

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### LICENSING AND REGULATORY AFFAIRS COMMITTEE

**Date:** Tuesday, 16 September 2014

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices, Fareham

**Members:**

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors Mrs S M Bayford

Miss S M Bell

Mrs M E Ellerton

M J Ford, JP

T J Howard

L Keeble

Mrs K Mandry

D J Norris

Mrs S Pankhurst

R H Price, JP

**Deputies:** K D Evans

Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes (Pages 1 - 4)**

To confirm as a correct record the minutes of the meeting of the Committee held on 8 July 2014.

**3. Chairman's Announcements**

**4. Declarations of Interest**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Response to Deputation to Council (Pages 5 - 8)**

To consider a report by the Director of Community on a matter raised in a deputation to the Council meeting on 24 July 2014, which was referred to the Licensing Officers for consideration.

**7. Review of Polling Districts and Polling Places (Pages 9 - 46)**

To consider a report by the Director of Finance and Resources on the review of polling districts and polling places.

**8. Six Monthly Monitoring Report on Applications Received (Pages 47 - 54)**

To consider a report by the Director of Community on licensing applications received.

**9. Licensing and Regulatory Affairs Committee Work Programme 2014/15 (Pages 55 - 62)**

To consider a report by the Director of Community on the Committee's Work Programme for 2014/15.

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
8 September 2014

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 8 July 2014

**Venue:** Collingwood Room - Civic Offices, Fareham

**PRESENT:**

Councillor T M Cartwright, MBE (Vice-Chairman in the Chair)

**Councillors:** Mrs S M Bayford, Miss S M Bell, Mrs M E Ellerton, K D Evans (deputising for L Keeble), M J Ford, JP, T J Howard, Mrs K Mandry, D J Norris, Mrs S Pankhurst and Mrs K K Trott (deputising for R H Price, JP)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from the Chairman, Councillor Mrs P M Bryant and from Councillors L Keeble and R H Price, JP.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 29 May 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made an announcement on behalf of Councillor Mrs P M Bryant concerning the recent retirement of the Licensing Officer, Mrs Mandy Hovey, thanking her for her 28 years' service with Fareham Borough Council and wishing her well in her retirement.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**MATTER SUBMITTED FOR CONFIRMATION**

**6. POLICY STATEMENTS RELATING TO THE LGPS 2014 REGULATIONS**

The Committee considered a report by the Director of Finance and Resources on policy statements relating to the LGPS 2014 Regulations.

RECOMMENDED that:-

- (a) the changes to the Local Government Pension Scheme (LGPS) from 1 April 2014 be noted;
- (b) the proposed policy statements for those who stopped contributing to the LGPS between 1 April 2008 and 31 March 2014 be approved; and
- (c) the proposed policy statements for those members who continue in the scheme or join it from 1 April 2014 be approved.

**DECISIONS UNDER DELEGATED POWERS**

**7. LICENSED PREMISES AND COMMUNITY SAFETY**

The Committee considered a report by the Director of Community on incidents of crime and disorder and the control of licensed premises. Copies of

Appendix B to the report were circulated at the meeting, together with a revised version of Appendix A to the report.

RESOLVED that the report be noted.

**10. ACTUAL REVENUE EXPENDITURE 2013/14**

The Committee considered a report by the Director of Finance and Resources on the Actual Revenue Expenditure for 2013/14.

RESOLVED that the report be noted.

**11. PRESENTATION ON THE RESPONSIBILITIES OF THE LICENSING AND REGULATORY AFFAIRS COMMITTEE**

The Committee received a presentation from the Director of Community on the responsibilities of the Licensing and Regulatory Affairs Committee. The presentation included details of the general and specific functions of the Committee and, in particular, Health and Safety, Licensing, General Licensing, Taxi Licensing, Safety Advisory Group, Election Services, Registration Services, Individual Electoral Registration (IER) and the Timetable of Elections.

RESOLVED that the Director of Community be thanked for his presentation.

**12. ANNUAL TAXI VEHICLE RENEWALS**

The Committee considered a report by the Director of Community on the Annual Taxi Vehicle Renewals.

RESOLVED that the content of the report and the work involved with the annual Hackney Carriage and Private Hire renewals be noted.

**13. ANNUAL HEALTH AND SAFETY SERVICE PLAN**

The Committee considered a report by the Director of Community on the Annual Health and Safety Service Plan.

RESOLVED that the Section 18 Health & Safety Intervention Plan, as shown in Appendix A to the report, be approved.

**14. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee considered a report by the Director of Community on the Committee's work programme for 2014/15.

RESOLVED that:-

- (a) the progress on actions arising from the meeting of the Committee held on 18 March be noted, as shown in Appendix A to the report, be noted;

- (b) a members' training session in September/October be added to the work programme for 2014/15; and
- (c) subject to (b) above, the Work Programme for 2014/15, as shown in Appendix B to the report, be confirmed.

(The meeting started at 6.00 pm  
and ended at 6.50 pm).

# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                **16 September 2014**

**Report of:**        **Director of Community**

**Subject:**           **RESPONSE TO DEPUTATION TO COUNCIL**

#### **SUMMARY**

On 24 July 2014 there was a deputation made to Full Council by a Fareham taxi driver. This was made following a string of similar complaints made to various members and officers within the Authority regarding the taxi and private hire licensing requirements in place at Fareham over a number of years. This report details the licensing procedures currently in place in respect of the issues raised in this deputation.

#### **RECOMMENDATION**

That the Committee notes the content of the report and determines whether it is satisfied with the current licensing procedures in place in respect of taxi and Private Hire driver applications

## **INTRODUCTION**

1. Under the Local Government (Miscellaneous) Provisions Act 1976 and the Town and Police Clauses Act 1847, the local Authority is made responsible for the licensing and regulation of Private Hire and Hackney Carriage drivers.
2. A District Council may require under the aforementioned legislation an applicant to submit to them such information as they may reasonably consider necessary to enable them to determine whether the licence should be granted i.e. the applicant is a “fit and proper person”.
3. The information that Fareham Borough Council currently considers to be reasonably necessary in determining the above is the following:-
  - A completed application form – requiring basic personal information e.g. name/address.
  - A Disclosure and Barring Service check - formerly a Criminal Records Bureau check (CRB).
  - A certificate signed by the Council’s medical referee that the applicant is medically fit to drive a Private Hire / Hackney Carriage vehicle – The adopted medical standard is the DVLA Group 2 medical standard.
  - To pass either the Blue Lamp or Driving Standards Agency taxi driving test
  - Driving Licences are checked with the DVLA for authenticity and for undeclared driving offences.
  - To pass the Fareham knowledge test

## **DEPUTATION**

4. On 24 July 2014 there was a deputation made to Full Council by a Fareham taxi driver. This was made following a string of similar complaints made to various members and officers within the Authority regarding the taxi and private hire licensing requirements in place at Fareham over a number of years.
5. The matters raised were regarding :-
  - The authenticity of letters of good conduct for foreign applicants.
  - The authenticity of EU driving licences.
  - The Group 2 medical assessment and access to medical history.
6. Following the most recent deputation, the Chairman had asked for this report to be prepared in order that members can fully consider the matters raised.
7. As a result of previous concerns raised regarding the knowledge test that was put into place in 2006, this test this year has been completely revised and was re-launched in April this year.



## **ISSUES RAISED**

### **Authenticity of Letters of Good Conduct**

8. The concern raised was that, if the Council does check with the Embassy concerned, letters of good conduct may be presented which are forgeries and the applicants may have foreign convictions the Council is unaware of.
9. Every Fareham driver has had a DBS check and, where they have lived outside the UK since the age of 10 for a period of longer than 3 months, has also provided a letter of good conduct from the appropriate Embassy.
10. Since this requirement has been in place, the Council has received a number of letters of good conduct from a number of different Embassies. As a result, the officers have become familiar with many of the Embassies letter heads, official stamps and official paper. In almost every case the applicant has to apply in person at the Embassy concerned as most Embassies will not deal with their Nationals over the phone, by letter or by email. Unsurprisingly they will not deal with a third party i.e. Fareham Borough Council at all.
11. Given the above, there is no way of checking the authenticity of letters of good conduct in most cases, other than by the officers' own experience. This has been confirmed by a number of other local authorities canvassed over the matter.
12. It should be remembered that a letter of good conduct is provided in addition to a DBS check, to cover any periods of residence spent abroad. The presence of any conviction on a person's record doesn't automatically bar them from becoming a taxi/private hire driver, it means that the Licensing Panel in line with the Council's scheme of delegation must determine the application. This determination must be made on the individual circumstances of each case as blanket rules cannot be applied.
13. The system in place at Fareham was devised by Fareham and has been adopted by many other local authorities and is considered by those that use it as a process that is "*reasonably necessary*" and that any other approach would probably be unreasonable and as such not lawful.

### **Authenticity of EU driving licences**

14. The concern raised is that there are a number of companies advertising on the internet that, on certain criteria being satisfied, they will provide non-EU citizens with an EU Driving licence and the original test, if one was taken at all, was not as stringent as that a person would take in England.
15. At Fareham, an applicant is required to have held an EU or UK driving licence for 2 years before becoming a taxi driver and applicants who become licensed as a taxi driver with an EU licence are required to have that EU licence converted by the DVLA to a UK licence within the first year of being licensed.
16. It is unreasonable and probably impossible for the Licensing section to check other than with the DVLA the authenticity of UK driving licences. If a loophole exists and the DVLA is able to issue driving licences which have dubious origins, that is quite clearly a matter for DVLA.

17. In addition to the DVLA driving licence check every applicant is required to pass either the Blue Lamp or Driving Standards Agency taxi driving test. These tests include a practical driving test and give some assurance that each applicant is able to drive to an acceptable and appropriate standard before becoming licensed.

### **Group 2 medical assessment and access to medical history.**

18. Currently all drivers have to be registered with a local GP and this GP then completes the Group 2 medical assessment which is then sent to the Council's nominated medical referee to confirm the applicant meets the criteria for the group 2 medical standard.
19. The process outlined above was changed by the medical referee following pressure from the trade. Previously foreign applicants could go through their own GP in their country of origin.
20. The concern now raised at the deputation is that the local GP with whom a foreign applicant is required to register with would not have the applicants' medical history to hand and that if the applicant doesn't volunteer information about conditions such as epilepsy the GP would be unaware of it.
21. In respect of the above again it is a question of what is reasonably necessary. There doesn't appear to be any specific guidance to GPs as to the method they must employ when assessing the Group 2 standard. Therefore if in a GP's professional opinion a person meets the standard, there is little the Licensing Team can do to question this. Furthermore, with any medical assessment there has to be a reliance on the truthfulness of the person subject to the medical as the symptoms of any condition can present themselves at any time.

### **RISK ASSESSMENT**

22. There are no risks associated with this report. The Council may require an applicant to submit to them such information as it may reasonably consider necessary to enable it to determine whether the licence should be granted. The requirement regarding application information states "the Council may", which suggests there is discretion.

### **CONCLUSION**

23. That the current licensing procedures and information requirements in respect of taxi and Private Hire driver applications are requesting what is reasonably considered necessary and that no further action in respect of these matters is necessary at this time.

#### **Background Papers:**

None.

#### **Reference Papers:**

None.

#### **Enquiries:**

For further information on this report please contact Ian Rickman (Ext 2401).

# FAREHAM

BOROUGH COUNCIL

## Report to Licensing and Regulatory Affairs Committee

**Date**                    **16 September 2014**

**Report of:**            **Director of Finance and Resources**

**Subject:**              **REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

### **SUMMARY**

The Council has a statutory duty to keep under review the polling districts and polling places it uses for parliamentary (and other) elections. The Electoral Registration and Administration Act 2013 requires that a review be undertaken before 31 January 2015. This report explains the process and puts forward proposals which may be incorporated into a draft scheme for consultation.

### **RECOMMENDATION**

That the Committee considers the proposals set out in Appendix A to this report and determines a draft scheme for consultation.

