

19 January 2022

Report of	Assistant Director of Communities	Author	Jon Ruder ☎ 282840
Title	Boats and Boatpersons Processes and Procedures		
Wards affected	Not applicable		

## 1. Executive Summary

- 1.1 This report concerns the creation of a reference document drawing together the licensing processes and procedures for boats and boatpersons in the Borough.

## 2. Recommended Decision

- 2.1 That the Boats and Boatpersons Licensing Processes and Procedures document attached to this report as Appendix A, be made publicly available to provide clear guidance to all parties.

## 3. Reason for Recommended Decision

- 3.1 To ensure transparency in the licensing process and procedures.

## 4. Alternative Option

- 4.1 There is no alternative option.

## **5. Background Information**

- 5.1 To assist in dealing with enquiries on the matter and to ensure an open and transparent approach to licensing and enforcement, the Committee requested that a document be drawn up giving details of the Council's processes and procedures in relation to the licensing of pleasure boats and boatpersons.

## **6. Detailed Considerations**

- 6.1 The processes and procedures document is attached at Appendix 1. The purpose of the document is to provide clear guidance to all parties on the standards and competencies that must be met before a pleasure boat/vessel and boatperson's licence is issued.

## **7. Equality, Diversity and Human Rights implications**

- 7.1 There are no equality, diversity and human rights implications.

## **8. Publicity Considerations**

- 8.1 The Council will share this document with relevant partner agencies and make it available on the Council's website.

## **9. Standard References**

- 9.1 There are no particular references to the Strategic Plan; consultation or publicity considerations or financial; community safety; health and safety or risk management implications.

## **10. Environmental and Sustainability Implications**

- 10.1 The environmental and sustainability implications have been considered and will be addressed in the relevant guidance offered to applicants and licence holders.