equalities Impact

- 5.1 None directly arising from this report.

Health and Safety

- 6.1 None directly arising from this report.

Environmental Sustainability

- 7.1 None directly arising from this report.

Property and Asset Management

- 8.1 None directly arising from this report.

Risk Management

- 9.1 None directly arising from this report.

Corporate objectives and priorities for change

- 10.1 The proposals set out in this report will **deliver better outcomes for our communities, more efficient and effective services and improved value for money for our customers.**

LICENSING QUARTERLY STATISTICS - QUARTER 3 2017/18

Appendix 2

REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003							
	NEW PREMISES			CLUB	FULL VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
	ON	OFF	OTHER					
5 (18)	5 (7)	9 (2)	0 (3)	0 (0)	8 (8) 0 (0) Club	22 (16)	41 (50)	97 (66) 42 (24) 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	
5 (6)	0 (0)	0 (0)	0 (0)	0 (1)	34 (37)	1 (1)	11 (26)	4 (0)

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
0 (0)	0 (0)	0(0)	NEW	VARY	TRANSFER	1 (0)	5 (1)	0 (0)
			1 (0)	0 (2)	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 ***
19 (11)	8 (8)	12 (5) New 47 (18) Renewal	0 (15)	1 (1)	12 (11)	PREMISES	PERSON	33 (3)
						8 (9)	7 (11)	

() denote previous * Majority of small

*** All animal vending and boarding lice

RECEPTION STATISTICS - QUARTER

Appendix 3

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Drawing Tools tab to change the formatting of the pull quote text box.]

pet trading expire 31 March each year.

NO.s OF PEOPLE REQUESTING SERVICE	AVERAGE SERVICE TIME	AVERAGE WAITING TIME
169 (181)	6 (6) mins	14 (11) mins

() denote previous quarter

COMPLIANCE STATISTICS - QUARTER 3 2017/18

PREMISES INSPECTIONS				
	NO. of PROGRAMMED INSPECTIONS	% COMPLIANT WITH LICENCE CONDITIONS		INSPECTIONS WITH PARTNER AGENCIES
	25 (16)	84 (83)		14 (0)

() denote previous quarter

OTHER ACTIVITIES UNDERTAKEN

SUSPENSION NOTICES

Since 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.

In quarter three, 50 suspension notices were issued during the period. The total outstanding was £8315. 37 paid realising £5855. Of the remaining 13, 2 licences were found to have lapsed, 4 have been surrendered, 6 suspensions remain in place, but are not currently trading. Enforcement action is being taken against the remaining 1 licence holder.

LICENSING QUARTERLY STATISTICS - QUARTER 4 2017/18

Appendix 4

REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003							
	NEW PREMISES			CLUB	FULL VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
	ON	OFF	OTHER					
16 (5)	2 (5)	1 (9)	2 (0)	0 (0)	3 (8) 0 (0) Club	29 (22)	45 (41)	61 (97) 22 (42) Late TEN

APPLICATIONS – LICENSING ACT 2003								
						ADMINISTRATIVE CHANGES		PREMISES LICENCES SURRENDERED
MINOR VARIATION	REVIEW	EXPEDITED REVIEW	INTERIM AUTHORITY NOTICE	NOTICE OF INTEREST	PERSONAL LICENCE	PERS	PREM	
3 (5)	0 (0)	0 (0)	0 (0)	1 (0)	35 (34)	0 (1)	12 (11)	1 (4)

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
0 (0)	2 (0)	0(0)	NEW	VARY	TRANSFER	0 (1)	15 (5)	0 (0)
			0 (1)	1 (0)	1 (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 ***
17 (19)	4 (8)	5 (5) New 19 (18) Renewal)	28 (0)	0 (1)	13 (12)	PREMISES	PERSON	1 (33)
						4 (8)	15 (7)	

() denote previous quarter * Majori
each year. *** All animal vending and bo

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Drawing Tools tab to change the formatting of the pull quote text box.]

year. ** Street trading expire 31 March
r each year.

RECEPTION STATISTICS - QUARTER 4 2017/18 Appendix 5

NO.s OF PEOPLE REQUESTING SERVICE	AVERAGE SERVICE TIME	AVERAGE WAITING TIME
159 (169)	5 (6) mins	12 (14) mins

() denote previous quarter

COMPLIANCE STATISTICS - QUARTER 4 2017/18

PREMISES INSPECTIONS				
	NO. of PROGRAMMED INSPECTIONS	% COMPLIANT WITH LICENCE CONDITIONS		INSPECTIONS WITH PARTNER AGENCIES
	1 (25)	100 (84)		0 (14)

() denote previous quarter

OTHER ACTIVITIES UNDERTAKEN

SUSPENSION NOTICES

Since 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.

In quarter four, 49 suspension notices were issued during the period. The total outstanding was £8830. 41 paid realising £7730. Of the remaining 8, 1 licence was found to have lapsed, 1 has been surrendered, 5 suspensions remain in place, but are not currently trading. The remaining licence holder is under investigation.