

## BRECKLAND DISTRICT COUNCIL

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

**To:** Committee of the Licensing Authority – 12 July 2017

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

**Subject:** Update Report for the Licensing Team

**Purpose:** To provide an update on activities of the Licensing Team in relation to the work of the Committee of the Licensing Authority in Quarter 1 (April to June 2017)

**Recommendation:**

- 1) That the report is discussed 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 Breckland.
- 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; provide advice and carrying out investigations.
- 1.3 **Quarter 1 (1<sup>st</sup> April 2017 – 30<sup>th</sup> June 2017)**
  - 1.3.1 The table below 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 Q1
	<b>Licensing Act 2003</b>	
Premises Licence	Annual Fee Applications	51
	New Applications	2
	New online applications	1
	Vary DPS	5
	Transfer/Vary DPS	3
	Transfer Applications	2
	Suspension Applications	9
	Suspension lifted	9
	Change name/address Holder	3
	Change name/address DPS	1
	Replacement licence	1
Personal Alcohol Licence	New Applications	15
	Online new application	2
	Change name/address	11

TEN – With Alcohol	TEN Applications Online TEN Applications	45 39
Late TEN – With Alcohol	TEN Applications Online Late TEN Applications	16 25
TEN – No Alcohol	TEN Applications	2
Response time for Temporary Event Notices	Responded to within 24 hours	All
Club Premises Certificate	Annual Fee applications	7
<b>Gambling Act 2005</b>		
Adult Gaming Centre	Annual Fee Application	1
Betting Premises Licence	Annual Fee Application	1
Licensed Premises Gaming Machine Permit	Annual Fee Application	3
Club Gaming Permit	Annual Fee Application	1
Notification of Gaming Machines	Cancel/Surrender Notice of Intent Applications	1 3
Small Society Lotteries	Annual Fee Applications Change of Promoter New applications Online new applications	24 1 14 4

Panel Hearings/Appeals	Outcome
An appeal was lodged in the Magistrates Court against the decision of the panel to revoke the premises licence for Europe Express, White Hart Street, Thetford (panel hearing held on 19/12/16) following a seizure of illegal tobacco products from the premises	The appeal will be heard in Norwich Magistrates Court on 17 <sup>th</sup> July

Inspection or Intervention	Number in Q1
Licensing Act 2003 premises	39
Outcomes	All without prior notice. Minor non-compliances only found in 3 premises
Total number premises licenced under Licensing Act 2003	499
Other Work	
Freedom of Information Act Requests	1 in relation to Licensing Act 2003
Safety Advisory Group and events advice including music festival	
Multi agency visits with police to a number of premises including a nightclub, bar and pub to discuss complaints and incidents in conjunction with the police and environmental protection	
Implementation of new Immigration Act checks in relation to Licensing act 2003	

<p>applications. Steps taken included officer training and updating forms and website. Additional “right to work” checks are now in place and the team are liaising with the Home Office and Immigration enforcement teams.</p>
<p>Liaison and sharing intelligence with Norfolk Police and Norfolk County Council Trading Standards in relation to licensed premises and illegal tobacco sales</p>
<p>Investigation of non-payment of annual fees including suspension of premises licences</p>
<p>Supported member training session on 21<sup>st</sup> June covering an introduction to licensing and delivered by BTS for all members</p>

## 2.0 **OPTIONS**

2.1 This report is for information only.

## 3.0 **REASONS FOR RECOMMENDATION**

Members are asked to note the content and no decision is required to be made by the Committee in relation to this report.

## 4.0 **EXPECTED BENEFITS**

4.1 It is considered that the Committee will find the update useful as it provides an overview of licensing activities in the District.

## 5.0 **IMPLICATIONS**

### 5.1 **Constitution & Legal**

5.1.1 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 from this report.

### 5.2 **Corporate Priorities**

5.2.1 The work of the licensing team directly supports the priorities of: Supporting Breckland to develop and thrive; Developing the local economy to be vibrant with continued growth; Enabling stronger more independent communities.

### 5.3 **Crime and Disorder**

5.3.1 The licensing framework is an important tool that Breckland Council has in relation to the prevention of crime and disorder and the report demonstrates how this can be used. There are no implications arising from this report.

### 5.4 **Equality and Diversity / Human Rights**

5.4.1 Legislation relating to equalities and human rights is complied with in the licensing regime. There are no implications arising from this report.

## 5.5 **Safeguarding**

5.5.1 Safeguarding is an integral consideration within the Licensing framework, and is a consideration in the objectives under the Licensing Act 2003 and Gambling Act 2005. There are no implications arising from this report.

## 6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 The activities undertaken by the licensing team affect all wards in Breckland.

### **Abbreviations**

DPS Designated Premises Supervisor  
TEN Temporary Event Notice

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Background papers:- None

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### **Lead Contact Officer**

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**Key Decision:** No

**Exempt Decision:** No

**This report refers to a Mandatory Service**