

Forward Plan – Licensing Committee, 7 December 2023 - *Publication date: 29 November 2023*

Forthcoming meetings: 7 March 2024

	Subject	Purpose of report	Consultation	Report author(s)	Meeting date
1.	Update on Provision and Positioning of Taxi Ranks	<p>To report back on the following actions requested by the Committee on 9 March 2023 following the audit of all taxi ranks in BCP area:</p> <ul style="list-style-type: none">• To review the progress of Highways in programming the necessary works summarised in the report of 9 March 2023• To receive a response from the Director of Infrastructure to provide the proposed schedule of works• To receive a response from the Director of Infrastructure on the number of Penalty Charge Notices issued over the last 12 months as a result of parking of non licensed vehicles on taxi ranks.	BCP Highways	Trudi Barlow, Licensing Officer	7 December 2023

	Subject	Purpose of report	Consultation	Report author(s)	Meeting date
2.	Pleasure Boats and Boatpersons Licensing Policy	To consider a draft policy ahead of public consultation which will set out the requirements for the issuing of licenses for Class B and C pleasure boats and the permits for boatpersons.	Harbour Master Public consultation	Sarah Rogers, Senior Licensing Officer	7 December 2023
3.	Administrative Arrangements for Licensing Sub Committees	To respond to feedback from Licensing Committee members around procedural arrangements for Licensing Sub Committees, including attendance at meetings and chairing of meetings. To consider updating the existing protocols for public speaking at Licensing Committee and Sub Committees to reflect current arrangements in one composite document.	Internal - Licensing/ Legal/Monitoring Officer	Jill Holyoake, Senior Democratic Services Officer	7 December 2023
4.	Review of Statement of Licensing Policy	To commence a review of the existing BCP Statement of Licensing Policy 2020/25. In accordance with Section 5 of the Licensing Act 2003 a Licensing Authority is required to prepare and publish a statement of its licensing policy every five years.	To include those persons listed in section 5(3) of the 2003 Act. These are: Chief Constable of Dorset Police; Dorset and Wiltshire Fire and Rescue; BCP Director of Public Health; Persons/bodies representative of local	Nananka Randle, Licensing Manager	Review to commence early 2024

	Subject	Purpose of report	Consultation	Report author(s)	Meeting date
			<p>Premises Licence Holders, local Club Premises Certificate Holders and local Personal Licence Holders; and Persons/bodies representative of businesses and residents in its area.</p> <p>Licensing Committee Working Group</p>		
5.	Review of Hackney Carriage and Private Hire Driver, Vehicle and Operator Policies	<p>To commence the review of the existing BCP Hackney Carriage and Private Hire, Vehicle and Operator Policies 2021/25</p> <p>These policies are due to be reviewed by 2025.</p>	<p>BCP Taxi and Private Hire Association</p> <p>Licensing Committee Working Group</p> <p>Full public consultation</p>	Nananka Randle, Licensing Manager	Review to commence early 2024
6.	Review of Statement of Licensing Principles - Gambling Act 2005	<p>To commence a review of the existing BCP Statement of Licensing Principles – Gambling Act 2005.</p> <p>The Council is required to publish a Statement of Licensing Principles under section 349 of the Gambling Act 2005 every three years. The purpose of the Statement is to define how the Licensing Authority will exercise its responsibilities under the Act.</p>	Full public consultation	Nananka Randle, Licensing Manager	Review to commence 2024

Committee Briefings and Training Sessions

	Training / Briefing to be delivered	When / Where	Attendees	Suggested Delivery
1.	Licensing Committee Tips Sheets and Scenario Studies Licensing committee: councillor tip sheets hub Local Government Association	7 December 2023, at the conclusion of the Committee meeting. Committee Room, BCP Civic Centre Annexe	Licensing Committee Members	Internal, using resources provided by the Local Government Association (LGA) Session will also enable Members and Officers to provide feedback since May 2023.
2.	Overview of the work undertaken by the Council's Licensing Team over the last 12 month period.	January 2024 By email	N/A	Briefing paper from Licensing Manager. To provide further information to members on the various areas of work undertaken by the Council's Licensing team as a whole, in addition to those items referred to the committee and its sub committees.
3.	Night Time Economy	Date tbc – early 2024 Committee Room, BCP Civic Centre Annexe	Licensing Committee Members	Internal briefing to provide members with more detailed understanding of the roles of the Council, the Responsible Authorities and other external agencies in the night time economy. Outcomes from this session will be used to inform the review of the statement of licensing policy.