

FAREHAM

BOROUGH COUNCIL

AGENDA

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Date: Thursday, 29 May 2014

Time: At the conclusion of the annual Council meeting

Venue: Collingwood Room - Civic Offices, Fareham

Members: Those Councillors appointed to the Committee at the annual meeting of the Council to be held on 29 May 2014.



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 18 March 2014.

3. Appointment of Licensing Panel

The Committee is reminded that it has decided to appoint a Licensing Panel with rotating membership to hear and determine various applications under the Licensing Act 2003, applications to drive or operate hackney carriage or private hire vehicles and applications under the Gambling Act 2005. Members are reminded that, under the provisions of the Licensing Act 2003, such a Panel may only comprise three members. The Committee is required to appoint members to the Licensing Panel for 2014/15 and is recommended to:-

- (a) appoint the Chairman of the Panel from among members of the Licensing and Regulatory Affairs Committee; and
- (b) confirm the continuation of the previous arrangements whereby the Licensing Panel comprise the Chairman and two other members of the Licensing and Regulatory Affairs Committee appointed on a rotating basis, subject to their having completed the necessary training.

4. Appointment of Trading Concessions Panel

The Committee is reminded that it has decided to appoint a Trading Concessions Panel to deal with occasional issues arising from the grant of catering concessions in West Street, Fareham. The Committee is invited to appoint the panel for 2014/15 and is reminded that last year the panel comprised five members (Councillors Mrs P M Bryant, T M Cartwright, Mrs M E Ellerton, Mrs K Mandry and R H Price). The Committee will be advised at the meeting on the allocation of seats to political groups. The Committee will then be invited to appoint members in accordance with groups' wishes and may proceed to appoint a Chairman from among those members appointed to the Panel.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
21 May 2014

**For further information please contact:
Democratic Services, Civic Offices, Fareham, PO16 7AZ
Tel:01329 236100
democraticservices@fareham.gov.uk**

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 18 March 2014

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: Miss S M Bell, Mrs M E Ellerton, M J Ford, JP, N R Gregory,
T J Howard, L Keeble, Mrs K Mandry, D J Norris and
R H Price, JP



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Mrs S M Bayford.

2. MINUTES

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 19 November 2013 be confirmed and signed as a correct record.

3. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

4. DEPUTATIONS

There were no deputations made at this meeting.

MATTER SUBMITTED FOR CONFIRMATION

5. NOTICE OF COUNCIL RESOLUTION REGARDING TATTOOING, SEMI-PERMANENT SKIN-COLOURING, COSMETIC PIERCING AND ELECTROLYSIS

The Committee considered a report by the Director of Regulatory and Democratic Services on the adoption of additional provisions relating to the bye-laws adopted under section 15 of the Local Government (Miscellaneous Provisions) Act 1982.

RECOMMENDED that the Council adopt Section 120 of the Local Government Act 2003 to enable the existing bye-laws made under Section 15 of the Local Government (Miscellaneous Provisions) Act 1982 to be extended to apply to cosmetic piercing and semi-permanent skin colouring.

DECISIONS UNDER DELEGATED POWERS

6. INDIVIDUAL ELECTORAL REGISTRATION

The Committee considered a report by the Director of Regulatory and Democratic Services on Individual Electoral Registration (IER).

The Committee received a presentation from the Democratic Services Manager illustrating various aspects of IER, including details of the preparation, timetable, challenges, opportunities and solutions.

RESOLVED that:-

- (a) the proposed changes to the current electoral registration system be noted;
- (b) the officers be requested to arrange a briefing to advise all members of the Council of the forthcoming changes to electoral registration;

- (c) the officers be requested to note the suggestions to assist in the implementation and promotion of the IER scheme relating to the Summer cycle of Community Action Team (CAT) meetings, Fareham Today and Hampshire Now; and
- (d) a further report be presented to the Committee to review the implementation of IER following the publication of the register of electors on 1 December 2014.

7. MONITORING REPORT ON APPLICATIONS RECEIVED

The Committee considered a report by the Director of Regulatory and Democratic Services on the work associated with the Licensing function.

RESOLVED that the report be noted.

8. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME 2013/14

The Committee considered a report by the Director of Regulatory and Democratic Services reviewing the Committee's Work Programme for 2013/14 and giving consideration to a draft work programme for 2014/15. It was noted that, as referred to in paragraph 4 of the report, owing to the change of date for the local elections, there would be an additional meeting in 2013/14, on 6 May 2014.

RESOLVED that:-

- (a) the progress report on the Licensing and Regulatory Affairs Committee Work Programme for 2013/14, as shown in Appendix A to the report, be noted;
- (b) the unassigned item, Annual Health and Safety Service Plan, be added to the work programme for 6 May 2014;
- (c) Review of Implementation of IER (minute 6 (d) above refers) be added to the draft work programme for 2014/15;
- (d) the officers be requested to make arrangements for a follow-up member licensing training session with Peter Savill on review hearings during 2014/15, possibly in July; and
- (e) subject to (c) and (d) above, the proposed draft Work Programme for 2014/15, as shown in Appendix B to the report, be approved.

9. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made an announcement concerning the Director of Regulatory and Democratic Services, Garry White, thanking him, on behalf of the Committee, for all his work over the years and presenting him with a card signed by members of the Committee.

(The meeting started at 6.00 pm
and ended at 7.02 pm).