

**Report of the Service Director to the  
Statutory Licensing Regulatory Board  
to be held on the 20 April 2022**

**STATUTORY LICENSING ANNUAL REPORT**

**1. Purpose of Report**

In accordance with the Terms of Reference for the Statutory Licensing Regulatory Board, Officers are required to submit an annual report to provide Members with information and detail in relation to the number of premises licences, club premise certificates, personal licences and Temporary Event Notices received or reviewed by the Licensing service and/or Statutory Licensing Regulatory Board for the period of the 1<sup>st</sup> April 2021 to the 1<sup>st</sup> April 2022.

**2. Background**

Members are minded to note, that the Licensing Service have continued to receive new licence applications for the period 1<sup>st</sup> April 2021 to the 1<sup>st</sup> April 2022 for the following licences :-

**Premises licence** - is a permanent licence granted for a specific location, that authorises the holder to carry on any or all of the following licensable activities:

- the sale of alcohol
- the provision of regulated entertainment (including plays, films, indoor sports, music and dancing) and
- the sale of late-night refreshment (hot food and drink supplied between 11pm and 5am)

**Club premises certificate** - is a permanent licence granted for a specific location, that authorises the holder to carry on any or all of the following licensable activities:

- the supply of alcohol by a club to its members and guests
- the provision of regulated entertainment (including plays, films, indoor sports, music and dancing) and
- the sale of late-night refreshment (hot food and drink supplied between 11pm and 5am)

**Personal licence** – is granted to an individual and is designed to ensure that anybody running or managing a business that sells alcohol will do so in a professional manner. Personal licence holders can act as the designated premises supervisor for any business that sells or supplies alcohol.

**Temporary Event Notices (TEN)**:- is a standalone licensing permission which permits licensable activities for a time limited period. A TEN can cover a period of no more than 168 hours and no more than 499 people may be in attendance at any one time.

Standard TEN applications = a TEN application submitted at least 10 clear working days before the start of an event

Late TEN applications = a TEN application submitted between 5 and 9 clear working days before the start of an event

A summary of all licence applications and reviews are detailed below.

### 3. **Current Position**

In the last 12 months the Licensing service have records of the following:-

#### **Premises Licences:-**

865 active premises licences (of which 213 do not permit the sale of alcohol)

109 active club premises certificates

48 new premises licences

0 licence applications refused

**Temporary Events Notice:-**

152 Temporary Events Notice applications received including:-

90 Standard applications

62 Late applications

**Personal Licences:-**

3189 active personal licences

94 new licences issued

In addition to the processing of licence applications, Officers also work constantly within live licences to ensure that all elements of that licence are current and up to date for the duration of the said licence.

**4. Proposal**

All licence applications will continue to be processed and monitored to ensure they support the licensing objectives of:-

- the prevention of crime and disorder,
- prevention of public nuisance,
- the protection of children from harm and
- public safety
- and that licence holders meet the requirements of individual licences.

As always the principal aim is to ensure that the carrying on of licensable activity on or from premises is done in the public interest.

**5. Background Papers**

Licence applications which contain exempt information are not available for public inspection

**6. Officer Contact**

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