

LICENSING TEAM ACTIVITY REPORT 2018/19					Appendix	
Header	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual totals	
Premises Visits and Inspections By Officers					Visits & inspections	Defects found
Alcohol and Entertainment	18	33			51	
Visit re non-payment of annual fees	1	6			7	
Gambling	0	5			5	
Private Hire and Hackney Carriage	14	6			20	
Smoking	24	19			43	
Scrap metal dealers	0	0			0	
Street Trading	0	0			0	
Totals	57	69	0	0	126	0
Complaints Received and Investigated						
PH/Taxi	14	10			24	
LA2003	8	15			23	
Street Trading	6	0			6	
Scrap Metal Dealers	1	0			1	
GA2005	0	1			1	
Smoking	0	1			1	
Charity Collections	0	0			0	
Totals	29	27	0	0	56	
Service Requests Received and Service Provided						
Totals	70	54			124	

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Representations to Licence Applications Received					
LA2003	14	0			14
GA2005	0	0			0
Street Trading	0	1			1
Totals	14	1	0	0	15
Licensing Hearings					
LA2003	1	2			3
Taxi	0	4			4
Charity	0	0			0
Street Trading	0	2			2
Sex Establishments	0	0	0	0	0
Totals	1	8	0	0	9

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Service Improvement Plan Measures						Total	%
LA2003 Visits & Engagement (Social Responsibility)	20 Off licences	5	4			9	45.0%
	50 On licences	13	16			29	58.0%
Response to Complaints	95% responded to within 3 working days	33				33	100.0%
		33				33	
Smoking Workplace Inspections	180 in year	24	19			43	23.9%
Vehicle/Operator Inspections	100 vehicles	14	6			20	20.0%
	10 operators	0	0			0	0.0%
Scrap Metal Dealers inspections	100% of sites = 5	0	0			0	0.0%
	80% of collectors = 24	0	0			0	0.0%
Days to produce licences	<i>Average 8 days</i>					0.0	4.9
Gambling licensed premises	80% of total 14 = 12	0	5			5	41.7%
Licensed street traders	80% of total 21 = 17	0	0			0	0.0%

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Licence Applications Processed						
Private Hire and Hackney carriages						
Hackney carriage	Includes new, renewal, change and transfers	21				21
Private Hire Vehicle		57				57
Private Hire Operator	Includes new and renewals	0				0
PHV & HC driving licences		5				5
Totals		83	0	0	0	83
Gambling Applications						
Adult gaming Centre		1				1
Bingo		0				0
Betting Shops		2				2
Club gaming		1				1
Gaming machines in licensed premises		3				3
Club Machine permits		2				2
Small Lotteries		11				11
Totals		20	0	0	0	20

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Alcohol and Entertainment Applications					
New Premises/CPC	6				6
Premises/CPC variation	0				0
Minor variation	1				1
Change/Removal of DPS	9				9
Transfers	8				8
Personal Alcohol Licence	11				11
Temporary Event notices with & without Alcohol & Late	30				30
TEN Counter notices	0				0
Cancel/Surrender/WithdrawalTEN	1				1
Change of name/address	3				3
Totals	69	0	0	0	69
Other licenses and permits					
Scrap Metal Dealers Site	0				0
Scrap Metal Dealers Collector	0				0
Street Trading	8				8
Street Collections	20				20
House to House Collections	4				4
Sex Establishment	0				0
Totals	32	0	0	0	32
					Grand Total
					204