



General Licensing Administration and Compliance Activities - Quarter 3 2015/16

SUMMARY

1.1 The report provides information on the activities the general licensing service has undertaken during Quarter 3 of the 2015/16 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 general licensing 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 three of 2015/16 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)	Lucie Keeler Michael Kay
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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
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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

	REQUESTS FOR SERVICE	APPLICATIONS – LICENSING ACT 2003							
		NEW PREMISES			CLUB	FULL VARIATION	TRANSFER	DPS VARIATION	TEMP EVENT NOTICE
		ON	OFF	OTHER					
Qtr 3	18 (29)	3 (2)	1 (6)	3 (4)	0 (0)	7 (5)	20 (14)	56 (60)	73 (73) 19 (18) Late TEN

	APPLICATIONS – LICENSING ACT 2003					
	MINOR VARIATION	REVIEW	EXPEDITED REVIEW	INTERIM AUTHORITY NOTICE	NOTICE OF INTEREST	PERSONAL LICENCE
Qtr 3	3 (8)	0 (0)	1 (0)	0 (0)	0 (0)	36 (44)

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

	PERMITS / REGISTRATIONS ISSUED								
	UFEC PERMITS	STREET COLLECTION	HOUSE TO HOUSE COLLECTION	SMALL SOCIETY LOTTERIES *	NEW SCRAP METAL	FREE LITERATURE PERMIT	SKIN PIERCING		ANIMAL LICENCES **
Qtr 3	0 (0)	20 (30)	10 (6)	4 (4) New 54 (23) Renewal	0 (1)	13 (21)	PREMISES	PERSON	17 (0)
							3 (3)	11 (6)	

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() denote previous quarter

* Majority of small society lotteries expire 31 December each year

** All animal vending and boarding licences expire 31 December each year.

RECEPTION STATISTICS

NO.s OF PEOPLE REQUESTING SERVICE	AVERAGE SERVICE TIME	AVERAGE WAITING TIME
301 (294)	6 (7) mins	19 (14) mins

() denote previous quarter

COMPLIANCE STATISTICS

PREMISES INSPECTIONS			
	NO. of PROGRAMMED INSPECTIONS	% COMPLIANT WITH LICENCE CONDITIONS	INSPECTIONS WITH PARTNER AGENCIES
Qtr 3	3 (13)	100 (0)	0 (0)

() 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.

6 suspension notices were served during this quarter. A total of £860 was outstanding. All fees have now been paid.

INSPECTIONS

3 routine licensing inspections have been conducted during this period.

14 annual animal licensing inspections have been carried to renew licences due at the end of the year. 8 animal boarding establishment licences and 6 pet shop licences.