## **INTRODUCTION**

1. In accordance with the Electoral Administration Act 2006, the Council has a statutory duty to keep under review the polling districts and polling places it uses for parliamentary (and other) elections. The last review was undertaken in 2011 and new regulations contained in The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and places. The next compulsory review must now be started and completed between 1 October 2013 and 31 January 2015.
2. The Licensing and Regulatory Affairs Committee has delegated powers to undertake such a review and to recommend a final scheme to the Council for adoption.
3. This report outlines the process for the 2014 review, explains what has been done so far and invites the Committee to approve draft proposals for further consultation. The Committee will be asked at its next meeting to consider any further comments received and to recommend a final scheme for adoption by Council for the next four years.

## **THE LEGISLATIVE BACKGROUND**

4. The Representation of the People Act 1983 requires the local authority to divide its area into polling districts for the purpose of parliamentary elections and to keep such districts under review. Polling districts may also be designated for local government elections and in practice they follow the same boundaries as the parliamentary ones. Essentially, polling districts are the geographical sub-divisions of an electoral area, whether that is a constituency, a county division or a borough ward. Neither the parliamentary constituency boundaries, nor the local government wards and division boundaries may be changed by this process.
5. A local authority is also required to designate a polling place for each polling district. A polling place is a building or an area in which polling stations are located. The location of a polling station within a polling place is a matter for the Returning Officer and, as part of this review, the Returning Officer is required to make formal comment on polling stations currently or likely to be used in any parliamentary (or other) election.
6. In undertaking a review the local authority must seek to ensure that all electors in a constituency have such reasonable facilities for voting as are practicable in the circumstances. It must also seek to ensure that so far as is practicable every polling station is accessible to electors who are disabled. A polling place should preferably be located within the polling district, but the Act recognises this is not always feasible,
7. The process for undertaking a review is largely prescribed by the Act and regulations but minor alterations can be implemented between major reviews to satisfy the reasonable requirements of electors or to consider the accessibility to disabled persons of polling stations within a designated polling place.

8. If the local authority in carrying out a review fails to meet the reasonable requirements of the electors or does not take sufficient account of the accessibility to disabled persons of polling stations within a designated polling place, then representations may be made to the Electoral Commission. The Commission may then direct the authority to make alterations to the polling places designated in the review.

### **THE 2014 REVIEW**

9. It was decided to conduct the review in three broad stages in order to give maximum opportunity for public comment to inform the review:
  - Stage One: Collate and publish data; give notice of the review; undertake preliminary consultation with interested parties and statutory consultees; commence inspection of current and potential polling places as necessary; prepare draft proposals.
  - Stage Two: Publish draft recommendations as determined by the Committee at this meeting; invite further comment from interested parties and statutory consultees; complete inspection of current and potential polling places as necessary.
  - Stage Three: Committee at its November meeting to consider comments received and recommend a final scheme to Council; adoption of the final scheme; public notice given; Electoral Registration Officer to implement and publish register of electors before 31 January 2015. Returning Officer to have regard to the scheme in the conduct of elections.
10. The processes in stage one have been undertaken. Officers have taken expert advice on accessibility, as required in the legislation and also consulted with accessibility groups.
11. The review now needs to move to stage two, with a draft scheme approved by the Committee for further consultation.

### **THE DRAFT SCHEME**

12. Attached to this report at Appendix A is the detail of polling districts for each ward, together with a note of the current polling place and electorate (as at 1 August 2014). Any comments which have been received are also noted, as are the suggested response and recommendations for the draft scheme. For some wards there are options to be considered and it may well be that the Committee will want those options to remain in the draft scheme pending further comment from consultees.
13. The proposals for each ward, in summary, are:

Fareham East	FE2 – Consider alternative venue
Fareham North	FN1 – Consider alternative venue
Fareham South	FS1 - Consider alternative venue
Fareham West	FW4 - Consider alternative venue FW4 - Redraw boundaries if alternative venue agreed
Fareham North-West	No change to current scheme
Hill Head	No change to current scheme
Locks Heath	No change to current scheme
Portchester East	PE1 - Consider alternative venue PE2 – Consider alternative venue
Park Gate	Consider alternative polling places for PG2 and PG3. Consider district boundary review
Portchester West	No change to current scheme
Sarisbury	No change to current scheme
Stubbington	Consider alternative polling places for ST1 and ST2
Titchfield Common	No change
Titchfield	TI1 & TI3 - Consider alternative polling places.
Warsash	No change to current scheme

14. Officers are still in the process of examining the detailed composition of polling districts and may have some further modifications to suggest. In addition, the re-inspection of existing polling places and checking the suitability and availability of possible alternative venues is still on-going. Where available, updated information will be given at the meeting. As far as the use of schools is concerned, the Returning Officer does have authority to requisition the use of a school for polling but the on-going security of pupils has to be a priority. Many schools find it difficult to accommodate the use of their premises for polling and find it disruptive to the life of the school. A number of electors have complained about the closure of schools to accommodate polling, when so many other days are lost to pupils. In light of the views on use of schools, the Council has always taken the stance that where suitable alternative premises exist it will use such premises for polling in preference to a school.
15. Members are asked to consider the detailed proposals in Appendix A with a view to approving the responses and recommendations as the basis of a draft

scheme which will be presented for further consultation at the next meeting.

## **RISK ASSESSMENT**

16. The Committee is reminded that undertaking this review fulfils the Council's statutory obligations, However, failure to meet the reasonable requirements of electors or not taking sufficient account of accessibility to disabled persons may lead to representations to the Electoral Commission who may direct changes to be made. In undertaking the review the Council may ensure that it is taking reasonable steps to enable all electors to participate in the democratic process.

## **CONCLUSION**

17. The Council is required to undertake a review of the polling districts and places used in parliamentary (and other) elections before 31 January 2015. It must observe certain criteria, not least of which is accessibility to polling places by disabled persons. The draft proposals set out in Appendix A to this report have been formed taking account of the preliminary comments of statutory consultees and having regard for housing developments in the next four years, when the next review will be undertaken. The Committee is asked to approve a draft proposal, based on the comments in Appendix A, which may proceed to consultation. Any comments received will be brought back to the Committee at its next meeting, with a view to recommending a final scheme to Council for adoption.

### **Background Papers:**

Comments of Returning Officer - Fareham

Comments of Returning Officer - Gosport

Comments of ward councillors

Comments of third parties

Comments of Access Officer

### **Reference Papers:**

Representation of the People Act 1983

The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006

Electoral Commission circular EC19 (2010)

The Electoral Registration and Administration Act 2013

### **Enquiries:**

For further information on this report please contact Elaine Wildig (Ext 4587).

## **APPENDICES**

### **Appendix A - Draft proposals**

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**FAREHAM**  
BOROUGH COUNCIL

Review of polling places and polling  
districts

2014

**DRAFT SCHEME**

### FAREHAM EAST WARD

<p>Fareham East District 1</p> <p>Polling Place: Wallington Village Hall Broadcut Wallington Fareham</p> <p>Electorate 1506</p>	<p>Boarhunt Road, Chalk Lane, Clifton Mews, Cornfield, Delme Drive, Drift Road, East Hill Close, Forest Lane, Foxgloves, Furzehall Avenue, Greenbanks Gardens, Harebell Close, Military Road, North Wallington, Pallant Gardens, Pook Lane, Radclyffe Road, Riverside Avenue, Spurlings Road, St Christopher Avenue, St Sebastian Crescent, St Thomas Close, Swallow Wood, Swivelton Lane, The Heights, The Maltings, The Meadows, Wallington Shore Road, Waterside Gardens, Whitedell Lane, Wickham Road All properties north of North Hill Junction), Woodlands</p>
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**Comments**

Returning Officer : This hall has been used as a polling station for many years and local people are used to voting here. No complaints have been made regarding the use of this building. Access and car parking is good for all voters on site.

**Response**

RECOMMEND: No change

<p>Fareham East District 2</p> <p>Polling Place Harrison Primary School Harrison Road Fareham</p> <p>Electorate 1489</p>	<p>Coghlan Close, Furneaux Gardens, Giles Close, Hanover Gardens, Harrison Road (1-25/2-8), Mead Way, North Hill, Old School Court, Old Turnpike, Park Lane (8-66), Poyner Close, Serpentine Road, The Tollgate, Uplands Crescent, Wickham Road (2-52/1-50), William Price Gardens</p>
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**Comments**

Returning Officer: This school building has been used as a polling station for many years and local people are used to voting here although a number of complaints are received each year regarding the closure of the school. It is considered that combining this polling station with the United Reform Church (FE3) would be a better location for voters and be within the heart of the community. In addition, it is the Council's policy to avoid the use of schools where an alternative is available.

**Response:**

RECOMMEND: Change the polling place to United Reform Church, as a double station with FE3

<p>Fareham East District 3</p> <p>Polling Place: United Reform Church Osborn Road South Fareham</p> <p>Electorate 1369</p>	<p>Archery Lane, Bath Lane, Bridgefoot Drive, Church Path, Church Place, Clarkes Court, Deanes Park Road, Earl Godwin Close, East Street, Harrison Road (14-22/27-41), Hartlands Road, High Street, Kings Road, Madison Court, Malthouse Lane, Northwood Square, Old School Court, Osborn Road, Osborn Road South, Palmerton Avenue, Portland Street, Quay Street, Queens Road, Trinity Street (54, 70a &amp; 84), Union Street, West Street (1-161/2-144), Westborn Road, Westbury Road, Western Road</p>
<p><b>Comments</b> Returning Officer: Good facilities and ease of access. The Returning Officer considers this location is large enough to accommodate two polling stations (FE2 and FE3)</p>	
<p><b>Response:</b> RECOMMEND: Change to double polling station FE2 and FE3</p>	

<p>Fareham East District 4</p> <p>Polling Place Baptist Church Hall Fareham Baptist Church Gosport Road Fareham</p> <p>Electorate 1686</p>	<p>Alders Road, Bosuns Close, Earls Road, Eastern Parade, Elms Road, Farrier Way, Fen Avenue, Geoffrey Crescent, Gosport Road (110-254 / 225-375), Hoeford Close, Johns Road, Laburnum Road, Lower Quay, Lower Quay Close, Lower Quay Road, Mainsail Drive, Old Gosport Road, Paddon Place, Salterns Estate, Salterns Lane, Seabird Way, The Halliards, The Moorings, Upper Wharf, Watersmeet</p>
<p><b>Comments</b> Returning Officer: This building has been used as a polling station for many years and local people are used to voting here. No complaints have been received from voters.</p>	
<p><b>Response</b> RECOMMEND: No change</p>	

General Comments:

Councillor Mrs Trott comments that she has not received any complaints and people are used to where they currently vote.

**FAREHAM NORTH WARD**

Fareham North District 1  Polling Place The Miners Arms Funtley Road Funtley Fareham  Electorate 1084	Deer Leap, Funtley Hill, Funtley Lane, Funtley Road, Holly Grove, Honey Lane, Iron Mill Lane, Kiln Road (93-113/98-134), Lakeside, Lechlade Gardens, Marlow Close, Red Barn Lane(Timbers / 75-91 / 1-12 /48-92), Roebuck Avenue, Stag Way, Sunbury Court, The Waters, White Lodge Gardens, Wickham Road (north of motorway)
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**Comments**  
 Ward Councillors: Councillors Mr and Mrs Bryant comment that it would be more convenient for electors in the Red Barn area who currently vote at this polling station to vote at Funtley Court.

**Response:**  
 RECOMMEND: To make enquiries regarding the use of Funtley Court as a polling place.

Fareham North District 2  Polling Place: Uplands Primary School Morshead Crescent Fareham  Electorate 1444	Bruce Close, Burnham Wood, Crawford Drive, Green Hollow Close, Greenwood Close, Highlands Road (1-19 /2-20A),Irvine Close, Kiln Road (1-91 / 2-96), Longstaff Gardens, Lynton Gardens, Mallory Crescent, Maylings Farm Road, Morshead Crescent, North Hill, Norton Drive, Odell Close, Potters Avenue, Saville Gardens, Tanglewood, Tensing Close, The Cedars, The Mallards, Wakefield Avenue, West Downs Close
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**Comments**  
 Returning Officer: This school building has been used as a polling station for many years and local people are used to voting here.

