

Report to:	Licensing and Regulatory Committee	Date of Meeting:	Monday 10 June 2024
Subject:	Local Licensing: Annual Report 2023/24		
Report of:	Assistant Director of Place (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 2023/24 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.	
Impact on Children and Young People: None.	
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 and contains no proposals that will alter any impact on climate change.	

Contribution to the Council's Core Purpose:

Protect the most vulnerable: Ensuring local businesses comply with relevant licensing requirements.
Facilitate confident and resilient communities: Confidence in the community that licensing restrictions are adhered to.
Commission, broker and provide core services: Ensuring mandatory licensing functions are carried out
Place – leadership and influencer:
Drivers of change and reform:
Facilitate sustainable economic prosperity: Supporting local businesses by ensuring they are aware of and compliant with licensing legislation
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. (FD7666/24).

The Chief Legal and Democratic Officer has been consulted with regard to any legal implications and any comments have been incorporated into the report. (LD5766/24).

(B) External Consultations

None.

Implementation Date for the Decision

Immediately following the Committee meeting.

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Appendices:

None.

Background Papers:

There are no background papers available for inspection.

1. Details of licensing applications accepted for process

1.1 The licensing team deal with a range of licence applications and handle complaints and requests for service in relation to these licences – the following report is a summary of the work carried out by the section.

1.2 During the period 1 April 2023 to 31 March 2024, 1121 applications were accepted for process under the Licensing Act 2003 (“the LA03”) compared to 1061 applications received during the equivalent 12-month period for 2022/2023.

1.3 Breakdown of licence applications:

	2023/24	2022/23
Animal Welfare	36	40
Late Temporary Event Notices	170	131
Gaming Permits	7	13
Personal Licences	170	166
Personal Treatment registration	65	57
Premise Licence	340	339
Scrap Metal Licences	7	8
Scrap Metal	2	2
Small Society Lottery Registration	4	4
Street Collections	24	46
Temporary Event Notices	272	229
House to House	23	26

2. Reports submitted to Licensing Sub-Committee

2.1 During the relevant period 12 Reports were submitted by the Unit for consideration by the Licensing Sub-Committee compared to the 16 Reports submitted during the equivalent 12-month period for 2022/2023.

3. Details of Reviews held

3.1 During the relevant period 2 premise licence review applications were dealt with, compared to 1 review dealt with during the equivalent 12-month period for 2022/2023.

4. Details of Service Requests received

4.1 During the relevant period the Unit received and dealt with 1,178 service requests, an increase of 75 over the 1,103 service requests received during the equivalent 12-month period for 2022/2023.

4.2 Breakdown of requests for service:

	2023/24	2022/23
Licensing Act Complaints	22	10
General Licensing Complaints	13	13
Licensing Act Advice/Enquiry	831	780
Gambling Act Advice/Enquiry	60	17

General Licensing Advice/Enquiry	237	269
Doorman Logbooks	15	14

- 4.3 All of the above matters were attended to within the departmental timescales laid down for such matters.