
Licensing Annual Report – Supporting Information

1. Introduction/Background

- 1.1 Attached as Appendix D are figures for the number of licences, registrations, permits and consents issued between 1 April 2017 – 31 March 2018. This is a single indicator of the number of transactions that the Licensing Section has with businesses operating within the District.

2. Supporting Information

- 2.1 Officers use a risk based assessment programme to visit licensed premises to check compliance and provide assistance and advice for those businesses. In 2017/18 officers carried out 202 inspections, compared to 179 in 2016/17. A number of these visits were carried out with Home Office Immigration Compliance and Enforcement, in their new role as a responsible authority under the Licensing Act 2003.
- 2.2 Over the course of the year, the following licences and applications were considered by Licensing Sub-Committees:
- (1) New premises licence application for Domino's Pizza, 3 London Road, Thatcham, RG18 4GE – licence granted
 - (2) New premises licence for new build pub at the junction of Bath Road and Dorking Way, Calcot – licence granted
 - (3) New premises licence for Ace Space, St Nicholas Road, Newbury, RG14 5PR – licence granted
- 2.3 A further aspect is that of assisting businesses to grow whilst complying with the legal requirements and conditions. The service provides a range of advice and information sheets via the Council's website. Additionally officers regularly meet with applicants or licence holders to give guidance, such as attendance at Pubwatch meetings run by the trade, and meeting private hire operators at their offices and taxi drivers at the ranks. The Licensing Section dealt with 210 complaints and requests for service in 2017/2018 (compared with 181 in 2016/2017). These figures do not include general telephone enquiries, only matters which have been logged for further response.
- 2.4 Data for the other Public Protection Partnership member authorities is included for comparison purposes, Wokingham Borough Council at Appendix E and Bracknell Forest Borough Council at Appendix F. It is noted that the figures for Bracknell Forest Council reflect the number of licences valid at the date specified, rather than the number issued over the year.

Background Papers:

None

Subject to Call-In:

Yes: ☐ No: ☒

The item is due to be referred to Council for final approval ☐

Delays in implementation could have serious financial implications for the Council ☐

Delays in implementation could compromise the Council's position ☐

Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months ☐

Item is Urgent Key Decision ☐

Report is to note only ☒

Wards affected:

All

Officer details:

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Appendix D

Number of licences issued in 2017-2018 financial year – West Berkshire Council

Licence type	Number of licences issued	
	01/04/2016 to 31/03/2017	01/04/2017 to 31/03/2018
Animal Licences		
Animal Boarding Licence	33	18
Animal Breeding Licence	2	4
Home boarding licence	31	41
Riding establishment	12	12
Pet Shop licence	5	4
Zoo licence	1	0
Gambling Act 2005		
Betting Premises Licence	1	4
Family Entertainment Centre	0	2
Licensed premises gaming machine notice	11	6
Licensed premises gaming machine permit	1	3
Lotteries licence	22	37
Occasional use notice	1	1
Club machine permit	2	0
Hackney Carriage and Private Hire		
Hackney Carriage Driver	2	1
Hackney Carriage vehicle	190	196
Dual Driver Licence	71	148
Private Hire driver	39	49
Private Hire operator	36	3
Private hire vehicle	190	182
Charity collections		
House to house collection	32	42
Street collection	110	93
Licensing Act 2003		
Personal licence	102	117
Premises - minor variation	14	10
Premises - new	25	19
Premises - transfer	30	31
Premises - variation/vary DPS	129	123
Temporary event notice	540	564
Other		
Scrap metal - mobile	2	3
Scrap metal - site	6	1
Skin piercing - individual	14	11
Skin piercing - premises	2	9
Street trader - mobile	14	9
Street trader - site	31	34
Total	1701	1777

Appendix E

Comparison data, number of licences issued in 2017-2018 financial year – Wokingham Borough Council

Licence Type	2017/2018	2016/2017	2015/2016	2014/2015
Animal Boarding Establishment	7	1	5	0
Home Boarding Licence	35	5	1	1
Pet Shop Licence	14	1	0	0
Riding Establishment	4	0	3	0
Dermal Personal Registration	15	9	25	3
House to House Collections	9	9	18	2
Street Collections	59	62	98	36
Street Trading Consent	21	3	0	2
Licensed Premises Gaming Machine Permit	4	5	1	2
Notification of 2 or less gaming machines	3	3	4	0
Club Gaming Permits (Non-fast track)	0	1	0	0
Club Machine Permits (Non-fast track)	0	1	0	0
Small Society Lottery	71	38	17	4
Gambling Premises	0	1	2	1
Personal Licence	100	92	161	63
Scrap Metal Dealer - Site	3	3	1	5
Scrap Metal Dealer - Mobile	0	4	0	5
Premises Licence	84	52	42	44
Premises Licence Application (No alcohol)	3	2	3	1
Club Premises Certificate	3	0	3	1
Dual Driver	26	25	138	19
Private Hire Driver	28	19	120	26
Private Hire Operator	15	19	21	9
Hackney Carriage Vehicle	70	14	16	11
Private Hire Vehicle Licence	118	61	53	43
School And Community Services Driver	7	8	32	9
School And Community Services Vehicle	43	13	14	12
School And Community Services Operator	0	2	2	0
Private Hire Vehicle	35	14	8	6
Temporary Event Notice	429	392	384	386
GRAND TOTALS:	1206	859	1172	691

Appendix F

Comparison data, number of licences valid at date specified – Bracknell Forest Borough Council

Type	Numbers at 1 April 2015	Numbers at 1 April 2016	Numbers at 1 April 2017	Numbers at 1 April 2018
Private Hire Operators	40	38	43	43
Private Hire Vehicles	165	171	174	169
Private Hire Drivers	134	138	139	153
Dual (Hackney Carriage and Private Hire) Drivers	163	161	165	164
Hackney Carriage Vehicles	83	85	85	85
Home to School Drivers	17	13	11	7
Home to School Vehicles	25	33	35	33
Animal Boarding Establishments	3	4	5	5
Home Boarders of Dogs	27	29	30	34
Riding Establishments	6	6	7	6
Performing Animals	4	5	4	5
Pet Shops	7	7	7	7
Scrap Metal Site	3	3	2	2
Scrap Metal Mobile Collectors	7	7	7	3
Hairdressers	61	64	60	59
Personal Licences	1140	1213	1292	1358
Premises Licences	228	222	231	234
Temporary Event Notices	229	244	239	271
Club Premises Certificates	21	21	21	21
Street Traders	16	15	12	17
Street Collections	37	38	26	30
House to House Collections	50	30	17	29
Lotteries	59	60	56	58
Licensed Premises Gaming Machine Permits	10	10	13	13
Gaming Machine Notifications	35	31	30	29
Club Machine Permits	8	12	9	8
Club Gaming Permits	1	0	0	0
Bingo Premises	1	1	1	1
Adult Gaming Centres	1	1	1	1
Betting Premises	12	12	12	11
For TENs, street collections and house to house collections, the figure given is the total number of notices / applications received within the calendar year				