**Response**  
 RECOMMEND: No change.

Fareham North District 3  Polling Place Uplands Primary School Morshead Crescent Fareham  Electorate 1612	Arundel Drive, Beaufort Avenue, Bentley Crescent, Byron Close, Chaucer Close, Denbigh Drive, Dryden Close, Hillary Close, Leigh Road, Miller Drive, Oxford Close, Park Lane, Somervell Drive Tennyson Gardens, The Drive
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**Comments**  
 Returning Officer: Although this polling place is located outside the polling district, it affords adequate facilities to accommodate two polling stations. The building has been used as a polling station for this district for many years and local people are used to voting here. No alternative venue identified.

**Response**  
 RECOMMEND: No change

<p>Fareham North District 4</p> <p>Polling Place Fareham Fire Station Station Approach Fareham</p> <p>Electorate 1568</p>	<p>Brook Farm Avenue, Colenso Road, Crescent Gardens, Crescent Road, Derlyn Road, Gordon Road, Grove Road, Gudge Heath Lane (2-118/1-123), Lawrence Road, Maytree Road, Murray Close, New Road, Nicholas Crescent, Orme Court, Riches Mews, Rowland Road, Russell Place, Stephen Road, Trinity Gardens, Trinity Street, West Street (155-237 + Western Court 150-204B)</p>
<p><b>Comments</b> Returning Officer: This location was used as a polling station for the first time for the elections in May 2014. Parking is limited at the site but no complaints were received</p>	
<p><b>Response:</b> RECOMMEND: No change</p>	

**FAREHAM SOUTH WARD**

Fareham South District 1  Polling Place Fareham Working Men's Club 8 Mill Road Fareham  Electorate 1261	Alexander Grove, Beaconsfield Road, Belvoir Close, Briarwood Close, Compass Point, Coombe Farm Avenue, Eden Rise, Elmhurst Road, Fayre Road, Gosport Road (1-203), Holbrook Road, Mill Road
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**Comments**  
 Returning Officer: Conveniently located station with good parking and access. The lighting level is generally low, but arrangements are made on polling day to provide individual lighting for the voting compartments. The lighting is a concern together with the charge made in respect of hiring the hall. It is suggested that alternative venues are considered as part of this review.

**Response**  
 RECOMMEND: Consider alternative venues in the area and report to the next meeting of this committee.

Fareham South District 2  Polling Place: St Johns Church Hall St Johns Church Upper St Michaels Grove Fareham  Electorate 1916	Avenue Road, Broadacre Place, Chamberlain Grove, Highfield Avenue, Paxton Road, Redlands Lane, Romyns Court, St Annes Grove (2-2a/1a,1b,1c), St Michaels Grove(2-68a/1-67), The Avenue (21-25), Upper St Michaels Grove, Wallisdean Avenue, Westfield Avenue, Westley Grove
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**Comments**  
 Returning Officer: This building has been used as a polling station for many years and local people are used to voting here. Parking and access arrangements are good.

**Response:**  
 RECOMMEND: No change

Fareham South District 3  Polling Place West End Chapel St Annes Grove, Fareham  Electorate 1423	Berwyn Walk, Biggin Walk, Bishopsfield Road, Blaven Walk, Bredon Walk, Broadlaw Walk, Bulbarrow Walk, Butser Walk, Cannock Walk, Carran Walk, Chiltern Walk, Coniston Walk, Cranbourne Walk, Crossfell Walk, Fairfield Avenue, Longfield Avenue (92-126), Longmynd Drive (92-98), St Annes Grove (4a-98/1d-97)
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**Comments**  
 Returning Officer: Although the hall is small, no adverse comment has been received and appears to be conveniently located.

**Response**  
 RECOMMEND: No change.

<p>Fareham South District 4</p> <p>Polling Place Trafalgar Court Communal Lounge Trafalgar Court Fairfield Avenue Fareham</p> <p>Electorate 972</p>	<p>Cambrian Walk, Cheviot Walk, Cotswold Walk, Eastfield Avenue, Endofield Close, Fort Fareham Road, Holmefield Avenue, Longfield Avenue (2-90/1-109), Malus Close, Midfield Close, Northfield Avenue, St Michaels Grove (68b-86/67d-99), Trafalgar Court, Tudor Court</p>
<p><b>Comments</b> Returning Officer: This is a convenient station with no complaints from voters. Good signage is required from the road to ensure ease of access.</p>	
<p><b>Response</b> RECOMMEND: No change Advice to Returning Officer: Ensure adequate signage is provided on polling day.</p>	

General Comments:

Councillor Steadman suggests no change at present.

**FAREHAM WEST WARD**

<p>Fareham West District 1</p> <p>Polling Place The Heathfield Arms Blackbrook Road Fareham</p> <p>Electorate 1468</p>	<p>Abbey Road, Alan Grove, Anjou Crescent, Beech Road, Blackbrook House Drive, Blackbrook Park Avenue, Blackbrook Road, Brookmeadow, Ferneham Road, Haddon Close, Harlequin Grove, Margarita Road, Marigold Close, Oak Road, Priory Road, Spicewood, Veryan, Woodstock Close, Woodvale</p>
<p><b>Comments</b> Returning Officer: This venue has been used as a polling station for a number of years without any problems. The car parking facility is good and is located in the centre of the community.</p>	
<p><b>Response</b> RECOMMEND: No change</p>	
<p>Fareham West District 2</p> <p>Polling Place: The Heathfield Arms Blackbrook Road Fareham</p> <p>Electorate 1548</p>	<p>Abbeyfield Drive, Abbots Way, Ashlyn Close, Barnwood Road, Bradly Road, Chalford Grange, Dalewood Road, Greyfriars Road, Heath Lawns, Heathfield Avenue, Highlands Road (140-252 / 159-245), Jonathan Road, Julie Avenue, Meadowbank Road, Minster Close, Napier Crescent, Newlands, Place House Close, Regency Place, Shenley Close, Southmead Road, Stanley Close, The Cloisters</p>
<p><b>Comments</b> Returning Officer: See comments above.</p>	
<p><b>Response</b> RECOMMEND: See comments above</p>	
<p>Fareham West District 3</p> <p>Polling Place St Philip Howard Church Hall Bishopsfield Road Fareham</p> <p>Electorate 1778</p>	<p>Ash Close, Bardon Way, Blackbrook House Drive, Brecon Close, Brendon Road, Cedar Way, Cherry Tree Avenue, Clee Avenue, Cleveland Drive, Craigbank Court, Dunstable Walk, Ellison Gardens, Haddon Close, Helsby Close, Jasmine Walk, Justin Close, Lambourn Close, Lasham Walk, Longfield Avenue (128-142), Longmynd Drive, Magnolia Close, Malvern Avenue, Mendips Road, Mendips Walk, Middleton Close, Pennine Walk, Pine Trees Close, Poplar Drive, Purbeck Drive, Purbeck Walk, Scafell Avenue, Silver Birch Avenue, Snowdon Drive, The Avenue (4-86 / 31-73), Veryan, Whitebeam Close, Willow Tree Gardens, Woodstock Close</p>
<p><b>Comments</b> Returning Officer: Good facilities and off-street car parking. Car park is used by visitors to neighbouring school and is often full at the end of the school day; car parking spaces designated for polling station use would be useful.</p>	
<p><b>Response</b> Note to Returning Officer: Seek allocation of reserved parking spaces. RECOMMEND: No change.</p>	



<p>Fareham West District 4</p> <p>Polling Place Ranvilles Infant School Oldbury Way Fareham</p> <p>Electorate 736</p>	<p>Alverstun Avenue, Aust Road, Charfield Close, Cromhall Close, Glenbrook Walk, Greyshott Avenue (1-25), Hayling Close, Langstone Walk, Oldbury Way, Patchway Drive, Peak Drive, Peak Lane, Pilning Close, Prinsted Walk, Sandisplatt, Sharpness Close, Sibland Close, Thorney Close, Tortworth Close</p>
<p><b>Comments</b></p> <p>Returning Officer: This polling place is just outside the polling district, situated within Titchfield (TI3). The premises are used to accommodate two stations serving both districts. In the past some general comments have been made opposed to the use of the school due to the closure of the school for the day and the adjacent community centre has been suggested as a possible alternative venue. This has been investigated but due to other commitments, they have been unable to make the facility available on polling day.</p> <p>The number of voters allocated to this district is disproportionate to the other three districts serving Fareham West ward and it is considered that the boundaries should be redrawn when considering an alternative polling place.</p> <p>Councillor comment: Councillor Miss Harper has spoken to Ranvilles Community Centre and they are happy to consider making the facility available.</p>	
<p><b>Response</b></p> <p>RECOMMEND: The Community Centre management to be approached as an alternative venue.</p> <p>Subject to an alternative venue being considered, consider redrawing the boundaries of the district.</p>	

**FAREHAM NORTH WEST WARD**

<p>Fareham North-West District 1</p> <p>Polling Place North West Community Centre Henry Cort Drive, Fareham</p> <p>Electorate 1592</p>	<p>Atkins Place, Caroline Gardens, Cort Way, Fareham Park Road, Henry Cort Drive, Hillson Drive, Nashe Way, Neptune Road, Norset Road, Park Farm Avenue, Park Farm Close, Poppy Gardens, Privett Road, Tewkesbury Avenue, Thorni Avenue, Valentine Close, Whinchat Close, Wynton Way</p>
<p><b>Comments</b> Returning Officer: A conveniently located station with good parking.</p>	
<p><b>Response:</b> RECOMMEND: No change</p>	

<p>Fareham North-West District 2</p> <p>Polling Place: Hill Park Working Men's Club Highlands Road, Fareham</p> <p>Electorate 1455</p>	<p>Badger Close, Barfleur Close, Burt Close, Coppice Way, Craven Court, Fareham Park Road, Gibraltar Close, Gifford Close, Glenesha Gardens, Gudge Heath Lane, Hammond Road, Heather Gardens, Highlands Road, Hill Walk, Hillson House, Hornet Close, Iron Mill Close, Lea-Oak Gardens, Lovatt Grove, Nashe Close, Ocean Close, Park Walk, Pelican Close, Richardson Drive, Shannon Close, Stow Crescent, Sunlight Gardens, Triumph Close</p>
<p><b>Comments</b> Returning Officer: This polling station is convenient for voters and has good car parking. There is disabled access through the rear of the building which is adequate but only allows access to the polling station through the bar area.</p>	
<p><b>Response</b> RECOMMEND: No change</p>	

<p>Fareham North-West District 3</p> <p>Polling Place Hill Park Working Men's Club Highlands Road, Fareham</p> <p>Electorate 1445</p>	<p>Beaumont Close, Beaumont Rise, Chantrell Walk, Green Walk, Greendale Close, Hayes Close, Henley Gardens, Highmead, Hill Park Road, Hillbrow Close, Kennedy Avenue, Kingston Gardens, , Pennington Way, Runnymede, Thames Drive, The Copse, The Glade, The Greendale, Walton Court, Winnington, Winnington Close</p>
<p><b>Comments</b> Returning Officer: This polling station is convenient for voters and has good car parking. There is disabled access through the rear of the building which is adequate but only allows access to the polling station through the bar area.</p>	
<p><b>Response</b> <b>RECOMMEND:</b> No change</p>	

<p>Fareham North-West District 4</p> <p>Polling Place Frosthole Close Community Lounge Frosthole Close Fareham</p> <p>Electorate 1191</p>	<p>Aberdeen Close, Angus Close, Argyle Crescent, Balmoral Road, Bartlett Close, Braemar Close, Culloden Close, Dundee Close, Elgin Close, Frosthole Close, Frosthole Crescent, Glenelg, High Walk, Highlands Road, Hill Drive, Hoylecroft Close, Inverness Avenue, Mary Rose Close Rannoch Close, Woodhall Way</p>
<p><b>Comments</b> Returning Officer: This polling station is convenient for voters and is situated centrally within the community.</p>	
<p><b>Response</b> <b>RECOMMEND:</b> No change</p>	

General comments:

Returning Officer: This ward was the subject of a comprehensive review in 2011.

