

LICENSING COMMITTEE

Proposed Licensing Work Plan 2020 28 November 2019

Report of Commercial Protection Manager

PURPOSE OF REPORT

To seek The Committee's approval (with or without modification) of the proposed Licensing work plan for 2020

The report is public

RECOMMENDATIONS

- (1) That the attached draft Licensing work plan for 2020 be approved by the Committee with or without modification

1.0 Introduction

1.1 The proposed work plan attached at **Appendix 1** provides an overview of planned project work for the year 2020. The work plan does not deal with the day to day routine activities of the team which would have to take priority over planned reviews and developments.

1.2 The committee will recall that the permanent Licensing Manager is currently on Maternity leave and the temporary licensing manager is working a reduced week, 3 days per week. This may impact on the deliverability of the work plan.

1.3 The work plan contains project work or service reviews that have been identified over the last few years as areas that will need scrutiny and review. The committee may already be familiar with a substantial number of the elements identified in the work plan as matters previously raised by or discussed by this committee.

1.4 The committee may wish to add to, remove or otherwise modify the work plan.

2.0 Proposal Details

2.1 The proposals detail planned project type work in relation to Licensing Act activities, taxi licensing and street trading. Additional projects may be required dependent upon any changes to national guidance, legislation, case law or other relevant consideration.

3.0 Details of Consultation

3.1 There are no plans to undertake any formal consultation regarding the proposed work plan, other than to seek committee's approval with or without amendment to the draft

work plan outlined at **Appendix 1**

4.0 Officer Preferred Option

4.1 For committee to agree the attached work plan noting the indicated priorities given for each of the items it contains.

5.0 Conclusion

5.1 The work plan as proposed contains key reviews and developments that the Licensing Manager considers to be key priorities and deliverable within the timeframe set, subject to the constraints mentioned in paragraph 1.2.

<p>CONCLUSION OF IMPACT ASSESSMENT (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing):</p>

<p>The work plan identifies a number of policy reviews which will be subject to impact assessments as appropriate.</p>
--

<p>LEGAL IMPLICATIONS</p>

<p>Each policy review will be conducted within the appropriate legal framework and compliance with best practice guidance where appropriate.</p>
--

<p>FINANCIAL IMPLICATIONS</p>

<p>Any financial implications arising from individual elements of the work plan will be detailed in the specific reports.</p>

<p>BACKGROUND PAPERS</p>

<p>Contact Officer: Jenette Hicks Telephone: 01524 582732 Email: jhicks@lancaster.gov.uk Ref: JH</p>
