

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

CORPORATE LEADERSHIP TEAM'S REPORT TO

Licensing and Public Protection Committee 8 October 2025

Report Title: Statement of Licensing Policy 2025-30

Submitted by: Service Director - Regulatory Services & Licensing Lead Officer

Portfolios: Finance, Town Centres and Growth

Ward(s) affected: All

<u>Purpose of the Report</u>	<u>Key Decision</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
To advise members of the outcome of the public consultation on the draft Statement of Licensing Policy for the Council and to seek approval for the Policy to be submitted to Council.			
<u>Recommendation</u> That Members receive the outcome of the public consultation That Members approve submission of the Statement of Licensing Policy to Council on 19 th November 2025 for adoption.			
<u>Reasons</u> Under Section 5 of the Licensing Act 2003 the Council is required to revise its Statement of Licensing Policy by January 2021 and thereafter every 5 years. If a Council reviews their Policy within the 5-year period then a new 5 year period begins from the date it is implemented. The policy therefore requires review and implementation by 18 th November 2025.			

1. Background

- 1.1 Under Section 5 of the Licensing Act 2003 the Council is required to revise its Statement of Licensing Policy by January 2021 and the revision published by 6th January 2021 and thereafter every 5 years. If a Council reviews their Policy within the 5-year period then a new 5 year period begins from the date it is implemented.
- 1.2 The existing Statement of Licensing Policy was approved via urgent officer decision by Chief Executive on 18th November 2020, due to cancellation of Council due to covid restrictions. The decision was subsequently approved by Council and therefore requires review and to be readopted prior to this date.
- 1.3 On 20th August 2025 the Committee determined that the draft policy go out for consultation with the statutory consultees, relevant other bodies and members of the public for a period of 4 weeks that would end on 16th September 2025.

2. Issues

- 2.1** The statement of policy sets out the Councils “policy with respect to the exercise of its licensing functions”. This includes ensuring that the Policy meets the four Licensing Objectives:
- Prevention of Crime and Disorder
 - Public Safety
 - Prevention of Public Nuisance
 - Protection of Children from Harm.
- 2.2** During the consultation period the Council received one response to the proposed policy from the Council’s Environmental Health Department, which included proposed model conditions in relation to the prevention of public nuisance. A copy of their response is attached as **Appendix A**.
- 2.3** As there were no other responses the amendments proposed and consulted upon have been included within the new policy document. These were:
- Updating weblinks and terminology, and formatting to promote clarity;
 - Updated reference to Cumulative Impact Assessment which has been published since the last Statement of Licensing Policy was published;
 - Inclusion of approved Digital ID to be used as proof of age which will be permitted under the Licensing Act 2003 in due course;
 - Inclusion of reference to the Terrorism (Protection of Premises) Act 2025;
 - Removal of sections that are duplicates of other legislative requirements or are entirely covered within the Licensing Act 2003 (i.e. Section 5);
 - Consolidation and strengthening of the sections relating to the Council’s duties to those with protected characteristics having regard to relevant Government Guidance and the Equality Act 2010 (Public Sector Equality Duty);
 - Updating and the removal of outdated ‘model’ conditions in Appendix A.
 - Removal of Appendix B – Map of the Cumulative Impact Assessment area, which is part of a standalone ‘live document’.
- 2.4** Members of Licensing and Public Protection Committee are invited to make any comments on the Policy prior to proposing its adoption by Full Council on 19th November 2025. A copy of the proposed policy is attached as **Appendix B**.

3. Recommendation

- 3.1** That Members receive the outcome of the public consultation, consider any amendments as required, and propose that the policy is adopted at Full Council.

4. Reasons

- 4.1** The proposed amendments are required to ensure compliance with the Licensing Act 2003 and to also ensure that the Statement of Licensing Policy is up to date and includes best practice.

5. Options Considered

- 5.1** To agree that the proposed policy, attached as Appendix B, is forwarded to Full Council on 19th November 2025 to agree and adopt; (**RECOMMENDED**)
- 5.2** To make amendments to the proposed policy prior to adoption by Full Council.

6. Legal and Statutory Implications

- 6.1 Under Section 5 of the Licensing Act 2003 the Council is required to revise its Statement of Licensing Policy by 25th November 2020 and thereafter every 5 years

7. **Equality Impact Assessment**

- 7.1 There are no impacts identified arising from this report.

8. **Financial and Resource Implications**

- 8.1 There are no impacts identified arising from this report.

9. **Major Risks & Mitigation**

- 9.1 There are risks associated with the Council not having an approved Statement of Licensing Policy as required by the Licensing Act.

10. **UN Sustainable Development Goals (UNSDG)**

10.1



11. **One Council**

Please confirm that consideration has been given to the following programmes of work:

One Commercial Council: ☒

Consideration has been given to ensuring that the Council's duties under the Act are dealt with efficiently and expeditiously to reduce any unnecessary expenditure.

One Sustainable Council: ☒

Applications are now made almost entirely online with no need for hard copy documentation.

One Digital Council: ☒

Applications are now made almost entirely online with no need for hard copy documentation.

12. **Key Decision Information**

- 12.1 This is not a key decision.

13. **Earlier Cabinet/Committee Resolutions**

- 13.1 The existing statement of licensing policy was approved at by urgent officer decision by Chief Executive on 18th November 2020 and subsequently endorsed by Full Council on 16th December 2020.

14. **List of Appendices**

- 14.1 Appendix A- Environmental Health's response.
- 14.2 Appendix B- Proposed Statement of Licensing Policy.

15. **Background Papers**

- 15.1 None.