Councillor Davies is happy with the current arrangements in Fareham North West

**HILL HEAD WARD**

<p>Hill Head District 1</p> <p>Polling Place Crofton Hammond Infant School Mancroft Avenue Stubbington Fareham</p> <p>Electorate 1537</p>	<p>Ashton Way, Bell Davies Road, Berkeley Close, Beverley Road, Boyd Close, Bramble Close, Bulwark Road, Caspar John Close, Corfe Close, Cottes Way, Cottes Way East, Crofton Avenue, Crofton Lane (2-42/1-69), Dallington Close, Eilerslie Close, Elsfred Road, Farm Edge Road, Hurst Close, Illustrious Road, Invincible Road, Link Way, Monks Way, Mulberry Avenue, Pilgrims Way, Robinson Road, Salterns Road, Sanross Close, Sea Lane, Seafield Park Road, Seamead, Springfield Way, Stubbington Lane (129-181/120-198), Swordfish Close, Tamarisk Close, Valsheba Drive</p>
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**Comments**

Returning Officer: Although this polling place is located outside the polling district, it affords adequate facilities to accommodate two polling stations. No alternative venue identified within the district. Comments have been made regarding the disabled access which has been addressed by providing a purpose made ramp for polling day. Further improvements to the position of the ramp to be in place for future elections.

Car parking can be a problem as teachers use the parking spaces closest to the polling station but this can easily be addressed before polling day.

**Response**

RECOMMEND: No change

Returning Officer to ensure adequate parking spaces are provided close to the polling station.

<p>Hill Head District 2</p> <p>Polling Place: Crofton Hammond Infant School Mancroft Avenue Stubbington Fareham</p> <p>Electorate 1530</p>	<p>Andrew Place, Bells Lane, Cremyll Close, Crofton Lane (48-88/71-115), Deans Gate, Denham Close, Ferncroft Close, Glyn Drive, Glyn Way, Goodsell Close, Harriet Close, Lanes End, Mancroft Avenue, Mayflower Close, Midways, Moody Road, Nursery Lane, Old Farm Lane, Seaton Close, Solent Court, Stuart Close, Stubbington Lane (39-127/5-67), The Glebe, The Grove, Violet Avenue, Walnut Drive, Wedgewood Close, Westgate</p>
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**Comments**

Returning Officer: See comments as for district 1 above.

**Response**

RECOMMEND: As district 1.

<p>Hill Head District 3</p> <p>Polling Place Anne Dale Junior School Cuckoo Lane, Stubbington Fareham</p> <p>Electorate 1554</p>	<p>Barlow Close, Berry Lane, Carisbrooke Avenue, Cliff Road, Cowdray Park, Crabthorn Farm Lane, Dover Close, Fernie Close, Fitzwilliam Avenue, Fury Way, Great Gays, Haven Crescent, Hill Head Road, Knights Bank Road, Little Gays, Old Street (2-168/5-67), Osborne View Road, Pembroke Crescent, Pytchley Close, Short Road, Solent Road, The Scimitars, Whaddon Chase</p>
<p><b>Comments</b> Returning Officer: Although this polling place is located outside the polling district, it affords adequate facilities to accommodate two polling stations. No alternative venue identified within the district.</p>	
<p><b>Response</b> RECOMMEND: No change</p>	
<p>Hill Head District 4</p> <p>Polling Place Anne Dale Junior School Cuckoo Lane, Stubbington Fareham</p> <p>Electorate 1525</p>	<p>Angelus Close, Biscay Close, Blankney Close, Bramham Moor, Cromarty Close, Cuckoo Lane, Fair Isle Close, Faroës Close, Fastnet Way, Finisterre Close, Fisher Close, Forth Close, Forties Close, Hawk Close, Hebrides Close, Humber Close, Lundy Walk, Malin Close, Old Street (180-220), Plover Close, Plymouth Drive, Robins Close, Sea Kings, Shannon Road, The Gannets, Upper Old Street (1), Vicarage Lane (Glamis Court/ 10-40), Viking Close, Vixen Close</p>
<p><b>Comments</b> Returning Officer: See comments as for district 3 above</p>	
<p><b>Response</b> RECOMMEND: No change.</p>	

**LOCKS HEATH WARD**

<p>Locks Heath District 1</p> <p style="text-align: center;">Polling Place Lockswood Community Centre</p> <p>Locks Heath District Centre Locks Heath</p> <p style="text-align: center;">Electorate 1400</p>	<p>Centre Way, Chine Close, Dingle Way, Downland Close, Erica Close, Fell Close, Headland Drive, Heath Road South, Hedera Road, High Oaks Close, Hollybrook Gardens, Honeysuckle Close, Ilex Crescent, Locks Road (124-248/115-229), Lockswood Road, Meadow Avenue, Moorland Close, Old Common, Old Common Gardens, Oleander Close, Richards Close, Southwood Gardens, The Glades, Weald Close</p>
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**Comments**  
 Returning Officer: This Centre has been used as a polling station for many years and local people are used to voting here. No complaints have been made regarding the use of this building. Car parking is good with adequate disabled spaces. Access is good for wheelchair users and mobility scooters. .

**Response**  
 RECOMMEND: No change

<p>Locks Heath District 2</p> <p style="text-align: center;">Polling Place Lockswood Community Centre</p> <p>Locks Heath District Centre Locks Heath</p> <p style="text-align: center;">Electorate 1936</p>	<p>Bryony Close, Burgundy Close, Conference Drive, Crescent Road, Danehurst Place, Edgehurst, Exeter Close, Field Close, Grenadier Close, Grovebury, Heath Road, James Grieve Avenue, Jesmond Grove, Lambourne Drive, Lawn Drive, Laxton Close, Locks Road (2-118/1-75), Lydney Road, Maytree Close, Monarch Close, Monterey Drive, Orchard Road, Pershore Close, Peters Road(41-89/58-92), Raley Road, St Davids Road, St Georges Road, St Michaels Road, Stillmeadows, The Chestnuts, Woodbind Walk (6-9)</p>
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**Comments**  
 Returning Officer: Although this polling place is located outside the polling district, it affords adequate facilities to accommodate two polling stations. No alternative venue identified within the district.

**Response**  
 RECOMMEND: No change

Locks Heath District 3  Polling Place St Johns Church Centre Church Road Locks Heath  Electorate 1331	Admirals Road, Beatty Close, Brewer Close, Chancel Road, Crispin Close, Cunningham Drive, Daisy Lane, Drake Close, Hardy Close, Home Rule Road, Hood Close, Laurel Close, Laurel Gardens, Laurel Road, Lodge Road, Malcolm Close, Montpelier Close, Northmore Close, Northmore Road, St Cuthberts Close, St Cuthberts Lane, St Joseph Close, St Simon Close, The Haven, Topiary Gardens
<b>Comments</b> Returning Officer: Although this polling place is located outside the polling district, it affords excellent facilities and accommodates two polling stations adequately. No alternative venue identified within the district.	
<b>Response</b> RECOMMEND: No change	

Locks Heath District 4  Polling Place St Johns Church Centre Church Road Locks Heath  Electorate 1048	Capstan Gardens, Cardinal Way, Church Close, Church Road, Coombedale, Deacon Road, Glendale, Hazel Grove, Kingfisher Copse, Nightingale Mews, St Johns Road, St Tristan Close, Sunnyside, The Brackens, The Vale, Woodpecker Copse
<b>Comments</b> Returning Officer: This polling place is also identified for polling district 3, see comments above.	
<b>Response</b> RECOMMEND: No change	

General comments:

Councillor Mrs Bayford and Councillor Evans agreed that the present arrangements work well.

## PORTCHESTER EAST WARD

<p>Portchester East District 1</p> <p>Polling Place The Fire Station Kelvin Grove Portchester</p> <p>Electorate 1729</p>	<p>Anson Grove, Benedict Way, Carlton Road, Colinton Avenue, Conifer Mews, Edward Grove, Hill Road, Kelvin Grove, Leith Avenue, Montrose Avenue, Morningside Avenue, Mountview Avenue, Nelson Lane, Newtown, Pentland Rise, Portchester Heights, Portobello Grove, Portsdown Road, Portsvie Avenue, Portsvie Gardens, Seaview Avenue, Skew Road, Southwick Avenue, Station Road,</p>
<p><b>Comments</b></p> <p>Returning Officer: This polling station has been used since 2012 and after a number of initial issues regarding the car parking and siting of the polling station, no complaints have been received from voters.</p> <p>The Fire Service has taken the opportunity to promote fire safety outside the polling place to demonstrate a joint working arrangement within the community.</p> <p>Portchester East ward was reviewed by the Licencing and Regulatory Affairs committee on 19 November 2013 and no further changes are considered necessary.</p> <p>Councillor comments: Councillor Walker has suggested Portchester Parish Hall could be considered as an alternative venue if there are problems with the Fire Station location.</p>	
<p><b>Response</b></p> <p>RECOMMEND: The Returning Officer considers the existing polling station to be adequate but If the Committee considers an alternative polling station is required, to investigate the use of Portchester Parish Hall.</p>	
<p>Portchester East District 2</p> <p>Polling Place Castle Street Centre Castle Street Portchester</p> <p>Electorate 804</p>	<p>Barbican Mews, Castle Street, East Street, Hospital Lane, , Postern Close, The Keep, West Street (1-39 and 2-44) Wicor Path</p>
<p><b>Comments</b></p> <p>Returning Officer: Conveniently sited polling place for electors. Portchester East ward was reviewed by the Licencing and Regulatory Affairs committee on 19 November 2013 and no further changes are considered necessary.</p> <p>Councillor comments: Councillor Walker has suggested Portchester Parish Hall could be considered as an alternative location.</p>	
<p><b>Response</b></p> <p>RECOMMEND: The Returning Officer considers the existing polling station to be adequate but If the Committee considers an alternative polling station is required, to investigate the use of Portchester Parish Hall.</p>	



<p>Portchester East District 3</p> <p>Polling Place Portchester Community Centre Westlands Grove Portchester</p> <p>Electorate 1691</p>	<p>Alton Grove, Bayly Avenue, Beachway, Benham Grove, Castle View Road, Cooper Grove, Denville Avenue, Edgar Crescent, Grove Avenue, Kenwood Road, Lansdowne Avenue, Lonsdale Avenue, Merton Avenue, Merton Crescent, Neville Avenue, Norman Close, Olive Crescent, Roman Grove, Webb Road, Westbrook Road, White Hart Lane (1-117 / 2 -114, 267 &amp; 269), Windsor Road, York Gardens</p>
<p><b>Comments</b> Returning Officer: Four polling stations are now located within Portchester Community Centre which is located in the centre of the community. This is a purpose built facility with good parking and disabled access. This works well providing adequate signage is displayed and there is clear division between the polling stations.</p>	
<p><b>Response:</b> RECOMMEND : no change</p>	
<p>Portchester East District 4</p> <p>Polling Place Portchester Community Centre Westlands Grove Portchester</p> <p>Electorate 1816</p>	<p>Allenby Grove, Carberry Drive, Castle Grove, Clive Grove, Coppins Grove, Coral Close, Foxbury Grove, Frobisher Grove, Gladstone Gardens, Harbour View, Jubilee Road, Kent Grove, King George Road, Marina Grove, Marlborough Grove, Myrtle Avenue, New Priory Gardens, Norgett Way, Queen Mary Road, Seaway Grove, Sunningdale Road, Vincent Grove, Wellington Grove, White Hart Lane (119-185 / 116-166), Windmill Grove</p>
<p><b>Comments</b> Returning Officer: This polling place also serves polling district 3, 5 and 6. Comments as above.</p>	
<p><b>Response</b> RECOMMEND : no change</p>	
<p>Portchester East District 5</p> <p>Polling Place Portchester Community Centre Westlands Grove Portchester</p> <p>Electorate 1491</p>	<p>Shrubbery Close, St Helena Way, St James Way, The Close, The Crossway, The Downsway, The Fairway, The Kingsway, The Leaway, The Queensway, West Street (excluding 1-39 and 2-44), Westlands Grove, White Hart Lane (168-238/217-265)</p>
<p><b>Comments</b> Returning Officer: This polling place also serves polling district 3, 4 and 6. Comments as above.</p>	
<p><b>Response</b> RECOMMEND: No change.</p>	

