

FAREHAM

BOROUGH COUNCIL

AGENDA

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Date: Tuesday, 20 July 2021

Time: 6.00 pm

Venue: Council Chamber - Civic Offices

Members:

Councillor M J Ford, JP (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors I Bastable
Mrs S M Bayford
Mrs P M Bryant
T Davies
J M Englefield
G Fazackarley
Mrs P Hayre
Mrs J Kelly
Ms S Pankhurst
R H Price, JP
Mrs K K Trott
Mrs S M Walker



Deputies: J S Forrest
L Keeble
Mrs K Mandry

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

1. Apologies for Absence

2. Minutes (Pages 5 - 10)

To confirm as a correct record the minutes of the meeting of the Committee held on 30 March 2021.

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. Responsibilities of the Licensing and Regulatory Affairs Committee (Pages 11 - 12)

To receive a presentation by the Head of Environmental Health which provides Members with an overview of the responsibilities of the Licensing and Regulatory Affairs Committee.

7. 2023 Boundary Commission for England Review (Pages 13 - 26)

To consider a report by the Head of Democratic Services which provides Members with an update on the Boundary Commission 2023 Review of parliamentary constituency boundaries.

8. Licensing and Regulatory Affairs Committee Work Programme (Pages 27 - 34)

To consider a report by the Head of Environmental Health on the Committee's Work Programme for 2021/22.



P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
12 July 2021

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democraticservices@fareham.gov.uk

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 30 March 2021

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: I Bastable, Mrs S M Bayford, Miss S M Bell, F Birkett,
Mrs P M Bryant, T Davies, J S Forrest, L Keeble, Mrs K Mandry,
Ms S Pankhurst, R H Price, JP and Mrs C Heneghan

**Also
Present:**



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor S Cunningham.

2. MINUTES

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee meeting held on 14 January 2021 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. UPDATE ON LOCAL POLICE LICENSING MATTERS

Councillor J Forrest joined the meeting at the start of this item.

The Committee received a verbal update on local police licensing matters by PC Jason Pearce, the local police Licensing Officer.

PC Pearce reported that it has been a very strange and very different year in respect of licensing committees with all areas of work focused on Covid-19. Licensed premises have either closed or remained open with restrictions in place and it has been a challenge to find the right balance between supporting premises through such a difficult financial period and ensuring public safety has been maintained.

The majority of premises have been compliant with the various rules throughout the year but where difficulties have been encountered, tried and tested techniques have been used to deal with them. This approach has been successful and has limited the need to use enforcement measures.

The Council, as the Licensing Authority, is the lead in terms of business premises and the police have worked with council officers in a supporting role in dealing with Covid-19 enquiries. There have been excellent lines of communication with both the Licensing Team and the Environmental Health Team, and this compares very favourably against the experience of other colleagues in the force.

PC Pearce commented that, having worked in different areas across the County there have been inconsistencies in the perspectives of different Licensing sub-committees, ranging from revoking licenses for breaches of

Covid-19 rules to considering it inappropriate to consider licensing matters during the Pandemic.

Moving forward towards removing restrictions, premises will be allowed to serve alcohol in outdoor seating areas only from the 12 April. They will be allowed to serve alcohol indoors from 17th May and from 21st June all restrictions will be removed. This will bring some challenges, particularly in respect of the European Football Championship as the third game is scheduled to take place after the 21st June when there will be no restrictions in place. The Police are aware of the difficulties this may bring and are resourced to deal with them.

Generally speaking, as restrictions are eased, the police approach will be to work closely with businesses to support them to get back on their feet. There are a couple of initiatives that they would like to progress later this year – Hotel Watch which is based around welfare and vulnerability and also a Defibrillator Scheme which aims to get defibrillators in to all licensed premises as survival rates are significantly increased where treatment is given in the first 10 mins of an attack.

PC Pearce concluded by saying that despite it being a difficult year, there is now a move towards business as usual and it is hoped that by this time next year, normal licensing procedures will be back in place.

Several members put forward their thanks to the police for all the hard work they have done over the last year under such difficult circumstances.

It was announced that PC Pearce will soon be leaving his role as the Licensing Officer for Fareham. Members will have the opportunity to meet the new Licensing Officer, PC Neil Cotton, in due course. On behalf of the Committee, the Chairman thanked PC Pearce for all the work he has done, over what has been a considerable period of time, and wished him well for the future.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the update on police licensing matters.

7. FAREHAM & GOSPORT ENVIRONMENTAL HEALTH PARTNERSHIP

This item was brought forward and heard after item 5 on the agenda in order to allow time for PC Jason Pearce to connect to the meeting to present an update on police licensing matters.

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

The presentation began by outlining the structure and scope of the partnership, the different teams across it and the areas of work that they cover. It went on to explain the financial arrangements of the partnership and how it is set up so that costs are split 50/50 between the two councils and that each council retains the income it generates.

The presentation then went on to provide headline statistics for the work carried out over the past year. There were 572 Covid-19 related enquiries, many of which related to premises that were open that shouldn't have been, or from business owners seeking clarity on the rules. Very few food inspections have been carried out over the year, although the higher risk work has been dealt with. Guidance will hopefully come from the Food Standards Agency later in the year as to how the backlog should be dealt with. Approximately 3,000 complaints have been dealt with across the partnership – a significant proportion of these have been neighbour complaints, particularly around the issue of noise. The Partnership has also managed to deal with nearly 400 pest control appointments which has involved some of the most dangerous and high-risk pieces of work that have been carried out by officers.

