



Full Council

26th January 2026

Subject: Recommendation from Licensing Committee - Licensing Policy Review

Report by:

Chief Executive

Contact Officer:

Andy Gray
Housing and Enforcement Manager

andy.gray@west-lindsey.gov.uk

Purpose / Summary:

This report is in relation to the statutory process of reviewing the Licensing Policy (which has been amended accordingly) and is put before Members of Full Council for their consideration

RECOMMENDATION(S):

Full Council are asked to approve;

- a) That the recommendation from the Licensing Committee on 4th December 2025 be accepted and The Statement of Licensing Policy, as detailed in appendix 1 be approved for adoption with immediate effect.

IMPLICATIONS

Legal:

Section 5(1)(a)(b) of the Act requires each Licensing Authority to determine and publish a Licensing Policy Statement and review on an ongoing basis, within a five-year period. Adoption of the Policy Statement is a Council function which cannot be delegated to a Committee or Sub-Committee.

Financial : FIN/99/29/LC/SSc

No financial implications arising from this report.

Staffing :

None noted.

Equality and Diversity including Human Rights :

The consultation has been completed in line with the legislative requirements and provision has been made for all relevant persons to comment as necessary.

Data Protection Implications :

None noted.

Climate Related Risks and Opportunities :

None noted.

Section 17 Crime and Disorder Considerations :

It is noted that the Licensing of premises plays a key role in ensuring that any crime and disorder can be managed appropriately and ensures that a robust process is in place to enable the management of this. This policy seeks to ensure that this process can happen effectively.

Health Implications:

An effective and fit for purpose Licensing Policy helps to ensure that residents within the district and those visiting are safe and reduces the risk of health implications in relation to premises which require a license.

Title and Location of any Background Papers used in the preparation of this report:

None noted

Risk Assessment :

Failure to adopt and publish a Statement of Policy means that the authority would not be complying with the Licensing Act 2003 and would leave any decisions made by the Licensing Authority open to challenge along with the potential to damage to its reputation.

It should be noted that the policy, following on from consultation and if approved, can be challenged as with any decision made by the Council. However, in order to minimise the risks of any legal challenge, the comments received will be given due consideration and these will be set out in the final report to Licensing committee.

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes☐**No**☐**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

Yes☐**No**☐

1. Context

- 1.1. Section 3 of the Licensing Act 2003 defines this Council as a “Licensing Authority”.
- 1.2. Section 4 of the Act requires the Licensing Authority to have regard to its Licensing Policy in carrying out its functions, and must also have regard to any guidance issued by the Secretary of State under Section 182
- 1.3. Section 5 of the Licensing Act 2003 requires that each Licensing Authority prepares, consults on and determines a Statement of Licensing Policy. That policy must be kept under review on an ongoing basis and in any case every five years. The current policy was adopted by Council in 2021. The legislation requires that, where revisions are made, the licensing authority must publish a statement of the revisions or the revised licensing statement. The revised policy must be in place by the end of January 2026.
- 1.4. The Statement of Licensing Policy was considered by the Council’s Licensing Committee on the 4th of December 2025 and stands recommended for approval by Full. The full report considered by the Licensing Committee, in relation to this, can be found here <https://democracy.west-lindsey.gov.uk/ieListDocuments.aspx?CId=261&MId=3849&Ver=4>

END