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Licensing and Regulatory Committee  
2025

18<sup>th</sup> November

Cabinet Member for Policing and Equalities  
2025

24<sup>th</sup> November

Full Council

2<sup>nd</sup> December 2025

**Name of Cabinet Member:**

Cabinet Member for Policing and Equalities - Councillor AS Khan

**Director Approving Submission of the report:**

Director of Law and Governance

**Ward(s) affected:**

All

**Title:**

Licensing Act 2003 – Review of Statement of Licensing Policy 2026 - 2031

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**Is this a key decision?**

No -

Although the matters within the report affect all wards in the city, it is not anticipated that the impact will be significant.

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**Executive Summary:**

The purpose of this report is to update Members of the outcome of the eight-week consultation undertaken on the review of the Council's Statement of Licensing Policy for the Licensing Act 2003 and to recommend for approval, a revised policy for the period 2026 – 2031.

**Recommendations:**

Licensing and Regulatory Committee is recommended to:

1. Consider the results of the consultation, and the proposed changes on the revised Statement of Licensing Policy for the period 2026 – 2031 and notify the Cabinet Member for Policing & Equalities of its comments.

Cabinet Member for Policing and Equalities is recommended to:

1. Consider the results of the consultation, and the proposed changes on the revised Statement of Licensing Policy for the period 2026 – 2031 and any comments from the Licensing and Regulatory Committee.
2. Recommend to Council that it adopts the Statement of Licensing Policy attached as Appendix 1 to the report.

Council is recommended to:

1. Adopt the revised Statement of Licensing Policy attached as Appendix 1 to the report.

**List of Appendices included:**

Appendix 1 – Statement of Licensing Policy 2026 - 2031 (shaded paragraphs illustrate the amendments to the document).

Appendix 2 – Summary of consultation responses and changes to the policy.

Appendix 3 – Equalities Impact Assessment.

**Other useful background papers:**

Licensing Act 2003

Licensing Act 2003 Section 182 Guidance

**Has it been or will it be considered by Scrutiny?**

No

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

Yes, meetings of the -

Cabinet Member for Policing & Equalities – 28<sup>th</sup> July 2025 & 24<sup>th</sup> November 2025

Licensing & Regulatory Committee – 5<sup>th</sup> August 2025 & 18<sup>th</sup> November 2025

**Will this report go to Council?**

Yes -

2<sup>nd</sup> December 2025

**Report title: Licensing Act 2003 – Revised Statement of Licensing Policy**

**1. Context (or background)**

- 1.1 The Licensing Act 2003 requires each Licensing Authority to prepare and publish a Statement of Licensing Policy. The policy sets out how the licensing authority intends to approach its licensing responsibilities and how it intends to promote the four licensing objectives.
- 1.2 The current Statement of Licensing Policy came into effect on 16<sup>th</sup> March 2021, to cover a period up to 16<sup>th</sup> March 2026.
- 1.3 This policy must be renewed every five years and be subject to a full consultation process.
- 1.4 At the meetings of Cabinet Member for Policing & Equalities on 28<sup>th</sup> July 2025 and Licensing and Regulatory Committee on 5<sup>th</sup> August 2025, a report was considered on the draft revised Statement of Licensing Policy and authorised the Director of Law and Governance was authorised to consult on its contents.
- 1.5 This report advises Members of the consultation that has taken place and outlines the comments received and amendments made to the Council's draft Licensing Policy.
- 1.6 There are no major changes to the policy except for some minor wording amendments. The general principles of the Statement of Licensing Policy remain the same and the document is still centered around the Licensing Act's four licensing objectives, namely:
  - Prevention of crime and disorder;
  - Promotion of public safety;
  - Prevention of public nuisance; and
  - Protection of children from harm
- 1.7 Following public consultation, the revised draft Statement of Licensing Policy is now ready to be recommended for adoption to take effect from 16<sup>th</sup> March 2026 (Appendix 1).

**Key Changes to the Revised Licensing Policy**

- 1.8 There are no proposed significant changes to the policy, only minor amendments and additions. These can be shown highlighted in yellow in the draft revised policy (Appendix 1).

**2. Options considered and recommended proposal.**

- 2.1 The Licensing and Regulatory Committee is recommended to:

Consider the results of the consultation on the revised Statement of Licensing Policy for the period 2026 – 2031 and notify the Cabinet Member for Policing and Equalities of its comments (Appendix 2).

- 2.2 The Cabinet Member for Policing and Equalities is recommended to:

1. Consider the results of the consultation of the revised Statement of Licensing Policy for the period 2026 – 2031 and any comments from the Licensing and Regulatory Committee.
2. Recommend to Council that it adopts the Statement of Licensing Policy for the period

2026 – 2031 attached as Appendix 1 to the report.

2.3 Council is recommended to:

1. Adopt the revised Statement of Licensing Policy 2026 – 2031 attached as Appendix 1 to the report.

**3. Results of consultation undertaken**

3.1 The public consultation ended on 7<sup>th</sup> October 2025 and included the following elements:

- Mail shots to representatives of the licensed trade, clubs and key partners;
- Formally writing to the Chief Officers of the responsible authorities;
- Mail shots to businesses and organisations; and
- Wider public consultation through the City Council Website.

3.2 All statutory consultees have received a letter with a link to the revised Statement of Licensing Policy 2026 – 2031 on the Council's website. The consultation was made available from 12<sup>th</sup> August 2025 – 7<sup>th</sup> October 2025. The link was sent to all licensed businesses, Responsible Authorities, businesses and organisations and other public consultees as set out in the policy inviting them to comment.

