Draft Statement of Licensing Policy - Proposed Changes:

Summary of Proposed Changes

- **Throughout the Policy** - References updated from the *Street Trading Policy and Application Guidelines 2019* to *Street Trading Policy and Application Guidelines 2026*. Formatting, layout and language have been modernised throughout to improve readability and consistency.
- **Contents** - Updated to reflect the revised structure of the policy, including new sections on the role of the Licensing Sub-Committee, Policy Review, Complaints, Data Protection and Block Consents.

Section 1 – Introduction

- **Section 1.1 - Policy Objectives** - Updated to emphasise fair, proportionate and business-supportive regulation, reducing unnecessary administrative burdens where appropriate whilst maintaining public safety and effective regulation.
- **Section 1.2 - Definitions** - New definition added for Block Consent, allowing event organisers to apply for a consent covering multiple traders operating at organised events.
- **Section 1.4 - Guidance for Applicants** - Revised to remove operational forms and guidance from the policy document. Application forms, guidance notes, document checklists and fee schedules will instead be maintained on the Council's Licensing webpages to allow administrative updates without requiring amendments to the policy.

Section 3 – Submission of Applications

- Updated to reflect online application processes through the Council's Licensing webpages (and GOV.UK where enabled), revised document requirements and updated application procedures.
- **New Section** - Introduces the application process and documentary requirements for Block Consents, including site plans, trader schedules, insurance, food registration and welfare arrangements.

Section 5 – Consultation

- Consultation requirements have been updated and separated into distinct procedures for new, renewal and transfer applications to improve clarity and consistency.

Section 6 – Determination of Applications

- **Section 6.0** – Expanded policy considerations to include commercial need and local vibrancy where relevant alongside public safety, crime prevention and avoidance of nuisance.
- **Section 6.2 and 6.3** – Introduces detailed assessment criteria for considering objections, including highway safety, environmental impacts, compliance history, operational considerations and stakeholder representations, providing greater transparency in decision-making.

Section 7 – Post Consultation

- **Section 7.2** – This section has been moved within the policy to make it clearer for applicants its describing the role of the Licensing Sub-Committee, including the principles it will apply when determining contested applications and the requirement to provide clear reasons for decisions.
- **Section 7.3** – Clarifies the position regarding refusals, Judicial Review and refund of application fees where applications are refused.

Section 8 – General Information

- **Section 8.5** – Clarifies the process for changing a trading unit during the life of a consent.
- **Section 8.6** – Introduces a formal commitment to review the policy every five years, or sooner where legislative or operational changes require it.

Section 9 – Enforcement

- Updated to align with the Regulators' Code and reinforce the principles of proportionate, transparent, accountable, consistent and targeted enforcement.
- **New Sections** – Introduces information on the Council's complaints procedure and the handling of personal data in accordance with UK GDPR and the Data Protection Act 2018.

Appendix 1

- Criminal Convictions Policy reviewed and updated to reflect current licensing practice, DBS requirements and decision-making arrangements.

Appendix 2

- Street Trading Consent Conditions reviewed and updated, including additional provisions relating to Block Consents, written reasons for variation or revocation of consents, welfare arrangements and administrative processes.

Appendix 3

- References to fees and charges updated to direct applicants to the Council's website, allowing annual fee revisions without requiring amendments to the policy.

Appendix 4

- Consultees list updated to reflect the organisations and stakeholders consulted on the revised policy.

Additionally, application forms and guidance notes have been removed from the policy and will be added to the public website.