<p>Portchester East District 6</p> <p>Polling Place Portchester Community Centre Westlands Grove Portchester</p> <p>Electorate 1348</p>	<p>Albion Close, Audret Close, Cador Drive, Central Road, Cornaway Lane (2-66), Cranleigh Road (2-106), Gatehouse Road, Heritage Gardens, Kenya Road, Kilwich Way, King John Avenue, Moraunt Drive, Nelson Avenue, Orchard Grove, Sandport Grove, Seafield Road, Sissinghurst Road, Tattershall Crescent, Wessex Gardens, White Hart Lane (271-307/246-272), Whitehaven, Wicor Mill Lane, Wicormarine</p>
<p><b>Comments</b> Returning Officer: This polling place also serves polling district 3, 4 and 5. Comments as above.</p>	
<p><b>Response</b> RECOMMEND: No change.</p>	

**PARK GATE WARD**

<p>Park Gate District 1</p> <p style="text-align: center;">Polling Place St Margaret Mary Church Hall Middle Road Park Gate</p> <p style="text-align: center;">Electorate 1392</p>	<p>Applewood, Badgers Copse, Bastins Close, Beacon Bottom, Beacon Close, Beacon Mount, Beacon Way, Botley Road (7-73/2-104), Collingworth Rise, Dove Gardens, Duncan Road, Eastbrook Close, Lind Way, Little Fox Drive, Little Park Farm Road, Lower Duncan Road, Middle Road, Park Mews, Red Oaks Drive, Sarisbury Gate, Squirrel Close, Station Road, Westbrook Close</p>
<p><b>Comments</b> Returning Officer: This polling place is centrally located and has good car parking.</p>	
<p><b>Response</b> RECOMMEND: No change to this polling district</p>	

<p>Park Gate District 2</p> <p style="text-align: center;">Polling Place Sarisbury Green Social Club Bridge Road Park Gate</p> <p style="text-align: center;">Electorate 1731</p>	<p>Addison Road, Ambledale, Barnbrook Road, Barnes Close, Barnes Lane (4-108/1-23), Bridge Road (2-110/1-135), Coldeast Way, Columbus Drive, Deerbrook Close, Dene Close, Dormy Close, Edenbridge Way Ekless Court, Holly Close, Ironbridge Crescent, Jellicoe Drive, Mansion House Close, Melville Gardens Montefiore Drive, Mountbatten Drive, Norwich Close, Painswick Close, Rayleigh Walk, Sherwood Gardens, Springfield, Stableyard Mews, Stalybridge Close, Uxbridge Close, Valley Rise, Vine Close, Weybridge Close Winnards Park, Woodthorpe Gardens</p>
<p><b>Comments</b> Returning Officer: Park Gate has been the subject of several reviews as it is a growing ward. This polling station was previously located at Brookfield School but was the subject of numerous complaints from voters and the parents of school children. Alternative venues were considered such as the British Legion Club and the Community Hospital in Brook Lane but they were unavailable.  The polling station has been located at Sarisbury Green Social Club since 2012 but there have been a few complaints from voters living in Brook Lane regarding the distance to the polling station.  Councillor comments: Councillor Bayford has suggested approaching the Community Hospital again or Lord Wilson School as an alternative polling place. Another option would be to allocate residents in the southern part of Brook Lane to PG4. Councillor Mrs Ellerton comments that the Social Club works well but complaints are received from residents living in Brook Lane, in the circumstances, the British Legion Club is an alternative</p>	
<p><b>Response</b> RECOMMEND: To consider the Community Hospital, British Legion Club, Lord Wilson School as an alternative polling place or allocate Brook Lane residents to Priory Park (PG4)</p>	

Park Gate District 3  Polling Place Sarisbury Green Social Club Bridge Road Park Gate  Electorate 1292	April Grove, Battle Close, Beck Close, Brook Close, Brook Lane (136-364), Brook Lane (127-243), Brookfield Gardens, Cecil Gardens, Chichester Close, Cumber Road, Delft Close, Greenacres Road, Heath Road North, Highnam Gardens, Holland Park, Leabrook, Littlewood Gardens, Marken Close, Parklands, Peters Close, Peters Road (1-35/2-34), Pine Walk, Rothschild Drive, Rowe Ashe Way, Strawberry Hill, Tulip Gardens, Twiggs End Close, Wildern Close
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**Comments**

Returning Officer: Comments as Park Gate 2

**Response**

RECOMMEND: To consider the Community Hospital, British Legion Club, Lord Wilson School as an alternative polling place or allocate Brook Lane residents to Priory Park (PG4)

Park Gate District 4  Polling Place Priory Park Community Hall Upper Brook Drive Park Gate  Electorate 1846	Bilberry Close, Bluebell Close, Buttercup Way, Celandine Avenue, Clover Close, Cornflower Close, Cowslip Close, Elder Close, Gorse Close, Kingcup Avenue, Knotgrass Road, Larkspur Close, Mallow Close, Pennycress, Pimpernel Close, Poppy Close, Primrose Way, Shepherds Purse Close, Silverweed Court, Snapdragon Close, Snowdrop Close, Sorrel Close, Speedwell Close, Stonecrop Close, Wild Rose Crescent, Willow Herb Close, Woodbind Walk, Woodrush Crescent, Yarrow Way
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**Comments**

Returning Officer: This Hall has been used as the polling place for a number of years and local people are used to voting here. No complaints have been made regarding the use of this building.

**Response**

RECOMMEND: No change

**PORTCHESTER WEST WARD**

<p>Portchester West District 1</p> <p>Polling Place Northern Junior School Richmond Rise Portchester</p> <p>Electorate 1474</p>	<p>Buriton Close, Caer Peris View, Dore Avenue (1-153/2-124), Exton Gardens, Froxfield Gardens, Harting Gardens, High View, Hill View Road, Island View Walk, Kilmiston Drive, Laverock Lea, Leckford Close, Linden Lea (2-52/1-71), Nyewood Avenue, Richmond Rise, Roegate Gardens, Steep Close, The Hillway, Waltham Close, Weyhill Close</p>
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**Comments**

Returning Officer: This school has been used as a polling place for many years and local people are used to voting here. No complaints have been made regarding the use of this building. There are steps at the entrance to the polling station but a permanent ramp is also provided.

**Response**

RECOMMEND: No change

<p>Portchester West District 2</p> <p>Polling Place Northern Junior School Richmond Rise Portchester</p> <p>Electorate 881</p>	<p>Boxwood Close, Camelot Crescent, Canons Barn Close, Danes Road, Dore Avenue (193-245/190-218), Eleanor's Wood, Grindle Close, Hawthorn Close, Jute Close, Lancaster Close, Linden Lea (54-110 / 73-83), Merlin Gardens, Redwood Drive, Robinson Court, Saxon Close, Simpson Close, Solent View, Tudor Close, Upper Cornaway Lane</p>
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**Comments**

Returning Officer: Although this polling place is located outside the polling district, it affords adequate facilities to accommodate two polling stations and is suitably located to serve both districts. Comments as above.

**Response**

RECOMMEND: No change

<p>Portchester West District 3</p> <p>Polling Place Wicor Primary School Hatherley Crescent Portchester</p> <p>Electorate 1356</p>	<p>Ashtead Close, Avon Walk, Beaulieu Avenue, Brenchley Close, Cornaway Lane (5-65), Cranleigh Road (1-27), Dore Avenue(300), Hatherley Crescent, Merrow Close, Portchester Road (56a-142/35-81), Quintrel Avenue, Ribble Gardens, Rockingham Way, Romsey Avenue, Rudgwick Close, Severn Close, Stoneleigh Close, Tamar Close, Trent Walk, Winnham Drive</p>
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**Comments**

Returning Officer: This school has been used as a polling place for many years and local people are used to voting here. No complaints have been made regarding the use of this building.

**Response**

RECOMMEND: No change

<p>Portchester West District 4</p> <p>Polling Place Cams Hill School Shearwater Avenue Fareham</p> <p>Electorate 2069</p>	<p>Alum Way, Audley Court, Birdwood Grove, Cams Bay Close, Cams Hill, Chaffinch Way, Champneys Gardens, Charlemont Drive, Condor Avenue, Cormorant Close, Crest Close, Curlew Drive, Cygnet Court, Down End Road, Eagle Close, East Cams Close, Falcon Close, Flamingo Court, Goldcrest Close, Grebe Close, Hawkwell. Kingfishers, Lapwing Grove, Magpie Close, Osprey Court, Oysell Gardens, Paradise Lane, Partridge Close, Peacock Close, Portchester Road (34-56/5-22), Rooksway Grove, Shearwater Avenue, St Catherines Way, Swancote, Teal Close, The Causeway, The Dell, The Linnets, The Peregrines, The Pines, The Ridgeway, The Spinney, The Thicket, Tor Close, Ventnor Way, Wagtail Way, Wallington Shore Road, Widgeon Court, Wrenway</p>
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**Comments**

Returning Officer: This school has been used as a polling place for many years and local people are used to voting here. Although the district electorate is large, one polling station is sufficient to accommodate this number of voters at this venue and consideration will be given to engaging additional polling staff at peak periods.

**Response**

RECOMMEND: No change

## SARISBURY WARD

<p>Sarisbury District 1</p> <p>Polling Place Whiteley Community Centre Gull Coppice Whiteley</p> <p>Electorate 1346</p>	<p>Andalusian Gardens, Arabian Gardens, Berber Close, Brabant Close, Breton Close, Burmese Close, Camargue Close, Clydesdale Road, Connemara Crescent, Exmoor Close, Gull Coppice, Haflinger Drive, Hanoverian Way, Hispano Avenue, Java Drive, Jutland Close, Lipizzaner Fields, Mustang Avenue, Oldenburg, Palomino Drive, Persian Drive, Pinto Close, Shire Close, Suffolk Drive, Timor Close,</p>
<p><b>Comments</b> Returning Officer: The polling place has good facilities and access and is large enough to accommodate both polling districts.</p>	
<p><b>Response</b> RECOMMEND : No change</p>	
<p>Sarisbury District 2</p> <p>Polling Place Burrige Sports &amp; Social Club Botley Road, Burrige</p> <p>Electorate 1080</p>	<p>Ashley Close, Botley Road (112-314/149-285), Burrige Road, Caigers Green, Calabrese, Caspian Close, Castilian Way, Danube Drive, Glen Road, Green Lane, New Road, Rookery Grange, Shetland Rise, Sopwith Way, Swanwick Lane (1-149/10-148), Whiteley Lane, Yew Tree Court.</p>
<p><b>Comments</b> Returning Officer: This polling place has been refurbished since the last review and now provides good access for all voters.</p>	
<p><b>Response</b> RECOMMEND: No change.</p>	
<p>Sarisbury District 3</p> <p>Polling Place Sarisbury Parish Rooms Barnes Lane Sarisbury Green</p> <p>Electorate 1940</p>	<p>Allotment Road, Anglers Way, Barnes Lane (190-220/157-211), Bentham Way, Bramble Lane, Bridge Road (120-286/139-261a), Bye Road, Chapel Road, Coal Park Lane, Coldeast Close, Crableck Lane, Embsay Road, Glen Road (1-55/2-54), Green Lane, Hawthorn Lane, Hillside Mews, Holly Hill Lane, Lawson Close, Lower Swanwick Road, Mistletoe Gardens, Mulberry Lane, New Inn Court, Old Swanwick Lane, Oslands Lane, Pond Road, Quay Haven, Querida Close, Regents Gate, Sarisbury Court, Silvertrees, Spring Road, St Pauls Road, Swan Close, Swanwick Lane (155-355,170-288), Swanwick Shore Road, The Green, Tollgate Road, Walpole Lane, Wayside, Woodlands Close.</p>
<p><b>Comments</b> Returning Officer: This building has been used as a polling station for a number of years and local people are used to voting here. No complaints have been received. Access and parking is satisfactory for all voters.</p>	
<p><b>Response</b> RECOMMEND: No change</p>	

