

## **General Licensing Administration and Compliance Activities - Quarter 2 2014/15**

### **SUMMARY**

- 1.1 The report provides information on the activities the general licensing service has undertaken during Quarter 2 of the 2014/15 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 information contained at Appendix 2 sets out the number of requests for service received by the Licensing Team and the number of licence and permit applications processed during the period.
- 4.2 The statistics for compliance and other licensing activities for quarter two of 2014/15 are attached at Appendix 3.

### **OTHER OPTIONS CONSIDERED**

- 5.1 Not applicable.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	n/a n/a n/a n/a Michael Kay
<b>For more information contact:</b> <b>Background papers:</b> <b>List of Appendices:</b>	Sandra Mansell, Tel. 01332 641931, e-mail <a href="mailto:sandra.mansell@derby.gov.uk">sandra.mansell@derby.gov.uk</a> None Appendix 1 – Implications Appendix 2 – Licensing Statistics Appendix 3 – Compliance Statistics & Other Work

<b>IMPLICATIONS</b>
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**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**

## **Appendix 2**

	REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003							
		NEW PREMISES				FULL VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
		ON	OFF	OTHER	CLUB				
Qtr 2	37 (43)	4 (6)	2 (5)	1 (4)	0 (1)	3 (10)	23 (18)	54 (51)	61 (86) 20 (24) Late TEN

	APPLICATIONS – LICENSING ACT 2003					
	MINOR VARIATION	REVIEW	EXPEDITED REVIEW	INTERIM AUTHORITY NOTICE	NOTICE OF INTEREST	PERSONAL LICENCE
Qtr 2	6 (10)	2 (0)	0 (0)	0 (0)	0 (2)	52 (58)

	APPLICATIONS – GAMBLING ACT 2005							
	NEW PREMISES	VARIATION	TRANSFER	GAMING MACHINES IN ALC. LICENSED PREMISES		GAMING/MACHINE PERMITS IN CLUB PREMISES	NOTIFIC OF 2 MACHINES	
Qtr 2	1 (2)	1 (0)	0 (0)	NEW	VARY	TRANSFER	0 (0)	3 (6)
				1 (0)	0 (0)	1(0)		

	PERMITS / REGISTRATIONS ISSUED							
	STREET COLLECTION	HOUSE TO HOUSE COLLECTION	SMALL SOCIETY LOTTERIES	SCRAP METAL	FREE LITERATURE PERMIT	SKIN PIERCING		ANIMAL LICENCES
Qtr 2	19 (17)	5 (3)	3 (4) New 10 (16) Renewal	0 (1)	23 (11)	PREMISES	PERSON	2 (0)
						0 (2)	6 (14)	

( ) denote previous quarter

## RECEPTION STATISTICS

NO.s OF PEOPLE REQUESTING SERVICE	AVERAGE SERVICE TIME	AVERAGE WAITING TIME
375 (427)	7 (8 mins)	13 (17 mins)

( ) denote previous quarter

**COMPLIANCE STATISTICS**

<b>PREMISES INSPECTIONS</b>				
	<b>NO. of PROGRAMMED INSPECTIONS</b>	<b>% COMPLIANT WITH LICENCE CONDITIONS</b>		<b>INSPECTIONS WITH PARTNER AGENCIES</b>
<b>Qtr 2</b>	<b>90 (143)</b>	<b>97.7 (94.4)</b>		<b>28 (11)</b>

( ) denote previous quarter

**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.

26 suspension notices have been served. This gave the licence holder 2 days to pay the money due. 21 annual fees were paid generating £3585. 5 licences have been suspended, of which two premises are currently unoccupied. £790 in annual fees is still outstanding.

Suspended licences cannot be re-instated until the outstanding fees have been paid.