

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Executive Manager - People and Public Protection

To: Committee of the Licensing Authority – 26 January 2017

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

Subject: Quarterly Performance Report Q3

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

Recommendation:

- 1) That the contents of the report is considered and 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 3: 1 October 2016 – 31 December 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 Q3
Licensing Act 2003		
Premises Licence	Annual Fee Applications	133
	New Applications	2
	Cancel/Surrender	4
	Minor Variations	1
	Vary DPS	6
	Transfer/Vary DPS	2
	Transfer Applications	3
	Update conditions	1
	Suspension Applications	30
	Suspension lifted	28
	Review application	1
	Change name & address holder	2
	Change name & address DPS	1
Lost/stolen	2	
Club Premises Certificate	Annual Fee Applications	18
Personal Alcohol Licence	New Applications	13
	Change name/address	5

	Lost/Stolen Online applications	3 1
TEN – With Alcohol	TEN Applications Online applications	35 2
Late TEN – With Alcohol	TEN Applications	6
Response time for Temporary Event Notices	Processed within 24 hours	100%
Gambling Act 2005		
Betting Premises Licence	Lost/stolen	1
Licensed Premises Gaming Machine Permit	New application	1
Club Machine Permit	Annual Fee Application New application	1 1
Club Gaming Permit	Annual Fee Application	1
Notification of Gaming Machines	Cancel/Surrender Notice of intent	5 1
Small Society Lotteries	Annual Fee Applications Change of Promoter New Applications	46 4 2

SHDC Statistics	
Number of licensed premises under Licensing Act 2003	330

Inspection or Intervention	Number in Q3
Licensing Act 2003 premises	3 high risk 4 medium risk 3 low risk
Outcomes	All without prior notice. Mostly compliant with a few minor non-compliances only found
Panel Hearings	Outcome
8 th December - Graffiti Bar, Westlode Street, Spalding Panel: Cllr Chandler (Chair), Cllr Aley, Cllr Drury Application for a variation of the premises licence	Rejected
23 rd November – Super Sam. 24 Commercial Road, Spalding Panel: Cllr Dark (Chair), Cllr Sneath, Cllr Tyrrel Request to transfer and vary the Designated Premises Supervisor	Rejected
17 th November – Super Sam 24 Commercial Road, Spalding	Revoked

Panel: Cllr Carter (Chair), Cllr Harrison, Cllr King Review hearing which had been adjourned from 28 th September. Police and trading standards called the licence into review in relation to illegal cigarettes.	
14 th October – VIP Alcohol, 37 Winsover Road, Spalding New premises licence application Panel: Cllr Harrison (Chair), Cllr Drury, Cllr Pullen	Refused
Other Work	
Freedom of Information Act Requests	2 in relation to LA03
Participation in general audit of licensing team work	
Online applications facility for licensing act applications has been launched on 1 st December. Applications and payment can now be made via the SHDC website.	
Training Food Officer on licensing compliance checks to be carried out on food inspections	
Liaison and sharing intelligence with Lincs Police and Trading Standards	
Events advice in relation to seasonal events	
Participation in NFI (National Fraud Initiative) in conjunction with the Audit Commission – return provided with information on personal licence holders and taxi drivers	

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

Lead Contact Officer

Name and Post: Donna Hall – Licensing and Business Support Manager
Telephone Number: 01775 764661
Email: donna.hall@breckland-sholland.gov.uk

Key Decision: No

Exempt Decision: No

This report refers to a Mandatory Service