



Full Council

**Thursday, 19
February 2026**

**Matter for
Information and
Decision**

Report Title: Statement of Licensing Policy (2025-2030)

Report Author(s): Craig Ward (Licensing & Enforcement Team Leader)

Purpose of Report:	To consider the draft Statement of Licensing Policy.
Report Summary:	The current Policy was up for renewal in 2025, and it is essential that this is refreshed and updated to ensure the effective ongoing regulation of licensing. An updated draft version is attached at Appendix 1 which has been out to consultation. The policy gives a framework that applicants can use when formulating an application as well as giving an overview of how the Council will determine applications.
Recommendation(s):	<p>A. That the Statement of Licensing Policy (2025-2030) be approved and adopted; and</p> <p>B. That delegated authority be granted to the Chief Finance Officer / Section 151 Officer to add updates during the policy with regards to new terrorism legislation expected to come into force during the period.</p>
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>Colleen Warren (Chief Finance Officer / Section 151 Officer) (0116) 257 2759 colleen.warren@oadby-wigston.gov.uk</p> <p>Minna Scott (Environmental Health Manager) (0116) 257 2779 minna.scott@oadby-wigston.gov.uk</p> <p>Craig Ward (Licensing & Enforcement Team Leader) (0116) 257 2721 craig.ward@oadby-wigston.gov.uk</p>
Strategic Objectives:	Our Communities (SO2) 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 directly arising from this report.
Health and Safety:	There are no implications directly 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:	<ul style="list-style-type: none"> • 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. Revised Statement of Licensing Policy (2025-2030)

1. Introduction

- 1.1 Under Section 5 of the Licensing Act 2003 (the Act), Licensing Authorities are required to prepare and publish a policy which they intend to apply when exercising their functions under the Act.

2. Policy Review

- 2.1 The Act requires the Council to review such policies every five years. The current policy has been reviewed and updated. The revised policy is based on the same template as the existing policy and includes only minor amendments and formatting changes as there have been no changes in the legislation that would affect the policy.
- 2.2 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.
- 2.3 The Act requires that the proposed Policy is subject to wide consultation. Consultation commenced on 1 December 2025 for six weeks. The list of consultees can be found above. The Policy was presented to the Licensing and Regulatory Committee on 4 December 2025 as part of the consultation being approved to begin.
- 2.4 Two comments were received: from Planning and Public Health.
- 2.5 Planning made some minor comments regarding wording which were considered.
- 2.6 Public Health supported the overall approach of the policy and reiterated the role of

alcohol availability and density in contributing to health-related harm and inequalities. These matters are already reflected within the policy, particularly within the sections addressing the role of Responsible Authorities and the encouragement for applicants to consider health impacts when promoting the licensing objectives. No substantive amendments to the policy were therefore considered necessary.