

14 December 2023

Title	Statement of Licensing Policy 2024-2029
Purpose of the report	To make a decision
Report Author	Lucy Catlyn, Principal Licensing Officer
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	Not Applicable
Corporate Priority	Community Environment Service delivery
Recommendations	Council is asked to approve the adoption of the revised Statement of Licensing Policy 2024-2029.
Reason for Recommendation	Statutory requirement under the Licensing Act 2003.

1. Summary of the report

1.1 Council is asked to approve the adoption of the revised Statement of Licensing Policy 2024-2029 in accordance with the timetable specified in this report. This report was considered at the Licensing Committee on 05 December 2023 who resolved to recommend that Council approve the adoption of the policy.

2. Key issues

2.1 Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a Statement of Licensing Policy every five years.

2.2 The Statement of Licensing Policy reflects the legislation and national guidance and best practice. This report is therefore to seek approval for the Statement of Licensing Policy for 2024-2029 to be recommended to Full Council.

2.3 Prior to the Statement of Licensing policy 2024-2029 policy being produced the Responsible Authorities¹ were consulted earlier in 2023 and their comments have been incorporated.

¹ The Responsible Authorities are at Appendix B of the Statement of Licensing Policy 2024-2029.

2.4 The Consultation Period was 1 November 2023 - 14 November 2023. The persons consulted are outlined in the Statement of Licensing Policy.

2.5 Surrey Police have submitted comments in respect of large events. The Authority complies with the licensing legislation at all times. There is a proposal to amend wording at 16.23 for the Committee to consider.

3. Options analysis and proposal

3.1 The **preferred option** is for Licensing Committee to recommend the policy to Council for its adoption, in accordance with the timetable set out in this report.

3.2 There is an option for the Licensing Committee may also decide to either amend the proposed draft policy or reject it, and propose its own version of a draft policy. However, the policy reflects best practice, guidance, and legislation.

3.3 Licensing Committee is asked to approve the Statement of Licensing Policy 2024 – 2029 to Council.

4. Financial implications

4.1 There are no financial implications resulting from the matters considered in this report. Costs associated with consultation and publication are minimal and have been met from within existing Licensing budgets.

5. Risk considerations

5.1 No risk implications have been identified save that the authority needs to adhere to legal requirements.

6. Procurement considerations

6.1 This report refers to a policy for which there are no Procurement considerations.

7. Legal considerations

7.1 These are contained within the body of the report.

8. Other considerations

8.1 The revision of this policy and carrying out the required consultation the Council will meet the requirements of the Licensing Act 2003.

9. Equality and Diversity

9.1 The Council's Statement of Licensing Policy has been drafted with Equalities issues being considered in the context of the licensing objectives and local area plan. Specifically relevant to people with protected characteristics is the Licensing objective to protect children from being harmed. This engages the characteristics of age and potentially disability.

9.2 An Equalities Screening Assessment has been carried out. The revised Statement of Licensing policy does not have any impact on protected characteristics.

9.3 The Local Area Plan contains key demographic information for the borough regarding the protected characteristics under the Equality Act 2010.

10. Sustainability/Climate Change Implications

10.1 There are none.

11. Timetable for implementation

11.1 The legislative framework requires that Spelthorne's Statement of Licensing Policy be reviewed. Any revisions will be subject to the approval of the Council in December 2023.

11.2 The proposed timetable is as follows:

- Report to Licensing Committee on 5 December 2023 to seek recommendation to adopt the Statement of Licensing Policy 2024-2029.
- Recommendation to Council on 14 December 2023 to adopt the Statement of Licensing Policy 2024-2029.

12. Contact

12.1 Lucy Catlyn, Principal Licensing Officer (01784 444295)
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Background papers:

The Licensing Act 2003

Section 182 Licensing Act 2003 Guidance- [Revised guidance issued under section 182 of Licensing Act 2003 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/section-182-of-the-licensing-act-2003)

Appendices:

Appendix 1- Spelthorne Borough Council Licensing Act Policy 2024-2029.