

West Suffolk Consultation on Statement of Licensing Policy

In June this year West Suffolk Council opened a consultation on minor changes to their Statement of Licensing Policy. The consultation closes on 22nd July and an extension has been agreed for Wickhambrook Parish Council until 29th July. A copy of the Briefing Note is attached as **Appendix A**.

[Draft Statement of Licensing Policy](#).

The clerk has reviewed the proposed changes as identified in the Briefing Note and has no comments to make.

Recommendation:

That the clerk report that Wickhambrook Parish Council has reviewed the proposed changes to the West Suffolk Statement of Licensing Policy and has no comments to make.

Statement of Licensing Policy – review and update

Background

The Licensing Act 2003 established a single integrated scheme for licensing premises in England and Wales which are used for the sale or supply of alcohol, to provide regulated entertainment, or late-night refreshment. The legislation supports public safety through upholding the following four licensing objectives:

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance
- the protection of children from harm.

In order to license this activity, section 5 of the 2003 Act requires a licensing authority to prepare and publish a statement of its licensing policy at least every five years. Such a policy must be published before the authority carries out any function in respect of individual applications and notices made under the terms of the 2003 Act.

The policy must be kept under review during the five-year period and the licensing authority may make any revisions as it considers appropriate, such as those relating to feedback from the local community on whether the licensing objectives are being met. If the licensing authority determines and publishes its policy in this way, a new five-year period commences on the date it is published.

Revising the Statement of Licensing Policy, 2022-2027

The substantive changes to the Statement are minimal and primarily dictated by changes in guidance and legislation.

The key alterations are:

- Additional segment added on ancillary delivery of alcohol and late-night refreshments – this has been added due to changes in business and customer habits caused by COVID-19. As more premises licensed to sell alcohol are providing a delivery service - which is an ancillary to the main use of the premises – it is important to ensure that this kind of business is captured within the councils policy. Applications for premises that intend to sell alcohol in this way will generally be granted subject to not being contrary to other policies within the Statement of Licensing Policy. It will also need to meet certain criteria, such as:
 - Delivery only takes place in line with the operating hours of the premises
 - Delivery to residential addresses or workplace will remain ancillary to the main premises use
 - The applicant implements their own age verification procedures and ensure staff are trained in said procedures
 - Ensure that delivery adheres to other core objectives of the Statement.
- The entire opening section setting out the area profile has been redrafted – this is to ensure that the information has been updated and condensed.

- Additional appendices have been added – this is primarily to shorten the substantive Statement, to allow for easier navigation for the user, as well as to avoid unnecessary repetition.
- 12.1, 2, 3 mandatory conditions – updated.

Besides the above changes, most alterations are intended to shorten and make the overall document more accessible.

View the [Draft Statement of Licensing Policy](#).

Consultation

There is a statutory duty when reviewing the Statement of Licensing Policy to undertake a consultation to gauge impact and opinion among key stakeholders.

The consultation will run from 9am 21 June 2022. The closing date for comments is 5pm 22 July 2022.

All comments must be in writing and sent by email to licensing@westsuffolk.gov.uk

Or in writing to:

Licensing Team
West Suffolk House
Western Way
Bury St Edmunds
Suffolk IP33 3YU

When responding, please provide your name and details of the body you represent (if relevant).