

## Agenda Item

**REPORT OF** LEAD LICENSING OFFICER  
**To:** LICENSING COMMITTEE  
**Subject:** LICENSING SERVICE – BUSINESS REPORT  
**Date:** 11 MARCH 2020

**Reference:**

### PURPOSE OF REPORT:

To provide information to Members on the performance of the Licensing Service.

## 1. INTRODUCTION

This report provides a summary of the performance of the Licensing Service between 1<sup>st</sup> April 2019 and 31<sup>st</sup> December 2019.

## 2. REPORT

The report provides information under the following headings:

- Business Activity and Performance
- Financial Performance
- Enforcement and Inspection Activity

Members will have received some of this information through the Quarterly Business Review mechanism but this report provides additional detail which will be of interest to Members.

### Business Activity and Performance

Demand on the Service was very similar to last year – 573 applications compared with 567. There has been a decrease in Licensing Act applications but an increase in taxi applications. Average processing times have remained similar. A breakdown of the applications received appears in Table 1.

Table 1 – Number of Applications

Licence	Applications		Target Processing Time		Average Processing Time	
	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20
Licensing Act 2003	329	308	6 days	6 days	2.1	2.0
Taxis	165	196	6 days	6 days	1.4	1.9
Other (GA2005 etc.)	73	69	6 days	6 days	3.9	3.2
Total	567	573	6 days	6 days	2.5	2.4

## Financial Performance

Revenue for the financial year stands at £109,459 which is £12,491 above the previous year's income. The increase in income is due to the number of 3 year taxi licence renewals. A breakdown of income is shown in Table 2.

Table 2 – Income

Licence	Income 2018/19	Income 2019/20	Variance
LA 2003	58,206	56,680	-1,526
Taxis	24,345	40,434	+16,089
Other	14,417	12,345	-2,072
Total	96,968	109,459	+12,491

## Enforcement and Inspection Activity

There have been 77 licensed premises visits, 14 animal activity inspections and 36 taxi/private hire vehicle inspections.

One licensing sub-committee has been held for a variation to a premises licence.

The Service continues to work with other agencies such as the police and fire service to provide co-ordinated enforcement where appropriate.

### 3. IMPLICATIONS

#### Legal Implications

None

#### Financial Implications

None

#### Human Resources Implications

None

#### Sustainability Implications

None

#### Equality/Diversity

None

#### Risk Management

None

#### Compliance with Policies and Strategies

All regulatory activity is carried out in accordance with current policy and procedures.

Data Protection (GDPR) Implications

None

Climate Change

None

Lead Member Views

Councillor James, Lead Member, has been consulted.

**4. CONCLUSIONS**

Demand on the service and processing times are very similar to the same period last year.

**5. RECOMMENDATIONS**

It is recommended that Members note the content of the report.

**SUPPORTING INFORMATION**

Consultations:	None
Contact Officer:	Chris Parkhouse
Background Papers:	Licensing data area/files