3.3 The changes to the Policy can be shown highlighted in the draft revised policy (Appendix 1) and are listed below:

- Paragraph 8.11 amended to include website links for drink spiking, violence against women & girls, serious youth violence & counter terrorism.
- Paragraphs 8.38 & 8.39 added to include considerations relating to child exploitation
- Paragraph 11.1 amended to include best practice schemes
- Section 16 added – Environmental best practice in Licensed Premises

3.4 Ten responses have been received to the consultation and this is summarised in Appendix 2. After considering the comments it is proposed that the following amendments be made, these are also highlighted in the draft revised policy (Appendix 1):

- Paragraph 1.12 – voluntary initiative for refraining from selling single unit alcohol cans in areas where street drinking is prevalent has been added;
- Paragraph 8.33 has been amended;
- Paragraph 8.39, has been amended to include **Coventry's Protocol for Addressing Adult Modern Slavery**
- Paragraph 13.6 has been amended to include Coventry City Council's Drug & Alcohol Strategy.

**4. Timetable for implementing this decision.**

4.1 The revised Statement of Licensing Policy must be published by 16<sup>th</sup> March 2026 allowing the Council to continue to carry out any function in respect of individual applications made under the authority of the Licensing Act 2003.

**5. Comments from Director of Finance and Director of Law and Governance.**

**5.1 Financial implications**

The financial implications associated with the recommendation are limited to the employee costs associated with undertaking the consultation exercise and any costs involved in

publishing the Statement of Licensing Policy. This will be managed within existing service budgets.

## 5.2 Legal implications

The Council will not be able to undertake its role as a Licensing Authority after the 16<sup>th</sup> March 2026 unless it has approved and published its revised Statement of Licensing Policy. The policy must be reviewed every five years, or more often if appropriate.

The licensing function is carried out by the Council's Licensing and Regulatory Committee and officers exercising delegated powers. The one exception is the approval of the policy, which must be approved by Full Council.

The Council is required to have regard to any current Government Guidance when carrying out any licensing functions under the Licensing Act 2003 including its Statement of Licensing Policy.

## 6. Other implications

### 6.1 How will this contribute to achievement of the One Coventry Plan?

The prevention of crime and disorder is at the centre of the licensing regime and there are strong structural links between the administration of the licensing process and the role of the Community Safety Partnership and West Midlands Police. The Licensing Policy acknowledges the **Coventry Community Safety Partnership Plan** and gives information about proposed enforcement protocols with the Police and other enforcement authorities. As a Responsible Authority, the Police have been a key consultee.

One of the licensing objectives is 'The Protection of Children from Harm'. Applicants are required to show how they will address this objective in their operating schedule when making applications. The Coventry Safeguarding Children Board is a Responsible Authority consulted when applications are made.

Although there is not a specific licensing objective related directly to health within the current legislation, Public Health is a Responsible Authority. Alcohol has been identified as a priority within Coventry's Health and Wellbeing Strategy. Public health related licence conditions will be used where practicable to reduce the impact of alcohol on public safety and other licensing objectives

This aligns with the One Coventry Plan to work together to improve our city and the lives of those who live, work and study here.

### 6.2 How is risk being managed?

If the Licensing Policy is not renewed in the above timeframe, the City Council will not legally be able to perform its function under the Act. The consultation process and approval dates have been planned to ensure that the Policy is in place at the required time.

The Statement of Licensing Policy will inform decisions taken by the licensing authority that will have an impact on the interests of private individuals and businesses. The Policy reflects the need to respect the relevant rights given by the Human Rights Act.

Decisions of the Licensing Authority are open to challenge through the Magistrates Court and beyond. The Statement of Licensing Policy is designed to ensure our compliance with legislation and statutory guidance, minimising the risk of legal challenge.

### 6.3 What is the impact on the organisation?

The adoption of the policy should have no impact on the organisation. There is no human

resource, financial or ICT implications.

**6.4 Equalities / EIA**

The Licensing Policy makes links to the Council's Equality and Diversity Policies, and an Equalities Impact Assessment exists for licensing activities. This has been reviewed and updated as part of the consultation process (Appendix 3).

**6.5 Implications for (or impact on) climate change and the environment**

None

**6.6 Implications for partner organisations?**

The Statement of Licensing Policy contributes towards the work of the Community Safety Partnership and specifically with the work of the police.

The effective operation of the Policy by the Licensing Authority and all enforcement agencies has an impact on the night time economy and on the co-existence of licensed premises with local residents and communities.

**6.7 Human Rights Act Implications**

None

**Report author(s):**  
**Name and job title:**  
 Rekha Masih, Licensing Team Leader

**Service:** Regulatory Services  
**Telephone:** 024 7697 2247  
**Email:** [rekha.masih@coventry.gov.uk](mailto:rekha.masih@coventry.gov.uk)

Enquiries should be directed to the above person.

<b>Contributor/approver name</b>	<b>Title</b>	<b>Service</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Tom Robinson/Carolyn Sinclair	Governance Services Officer	Law and Governance	06/11/2025	06/11/2025
Debbie Cahalin-Heath	Strategic Manager - Regulation & Communities	Regulatory Services	31/10/2025	03/11/2025

Davina Blackburn	Strategic Lead - Regulation & Communities	Regulatory Services	03/11/2025	04/11/2025
<b>Names of approvers for submission: (officers and members)</b>				
Amy Wright	Regulatory Lawyer	Law and Governance	06/11/2025	06/11/2025
Richard Shirley	Lead Accountant	Finance	06/11/2025	07/11/2025
Julie Newman	Director of Law and Governance	Law & Governance	07/11/2025	07/11/2025
Cllr A S Khan	Elected Member	Cabinet Member for Policing & Equalities	06/11/2025	10/11/2025

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