

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Executive Manager People and Public Protection

To: Committee of the Licensing Authority – 18 October 2016

(Author: Donna Hall – Licensing and Business Support Manager)

Subject: Quarterly report for the Committee of the Licensing Authority

Purpose: To provide an update on activities relating to the work of the Licensing Authority

Recommendation:

- 1) That the report be noted.

1.0 BACKGROUND

1.1 The Licensing Team are responsible for administering the statutory licensing framework, which governs businesses and regulated activities in South Holland.

1.2 The Team carry out a wide range of interventions in order to ensure that licences and registrations are issued correctly and in accordance with legal provisions. Officers are also involved in monitoring activity, which includes; carrying out inspections, providing advice and carrying out investigations.

1.3 Quarter 2: 1 July 2016 – 30 September 2016

1.3.1 The below table provides an update on the work undertaken by the Licensing Team in relation to the Committee of the Licensing Authority:

Licence Type	Activity	Number in Q2
Licensing Act 2003		
Premises Licence	Annual Fee Applications	30
	New Applications	3
	Cancel/Surrender	1
	Minor Variations	2
	Vary DPS	9
	Transfer/Vary DPS	3
	Disapply DPS	1
	Transfer Applications	3
	Update conditions	8
	Suspension Applications	16
	Suspension lifted	11
Review application	1	
Club Premises Certificate	Annual Fee Applications	1
Personal Alcohol Licence	New Applications	17
	Change name/address	6
	Lost/Stolen	1
TEN – With Alcohol	TEN Applications	34
Late TEN – With Alcohol	TEN Applications	6

Response time for Temporary Event Notices	Processed within 24 hours	100%
Gambling Act 2005		
Adult Gaming Centre	Premises Licence Applications	1
Betting Premises Licence	Annual Fee Applications	6
Bingo Premises Licence	Annual Fee Application	1
Licensed Premises Gaming Machine Permit	Annual Fee Application	2
Club Machine Permit	Annual Fee Application	1
Club Gaming Permit	Annual Fee Application	1
Notification of Gaming Machines	Cancel/Surrender	1
Small Society Lotteries	Annual Fee Applications	13
	Change of Promoter	2
	New Applications	1
	Returns Received	9

SHDC Statistics	
Number of licensed premises under Licensing Act 2003	332

Inspection or Intervention	Number in Q2
Licensing Act 2003 premises	7 high risk 2 medium risk 4 low risk
Outcomes	All without prior notice. Minor non-compliances only found
Panel Hearings	Outcome
28 Sept 2016 Review of Premises Licence Super Sam, 24 Commercial Road, Spalding	Adjourned
Appeals Ongoing	Scheduled Appeal Date
None	n/a
Appeals Withdrawn	Outcome
Baltic, 14 – 16 Winsover Road (following revocation of premises licence in Feb 2016)	Appeal withdrawn with effect from 4 August 2016 and agreement to pay costs.
Winsover Off Licence, 43 Winsover Rd, Spalding (following revocation of premises licence in Feb 2016)	Appeal withdrawn with effect from 17 August 2016 and agreement to pay costs.
Other Work	
Freedom of Information Act Requests	1 in relation to Licensing Act 2003
Preparation for Appeals hearings including writing statement, transcribing hearings and liaising with other parties	
Safety Advisory Group and events advice	
House of Lords Select Committee response on review of Licensing Act 2003	
Training Food Officer on Licensing inspections	
Liaison and sharing intelligence with Lincs Police and Trading Standards	
Investigation in relation to sale of alcohol without duty stamp	
Publication and distribution of updated posters on duty stamp campaign	
Assistance with report for Public Space Protection Order	

Cumulative Impact Policy information gathering and meeting with police
Investigation of complaints in conjunction with Environmental protection team in relation to noise nuisance at licensed premises
High turnover of Temporary Event Notices due to summer events
Enforcement in respect of non-payment of annual fees including suspensions
High Volume of business enquiries in relation to amending premises and licensable activities
Attendance at Pubwatch meeting
Ongoing development of website and online applications facility for Licensing Act 2003 applications. Expected to go live in November when payment portal and applications procedures have been fully tested.

2.0 OPTIONS

2.1 This report is for information only.

3.0 IMPLICATIONS

3.1 Constitution & Legal

3.1.1 The report details activities undertaken by the Licensing Team in accordance with legal requirements. As this report is for information only there will be no legal implications arising as a result of this report.

3.2 Crime and Disorder

3.2.1 The Licensing Framework is an important tool that South Holland District Council has in relation to the prevention of crime and disorder, there are no implications arising from this report.

3.3 Equality and Diversity / Human Rights

3.3.1 All Licensing activities are carried out in accordance with all Equality and Human Rights Legislation, there are no implications arising from this report.

3.4 Safeguarding

3.4.1 Safeguarding is an integral consideration within the Licensing Framework, in particular Premises Licences (Licensing Act 2003) and Gambling (Gambling Act 2005). There are no implications arising from this report.

4.0 WARDS/COMMUNITIES AFFECTED

4.1 The activities undertaken by the Licensing Team on behalf of the Licensing Authority covers the entire District of South Holland.

Background papers: - None

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Key Decision: No **Exempt Decision:** No

This report refers to a Mandatory Service