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# Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 26 March 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: I Bastable, Miss S M Bell, F Birkett, T Davies, M J Ford, JP,

J S Forrest, Mrs C Heneghan, L Keeble, Mrs K Mandry,

Ms S Pankhurst and S Cunningham (deputising for R H Price,

JP)

Also Present:



#### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs S M Bayford and R H Price, JP.

#### 2. MINUTES

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 06 February 2019 be confirmed and signed as a correct record.

#### 3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Pearl Gillies, Parking and Licensing Officer, to the meeting and explained to the Committee that she would be taking on some of the work of the Licensing Manager when she retires next month.

The Chairman informed the Committee that the Head of Democratic Services had a verbal update for the Committee on a review of Polling Districts and Polling Places.

The Head of Democratic Services informed the Committee that under the Representation of the People Act 1983, Schedule A1, it is required that all polling districts and polling places are reviewed every 5 years. The current review must be started and completed between 1 October 2018 and 31 January 2020.

The review does not apply to electoral boundaries (district wards, county divisions or parliamentary constituencies).

She outlined a draft timetable that has been prepared to enable this review to be undertaken with the Committee having to consider the draft proposals at its meeting on 18 June 2019, and for the final proposals to be considered by the Committee at its meeting on 30 July 2019.

The Head of Democratic Services also informed the Committee that work is being undertaken into a possible Titchfield Neighbourhood Planning Referendum.

The Head of Democratic Services was thanked for her verbal update.

#### 4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

#### 5. **DEPUTATIONS**

There were no deputations made at this meeting.

#### 6. UPDATE ON FAREHAM AND GOSPORT ENVIRONMENTAL HEALTH PARTNERSHIP

The Committee received a presentation by the Head of Environmental Health which provided Members with an update on the Fareham and Gosport Environmental Health Partnership. A copy of the presentation is attached to these minutes as Appendix A.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.

#### 7. UPDATE ON AIR QUALITY AND THE TAXI INCENTIVE SCHEME

The Committee considered a report by the Head of Environmental Health which provided Members with an update on the taxi replacement scheme in Fareham which offers financial incentives to private hire and hackney carriage licence holders to replace their older diesel vehicles with Ultra Low Emission or hybrid vehicles or Euro 6 diesel vehicles.

A question was raised regarding the Euro 6 diesel vehicles and a recent study that has been undertaken into the effectiveness of them in respect of the reduction in nitrogen dioxide emissions. The Head of Environmental Health was asked whether there was any risk to the Council should these vehicles be found not to meet the requirements set by the government in the reduction of the emissions. The Head of Environmental Health explained to the Committee that the Taxi Incentive scheme was just one part of the compliance measures that have been agreed as part of the Air Quality Local Plan, and that they had been given the guidance by the Government on how this money could be spent which did include the replacement of older diesel vehicles with a Euro 6 diesel.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the report.

#### 8. UPDATE ON TAXIS AND WHEELCHAIR ACCESSIBILITY

The Committee reviewed a video on Accessibility which is provided to taxi drivers as part of their training, as agreed at item 10 of the minutes of the meeting on 6 February 2019.

The Committee then considered a report by the Head of Environmental Health which provides Members with an update on Taxis and wheelchair accessibility.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of this report.

#### 9. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health which gives a final review of the Committee's 2018/19 Work Programme and proposes a draft Work Programme for 2019/20.

The Head of Environmental Health referred the Committee back to the verbal update they had received at the start of the meeting on the review of polling

districts and polling places, and the proposed dates for these reports to be brought to the Committee for reviewing.

RESOLVED that the Licensing and Regulatory Affairs Committee:-

- (a) notes the progress on the Committee work programme for 2018/19, as set out in Appendix B of the report;
- (b) agrees to add a report titled "Draft Polling District and Polling Places Review" to the 18 June 2019 meeting;
- (c) agrees to add a report titled "Final Polling District and Polling Places Review" to the 30 July 2019 meeting;
- (d) subject to the inclusion of (b) and (c) above, approves the work programme for 2019/20, attached as Appendix C to the report; and
- (e) recommends the proposed work programme 2019/20, subject to the inclusion of (b) and (c) above, to Council for endorsement.

(The meeting started at 6.00 pm and ended at 7.15 pm).

# Environmental Health Partnership Update (Fareham & Gosport) 26 March 2019

## FAREHAM BOROUGH COUNCIL

### EH Partnership Management

- Agreement sets out Scope
- Head of EH day to day management
- Partnership Panel One Director & One elected member each Council & Head of EH (Accountants as necessary)
- Councillors Burgess, Cartwright & Lindsey Ansell & Michael Lawther?
- Panel to meet twice a year March / September

## FAREHAM BOROUGH COUNCIL

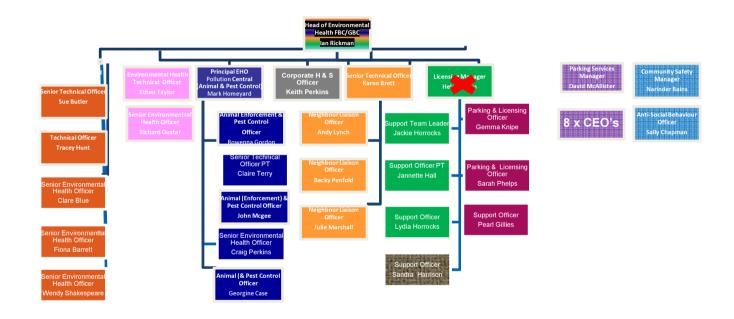
#### Scope

- Licensing
- Private Sector Housing
- Disabled Facilities Grants
- Environmental Protection
- Health & Safety
- Food Safety
- Animal Welfare
- Corporate H&S
- Dog Control
- Pest Control
- Open Markets
- 24/7 OOH Service EH
- 10pm OOH dogs service