<p>Salisbury District 4</p> <p>Polling Place Whiteley Community Centre Gull Coppice, Whiteley</p> <p>Electorate 1566</p>	<p>Andersen Close, Austen Gardens, Barrie Close, Blake Close, Bronte Gardens, Browning Close, Buchan Avenue, Chesterton Place, Christie Avenue, Coleridge Drive, Conrad Gardens, Defoe Close, Dickens Drive, Dumas Drive, Eliot Close, Fielding Road, Fitzgerald Close, Fyfield Close, Hemingway Gardens, Ibsen Close, Jerome Street, John Bunyan Close, Keats Close, Kingsley Way, Kipling Close, Maryat Way, Rattigan Gardens, Sheridan Gardens, Steinbeck Close, Verne Close, Wells Close, Wordsworth Place.</p>
<p><b>Comments</b> Returning Officer: The polling place has good facilities and access and is large enough to accommodate both polling districts.</p>	
<p><b>Response</b> RECOMMEND: No change</p>	



## STUBBINGTON WARD

<p>Stubbington District 1</p> <p>Polling Place Crofton Youth Club Stubbington Lane, Stubbington</p> <p>Electorate 1305</p>	<p>Ajax Close, Brune Lane, Cherque Lane, Conqueror Way, East House Avenue, Elizabeth Road, Eric Road, Fay Close, Francis Place, Glenthorne Close, Gosport Road, Jersey Close, Kingsmead Avenue, Leviathan Close, Martin Avenue, Northways, Orion Close, Shoot Lane, Southways, Tonnant Close, Victory Road, Westways, William Close.</p>
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### Comments

Returning Officer: This building was used for the 2014 election as a report was considered by the Licensing and Regulatory Affairs Committee at its meeting on 19 November 2013 which highlighted the high cost of the previously used Crofton Community Centre. No complaints were received from residents as a result of the move

Councillor comments: Councillor Knight comments that he represents Crofton Community Association as the nominated Council representative. He points out that smaller rooms are available in the Community Centre and the manager should be contacted to ensure that there has been a proper consideration of what the Crofton Community Centre can offer.

Councillor Wood comments that a number of residents complained to him about the use of Crofton Youth Centre this year. They feel it is not large enough for a parliamentary election and didn't know where it was located.

### Response

RECOMMEND: Consider using a smaller room in the Crofton Community Centre as an alternative venue

<p>Stubbington District 2</p> <p>Polling Place Crofton Youth Club Stubbington Lane, Stubbington</p> <p>Electorate 1394</p>	<p>Albert Road, Alfred Road, Bells Lane, Belmont Close, Beresford Road, Croftlands Avenue, Cutlers Lane, Dale Road, Halletts Close, Harold Road, Marks Road, Mayfield Close, Newgate Lane (7-245+/130), Oakdown Road, Park Lane, Queens Crescent, Ravens Close, Rectory Close, Spencer Court, Stubbington Green, Stubbington Lane (1-29/26-26A), The Byres, Vicarage Lane (1-47), Village Close, Woodcote Lane</p>
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### Comments

Returning Officer: See comments for ST1

### Response

RECOMMEND: Consider using a smaller room in the Crofton Community Centre as an alternative venue

<p>Stubbington District 3</p> <p>Polling Place Methodist Church Hall Mays Lane, Stubbington</p> <p>Electorate 1570</p>	<p>Burnt House Lane, Cains Close, Darren Close, Derwent Close, Ditton Close, Ennerdale Road, Foster Close, Garnett Close, Grasmere Way, Green Road, Herons Close, Longs Lane, Mays Lane, Metcalfe Avenue, Morgans Drive, Peak Lane, Peartree Close, Pembury Road, Pinewood Close, Scott Close, Stroud Green Lane, Sumar Close, Summerleigh Walk, Swanton Close, Tangyes Close, The Croft, Thirlmere Close, Three Ways Close, Titchfield Road, Windermere Avenue</p>
<p><b>Comments</b> Returning Officer: This building has been used as a polling station for a number of years and local people are used to voting here. No complaints have been received.</p>	
<p><b>Response</b> RECOMMEND: No change to polling place.</p>	

<p>Stubbington District 4</p> <p>Polling Place Stubbington Baptist Church Jay Close Stubbington</p> <p>Electorate 1406</p>	<p>Anker Lane, Anzac Close, Canterbury Road, Country View, Cuckoo Lane, Deal Close, Discovery Close, Dolphin Court, Farm House Close, Garnett Close, Hazelwood, Jay Close, Kestrel Close, Lychgate Green, Marks Tey Road, Newton Close, Oakcroft Lane, Old Street (73-109), Puffin Crescent, Spartan Close, St Marys Road, Tawny Owl Close, The Oakes, The Paddock, Titchfield Road, Turtle Close, Upper Old Street (evens)</p>
<p><b>Comments</b> Returning Officer: This building has been used as a polling station for a number of years and local people are used to voting here. No complaints have been received.</p>	
<p><b>Response</b> RECOMMEND: No change to polling place.</p>	

## TITCHFIELD COMMON WARD

<p>Titchfield Common District 1</p> <p style="text-align: center;">Polling Place Locks Heath Free Church Hunts Pond Road Locks Heath</p> <p style="text-align: center;">Electorate 1582</p>	<p>Beverley Close, Birchen Close, Birchen Road, Gillcrest, Grassymead, Hertsfield, Hunts Pond Road (1-177/4-146), Lichfield Road, Lincoln Close, Little Fox Drive, Longacres, Lyndale Road, Mayridge, Merryfield, Nutash, Park Glen, Segensworth Road, Southampton Road, The Pastures, Westminster Gardens, Wheatlands.</p>
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### Comments

Returning Officer: This polling station was first used in 2012 following the previous review. It has good car parking and is easily accessible. A few complaints have been received from residents at the northern end of Hunts Pond Road as the polling station in Middle Road is closer for them but this serves Park Gate ward and is not large enough to accommodate two polling stations.

### Response

RECOMMEND: No change

<p>Titchfield Common District 2</p> <p style="text-align: center;">Polling Place Locks Heath Free Church Locksheath Park Road Locks Heath</p> <p style="text-align: center;">Electorate 1997</p>	<p>Alpine Crescent, Ascot Close, Bedford Drive Belfry Walk, Bishops Gate, Cleric Court, Course Park Crescent, Font Close, Goodwood Close, Holmgrove, Horseshoe Close, Hunts Pond Road (148-402/179-415), Kensington Gardens Louis Road Lower Church Road, Lynn Crescent, Maud Avenue, Noble Road Peckham Close, Priestfields, Ravenswood, Ryecroft, Spire Close, Stable Close, Steeple Way, The Chantry, The Chase, The Gallops, The Hurdles, Tillingbourn, Verger Close, Wellow Gardens Wellsmoor. Warsash Road (381 – 439),</p>
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### Comments

Returning Officer: Comments on venue as above.

### Response

RECOMMEND: No Change

<p>Titchfield Common District 3</p> <p>Polling Place Abshot Community Centre Kelsey Close Titchfield Common</p> <p>Electorate 1028</p>	<p>Abshot Close, Cambridge Green, Chestnut Way, Churchill Close, Clare Close, Coxdale, Cyprus Road, Emmanuel Close, Girton Close, Hawksworth Place, Huntingdon Close, Kites Croft Close, Magdalene Way, Netley Road, Oaklands Gardens, Oaklands Way, Pound Gate Drive, Robin's Meadow, Sycamore Close, The Farthings, The Tanners, 361, 373 Warsash Road</p>
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**Comments**  
 Returning Officer: Although this polling place is located outside the polling district, it is reasonably well-located to serve the district. No alternative venue has been identified within district 3. The building has been used as a polling station for a number of years and local people are used to voting here. Accessibility is good. No complaints have been received about the station but better signage and directions are needed.

**Response**  
 RECOMMEND: No change.  
 Advice to Returning Officer: Additional signage to be provided

<p>Titchfield Common District 4</p> <p>Polling Place Abshot Community Centre Kelsey Close Titchfield Common</p> <p>Electorate 1577</p>	<p>Abshot Road, Ashwood, Balliol Close, Brasenose Close, Chartwell Close, Clarendon Crescent, Huxley Close, Kelsey Close, Locksheath Park Road, Milton Grove, Old Garden Close, Oriel Drive, Orwell Crescent, Penhale Gardens, St. Edmund Close, Sloetree Close, Streamleaze, Summerfields, Talland Road, Trevose Way, Warsash Road (271 - 355)</p>
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**Comments**  
 Returning Officer: This polling place accommodates polling stations for two districts, but facilities are good. Comments as above

**Response**  
 RECOMMEND: No change.  
 Advice to Returning Officer: Additional signage to be provided

**TITCHFIELD WARD**

<p>Titchfield District 1</p> <p style="text-align: center;">Polling Place Abbeycroft Nursery 77 Segensworth Road Titchfield</p> <p style="text-align: center;">Electorate 1181</p>	<p>Amarylis Close, Bellflower Way, Branewick Close, Courtenay Close, Eastway, Farm Road, Fern Way, Gardenia Drive, Grevillea Avenue, Hillcroft, Jacaranda Close, Merecroft, Mimosa Close, Northway, Orpine Close, Park Cottage Drive, Poinsettia Close, Purslane Gardens, Segensworth Road, Southampton Road, Southway, St Leonards Close, Titchfield Grange, Titchfield Park Road, Valerian Avenue, Westway, Whiteley Lane, Wild Flower Drive.</p>
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**Comments**  
 Returning Officer: A portacabin provides accommodation for the polling station. Car parking is provided on site. Facilities are adequate but problems have occurred with the generator and leaks which has resulted in emergency measures undertaken to ensure the polling station remains available. If a building is available in the district, it might be a better solution for the convenience of voters. In addition, the cost of hiring a portacabin is considerably more than the hiring of many of the halls which serve as polling stations, The Holiday Inn has been considered as an alternative venue but this is poorly sited for voters walking to the polling station as there is neither pavement nor bus route.

Councillor comments: Councillor Mrs Hockley comments that this polling station is not ideal but there is no other suitable and available building in the Segensworth area.

**Response**  
 Whilst the portacabin is convenient in terms of position, consideration should be given to seeking an alternative venue which provides better facilities.  
 RECOMMEND: Consider alternative venue.

<p>Titchfield District 2</p> <p style="text-align: center;">Polling Place Titchfield Parish Rooms High Street Titchfield</p> <p style="text-align: center;">Electorate 1901</p>	<p>Barn Close, Bellfield, Bridge Street, Brownwich Lane, Chapelside, Church Path, Church Street, Coach Hill, Common Lane, East Street, Frog Lane, Gainsborough Mews, Gardner Road, Garstons Close, Garstons Road, Guessens Lane, Hewett Close, Hewett Road, High Street, Meon Road, Mill Street, Occupation Lane, Posbrook Lane, Protea Gardens, Ransome Close, Rosedale Close, Sandy Lane, South Street, Southampton Hill, Southampton Road (302-326), St Margarets Lane, The Square, Titchfield Hill, Titchfield Road, Triangle Lane, West Street.</p>
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**Comments**  
 Returning Officer: This building has been used as a polling station for many years and local people are used to voting here. No complaints have been received about the station. A free public car park is situated nearby with disabled car parking spaces and a level path to the station.

