

# East Herts Council Report

## Licensing Committee

**Date of Meeting: 07 June 2023**

**Report by: Oliver Rawlings (Service Manager - Licensing & Enforcement)**

**Report title: Review of annual licensing activity in the financial year 2022-23**

**Ward(s) affected: All**

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**Summary** – Annual reports are presented to Licensing Committee to ensure oversight of key areas of regulation and allow the authority to evidence that it is fulfilling its responsibilities.

## **RECOMMENDATIONS FOR Licensing Committee:**

**(a) That Members review and comment on the Licensing activity in the financial year 2022-23**

### **1.0 Proposal(s)**

- 1.1 That the report is received by members of the Licensing Committee.

### **2.0 Background**

- 2.1 The council's Licensing and Enforcement Team covers licensing of taxi drivers and operators, licensed premises and temporary events notices, along with more infrequent applications relating to, among other things, scrap metal dealing and gambling.
- 2.2 This report presents data for the last financial year on

processing and enforcement, delegated decisions and Licensing Sub Committee involvement, on licences, notices, and permits, and applications including:

- alcohol, entertainment, and late night refreshment licences under the Licensing Act 2003;
- gaming under the Gambling Act 2005;
- taxi drivers, vehicle proprietors and operators.

### 3.0 Reason(s)

3.1 During the last financial year the 1.1 FTE members of the enforcement team have undertaken 117 actions which are divided between visits, inspections and investigations. These have been analysed further and are recorded as:

<b>Type</b>	<b>2020/21 Totals</b>	<b>2021/22 Totals</b>	<b>2022/23 totals</b>
Taxi inspections and investigations	54	75	13
Taxi complaints	14	15	30
Licensing Act 2003 complaints	5	10	21
Licensing Act 2003 premises visits	0	8	16
Checks of statutory notices	22	35	32
Gambling visits/complaints	0	0	0
Invoice visits/chase ups	0	0	2
Charity collection complaints	0	0	0
Street trading	0	0	3
<b>Total actions</b>	<b>95</b>	<b>143</b>	<b>117</b>

- 3.2 All complaints have been fully investigated and have resulted in the appropriate action being taken in line with policy.
- 3.3 Members requested that further detail be provided in relation to any trends in the types of complaints received.
- 3.4 The number of taxi inspections was reduced over the previous year due to there being an increase in Licensing Act 2003 premises visits which are often more complex and time consuming. This led to time taken for Ad hoc taxi inspections being reduced.
- 3.5 Under the Licensing Record Points (LRP) scheme a total of 30 points have been issued split between 4 licence holders. One licence holder appealed the nine points that he was issued and upon review that appeal was upheld, and the points were removed. This leaves the final figure of Licensing Record Points issued in the year as 21 points between three licence holders (nine points, six points and six points respectively). This figure is slightly down on previous years.
- 3.6 The figures for the performance indicators for licensing in 2022/2023 are detailed in the table below and compared to that of 2021/2022.

<b>Performance indicator - cumulative within the year unless otherwise stated</b>	<b>2021/2022</b>	<b>Targets</b>	<b>2022/2023</b>
Percentage of valid personal licences processed within 2 weeks	98%	<b>85%</b>	100%

Percentage of valid temporary event notices processed within 72 hours	81%	<b>90%</b>	96%
Percentage of applications for new and variation of premises licences processed within 2 calendar months (from date of validation to issue date)	100%	<b>99%</b>	100%
Percentage of driver's licences issued within 30 working days of validation	95%	<b>95%</b>	99%

3.7 During the 2022/23 financial year nine applications were decided by Licensing Sub-Committees. There were a further one adjourned hearing, which was then determined approximately a month later and one postponed hearing. The details of the matters brought before Licensing Sub-Committees are shown below.

<b>Premises</b>	<b>Location</b>	<b>Type of application</b>	<b>Resolved</b>
Jungle Bar	Fore Street, Hertford	Premises Licence Variation	Granted with conditions
Lidl	Stansted Road, Bishop's Stortford	New Premises Licence	Granted
Stone Valley Festival South	Hillside Lane, Great Amwell, Ware	New Premises Licence (time limited)	Granted

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White Horse Hotel	Hertingfordbury Road, Hertingfordbury	Variation of Premises Licence	Granted
Copper Tod	The Elms, Hertford	New Premises Licence	Granted
Brad & Dills	Market Place, Hertford	New Premises Licence	Representations withdrawn
Adnams	High Street, Bishops Stortford	New Premises Licence	Granted with Conditions

3.8 Performance data and year-on-year comparison figures can be found in **Appendix A**.

## 6.0 Implications/Consultations

### Community Safety

All decisions are taken and matters considered in line with the prevailing legislation and guidance which, arguably, is primarily concerned with maintaining and promoting community safety.

### Data Protection

No

### Equalities

No

## **Environmental Sustainability**

No

## **Financial**

No

## **Health and Safety**

No

## **Human Resources**

No

## **Human Rights**

No

## **Legal**

No

## **Specific Wards**

No

## **7.0 Background papers, appendices and other relevant material**

- 7.1 **Appendix A** – Performance data from 1 April 2022 to 31 March 2023. Year-on-Year comparison figures for applications and granted licences, notices and other permissions.

### **Contact Member**

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Member for Planning & Growth)

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