



Subject:	Notices of Motion – Annual Update
Date:	16 th September 2026
Reporting Officer:	Kate Bentley, Director of Planning and Building Control
Contact Officer:	Jamie Uprichard, Business Research and Development Manager

Restricted Reports	
Is this report restricted?	Yes ☐ No ☒
If Yes, when will the report become unrestricted?	
After Committee Decision	☐
After Council Decision	☐
Some time in the future	☐
Never	☐

Call-in	
Is the decision eligible for Call-in?	Yes ☒ No ☐

1.0	Purpose of Report or Summary of main Issues
1.1	This report provides an annual update on the Notices of Motion that the Licensing Committee is responsible for, in line with the agreement of the Strategic Policy & Resources (SP&R) Committee that all standing committees receive regular updates.
2.0	Recommendations
2.1	It is recommended that the Committee: • Notes the updates to all Notices of Motion and Issues Raised in Advance that Licensing Committee is responsible for as referenced in Appendix 1; and • Agrees to the closure of two Motions, as referenced in Appendix 1 and noted in paragraph 3.4 below.

3.0	Main report
3.1	At the SP&R Committee meeting on 25th October 2019, members agreed “<i>that this Council notes that other Councils produce a monthly status report in relation to Notices of Motion; and agrees Belfast City Council adopts a similar practice and produces a monthly Notice of Motion Update which will be brought to each full Council Meeting, detailing the following:</i> 1. <i>Date received</i> 2. <i>Notice of motion title</i> 3. <i>Submitted by which Councillor</i> 4. <i>Council meeting date</i> 5. <i>Committee motion is referred to</i> 6. <i>Outcome of committee where Notice of Motion will be debated</i> 7. <i>Month it will be reported back to committee</i> 8. <i>Other action to be taken.</i>
3.2	Following a review exercise, a new database containing all Notices of Motion and Issues Raised in Advance at Committee was created and reporting to Committees commenced in March 2021. Licensing Committee is provided with an annual report containing an overview of the actions taken and the progress of each motion that the committee is responsible for.
3.3	At the SP&R Committee on 20th November 2020, members approved the arrangement for the future management of motions, which included recommendations that Notices of Motion could be closed for one of two reasons: • Category 1 – Notice of Motion contained an action that has been completed. All Notices of Motion within this category contained a specific task that has since been complete. It is worth noting that, when Committee agree to action a Notice of Motion, there are sometimes additional actions agreed alongside the Motion. As these are not technically part of the Notice of Motion, they are taken forward through normal committee decision making processes. The Notice of Motion can therefore be closed, but additional actions related to it will continue to be progressed and reported to the committee. • Category 2 - Notice of Motion has become Council policy or absorbed into a strategic programme of work. These Notices of Motion did not contain a specific task that could be complete but rather they are more strategic in nature and require changes in Council policy and/ or strategy for long term outcomes. Those listed within this category have all been agreed by Committee and are now either Council policy or are currently being implemented through a Council strategy that is managed by a Standing Committee through the corporate planning process.

3.4	There are presently 4 Notices of Motion and Issues Raised in Advance for which the Licensing Committee is responsible for. Members are asked to approve the recommendation to close 2 motions (detailed below) and note status updates for the other 2 motions which remain open. Additional information is included at Appendix 1. Category 1 Recommended Closures: • Drink Spike Testing Kits in Licensed Premises (ID = 265) In September 2025, Queens University Belfast, in partnership with the PSNI launched 'Drink Check', an initiative designed to provide reassurance, raise awareness in 33 popular bars and clubs across Belfast. Participating venues displayed posters making it clear that drink testing is available on-site, a visible deterrent to anyone considering spiking a drink. Venues were also supplied with drink testing strips, so in the event that a customer believed their drink may have been tampered with, they could bring it to the bar where staff would check it using the test kits. If the test indicates spiking, the PSNI are notified and will investigate. CCTV from the venue will be checked to help identify the individual responsible. • "Know your rights" information campaign for HMOs (ID = 426) This motion called on Council to send a letter to the NI Executive asking it to consider putting in place an appropriate regime for the management of short-term lets in Northern Ireland. A 'Know your rights' guide for House in Multiple Occupation (HMO) tenants was launched in September 2025, with a supporting promotional campaign. Updates and statistics have been brought to subsequent Committee meetings, and a further campaign ran from the end of Jan to start of Feb 2026, highlighting how students can check their rights in relation to leasing a HMO.
3.5	<u>Financial & Resource Implications</u> There are no additional financial implications attached to this report. Finance and resource implications are considered by Committee when taking decisions on the specific motions.
3.6	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> There are no equality, good relations or rural needs implications contained in this report.
4.0	Appendices – Documents attached
	Appendix 1: Notices of Motion Live Database – Licensing Committee