

REPORT TITLE: Review of Statement of Licensing Policy

To:

Licensing Act 2003 and Gambling Act 2005 Committee - 26th January 2026

Report by:

Yvonne O'Donnell - Strategic Environmental Health and Public Safety Lead

Tel: 01223 - 457951 Email: yvonne.odonnell@cambridge.gov.uk

Wards affected:

All

Director Approval: Director Sam Scharf confirms that the report author has sought the advice of all appropriate colleagues and given due regard to that advice; that the equalities impacts and other implications of the recommended decisions have been assessed and accurately presented in the report; and that they are content for the report to be put to the Executive Councillor for decision.

1.	Recommendations
1.1	<ul style="list-style-type: none"> - Consider the results of the public consultation exercise as summarised in Appendix B and C of this report; - To endorse the amended Statement of Licensing Policy attached to this report as Appendix E. Appendix D includes tracked changes showing the amendments that have been made as part of the consultation and additional changes following consultation responses. If endorsed will go to Full Council on 26th February 2026 for final approval.
2.	Purpose and reason for the report
2.1	<p>Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a statement of its licensing policy at least every five years. During the five-year period, the policy must be kept under review and the licensing authority may make any revisions to it as it considers appropriate.</p>

	The existing Statement of Licensing Policy for Cambridge City Council became effective on 2 nd March October 2021.
	The process to start the review of the Statement of Licensing Policy began in September 2025 and a twelve-week public consultation took place between 22 nd September 2025 and 14 th December 2025.
	The current Statement of Licensing Policy expires on 1 st March 2026 and a new Statement of Licensing Policy must be in place by this date otherwise under the legislation, Cambridge City Council will not be able to process any applications covered by the Licensing Act 2003 until the policy is in place.
3.	Alternative options considered
3.1	As the Statement of Licensing Policy is statutory requirement in order for Cambridge City Council to process any applications under the Licensing Act 2003, there are no alternative options.
4.	Background and key issues
4.1	Under the Licensing Act 2003, each Council is required to produce, adopt and publish a Statement of Licensing Policy stating how it will exercise its functions under the Act. The statement must be kept under review and remains in existence for up to five years. This current Policy period ends on 1 st March 2026.
	Under the legislation, the Council is not able to process any applications unless a statement of licensing policy is in place.
	The issues raised in individual responses to the consultation affecting the

	<p>review are detailed in Appendix B. The 4 responders who were not in favour of the amended statement provided additional comments. These comments were considered, no amendments were required to be made to the policy in response.</p>
	<p>A response to the consultation was received from Public Health, attached to report as Appendix C. Response was considered, and amendments to the policy made. These can be found in Appendix D – Highlighted in yellow.</p>
	<p>The Policy must comply with the Licensing Act and Statutory Guidance. For this reason, it has not always been possible to adopt suggestions put forward. Appendix B and C indicates the consideration given to each comment received and provides reasons for the decision taken.</p>
	<p>In November 2025, during the consultation, revised guidance was issued under section 182 of the Licensing Act 2003. The main amendment was under the section of considering each application under its own merits, requiring all licensing authorities to consider the need to promote growth and deliver economic benefits.</p>
5.	Corporate plan
5.1	<p>The Statement of Licensing Policy enables the council to fulfill its statutory duties under the Licensing Act 2003. Through this policy, the council can support local businesses and enhance the vibrancy of the city centre, while ensuring the city remains a safe place to live, work, and study, through the licences issued.</p>
6.	Consultation, engagement and communication
6.1	<p>In accordance with Government Code of Practice on consultation, the draft Statement of Licensing Policy was submitted for public consultation over a 12-week period between 22nd September 2025 and 14th December 2025.</p>

	Legislation requires that we undertake consultation with bodies prescribed in the Act for the review.
	Consultation was undertaken as widely as possible, with approximately 600 letters and emails being sent out, including to the Chief Officer of Police and all other parties as required by legislation, including persons/bodies representing holders of premises licences and club premises certificates, businesses and residents associations. The consultation was also available to view and responded to on the Cambridge City Council Consultation platform and appeared in the Cambridge News on Monday 22 nd September 2025.
	All comments received are listed in the attached Appendix B, which includes specific written comments received by those who opposed the draft policy. Consideration to all comments has been given in drawing up the Policy. The Appendix shows the nature of the comment and the evaluation of the comment. No changes were made in response to these comments.
	Comments and recommendations were considered from Public Health response detailed in Appendix C. Some changes to the policy were made in response, however some comments were matters that are picked up during the consultation process and partnerships which could be addressed outside the written policy.
	During the consultation, in November 2025, revised guidance was issued under section 182 of the Licensing Act 2003. The main amendment was under the section of considering each application under its own merits, requiring all licensing authorities to consider the need to promote growth and deliver economic benefits. This addition has been reflected within the proposed Statement of Licensing (Appendix E) in 8.3.
7.	Anticipated outcomes, benefits or impact
7.1	The Licensing Authority will be able to carry out its Statutory Licensing

	functions under The Licensing Act 2003, once the Statement of Licence policy is approved.
8.	Implications
	Relevant risks
8.1	If a Statement of Policy is not in place before 1 st March 2026, the council will be unable to carry out its statutory function of processing applications under the Licensing Act 2003.
	Financial Implications
8.2	Provision has been made in the Council's budget to review the statement of licensing policy and the council will meet the cost of consultation.
	Legal Implications
8.3	<i>Nil.</i>
	Equalities and socio-economic Implications
8.4	An Equality Impact Assessment (EqIA) has been completed alongside the review of this policy and is contained within this report as Appendix F.
	Net Zero Carbon, Climate Change and Environmental implications
8.5	The Act requires the Licensing Authority to carry out its function with a view to promoting the four licensing objectives, one of which is the prevention of public nuisance, to protect the local environment and community.

	Procurement Implications
8.6	<i>Nil.</i>
	Community Safety Implications
8.7	Cambridge City Council must fulfil its obligations under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge. The policy promotes that fact and states that any decision by the Licensing Authority will be with a view to promoting the licensing objectives.
9.	Background documents
9.1	Background papers used in the preparation of this report: (a) Licensing Act 2003 (b) Guidance published under section 182 of the Licensing Act 2003 (c) Policing and Crime Act 2017 (d) Cambridge City Council's Existing Statement of Licensing Policy
10.	Appendices Appendix A – Current Statement of Licensing Policy Appendix B – Consultation responses received via consultation platform engage Appendix C – Public Health consultation response Appendix D – Draft Statement of policy with changes in red and further changes following consultation in yellow. Appendix E – Proposed Statement of Licensing Policy Appendix F – Equality Impact Assessment
	To inspect the background papers or if you have a query on the report please contact, Wangari Njiiri, Environmental Health and Licensing Support Team

	Leader, tel: 01223 458533 Email: wangari.njiiri@cambridge.gov.uk
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