**Response**  
 RECOMMEND: No change

<p>Titchfield District 3</p> <p>Polling Place Ranvilles Infant School Oldbury Way Fareham</p> <p>Electorate 1617</p>	<p>Brookview Close, County Gardens, Devonshire Way, Duncans Drive, Fairacre Rise, Fairacre Walk, Frogmore, Gatcombe Gardens, Gaylyn Way, Gracefields, Greyshott Avenue(10-62/33-55), Harcourt Road, Hollam Close, Hollam Crescent, Hollam Drive, Ingleside Close, Lynden Close, Middle Mead, Oxleys Close, Ranvilles Lane, Sandringham Road, Shepards Close, Tammys Turn, Templemere, The Avenue (The Conifers, 87-127/90-108), Thornbury Close, Wild Ridings</p>
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**Comments**

Returning Officer: This polling place is used to accommodate two polling stations, one of which is in another ward (Fareham West 4). In the past some general comments have been made opposed to the use of the school due to the closure of the school for the day and the adjacent community centre has been suggested as a possible alternative venue. This has been investigated but due to other commitments, they have been unable to make the facility available on polling day.

The number of voters allocated to this district is disproportionate to the other three districts serving Fareham West ward and it is considered that the boundaries should be redrawn when considering an alternative polling place.

Councillor comment: Councillor Miss Harper has spoken to Ranvilles Community Centre and they are happy to consider making the facility available.

**Response**

RECOMMEND: The Community Centre management to be approached as an alternative venue.

<p>Titchfield District 4</p> <p>Polling Place Catisfield Memorial Hall Catisfield Lane Fareham</p> <p>Electorate 1098</p>	<p>Appleton Road, Beechcroft Close, Catisfield Lane, Catisfield Road, Chatsworth Close, Cherrygarth Road, East Lodge, Fishers Hill, Forneth Gardens, Friars Pond Road, Hampton Grove, Harvester Drive, Hunters Lodge, Larches Gardens, Maple Close, Mill Lane, Mount Drive, South Lodge, The Timbers, Woodbourne Close.</p>
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**Comments**

Returning Officer: This building has been used as a polling station for many years and local people are used to voting here. No complaints have been received about the station. Good parking facilities are available on site. There is no independent lighting outside the hall; this does not cause any difficulty to voters, only to polling staff at the close of poll and is addressed as part of the risk assessment.

Catisfield Memorial Hall Secretary comments: we have made considerable efforts to improve accessibility by levelling the floors, high contrast decoration and installing an accessible toilet. With off-street parking, people with reduced mobility can get right to the doors of the Hall to make access easier.

**Response**

RECOMMEND: No change

## WARSASH WARD

<p>Warsash District 1</p> <p>Polling Place Victory Hall Warsash Road Warsash</p> <p>Electorate 1320</p>	<p>Albacore Avenue, Argosy Close, Brigantine Road, Campion Close, Canoe Close, Catamaran Close, Clipper Close, Cockleshell Close, Coracle Close, Corvette Avenue, Cutter Avenue, Enterprise Close, Galleon Close, Greenaway Lane (4-38/5-39), Highfields, Horseshoe Lodge, Kayak Close, Knights Close, Laser Close, Mirror Close, Sampan Close, Saxon Close, Schooner Way, The Fairway, Trimaran Road, Warsash Road (99-205/98-206), Wayfarer Close, Westerley Close.</p>
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### Comments

Returning Officer: Although the polling place is located outside this polling district it is well-located to serve the ward. The building has been used as a polling station for all four polling districts in the ward for many years and local people are used to voting here. No complaints have been received about the station. Car parking and access is good for all voters. The station is large enough to accommodate all four Warsash polling districts but some confusion can arise on entering the hall regarding direction to the correct polling station. To overcome this situation, a “greeter” is appointed who directs voters to the correct polling station within the hall.

Ward Councillor: Councillor Cartwright considers the present arrangements are adequate and recommends no change.

### Response

RECOMMEND: No change

<p>Warsash District 2</p> <p>Polling Place Victory Hall Warsash Road Warsash</p> <p>Electorate 1586</p>	<p>Brook Avenue, Brook Lane (1-121/2-120), Brookside Drive, Cawtes Reach, Coleridge Close, Crofton Way, Dibles Road, Foy Gardens, Garden Mews, Gilchrist Gardens, Greenaway Lane (46-112/51-127), Hamble Close, Havelock Road, Mackenzie Close, Mariners Way, Newtown Road, Passage Lane, Queens Road, Sartoris Close, Shore Road, Spinnaker Mews, Thornton Avenue, Warsash Road (1-93/2-80), Wightway Mews, Yorkdale</p>
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### Comments

Returning Officer: the polling place is located in this district but is used as the identified polling place for all four polling districts in this ward. See comments above.

### Response

RECOMMEND: No change

<p>Warsash District 3</p> <p>Polling Place Victory Hall Warsash Road Warsash</p> <p>Electorate 1408</p>	<p>Aspen Avenue, Beechwood Close, Bevis Close, Birchdale Close, Cheviot Green, Church Road, Elmdale Close, Glenda Close, Hewetts Rise, Hornby Close, Howerts Close, Jumar Close, Larchdale Close, Lower Spinney, McGovern Mews, Meadcroft Close, New Road, Oakwood Close, Osborne Road, Pitchpond Road, Romford Road, Rossan Avenue, Sandycroft, Shellcroft, Spenser Close, Spruce Close, Upper Spinney, Wynsdale Chase</p>
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<b>Comments</b>	
Returning Officer: Although the polling place is located outside this polling district it is well-located to serve the ward and is identified as the polling place for all four polling districts. See comments above.	
<b>Response</b>	
RECOMMEND: No change	

Warsash District 4  Polling Place Victory Hall Warsash Road Warsash  Electorate 1283	Chilling Lane, Cowes Lane, Fleet End Bottom, Fleet End Road, Gray Close, Green Lane, Harvey Crescent, Hook Lane, Hook Park Road, Little Abshot Road, Miles Place, Needlespar Court, New Road, Newbury Place, Raley Road, Shorewood Close, Sixpenny Close, Solent Breezes, Solent Drive, Sovereign Crescent, The Florins, Victoria Close, Wakeford Place, Warsash Road (213-269/210-390), Workmans Lane.
<b>Comments</b>	
Returning Officer: Although the polling place is located outside this polling district it is well-located to serve the ward and is identified as the polling place for all four polling districts. See comments above.	
<b>Response</b>	
RECOMMEND: No change	



# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                    **16 September 2014**

**Report of:**            **Director of Community**

**Subject:**              **MONITORING REPORT ON APPLICATIONS RECEIVED**

#### **SUMMARY**

This report aims to inform the Committee of the day to day work of the Licensing Team and provide an update as to the ongoing work associated with the Licensing function.

#### **RECOMMENDATION**

That the report be noted.

## **INTRODUCTION**

1. The purpose of this report is to inform and update members of the ongoing level and range of licensing work undertaken by the Licensing Team within the Department of Community.

## **ALCOHOL, REGULATED ENTERTAINMENT AND LATE NIGHT REFRESHMENT**

2. The Licensing Act 2003 came fully into force in November 2005. Prior to this, between 7 February 2005 and 6 August 2005, existing holders of public entertainment licences, late night refreshment house licences, justices' licences and club premises certificates needed to make an application to the Council in order to convert or vary their licences into a new Premises Licence under the new Act. Under the old regime this Authority dealt with about 45 Public Entertainment licences.
3. The Council as the Licensing Authority not only deals with applications for premises or personal licences, but also deals with representations that could result in a Licensing Panel Review Hearing in relation to a licensing application, or a hearing in relation to an application or application to vary a licence.
4. The numbers of applications and associated income over the last five financial years can be seen at Appendix A, table 1. It is worth noting that the fees in this area are set by statute and have not been increased since the introduction of the Act in 2005.
5. The current total number of licences are as follows:-

Members' Clubs Certificates	32
Premises Licences (with alcohol)	274

Since the introduction of the licensing Act 2003 (18/03/05):-

Licensing Panels	94
Reviews	11
Taxi Hearings	65

## **PERSONAL LICENCES**

6. Currently there are 1171 Fareham Personal Licence Holders. This licensing regime commenced in November 2005 and these licences last for ten years from the date of their grant. The renewal of the licences will commence in 2015/2016, so from this period onwards these renewals will provide a one-off income boost. The government originally indicated that a proportion of the fee income may be required to contribute towards a national database of personal licence holders. Although around 400 licences were granted on conversion in the first year, there have been around 100 new licences granted in each year since. It is difficult at this stage to project how many licence holders will opt to renew for a second 10 year period. Currently Personal Licences still cost £37. The government has now indicated that the requirement to renew personal licences may be removed.

## **GAMBLING**

7. The Gambling Act 2005 came fully into force in October 2007. This Act created the Gambling Commission and created a new licensing regime to govern the provision of all gambling in Great Britain, other than the National Lottery and spread betting. The Commission is responsible for granting operating and personal licences for commercial gambling operators and personnel working in the industry. It also regulates certain lottery managers and promoters.
8. The numbers of applications and associated income over the last four financial years can be seen at Appendix A, table 2.

## **PRIVATE HIRE AND HACKNEY CARRIAGE DRIVER AND VEHICLE APPLICATIONS**

9. Private Hire and Hackney Carriage Vehicle and Driver applications also involve a number of processes. All of the vehicles renew annually together for 30 April each year; this results in the income often being split over two financial years, hence the variation in numbers. Drivers renew on the anniversary of their badge being granted so there are a number of these each month, together with new applications for vehicles and drivers that are received throughout the year.
10. Regular licensing panels are held to determine drivers' applications e.g. where convictions are presented on the Criminal Records Bureau Check.
11. The numbers of applications and associated income over the last five financial years can be seen at Appendix A, table 3.

## **ANIMAL LICENSING**

12. Under various pieces of legislation, there are a number of licensable activities in relation to animals. These licences are required to protect both animal welfare and public safety.
13. The numbers of applications and associated income over the last five financial years can be seen at Appendix A, table 4.

## **SKIN PIERCING**

14. This Authority has adopted byelaws for the registration of a number of skin piercing activities in relation to both persons carrying out the activities and the premises where they are carried out. These byelaws are adopted under the Local Government (Miscellaneous) Provisions Act 1982. The purpose of this registration process is to control the risk of infection.
15. The numbers of applications and associated income over the last five financial years can be seen at Appendix A, table 5.

## **SCRAP METAL**

16. In October last year, the Scrap Metal Dealers Act 2013 replaced the Scrap Metal Dealers Act 1964 and Part 1 of the Vehicles (Crime) Act 2001. This introduced an updated regulatory regime for the scrap metal dealing and vehicle dismantling industries. Whereas before there was a licensing regime for Scrap Metal Dealers, the new regime also catches Scrap Metal Collectors. Since the new arrangements took effect, a number of applications have been received from both Dealers and Collectors as detailed in Appendix A, Table 6 below.

## **RISK ASSESSMENT**

17. The Licensing area of work generates significant income for the Council. In respect of that income the bulk of it is generated by the Licensing Act and Private Hire and Hackney Carriage Licensing. It should be noted that the Licensing Act fees are statutory and that, in respect of Private Hire and Hackney Carriage Licensing, the fees must reflect the cost of providing that element of the service.
18. Despite the economic downturn the income being generated in this area is remaining fairly constant.
19. This report details only the main work areas and therefore the total actual income will vary to the figures shown in Appendix A.

## **CONCLUSION**

19. Appendix A shows the number of applications and income received in relation to the main areas of work. There are many other minor processes which are not shown. It can be seen that the volume of work in these main areas remains fairly constant. In addition, the Committee will be aware that it regularly is required to hold hearings to determine both Licensing Act and Hackney Carriage/Private Hire applications.

