

## SOUTH HOLLAND DISTRICT COUNCIL

**Report of:** Executive Manager People and Public Protection

**To:** Committee of the Licensing Authority – 6 July 2017

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

**Subject:** Quarterly Update Report

**Purpose:** To provide an update on licensing activities relevant to the Committee of the Licensing Authority during Quarter 1, April to June 2017

### **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 1: 1 April 2017 – 30<sup>th</sup> June 2017**

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:

<b>Licence Type</b>	<b>Activity</b>	<b>Number in Q1</b>
<b>Licensing Act 2003</b>		
Premises Licence	Annual Fee Applications	23
	New Applications	3
	Cancel/Surrender	3
	Vary DPS	6
	Transfer/Vary DPS	2
	Transfer Applications	3
	Update conditions	1
	Suspension Applications	9
	Suspension lifted	8
	Review application	1
	Change name & address holder	2
	Change name & address DPS	2
	Replacement licence	1
Personal Alcohol Licence	New Applications	10
	New applications online	3
	Change name/address	8

	Lost/Stolen	1
TEN – With Alcohol	TEN Applications Online applications	22 20
TEN – No Alcohol	TEN Applications	2
Late TEN – with alcohol	TEN Applications Online applications	10 4
Response time for Temporary Event Notices	Processed within 24 hours	100%
<b>Gambling Act 2005</b>		
Licensed Premises Gaming Machine Permit	Annual fee application	1
Club Gaming Permit	Annual Fee Application	1
Notification of Gaming Machines	Cancel/Surrender Notice of intent	1 1
Small Society Lotteries	Annual Fee Applications Change of Promoter New Applications Online new applications	14 1 4 1

<b>SHDC Statistics</b>	
Number of licensed premises under Licensing Act 2003	326

Inspection or Intervention	Number in Q1
Licensing Act 2003 premises	5 high risk 5 medium risk 3 low risk
Outcomes	All without prior notice. Mostly compliant with a few minor non-compliances only found

Panel Hearings	Outcome
15 <sup>th</sup> May 2017 - review hearing held for Krautuvele, Pinchbeck Road, Spalding after police found cannabis growing under the premises , non-compliance with CCTV condition and displaying foreign labelled medicines (adjourned from 26 <sup>th</sup> April 2017)	Revoked

<b>Other Work</b>	
-------------------	--

Freedom of Information Act Requests	2 in relation to LA03
-------------------------------------	-----------------------

Attendance at Pubwatch on 6<sup>th</sup> June to discuss licensing related queries with the trade

National Licensing Week – 18<sup>th</sup> to 23<sup>rd</sup> June. Officers worked with the Comms team to

support this national campaign ran by the Institute of Licensing (IOL). Cllr Casson also accompanied officers on inspections and issued a press release.
Immigration Act – from 6 <sup>th</sup> April the team enacted new measures to prevent illegal working in the alcohol and late night refreshment sector. Officers now check all personal and premises licence applications and request proof of eligibility/right to work
Liaison and sharing intelligence with Lincs Police and Trading Standards in relation to illegal trading activities
Events advice in relation to seasonal events and ownership of Safety Advisory Group Meetings for SHDC
Donna Hall, Cllr Harrison and Cllr Carter attended IOL training event which included discussion on the House of Lords Select Committee report on the Licensing Act 2003

## 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](mailto:donna.hall@breckland-sholland.gov.uk)

**Key Decision:** No

**Exempt Decision:** No

**This report refers to a Mandatory Service**