

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Policy and Resources Scrutiny Committee

8th March 2017

Report of the Head of Legal Services – David Michael

Matter for Monitoring

Wards Affected: All

Legal Services Report Card 2016/17 - Licensing Section

Purpose of the Report

1. To provide members of the Scrutiny Committee with information to assist them in scrutinising the performance of the Licensing Section.

Background

2. The Council introduced a revised Performance Management Framework in 2014 / 2015. One of the requirements within that framework is the production of service report cards by service managers which will enable members to scrutinise the performance of all services within their remit.
3. Report cards set out measures to determine the performance of services by referencing the priority actions set out in the business plan. It will also include workforce / staffing issues, financial information and performance indicators.

Report Card

4. A Licensing report card for the period 2016/17 has been produced and is attached at appendix 1 of this report.
5. As the Licensing Section continues to undertake inspections and receive income from applications, the report card cannot be finalised until after the 31st March 2017. The report card therefore provides information on the Licensing Section's performance up until the end of quarter 3 i.e. 31st December 2016.
6. An annual report is presented to the Registration and Licensing Committee which provides details such as number of licences granted or refused and details of enforcement action. The report card does not attempt to replicate this information.

Financial Impact

7. There are no financial impacts associated with this report.

Equality Impact Assessment

8. There are no equality impacts associated with this report.

Legal Impacts

9. There are no legal impact associated with this report.

Risk Management

10. There are no risk management issues associated with this report.

Consultation

11. There is no requirement under the constitution for external consultation on this item.

Recommendation

12. Item for monitoring only

Reasons for Proposed Decision

13. Not applicable

Implementation of Decision

14. Not applicable.

Appendices

15. Appendix 1 - Licensing Section Report Card 2016/ 17

List of Background Papers

16. Legal Services Business Plan 2016/17

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