

## Roles, Functions and Responsibilities

19 June 2018

# Functions of the Licensing and Regulatory Affairs Committee

- All licensing and registration functions that are Non-Executive
- Respond to consultations from the Executive and make recommendations to Full Council
- Advise the Council on matters and resources required to undertake the functions of the committee

# Functions of the Licensing and Regulatory Affairs Committee

- Delegate licensing and registration powers to any sub committee it may appoint:
  - Licensing Panel
  - Trading Concessions Panel\*
- Delegate licensing and registration powers to officers

# Specific Functions

- Health and Safety
- Alcohol Licensing
- General Licensing and Registration
- Taxi Licensing
- Elections
- Miscellaneous provisions

# Health and Safety

## Commercial Premises Enforcement



- 1500 premises in the borough

- Accident Investigations



- Complaints
- National Projects
- Advice and Guidance
- Support local businesses

# Licensing

## Premises Licensing

(alcohol, regulated entertainment and late night refreshment)

- Licence Conditions – Crime and Disorder, Public Nuisance, Public Safety, Safety of Children
- Personal Licences
- Review Licence or prosecute
- Partnership working with Police/trading standards to reduce alcohol related crime – test purchasing, joint inspections
- Significant contribution to low crime in Fareham

# General Licensing

## **Gambling Act 2005**

- Small Society Lotteries, Licensing of Gaming Machines in Clubs and Licensed Premises, Adult Gaming Premises, 2 Machine Exemption Permits, betting, bingo etc

## **Charities Act 2006**

- Permits currently being issued under Local Government Act 1972

# General Licensing

- Animal Licensing – Horses, cats, dogs, pet shops, Dangerous Wild Animals, Zoos
- Sex Establishments
- Skin Piercing
- Scrap Metal
- Street Trading Consents

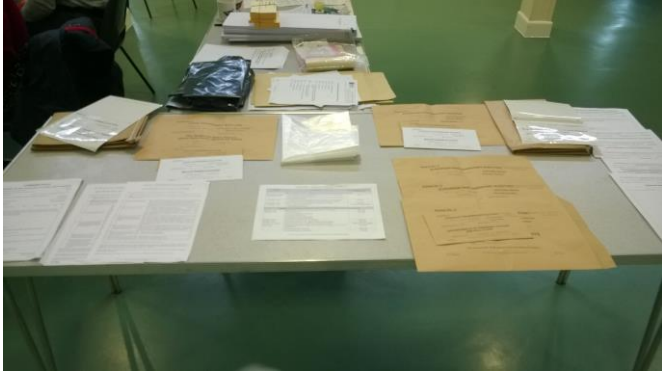


# Taxi Licensing

## “Ensure Safety and Comfort”

- Private Hire & Hackney Carriage Drivers
- New App. /Renewals – Residency Questionnaire, DBS, Medical, Knowledge Test , DSA driving test
- Vehicles
- Annual renewals – Engineers Report, age /size restrictions, MOT, Insurance, Licensing Section Inspection
- Advice, Complaints, Enforcement,

# Election Services



**FAREHAM**  
BOROUGH COUNCIL

# Scope of the Service

- Ensure all residents within the Borough who are eligible to vote in local government, Parliamentary or European Parliamentary elections and UK Referendums are registered to vote;
- Organise all elections and referendums within the Borough on behalf of the appropriate Returning/Counting Officer;
- Undertake periodic reviews of boundary and electoral arrangements within the Borough

# IER

## Individual Electoral Registration

- Previously, one person in every household was responsible for registering everyone else who lives at that address.
- Since summer 2014, each person is required to register to vote individually, using unique identifiers such as DOB & NI.
  - Household Enquiry Forms to be issued in summer
  - Canvass will include follow up letters and personal visits
  - 1 December 2018 – publication of annual register

# Move to digital canvass

## 2016

- 47 canvassers covering 62 rounds, handling 1000s of paper forms
- £25,507 spent on canvasser pay & HEF hand-delivery
- Canvass response rate = 96.2%

## 2017

- 12 canvassers covering 16 rounds using tablets only
- £23,608 spent on canvasser pay & HEF postage
- Canvass response rate = 96.7%
- NEW Canvassers door-knocking year round to complete voter registrations
- NEW Care homes now separate canvass round due to more sensitive needs
- Officer & canvasser time used more effectively due to efficiencies of electronic HEF returns on-line and via tablets

# Registration Services

## **Electors (June 2018)**

- Fareham Borough electorate = 90,524 *up by 1102 since June 2017*
- Fareham Parliamentary Constituency = 78,930 *up by 1008 since June 2017*

## **Postal voting (June 2018)**

- Fareham Borough postal voters = 14,665 (16% of electorate) *up by 168 since June 2017*
- Fareham Parliamentary Constituency postal voters = 12,395 (16%) *up by 110 since June 2017*

## **Proxy voting (June 2018)**

- Fareham Borough proxy voters = 108 *down by 45 since June 2017*
- Fareham Parliamentary Constituency = 84 *down by 37 since June 2017*

# Elections - Timetable

2016

- May - PCC, FBC Locals, HCC Fareham Town by-election
- June - EU Referendum

2017

- May – HCC (new divisions)
- June - Parliamentary election
- July - Business Improvement District (BID ballot)
- Nov – FBC Stubbington By-Election

2018

- May - FBC Local Elections

2019

- **No scheduled elections!!!!!!**
- Polling District & Polling Place Review

2020

- May – FBC Local, PCC

2021

- HCC

For reference, find the details on the new Constitution pages:

[http://www.fareham.gov.uk/about\\_the\\_council/council\\_and\\_democracy/constitution/pt2/c6.aspx](http://www.fareham.gov.uk/about_the_council/council_and_democracy/constitution/pt2/c6.aspx)



# Any Questions?

# Thank you

# Polling Stations

Bar charts etc....