

Template for Impact Assessment Level 1: Initial screening assessment

x

Subject of assessment:	Statement of Licensing Policy 2025-2030 & Cumulative Impact Assessment 2025-2028			
Coverage:	State the extent or scope e.g. overarching/crosscutting or service-specific. Regulation of Licensed premises			
This is a decision relating to:	<input type="checkbox"/> Strategy	<input checked="" type="checkbox"/> Policy	<input type="checkbox"/> Service	<input checked="" type="checkbox"/> Function
	<input type="checkbox"/> Process/procedure	<input type="checkbox"/> Programme	<input type="checkbox"/> Project	<input checked="" type="checkbox"/> Review
	<input type="checkbox"/> Organisational change	<input type="checkbox"/> Other (please state)		
It is a:	New approach:	<input type="checkbox"/>	Revision of an existing approach:	<input checked="" type="checkbox"/>
It is driven by:	Legislation:	<input checked="" type="checkbox"/>	Local or corporate requirements:	<input type="checkbox"/>

<p>Description:</p>	<p>Insert short description, using the following as sub-headings:</p> <ul style="list-style-type: none"> • Key aims, objectives and activities <p>Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a Statement of Licensing Policy that they propose to apply in exercising their functions under the Act. Such Statements apply across a stated five-year period. Pursuant to the Act, the Policy must be approved by Council. During each five-year period the Council must keep its Licensing Policy under review and make such 'revisions as it considers appropriate.'</p> <ul style="list-style-type: none"> • Statutory drivers (set out exact reference) <p>The Policy Statement acts as the main vehicle for setting out the Licensing Authority's approach to regulation. It aims to control operators of licensed premises within the local area to help protect the community, and to guide those operators as to how the Council wishes them to run their premises.</p> <p>The Licensing Objectives as set out in the Act are:</p> <ul style="list-style-type: none"> • The Prevention of Crime and Disorder • Public Safety • The Prevention of Public Nuisance • The Protection of Children from Harm <ul style="list-style-type: none"> • Differences from any previous approach <p>The work carried out in the preparation of and consultation on the draft Statement of Licensing Policy is consistent with the approach taken on previous policy reviews, as the Licensing Authority is bound to follow a statutory procedure under Section 5 of the Act. However, certain changes have been made to the revised Policy in view of amendments made to the Statutory Guidance issued under the Act and in response to the outcome of the consultation process.</p> <ul style="list-style-type: none"> • Key stakeholders and intended beneficiaries (internal and external as appropriate) <p>Internal: Public Protection Service - Licensing, Environmental Health, Trading Standards, Public Health. Planning & Building Control and Regeneration.</p> <p>External: Licensed operators, applicants for licences, Members of the Public (and their representatives, eg, Ward Councillors), Police, Fire Service, Home Office Immigration Enforcement.</p> <ul style="list-style-type: none"> • Intended outcomes. <p>The Licensing Policy sets out how the Council will exercise its functions under the Licensing Act. The Policy also provides guidance to licensed operators and new applicants on the expectations of the Council in its duty to promote the Statutory Licensing Objectives.</p>
<p>Live date:</p>	<p>When will this be implemented?</p> <p>1st May 2025</p>

Lifespan:	Between which dates will this apply? 1 st May 2025 until 30 th April 2030.
Date of next review:	When will the next review be undertaken? State any triggers for early review. A review of the Statement of Licensing Policy will be undertaken throughout 2029 in preparation for the implementation of a revised Policy in 2030. Although the Policy may be reviewed prior to that time to take account of any legislative changes and/or updates to the Statutory Guidance.

Screening questions	Response			Evidence
	No	Yes	Uncertain	
Human Rights Could the decision impact negatively on individual Human Rights as enshrined in UK legislation?*	X	<input type="checkbox"/>	<input type="checkbox"/>	The implementation of the Statement of Licensing Policy will not impact on the duties performed by the Licensing Service and its partners and will not impact on individual Human Rights as defined in the UK legislation.
Equality Could the decision result in adverse differential impacts on groups or individuals with characteristics protected in UK equality law? Could the decision impact differently on other commonly disadvantaged groups?*	X	<input type="checkbox"/>	<input type="checkbox"/>	The Policy must be consistent with the Licensing Act 2003, and it does not override the primary legislation or the Equality Act 2010. The Equality Act requires that the Council must have due regard to the need to: <ul style="list-style-type: none"> • Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act. • Advance equality of opportunity between people who share a protected characteristic and those who do not. • Foster good relations between people who share a protected characteristic and those who do not. Any licensing application will be considered on its relative merits having regard to the promotion of the Licensing Objectives and other relevant policy considerations, including equality, diversity and inclusion. The Licensing Policy recognises that no policy is absolute and where necessary it may depart from its policy, where there is justification to do so.
Community cohesion Could the decision impact negatively on relationships between different groups, communities of interest or neighbourhoods within the town?*	X	<input type="checkbox"/>	<input type="checkbox"/>	The process to apply for a premises licence or to vary an existing licence is prescribed in legislation. The Licensing Authority's discretion and decision making role is only engaged following a relevant representation being lodged in respect of an application. Any decisions taken by the Licensing Authority must be to address the four statutory Licensing Objectives. The Statement of Licensing Policy is transparent, and clearly identifies the need to promote the Licensing Objectives, which is intended to protect local communities. There is no negative impact on community cohesion.

* Consult the Impact Assessment further guidance for details on the issues covered by each of these broad questions prior to completion.

Screening questions	Response			Evidence
Armed Forces Could the decision impact negatively on those who are currently members of the armed forces of former members in the areas of Council delivered healthcare, compulsory education and housing policies?*	X	<input type="checkbox"/>	<input type="checkbox"/>	The process to apply for a premises licence or to vary an existing licence is prescribed in legislation. The Licensing Authority's discretion and decision making role is only engaged following a relevant representation being lodged in respect of an application. Any decisions taken by the Licensing Authority must be to address the four statutory Licensing Objectives. The Statement of Licensing Policy is transparent, and clearly identifies the need to promote the Licensing Objectives. There is no negative impact on Armed Forces.
Care leavers Could the decision impact negatively on those who are care experienced?*	X	<input type="checkbox"/>	<input type="checkbox"/>	The process to apply for a premises licence or to vary an existing licence is prescribed in legislation. The Licensing Authority's discretion and decision making role is only engaged following a relevant representation being lodged in respect of an application. Any decisions taken by the Licensing Authority must be to address the four statutory Licensing Objectives. The Statement of Licensing Policy is transparent, and clearly identifies the need to promote the Licensing Objectives. There is no negative impact on Care leavers.
Next steps: ➡ If the answer to all of the above screening questions is No then the process is completed. ➡ If the answer of any of the questions is Yes or Uncertain, then a Level 2 Full Impact Assessment must be completed.				

Assessment completed by:	Steve Wearing, Principal Licensing Officer	Head of Service:	
Date:	22 January 2025	Date:	