



Report sponsor: Samantha Dennis, Director of
Public Protection & Streetpride

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Manager, Licensing

General Licensing Administration & Compliance Activities 2021/22

Purpose

- 1.1 The report provides information on the activities the general licensing service has undertaken from 1 April 2021 to 31 March 2022.

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 2021/22 are attached at Appendix 1.
- 4.2 The information sets out the number of requests for service received by the Licensing Team along with the number of licences, permits and registrations issued, 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.

Climate implications

9.1 None.

Other significant implications

10.1 None.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Olu Idowa	21/6/22
Finance	-	
Service Director(s)	Samantha Dennis	17/6/22
Report sponsor	-	
Other(s)	-	

Background papers:	None
List of appendices:	Appendix 1 – The general licensing administration and compliance activities for 2021/22

General licensing administration and compliance activities for 2021/22

REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003								
	NEW PREMISES				CLUB	FULL VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
	ON	OFF	OTHER	PROV					
84 (74)	16 (16)	17 (17)	4 (7)	0 (0)	0 (0)	16 (16) 0 (0) Club	45 (66)	180 (117)	196 (19) 46 (27) 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	
21 (19)	0 (0)	0 (0)	0 (1)	3 (2)	124 (93)	92 (60)	50 (37)	31 (26)

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)	0 (0)	1 (0)	1 (0))	0 (0)	0 (0)	0 (3)	6 (6)	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
						PREMISES	PERSON	
21 (0)	15 (21)	22 (15) New 56 (72) Renewal	30 (26)	6 (8)	4 (0)	23 (25)	73 (46)	20 (28)

COMPLIANCE STATISTICS		
NUMBER OF PROGRAMMED INSPECTIONS	% COMPLIANT WITH LICENCE CONDITIONS	INSPECTIONS WITH PARTNER AGENCIES
45 (5)	88 (100)	39 (3)

() 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 had not paid their annual fees.

109 suspension notices were issued during the period. The total outstanding was £26,810. 82 paid realising £22,590. Of the remainder, 5 licences were surrendered and £680 in fees were cancelled. 2 licences lapsed due to company insolvency, which means £360 is due to be written off.

The remaining 20 licences comprise of unoccupied premises or businesses not currently trading. Fees will need to be paid in full before the suspension notices are lifted and trading can recommence. The total outstanding fees from these premises total £3180.