

## Northampton Brackmills Industrial Estate – Business Improvement District

### Baseline Service Document

<b>Baseline Activity</b>	<b>LICENSING</b>
<b>Head of Service</b>	Steve Elsey
<b>Contact Name</b>	Louise Faulkner
<b>Contact Details</b>	01604 838545
<b>Date of Agreement</b>	
<b>Date of Review</b>	

#### Service Provided, number of staff & equipment

The Licensing Department at Northampton Borough Council are responsible for the issue of Licences, Permits, Consents etc for the following: -

- Premises Licence/Club Premises Certificates – for the Sale of Alcohol, Regulated Entertainment and Late Night Refreshment.
- Street Trading Consents – This mainly deals with food trailers parked on public highways.
- Sex Establishments
- Hackney & Private Hire Vehicles
- Gambling Premises Licences – for Casinos, Amusements arcades, Lotteries, Bookmakers etc
- Car Boot Permits
- Charitable Street and House to House Collections

#### What is relevant to brackmills

#### Specification

At present our responsibilities within the Brackmills Improvement District consists of 2 Premises Licences for the sale of alcohol, both being distribution centres and 5 Street Trading Consents, which are only issued for approved sites. I have

enclosed further information, which details the application process for both these types of permissions, including non-compliance for Street Trading.

### **Performance Measure**

Street Trading brings annual revenue of £2,500 into the Licensing Department at Northampton Borough Council. ***Specify where rental for space or just the license***

#### **Need more detail**

Licensing Act 2003 brings annual revenue of £700 into the Licensing Department of Northampton Borough Council.

### **Non Compliance Procedure**

Non-compliance in respect of the Licensing Act 2003 is centred on four licensing objectives, being public safety, protection of children from harm, public nuisance and crime and disorder. Whilst we are involved with the enforcement of this legislation it is primarily dealt with by Northamptonshire Police and in partnership with several other responsible authorities, i.e. Trading Standards, Environmental Health etc.

We are responsible for the enforcement of Street Trading Consents which is detailed on the enclosed literature.

### **Existing Value of Council Service**

*We need you to complete this and/or the next section with some information on your budgets and how much is spent / allocated / or apportioned for Brackmills. Perhaps refer to any Best Value Performance Indicators and so on.*

#### **Depart budget**

Fees are fixed for both Street Trading and Premises Licences and are part of the overall budget for Licensing enforcement. Enforcement tends to be reactive rather than proactive although the majority of traders will receive visits from Licensing and Environmental Health. Enforcement is ongoing and it is not possible to give a proportion of that budget to one particular area.

At present the Licence Department has a 97% satisfaction level (NI182).

### **Budgetary process**

#### **Do you agree -**

*The level of service provided will be dependent upon the availability of funds through the Council's annual budgeting process. Should there be any reduction in service levels, these will not be shared disproportionately or unfairly to the BID area.*

This would be the case.

**Boundary Area**

Address List attached of Street Trading Pitches within Brackmills

2 Premises Licences for sale of alcohol are: -

Tesco Distribution – Hampton Gate, Brackmills  
Harvey Nichols Distribution Centre – Dimension House, Liliput Rd, Brackmills

**Committed additional activity**

None

**Proposed Additional activity**

*None*

**Cost of Additional activity**

N/A

I, the undersigned, on behalf of . . . . ., agree that the contents above reflect the service which is provided to the Brackmills Industrial Estate today

Date

Signed .....

Name  
(capital letters)

