

Forward Plan – Licensing Committee, 12 December 2024 - *Publication date: 4 December 2024*

Forthcoming meetings 2025: 13 March / 14 May / 18 September / 11 December

	Subject	Purpose of report	Consultation	Report author(s)	Meeting date
1	Review of Hackney Carriage and Private Hire Driver, Vehicle and Operator Policies	<p>To review 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 and Trading Standards Manager	<p>12 December 2024</p> <p>Draft Policy</p>
2	Review of Scrap Metal Policy	<p>To review the existing BCP Scrap Metal Policy 2020/25.</p> <p>There is no statutory requirement for Councils to have in place a formal policy for dealing with applications made under the Scrap Metal Dealers Act 2013. BCP Council has chosen to adopt a formal policy for this purpose, in line with Best Practice.</p>	Not applicable	Nananka Randle. Licensing and Trading Standards Manager	<p>12 December 2024</p> <p>Draft Policy</p>
3	Council referral – Hush Club petition	To respond to the decision of the Council at its meeting on 15 October 2024 to refer the petition 'Preserve the Biannual Hush Club Event in Southbourne' to the Licensing Committee for further consideration.	Not applicable for this report	Nananka Randle. Licensing and Trading Standards Manager	12 December 2024

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4	Update on Sex Establishment Policy	<p>To provide an update to members following the Committee's resolution on 19 September 2024 that:</p> <ul style="list-style-type: none"> • The Chair and Vice-Chair meet with the Licensing Manager to discuss the briefing paper on SEV policy, • The briefing paper to be emailed to all members of the Licensing Committee • An informal training session be arranged before December 2024 for all members of the Licensing Committee to discuss SEV policy, with an invite extended to all Councillors; and • The Forward Plan be updated to include a formal report on SEV policy at the 12 December 2024 meeting. <p>UPDATE: Public Protection is operating at a statutory minimum and a Sex Establishment Policy is non-statutory, so therefore not being considered at this time as staffing and budget do not allow. Having consulted with the Chair and Vice Chair, it is therefore recommended that this item be removed from the</p>	<p>Portfolio Holder</p> <p>Chair and Vice Chair of the Committee</p> <p>Director of Housing and Communities</p>	Nananka Randle, Licensing and Trading Standards Manager	12 December 2024

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		forward plan and members will be provided with training and a briefing paper in March 2025.			
5	Pleasure Boats and Boatpersons Licensing Policy	To reconsider the draft policy following informal consultation with stakeholders. It has been over 12 months since the policy was considered. Amend policy as required and recommend to Council for adoption.	Harbour Master Public consultation	Sarah Rogers, Principal Licensing Officer Ellie King, Licensing Officer	13 March 2025
6	Hackney Carriage Tariff review	Request by the BCP Taxi and Private Hire Association to review the current hackney carriage tariff chart	28-day consultation	Trudi Barlow Licensing Officer	13 March 2025
7	Review of non-statutory set licensing fees	Review the fees for the following licensing processes: <ul style="list-style-type: none"> • Taxi and Private Hire • Scrap Metal • Pleasure Boat • Sexual Establishment 	28-day consultation	Nananka Randle Licensing and Trading Standards Manager	13 March 2025

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8	Review of Statement of Licensing Policy	<p>To consider the responses to the public consultation on the draft Statement of Licensing Policy 2025 – 2030 and recommend a final version for adoption by Full Council on 3 June 2025.</p> <p>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.</p>	<p>To include those persons listed in section 5(3) of the 2003 Act.</p> <p>These are: Chief Constable of Dorset Police; Dorset and Wiltshire Fire and Rescue; BCP Director of Public Health; Persons/bodies representative of local 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>	Nananka Randle, Licensing and Trading Standards Manager Sarah Rogers. Principal Licensing Officer	<p>14 May 2025</p> <p>Final Policy</p>
9	Review of Statement of Licensing Principles - Gambling Act 2005	<p>To commence a full 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</p>	Full public consultation	Nananka Randle, Licensing and Trading Standards Manager	2025 (date to be determined)

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		Authority will exercise its responsibilities under the Act.			
10	Review of Hackney Carriage and Private Hire Driver, Vehicle and Operator Policies	To consider the responses to the public consultation on the draft Policy	Full public and trade consultation	Nananka Randle Licensing and Trading Standards Manager	18 September 2025

Committee Briefings and Training Sessions 2025 – to be arranged

	Training / Briefing to be delivered	When / Where	Attendees	Suggested Delivery
	Sex Establishment applications/renewals training and briefing		Members and officers	In person after Committee on 13 March 2025

