



Derby City Council

GENERAL LICENSING COMMITTEE 4 September 2014

ITEM 6

Report of the Strategic Director of
Neighbourhoods

General Licensing Administration and Compliance Activities - Quarter 1 2014/15

SUMMARY

- 1.1 The report provides information on the activities the general licensing service has undertaken during Quarter 1 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 one of 2014/15 are attached at Appendix 3.

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 - - John Tomlinson -
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 – Licensing Statistics Appendix 3 – Compliance Statistics & Other Work

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

Appendix 2

	REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003							
		NEW PREMISES				VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
		ON	OFF	OTHER	CLUB				
Qtr 1	43 (40)	6 (4)	5 (1)	4 (5)	1 (0)	10 (6)	18 (30)	51 (54)	86 (89) 24 (27) Late TEN

APPLICATIONS – LICENSING ACT 2003						
	MINOR VARIATION	REVIEW	EXPEDITED REVIEW	INTERIM AUTHORITY NOTICE	NOTICE OF INTEREST	PERSONAL LICENCE
Qtr 1	10 (5)	0 (0)	0 (1)	0 (0)	2 (8)	58 (41)

	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 1	1 (2)	1 (0)	0 (0)	NEW	VARY	TRANSFER	0 (0)	6 (3)
				0 (0)	0 (0)	0 (0)		

	PERMITS / REGISTRATIONS ISSUED							
	STREET COLLECTION	HOUSE TO HOUSE COLLECTION	SMALL SOCIETY LOTTERIES	SCRAP METAL	FREE LITERATURE PERMIT	SKIN PIERCING		ANIMAL LICENCES
Qtr 1	17 (25)	3 (3)	4 (0) New 16 (25) Renewal	1 (4)	11 (22)	PREMISES	PERSON	0 (2)
						2 (5)	14 (6)	

() denote previous quarter

RECEPTION STATISTICS

NO.s OF PEOPLE REQUESTING SERVICE	AVERAGE SERVICE TIME	AVERAGE WAITING TIME
427 (413)	8 (6 mins)	17 (12 mins)

() denote previous quarter

The increase of the average waiting time was due to IT issues, which were the responsibility of Central IT and beyond the control of the Licensing Team.

COMPLIANCE STATISTICS

PREMISES INSPECTIONS				
	NO. of PROGRAMMED INSPECTIONS	% COMPLIANT WITH LICENCE CONDITIONS		INSPECTIONS WITH PARTNER AGENCIES
Qtr 1	143 (106)	94.4 (96.3)		11 (14)

() 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.

10 suspension notices have been served. This gave the licence holder 2 days to pay the money due. 9 annual fees were paid generating £1240. 1 licence remains suspended.

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

Other work

The Chartered Institute of Environmental Health published a new interactive toolkit aimed at raising the standard of hygiene in tattoo studios. All 24 registered tattoo studios in Derby received a letter with a link to the new toolkit in May.

8 registered businesses who offer semi-permanent skin colouring received a letter warning them of counterfeit cartridges and needles for a specific make of machine. The counterfeit cartridges were found to be lacking an inner membrane which, subsequently, allows contaminated ink up inside the machine. This means a potential risk of infection transmission from client to client as the machines are not capable of being easily disinfected. The use of genuine cartridges means the ink is kept within the cartridge and this type of cross-contamination is not possible. A letter was sent out in June to those concerned.

Multi-agency Work

A multi-agency exercise was undertaken with Trading Standards and Derbyshire Constabulary, primarily to investigate illicit tobacco. The opportunity was taken to conduct a full licensing visit at the same time.

11 inspections carried out during quarter 1 with Derbyshire Constabulary.

Such work is becoming more difficult to carry out as it is very much dependent on the resources available to the relevant agencies.