### **Background Papers:**

None.

### **Reference Papers:**

None.

### **Enquiries:**

For further information on this report please contact Ian Rickman (Ext 2401).

**APPENDIX A** - Number of Applications and Associated Income Tables.

**NUMBER OF APPLICATIONS AND ASSOCIATED INCOME TABLES.**

**Table 1. - Alcohol Entertainment and Late Night Refreshment**

TYPE OF APPLICATION	2010/11		2011/12		2012/13		2013/14	
	No	£	No	£	No	£	No	£
Application to vary licence holder / DPS / Minor Variations	72	54,650	70	56,660	75	59,864.90	69	70,090
Premises new Applications/ variations /	42	(incl. annual fees)	34	(incl. annual fees)	21	(incl. annual fees)	16	
Temporary Event	182	3,822	204	4,284	234	4,914	228	4,790
Personal Licences	76	2,812	81	2,997	64	2,368	74	1,554
<b>TOTAL</b>	<b>372</b>	<b>£61,284</b>	<b>389</b>	<b>£63,941</b>	<b>394</b>	<b>£67,151.90</b>	<b>387</b>	<b>£76,434</b>

**Table 2. - Gambling / Charitable Activities**

Gambling/Charity	2010/11	2011/2012	2012/2013	2013/14	Renewal
Gambling Act 2005	24	16	24	30	Annual
Lotteries	80	75	79	90	1 January
House to House	34	32	29	26	One off
Street Collections	195	205	162	175	One off
<b>Total Income</b>	<b>£16,730</b>	<b>£9815</b>	<b>£11,190</b>	<b>£16,180</b>	

**Table 3. - Private Hire and Hackney Carriage Driver and Vehicle Licensing**

	2010/11		2011/12		2012/13		2013/14	
	No.	Income £	No.	Income £	No.	Income £	No.	Income £
Initial Dual Driver	9	1,035	3	345	15	1,725	13	1,495
Renewal Dual Driver	44	3,828	40	3,480	37	3,219	51	4,437
<b>Total</b>	<b>53</b>	<b>4,863</b>	<b>43</b>	<b>3,825</b>	<b>52</b>	<b>4,944</b>	<b>64</b>	<b>5,932</b>
Initial PH Driver	14	2,590	5	400	23	1,840	9	720
Renewal PH Driver	21	1,260	21	1,260	26	1,560	27	1,620
<b>Total</b>	<b>35</b>	<b>3,850</b>	<b>26</b>	<b>1,660</b>	<b>49</b>	<b>3,400</b>	<b>36</b>	<b>2,340</b>
Initial HC Driver	5	400	12	960	17	1,360	9	720
Renewal HC Driver	185	11,100	185	11,100	186	11,160	178	10,680
<b>Total</b>	<b>190</b>	<b>11,500</b>	<b>197</b>	<b>12,060</b>	<b>203</b>	<b>14,520</b>	<b>187</b>	<b>11,400</b>
Initial HC Vehicle	16	2,960	19	3,515	25	4,625	18	3,330
Renewal HC Vehicle	236	43,660	212	39,220	227	41,995	214	39,590
Initial PH Vehicle	14	2,590	14	2,590	20	3,700	24	4,440
Renewal PH Vehicle	44	8,140	36	6,660	33	6,105	52	9,620
<b>Total</b>	<b>310</b>	<b>57,350</b>	<b>291</b>	<b>51,985</b>	<b>305</b>	<b>56,425</b>	<b>308</b>	<b>56,980</b>
Initial Operator	1	185	2	370	0	0	4	740
Renewal Operator	11	2,035	7	1,295	6	1,110	10	1,850
<b>Total</b>	<b>12</b>	<b>2,220</b>	<b>9</b>	<b>1,665</b>	<b>6</b>	<b>1,110</b>	<b>14</b>	<b>2,590</b>
Transfer HC MAY to OCT	0	0	15	1,287.50	2	185	12	1,110
Transfer HC MAR - APR	0	0	4	740	2	370	5	925
Transfer HC NOV - FEB	9	832.50	9	832.50	15	1,387.50	12	1,110
<b>Total</b>	<b>9</b>	<b>832.50</b>	<b>28</b>	<b>2,860</b>	<b>19</b>	<b>1,942.50</b>	<b>29</b>	<b>3,145</b>
Transfer PH MAY - OCT	4	740	1	92.50	2	185	2	185
Transfer PH MAR - APR	0	0	0	0	0	0	0	0
Transfer PH NOV - FEB	4	185	1	92.50	2	185	0	0
<b>Total</b>	<b>8</b>	<b>925</b>	<b>2</b>	<b>185</b>	<b>4</b>	<b>370</b>	<b>2</b>	<b>185</b>
Temp Transfer	15	2,775	13	2,405	7	1,295	16	2,960

<b>Total</b>	<b>15</b>	<b>2,775</b>	<b>13</b>	<b>2,405</b>	<b>7</b>	<b>1,295</b>	<b>16</b>	<b>2,960</b>
<b>Total</b>	<b>623</b>	<b>84,315.50</b>	<b>609</b>	<b>76,645</b>	<b>645</b>	<b>84,006.50</b>	<b>656</b>	<b>85,532</b>

**Table 4. - Animal Licensing**

<b>Animal Licensing</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>Renewal</b>
<b>Pet Shops</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>1 January</b>
<b>Boarding Ests.</b>	<b>20</b>	<b>24</b>	<b>34</b>	<b>9</b>	<b>1 January</b>
<b>Breeders</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1 January</b>
<b>Riding Ests.</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>1 January</b>
<b>DWA</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Zoo</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Total Income</b>	<b>£4,640</b>	<b>£3,948</b>	<b>£6,376</b>	<b>£5885</b>	

**Table 5. - Skin Piercing**

<b>Byelaws</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	
<b>Electrolysis &amp; Ear piercing, Acupuncture &amp; Tattoo</b>	<b>1</b>	<b>1</b>	<b>12</b>	<b>8</b>	<b>Once only registration</b>
					<b>Once only registration</b>
<b>Total Income</b>	<b>£61</b>	<b>£126</b>	<b>£696</b>	<b>£812</b>	

**Table 6. - Miscellaneous**

<b>Miscellaneous</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>Renewal</b>
<b>Scrap metal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>3 yearly</b>
<b>Motor Salvage</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>N/A</b>
<b>Sex shop</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Street Trading</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>Annual</b>
<b>Total Income</b>	<b>£2,700</b>	<b>£2,790</b>	<b>£1,560</b>	<b>£5,265</b>	



# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                    **16 September 2014**

**Report of:**            **Director of Community**

**Subject:**              **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK  
PROGRAMME 2014/15**

#### **SUMMARY**

At the Committee meeting in July, the Work Programme for 2014/15 was reviewed. Members are now invited to note the actions from the last meeting and to further review the work programme for 2014/15.

#### **RECOMMENDATION**

- (a) that the progress on actions arising from the meeting of the Committee held on 8 July be noted; and
- (b) that the Work Programme for 2014/15, attached as Appendix B to the report, be reviewed.

## **INTRODUCTION**

1. At the Committee meeting on 8 July 2014, the Work Programme for 2014/15 was reviewed.

## **MONITORING**

2. Details of progress on actions arising from matters considered at that meeting are shown in Appendix A for members' information.

## **WORK PROGRAMME FOR 2014/15**

3. The work programme for 2014/15 agreed at the last meeting is attached as Appendix B.

## **RISK ASSESSMENT**

4. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

The Committee is invited to:-

- (i) note progress on matters considered by the Committee at its last meeting, as shown in Appendix A; and
- (ii) review the Licensing and Regulatory Affairs Committee Work Programme for 2014/15, as set out in Appendix B.

### **Background Papers:**

None.

### **Reference Papers:**

None.

### **Enquiries:**

For further information on this report please contact Martyn George (Ext 4400).

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Licensing and Regulatory Affairs Committee – 16 September 2014

Progress on Actions from last meeting

<b>Date of Meeting</b>	<b>8 July 2014</b>
Subject	Policy Statements Relating to the LGPS 2014 Regulations
Type of Item	Financial
Action by Committee	<p>The Committee considered a report by the Director of Finance and Resources on policy statements relating to the LGPS 2014 Regulations.</p> <p>RECOMMENDED that:-</p> <p>(a) the changes to the Local Government Pension Scheme (LGPS) from 1 April 2014 be noted;</p> <p>(b) the proposed policy statements for those who stopped contributing to the LGPS between 1 April 2008 and 31 March 2014 be approved; and</p> <p>(c) the proposed policy statements for those members who continue in the scheme or join it from 1 April 2014 be approved.</p>
Outcome	Approved at the Council meeting on 24 July 2014.
Link Officer	Neil Wood
Subject	Licensed Premises and Community Safety
Type of Item	Monitoring
Action by Committee	<p>The Committee considered a report by the Director of Community on incidents of crime and disorder and the control of licensed premises. Copies of Appendix B to the report were circulated at the meeting, together with a revised version of Appendix A to the report.</p> <p>RESOLVED that the report be noted.</p>
Outcome	Complete

Link Officer	Narinder Bains
Subject	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee
Type of Item	Presentation
Action by Committee	<p>The Committee received a presentation from the Director of Community on the responsibilities of the Licensing and Regulatory Affairs Committee. The presentation included details of the general and specific functions of the Committee and, in particular, Health and Safety, Licensing, General Licensing, Taxi Licensing, Safety Advisory Group, Election Services, Registration Services, Individual Electoral Registration (IER) and the Timetable of Elections.</p> <p>RESOLVED that the Director of Community be thanked for his presentation.</p>
Outcome	Complete
Link Officer	Martyn George
Subject	Annual Taxi Vehicle Renewals
Type of Item	Monitoring
Action by Committee	<p>The Committee considered a report by the Director of Community on the Annual Taxi Vehicle Renewals.</p> <p>RESOLVED that the content of the report and the work involved with the annual Hackney Carriage and Private Hire renewals be noted.</p>
Outcome	Complete
Link Officer	Ian Rickman
Subject	Annual Health and Safety Service Plan
Type of Item	Service Plan Review
Action by Committee	<p>The Committee considered a report by the Director of Community on the Annual Health and Safety Service Plan.</p> <p>RESOLVED that the Section 18 Health &amp; Safety Intervention Plan, as shown in Appendix A to the report, be approved.</p>

Outcome	Complete
Link Officer	Ian Rickman
Subject	Licensing and Regulatory Affairs Committee Work Programme
Type of Item	Programmimg
Action by Committee	<p>The Committee considered a report by the Director of Community on the Committee's work programme for 2014/15.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none"><li>(a) the progress on actions arising from the meeting of the Committee held on 18 March be noted, as shown in Appendix A to the report, be noted;</li><li>(b) a members' training session in September/October be added to the work programme for 2014/15; and</li><li>(c) subject to (b) above, the Work Programme for 2014/15, as shown in Appendix B to the report, be confirmed.</li></ul>
Outcome	Complete
Link Officer	Martyn George

LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME  
2014/15

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
<b>8 JULY 2014</b>	Policy Statements Relating to the LGPS 2014 Regulations  Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee  Committee work programme 2014/15  Annual Taxi Vehicle Renewals  Actual Revenue Expenditure 2013/14	
<b>16 SEPTEMBER 2014</b>	Committee work programme 2014/15  Six- monthly Monitoring Report on Applications Received  Polling of Polling Districts and Polling Places	
<b>18 NOVEMBER 2014</b>	Spending Plans 2015/16  Committee work programme 2014/15  Review of Polling Districts and Polling Places	
<b>20 JANUARY 2015</b>	Committee work programme 2014/15  Review of Implementation of IER	
<b>17 MARCH 2015</b>	Committee work programme 2014/15 and draft for 2015/16  Monitoring Report on Applications Received  Annual Report on Licensed Premises and Community Safety	

To be assigned:

Annual Health and Safety Service Plan

In-house Licensing Training Sessions (2)