- Air Quality
- Contaminated Land
- Public Health
- Community Safety and Safeguarding/Prevent – Fareham
- Safety Advisory Group Fareham
- Car Parking

# FAREHAM BOROUGH COUNCIL

## Current Structure





#### **Financial Information**

- Kept simple
- Costs split 50/50 (work approx. 50/50 split)
- Income retained by Council that generate it.
- Procurement mainly through Fareham
- Own Licensing Panels/sub-board
- Own Legal Services



## Financial Information 18/19

	Base Estimate 2018/19	Revised Estimate 2018/19	So far in 18/19 Estimate 2018/19	So far in 18/19 Actual 2018/19	So far in 18/19 Yariance 2018/19
Ezpenditure					
Employees	1,224,700	1,183,000	549,650	525,846	23,804
Premises	800	800	400	1,763	-1,363
Transport	39,500	39,000	18,200	16,300	1,900
Supplies and Services	150,600	150,600	70,600	23,737	46,863
Third Party Payments	3,400	3,400	. 0	. 0	0
Internal Recharges	175,200	175,200	0	0	0
Charge for telephone			0	0	0
Other Grants			0	0	0
SMP Recovery			0	0	0
	1,594,200	1,552,000	638,850	567,646	71,204
Charges					
SLA Charges to FBC	883,500	863,600	319,425	283,823	
SLA Charges to GBC	710,700	688,400	319,425	283,823	
	1,594,200	1,552,000	0	0	
		_		_	
	0	0	0	0	

	Summary of financial year 2018/19				
Ezpenditure					
_	Overall expenditure is below the revised budget figure of £638,850 by				
	£71,204; 11.1%, to the end of period 6.				
	This excludes internal recharges which are 100% attributable to Fareham,				
	and will be charged at the end of the financial year.				
Emplogee	Partnership employee expenditure of £525,846 is £23,804 below budget.				
	This budget currently includes the market supervisor post which				
	will be deleted as new market management arrangements are to continue				
Transport	This area is overspent against public transport and mileage allowances.				
Supplies & Services	This budget area is underspent by £46,863 to period 6.				
	Operational materials, pest control and dog kennelling are underspent				
	against budgets which will be reviewed over the coming months,				
latera el De el cono	Internal Recharges will be charged to FBC at the end of the financial year				



#### **Current Performance**

- Food Inspections 18/19 637/655 (should achieve 97%\*)
- Complaint work reactive up to date 4264 (2271 F /1993 G).
- OOH EH 176 (133 F/ 169 G )
- Dogs OOH 17 (12 F / 5 G)
- Licensing Stat time periods continue to be met
- Licensing no back logs anywhere
- Customer feedback is good 10/10 studies done frequently
- Air Quality Compliance Directive update to follow



#### Current Issues

- Savings Targets still disjointed?
- Fees and Charges better communication now over fee setting
- Changes to Housing (HMO) 1/10/18 backlog on applications
  - Database/website/fees amended, applications being received, resource being monitored
- New animal licensing backlog on applications
- NEW pest/dog control officer
- Agreement out of date ends AUG 20
- Term to be open ended
- Authorisations too complicated to be simplified
- Performance measures out of date. To be simplified
- Food law changes 2020
- Licensing Manager retiring

# FAREHAM BOROUGH COUNCIL

## Air Quality Update

This Final Plan therefore seeks approval to invest £1,409,253.06 in Fareham & Gosport to tackle roadside emissions of Nitrogen Dioxide  $(NO_2)$  for the benefit of human health and bring forward compliance with the legal limit to 2020.

This investment will deliver four measures in 2019:

- A taxi upgrade incentive scheme (Fareham Borough Council)
- Cycle infrastructure schemes (Hampshire County Council)
- Real Time Information provision at local bus stops (Hampshire County Council)
- Optimisation of the signalised Quay Street junction (Hampshire County Council)

Implementation of this whole package of measures makes compliance with the legal limit in 2020 likely, bringing forward legal compliance one year from the 'Business as Usual' scenario achieving compliance in 2021.





## Effect of Measures – target 40 ug/m3

Modelled 2020 Roadside Annual Mean NO<sub>2</sub> Concentration (µg/m³)

	wodelied 2020 Roadside Affiliaal wealt NO2 Concentration (µg/m²)					
Census ID	Do-Min I	Taxi Upgrade Incentive	Cycling Infrastructure <sup>a</sup>	Cumulative (Taxi and Cycling) <sup>a</sup>		
6293	38.58	38.35	38.45	38.22		
6345	33.11	33.00	32.48	32.37		
7883	24.16	24.13	24.04	24.01		
8406	35 13	35.02	34.93	34.83		
16270	40.55	40.46	40.08	39.99		
46296	27.24	27.19	27.04	26.99		
46351	38.15	38.04	37.68	37.57		
56260	40.07	39.83	39.90	39.66		
56318	35.19	35.10	35.05	34.96		
73574	23.46	23.42	23.31	23.27		

<sup>&</sup>lt;sup>a</sup> Based on a likely upper estimate of the impact of the proposed cycling measure on traffic flows within the study area, which is subject to some uncertainty.

## Questions?

## FAREHAM BOROUGH COUNCIL