

REPORT TO	ON
GENERAL LICENSING COMMITTEE	11 JULY 2017

Jan 2017



TITLE	AUTHOR	Agenda item No.
IMPLEMENTATION PLAN – UPDATE	PETER HAYWOOD	

1. PURPOSE OF THE REPORT

This report is intended to provide members with an updated version of the Implementation Plan.

2. RECOMMENDATIONS

Members are requested to:
 2.1 consider the attached report; and
 2.2 comment accordingly.

3. CORPORATE PRIORITIES

The report relates to the following corporate priorities:

Clean, green and safe		Strong and healthy communities	
Strong South Ribble in the heart of prosperous Lancashire		Efficient, effective and exceptional council	X

4. BACKGROUND TO THE REPORT

4.1 At its meeting on 21 March 2017, the General Licensing Committee was first presented with a draft Implementation Plan, the purpose of which was to combine into a single document the key outcomes from the various recent reviews into the Licensing function. The Plan would be updated on a regular basis, and was colour-coded so that members could easily discern the progress made.

4.2 The minutes of the meeting on 21 March confirm that officers were requested to bring a quarterly update report on the composite Implementation Plan to General Licensing Committee, the next update to be received on 11 July 2017. This report fulfils that requirement, with the latest version of the Implementation Plan attached as Appendix 1.

5. COMMENTARY

5.1 The Plan is a live working document and has therefore been amended since it was last presented to members. For instance, in light of resource constraints it has been necessary to change certain timescales in order to reflect matters of the highest priority. However, real progress is being made against the identified targets. The latest version of the report contains

31 actions to be implemented. Of these, 7 are shown as green (complete); 17 are shown as amber (in progress); and 7 are yet to be commenced.

6. WIDER IMPLICATIONS AND BACKGROUND DOCUMENTATION

6.1 Comments of the Statutory Finance Officer

There are no financial implications arising from this report. All actions can be met from existing budgets.

6.2 Comments of the Monitoring Officer

There are no legal implications identified in this report.

Other implications: <ul style="list-style-type: none">• Risk• Equality• HR	It is imperative that the improvement plan is implemented, thereby enabling the Licensing Section to continue to improve its process and procedures. None None
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8. BACKGROUND DOCUMENTS (or there are no background papers to this report)

Appendix 1 – Implementation Plan