



Licensing and Regulatory Committee	Thursday, 04 December 2025	Matter for Information and Decision
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Report Title: **Review of Statement of Licensing Policy (2025-2030)**

Report Author(s): **Jon Wells (Senior Strategic Development Manager)**

Purpose of Report:	To obtain Committee approval to consult on the proposed Draft Statement of Licensing Policy (2025-2030).
Report Summary:	The report sets out changes to the Statement of Licensing Policy which reflect the current legislative position.
Recommendation(s):	To approve the revised Draft Statement of Licensing Policy shown at Appendix 1 for the purpose of consultation with relevant parties.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	Colleen Warren (Chief Finance Officer / Section 151 Officer) (0116) 257 2759 colleen.warren@oadby-wigston.gov.uk Jon Wells (Senior Strategic Development Officer) (0116) 257 2692 jon.wells@oadby-wigston.gov.uk Stephen Eyre (Licensing Enforcement Officer) (0116) 257 2646 stephen.eyre@oadby-wigston.gov.uk
Strategic Objectives:	Our Economy (SO3)
Vision and Values:	Customer & Community Focused (V1)
Report Implications:-	
Legal:	Section 5 of the Licensing Act 2003 imposes a statutory requirement on the Council (as the Licensing Authority) to prepare and publish a 'Statement of Licensing Policy' (known as a Policy) once every five years. Following public consultation, any amendments to the Policy are required to be considered at this Committee and then approved by Full Council.
Financial:	There are no implications arising from this report.
Corporate Risk Management:	Reputation Damage (CR4) Regulatory Governance (CR6)
Equalities and Equalities Assessment (EA):	Licensing Act 2003 applications and notifications are not assessed based on the characteristics of the applicant; they are issued in accordance with the law and depend on the application being correctly submitted.
Human Rights:	There are no implications arising from this report.

Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	• The Chief Officer of Leicestershire Police • Leicestershire Fire and Rescue Service • Leicestershire County Council (Public Health) • All other responsible authorities identified under the Act • Relevant Trade Associations • The general public
Background Papers:	None.
Appendices:	1. Draft Statement of Licensing Policy (2025-2030)

1. Background

- 1.1 The Council has a statutory duty to have a Statement of Licensing Policy. It is important that the Statement of Licensing Policy provides an open and transparent policy regarding the Council's functions under the Licensing Act 2003. The Statement of Licensing Policy forms an essential part of the decision making process for licensing applications.
- 1.2 The Act also requires that the Statement of Licensing Policy should be kept under review and must be re-published at least every five years.
- 1.3 The Council's current Statement of Licensing Policy under the Licensing Act 2003 took effect during 2020.
- 1.4 In accordance with the provisions of the Act, the Council is required to determine and publish a Statement of Licensing Policy at least every five years. Therefore, a new Statement of Principles must be published by 31 December 2025.

2. Consultation

- 2.1 When revising its Statement of Licensing Policy, the Council is required to consult with:

- the chief officer of police for the authority's area;
- the fire and rescue authority for that area;

3. Each local authority in England whose public health functions within the meaning of the National Health Service Act 2006 are exercisable in respect of an area any part of which is in the licensing authority's area;

- such persons as the licensing authority considers to be representative of holders of premises licences issued by that authority;
- such persons as the licensing authority considers to be representative of holders of club premises certificates issued by that authority;
- such persons as the licensing authority considers to be representative of holders of personal licences issued by that authority; and
- such other persons as the licensing authority considers to be representative

of businesses and residents in its area.

4. Changes to the Draft Policy

- 4.1 The draft revised policy is based on the same template as the existing policy.
- 4.2 The revised policy only minor amendments and formatting changes as there have been no changes in the legislation that would affect the policy.
- 4.3 The changes that have been made are shown in red within the document at Appendix 1 and include a section on premises licences where the licence holder has died, become incapacitated or insolvent and a paragraph on advice for counter terrorism measures.
- 4.4 Consultation on the revised draft Statement of Principles will take place with all relevant parties including:
 - The Chief Officer of Leicestershire Police
 - Leicestershire Fire and Rescue Service
 - Leicestershire County Council (Public Health)
 - All other responsible authorities identified under the Act
 - Relevant Trade Associations
 - The general public
- 4.5 The consultation will also be made available for comment via the Council's website and publicised via social media and also through the local press. Given the few changes being proposed to the Council's existing Statement of Licensing Policy, it is proposed that consultation commences on 1 December 2025 for a period of 6 weeks.
- 4.6 Should any representations be made after the consultation is closed, it is proposed they are resolved by delegated authority.
- 4.7 Any responses received during the consultation exercise will be reported back to the Licensing and Regulatory Committee on 5 March 2026 before Full Council is asked to approve the revised Statement of Licensing Policy on 14 April 2026.