

Report to:	Licensing and Regulatory Committee	Date of Meeting:	Monday, 14 June 2021
Subject:	Local Licensing: Performance Report 2020/21		
Report of:	Head of Highways and Public Protection	Wards Affected:	(All Wards);
Portfolio:			
Is this a Key Decision:	N	Included in Forward Plan:	N
Exempt / Confidential Report:	N		

Summary:

To report the work carried out during 2020/21 by the Local Licensing Unit.

Recommendation(s):

That Licensing and Regulatory Committee:

- i) Notes this report; and
- ii) Requests that similar reports be brought on an annual basis.

Reasons for the Recommendation(s):

In order that the Licensing & Regulatory Committee can have an overview of the work carried out by the Local Licensing Unit.

Alternative Options Considered and Rejected: (including any Risk Implications)

None

What will it cost and how will it be financed?

(A) Revenue Costs

Costs are met from within the existing Local Licensing Budget (BD11).

(B) Capital Costs

There are no financial costs associated with the proposals in this report

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets): None.	
Legal Implications: None.	
Equality Implications: There are no equality implications.	
Climate Emergency Implications: The recommendations within this report will	
Have a positive impact	N
Have a neutral impact	Y
Have a negative impact	N
The Author has undertaken the Climate Emergency training for report authors	Y
This is an information only Report.	

Contribution to the Council's Core Purpose:

Protect the most vulnerable: Yes
Facilitate confident and resilient communities:
Commission, broker and provide core services: Yes
Place – leadership and influencer:
Drivers of change and reform:
Facilitate sustainable economic prosperity:
Greater income for social investment:
Cleaner Greener

What consultations have taken place on the proposals and when?

(A) Internal Consultations

The Executive Director of Corporate Resources and Customer Services has been consulted and notes the report indicates no direct financial implications for the Council. (FD 6385/21).

The Chief Legal and Democratic Officer has been consulted with regard to any legal implications and any comments have been incorporated into the report. (LD 4586/21).

(B) External Consultations

None.

Implementation Date for the Decision

Immediately following the Committee meeting.

Contact Officer:	Kevin Coady
Telephone Number:	Tel: 0151 934 2946
Email Address:	kevin.coady@sefton.gov.uk

Appendices:

None.

Background Papers:

There are no background papers available for inspection.

1. Details of licensing applications accepted for process

- 1.1 During the period 1 April 2020 to 31 March 2021 421 applications were accepted for process under the Licensing Act 2003 ("the LA03"), this representing a 56% decrease over the 962 applications received during the equivalent 12-month period for 2019/2020.
- 1.2 Under the Gambling Act 2005 ("the GA05"), 16 applications were accepted for process, this representing a 50% decrease over the 32 applications received during the equivalent 12-month period for 2019/2020.
- 1.3 With respect to general licensing applications (animal welfare, scrap metal dealers, personal treatment registrations etc.), 103 applications were received, this representing a 22% decrease over the 132 applications received during the equivalent 12-month period for 2019/2020.
- 1.4 With respect to applications for street collection permits, 35 applications were received, this representing a 50% decrease over the 70 applications received during the equivalent 12-month period for 2019/2020.
- 1.5 With respect to applications for house to house collection permits, 15 applications were received, this representing a 62% decrease over the 39 applications received during the equivalent 12-month period for 2019/2020.

2. Advertisement of certain LA03 applications

- 2.1 In order to ensure that Grant and Variation applications are brought to residents' / businesses' attention, since 25 April 2012 (via legislation introduced into the LA03 by The Police Reform and Social Responsibility Act 2011) the Licensing Unit has

been required to advertise these types of applications on the Council website (this is in addition to the existing provisions which were retained whereby the applicant has to advertise the application in a newspaper and on the premises).

- 2.2 In respect of Sefton these Notices can be found via a dedicated page on the Council website via:

www.sefton.gov.uk/business/licensing-registration/entertainment,-alcohol-and-late-night-refreshment/licensing-act-public-notices.aspx.

- 2.3 During the relevant period there were 61 applications received which required such advertisement; these comprised of 49 Grant applications and 12 Variation applications, this representing a 30% increase over the 47 applications received during the equivalent 12-month period for 2019/2020.

3. Sefton's LA03 leafleting notification scheme

- 3.1 This scheme was formally adopted by Members at their Meeting on 6 June 2011. The scheme involves the Licensing Unit going over and above the advertising provisions of the LA03 by proactively informing those occupiers and owners of properties with curtilages abutting premises, who have made certain applications under the LA03, of the fact of that application.
- 3.2 As a consequence Licensing Officers sent out a total of 408 notifications to residents / businesses; the average being 7 notifications sent per application.
- 3.3 The Licensing Unit received no objections from residents / businesses leafleted as a direct result of this activity.

4. Reports submitted to Licensing Sub-Committee

- 4.1 During the relevant period 3 Reports were submitted by the Unit for consideration by the Licensing Sub-Committee, this representing a 67% decrease over the 9 Reports submitted during the equivalent 12-month period for 2019/2020.

5. Details of Reviews held

- 5.1 During the relevant period no premise licence review applications were received, this representing no change from the equivalent 12-month period for 2019/2020.

6. Details of LA03 Licences surrendered

- 6.1 At their Meeting on 19 November 2012 Members RESOLVED that any future Performance Reports should "*provide details of surrendered Licences*".
- 6.2 During the period 1 April 2020 to 31 March 2021 17 Licences were surrendered, this representing a 6% decrease over the 18 Licences which were surrendered during the equivalent 12-month period for 2019/2020.

7. Details of Service Requests received

- 7.1 During the relevant period the Unit received and dealt with 897 service requests. This representing a 4% increase over the 864 service requests received during the equivalent 12-month period for 2019/2020. Of these 7 took the form of LA03 complaints, 2 of GA05 complaints, whilst 5 were general licence complaints.
- 7.2 With regard to the Doorman Logbooks the Unit dealt with 1 request for Logbooks to be dispatched.
- 7.3 The following were service requests to the section for guidance, advice or information: 623 under the LA03, 55 under the GA05, with 161 under general licensing.
- 7.4 Of the remaining requests a total of 43 were received for Covid 19 advice.
- 7.5 All of the above matters were attended to within the departmental timescales laid down for such matters.

8. Other work completed by the Section

- 8.1 Since the original lockdown, in March 2020, the section has also assisted other Teams in the Department by continuing to attend Magdalen House twice a week in order to scan items received via the post; this enables Teams to respond remotely to correspondence. Additionally, mail which is required to be printed off and posted out from other Teams is also dealt with.
- 8.2 The section has also been involved with the implementation of the successful Discretionary Business Grant and the Local Business Support Grant schemes. This involved Officers “vetting” applications received in a timely manner to ensure that there was no missing/incorrect paperwork prior to the release of funds.
- 8.3 On several occasions Officers also collated evidence from hotels operating within the Borough; they made contact by telephone enquiring whether they were open and queried the steps that they were taking to ensure that Covid restrictions were being adhered to. Officers also completed spreadsheets on this to assist Merseyside Police with their intel.
- 8.4 Finally Officers have also been involved in “patrolling” their designated Wards in order to ensure that all premises (not just licensed ones) were operating and open as allowed for by the Covid Regulations in force at that time.