



Report To: Full Council

Date: 26 November 2025

Subject: Licensing Act 2003 - Statement of Licensing Policy

Purpose: To adopt the proposed Statement of Licensing Policy

Key Decision: No

Portfolio Holder: Councillor Anthony Casson

Report Of: Assistant Director - Regulatory

Report Author: Anna McDowell - Licensing Team Leader

Ward(s) Affected: Not applicable

Exempt Report: No

Summary

Section 5 of the Licensing Act 2003 requires that the Licensing Authority prepare, consult on, and adopt a statement of the principles that they propose to apply in exercising their functions under the Act. The Statement of Licensing Policy must be reviewed and published every five years.

A revised Statement of Licensing Policy is required, by law, to be adopted by 31 January 2026.

Recommendations

The Council adopt the Statement of Licensing Policy, following which it will be published by the statutory deadline.

Reasons for Recommendations

To ensure the Council comply with their duty to publish a revised policy by the statutory deadline.

Other Options Considered

Council resolves not to adopt the Statement of Licensing Policy. This option is not recommended as this course of action would result in a failure to meet the statutory requirement set out in the Licensing Act 2003.

1. Background

- 1.1 Legislation requires that the licensing authority publishes a statement of its Licensing Policy every five years. The Policy sets out the approach the licensing authority will generally apply to promote the four licensing objectives when carrying out its functions under the Act. Those objectives are the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm
- 1.2 The Policy Statement is provided to assist applicants in understanding what the licensing authority seeks to achieve through the promotion of the licensing objectives, the factors that influence the licensing objectives and the control measures that could be implemented by applicants. The Policy also sets out the principles which the Council will apply when accepting applications, inspecting premises, making decisions on applications, and exercising its' statutory duty in the monitoring of licensed premises.

2. Report

- 2.1 The Committee of the Licensing Authority considered the draft Statement of Licensing Policy on 22 May 2025 and resolved that the statement be consulted on. Consultation with relevant stakeholders took place between 02 June 2025 and 27 July 2025. As part of the consultation process the draft statement was also considered by South Holland District Councils Policy Development Panel.
- 2.2 Following the consultation, responses were considered by the Committee of the Licensing Authority on 09 September 2025 and where appropriate, amendments were made. A copy of the report, detailing the consultation feedback considered by the Committee is attached at **appendix 1**.
- 2.3 The Committee of the Licensing Authority resolved that the revised Statement of Licensing Policy be presented to Council along with a recommendation for adoption and publication. The proposed Statement of Licensing Policy, highlighting in green the inclusions and amendments made, is attached at **appendix 2**.

3. Conclusion

- 3.1 There is a statutory requirement to review the Statement of Licensing Policy every five years, and this must be completed by the end of January 2026. Failure to adopt and publish the Statement of Licensing Policy by the deadline would leave the Licensing Authority open to challenge.

- 3.2 Consultation has been carried out in accordance with the requirements of the Act and consultation responses have been put before the Committee of the Licensing Authority for consideration.
- 3.3 Adoption of the Statement of Licensing Policy is a council function which cannot be delegated to cabinet or a committee and therefore the final policy is presented to Council for approval.

Implications

South and East Lincolnshire Councils Partnership

This is a sovereign Council policy to reflect local considerations, however it has been drafted in accordance with legislation and statutory guidance and therefore is broadly similar to the policies of South Holland District Council and East Lindsey District Council.

Corporate Priorities

Safe and Resilient Communities – We are working with partners and local communities to ensure the sub region is a place where people feel safe, secure and welcome.

Staffing

None

Workforce Capacity Implications

None

Constitutional and Legal Implications

The constitutional and legal implications are contained within the report

Data Protection

None

Financial

None

Risk Management

None

Stakeholder / Consultation / Timescales

Consultation has been carried out as detailed in the report

Reputation

Failure to adopt and publish the Statement of Licensing Policy by the statutory deadline could be reputationally damaging to the Council.

Contracts

None

Crime and Disorder

The policy is required to assist decision making and is designed to encourage the promotion the licensing objectives. The prevention of crime and disorder is one of the licensing objectives.

Equality and Diversity / Human Rights / Safeguarding

The Human Rights of all relevant parties have been considered in the drafting of the policy and the implementation of all procedures in place to administer and enforce the requirements of the Act.

Health and Wellbeing

None

Climate Change and Environmental Impact Assessment

None

Acronyms

None

Appendices

Appendices are listed below and attached to the back of the report:

Appendix 1	Report detailing consultation responses considered
Appendix 2	Statement of Licensing Policy

Background Papers

None

Chronological History of this Report

A report on this item was considered by:

Committee of the Licensing Authority on 22 May 2025.

Policy Development Panel on 24 June 2025

Committee of the Licensing Authority on 09 September 2025

Report Approval

Report author:	Anna M ^c Dowell	–	anna.mcdowell@boston.gov.uk
Signed off by:	Christian Allen	–	christian.allen@boston.gov.uk
Approved for publication:	Cllr Casson	–	acasson@sholland.gov.uk