There have been 233 out of hours call outs throughout the various lockdown periods. 303 taxi drivers, 229 vehicles and 252 premises have been licensed. The number of licensed drivers and vehicles is slightly lower than usual as some drivers have decided to retire earlier than expected and some second job drivers have also decided not to continue due to the reduction in available business. Drivers and vehicles have been re-licensed when badges and plates have come up for renewal and drivers have been allowed to put their licenses on hold throughout lockdown periods.

The presentation finished with a summary of current issues that the partnership faces, such as dealing with enquiries about changes to restrictions, running the different types of Covid-19 testing sites, managing temporary event license applications against a backdrop of not knowing what future rules might be and dealing with post-Brexit food export certification.

During discussion, Members requested that the individual breakdown of complaint figures and the split of income generated be provided for each Council so that the position in respect of Fareham was more evident.

Several Members put forward their thanks to the Head of Environmental Health and his team for the hard work that has been put into keeping services running through such a difficult time.

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

8. FINAL REVIEW OF WORK PROGRAMME 2019/21 AND DRAFT WORK PROGRAMME 2021/22

The Committee considered a report by the Head of Environmental Health which gave a review of the Committee's Work Programme for 2019/21 and the draft Work Programme for 2021/22.

Members requested that a further update on Police Licensing matters be added to the March meeting of the Work Programme for 2021/22.

It was noted that as it likely there will be new members appointed to the Committee in the new municipal year, a training session will need to be arranged to ensure Members understand their responsibilities under the Licensing Act 2003.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 14 January 2021, attached as Appendix A to the report;
- (b) notes the Work Programme for the 2019/21 municipal year, attached as Appendix B to the report;
- (c) subject to the addition of the items outlined above, approves the proposed draft Work Programme for 2021/22, attached as Appendix C to the report; and
- (d) agrees to submit the proposed draft Work Programme for 2021/22 to Council for approval.

(The meeting started at 6.00 pm
and ended at 7.07 pm).

FAREHAM

BOROUGH COUNCIL

Presentation to The Licensing and Regulatory Affairs Committee

Date: 20 July 2021

Report of: Head of Environmental Health

Subject: Responsibilities of the Licensing and Regulatory Affairs Committee

SUMMARY

Members will receive a presentation by the Head of Environmental Health which outlines the role, responsibilities and functions of the Licensing and Regulatory Affairs Committee.

RECOMMENDATION

It is recommended that the Licensing and Regulatory Affairs Committee notes the content of the presentation.

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **20 July 2021**

Report of: **Head of Democratic Services**

Subject: **BOUNDARY COMMISSION FOR ENGLAND REVIEW OF
PARLIAMENTARY CONSTITUENCIES – 2023 REVIEW**

SUMMARY

The Boundary Commission for England is tasked to periodically review all Parliamentary constituency boundaries in England. The current review, which must report to Parliament in July 2023, is being carried out under rules laid down in the Parliamentary Constituencies Act 2020.

A public consultation was launched on 8 June 2021 to encourage everyone to contribute to the design of the new parliamentary constituencies. The 8 week statutory consultation period ends on 2 August 2021.

RECOMMENDATION

It is recommended that the Committee considers the draft consultation response as set out in appendix B to the report, adding any proposals or comments before recommending the consultation response to Council for approval at its meeting on Thursday 29 July 2021.

INTRODUCTION

1. The Boundary Commission for England (BCE) is the independent organisation responsible for reviewing Parliamentary constituency boundaries in England.
2. The BCE is currently conducting a review on the basis of legislative rules contained within the Parliamentary Constituencies Act 2020. Those rules require the BCE to make final recommendations for new Parliamentary constituency boundaries by 1 July 2023.
3. While retaining the overall number of constituencies across the UK at 650, the rules apply a distribution formula that results in an increase in the number of constituencies in England (from 533 to 543).

BACKGROUND

4. Previous Parliamentary Boundary reviews were commenced and published for consultation in 2011 and 2016. In both cases, the initial proposals were not carried through and no changes to English parliamentary constituencies have been implemented since 2010.
5. The number of electors in each parliamentary constituency varies greatly across England and therefore the BCE are working to statutory rules meaning that all recommended constituencies must have no less than 69,724 Parliamentary electors and no more than 77,062 (except those 'protected' constituencies set out in the Parliamentary Constituencies Act 2020 – locally, the Isle of Wight is one of these). By law, these electorate figures relate to the electoral registers as they were on 2 March 2020.
6. This is a significant change to the old rules under which Parliamentary boundary reviews took place, in which achieving as close to the average number of electors in each constituency was an aim, but there was no statutory fixed minimum and maximum number of electors.
7. As well as the primary rule that constituencies must have no fewer than 69,724 electors and no more than 77,062, the legislation also states that, when deciding on boundaries, the Commission may take into account:
 - special geographical considerations, including in particular the size, shape and accessibility of a constituency;
 - local government boundaries which existed, or were prospective, on 1 December 2020;
 - boundaries of existing constituencies;
 - any local ties that would be broken by changes in constituencies; and
 - the inconveniences attendant on such changes.
8. A detailed description of the process can be found on the Boundary Commission's webpage: <https://boundarycommissionforengland.independent.gov.uk/2023-review/guide-to-the-2023-review-of-parliamentary-constituencies/>

INITIAL PROPOSALS

9. The South East has been allocated 91 constituencies – an increase of seven from the current number. This includes two protected constituencies on the Isle of Wight.
10. The BCE's division of the South East into sub-regions is a practical approach but the distribution of electors across the nine counties of the South East is such that allocating a whole number of constituencies within each county, each falling within the permitted electorate range, is not possible.
11. There are currently 18 constituencies in Hampshire. Of the existing constituencies, 13 are within the permitted electorate range. Of the remaining five constituencies, one is below the 5% limit (Romsey and Southampton North) and four are above the 5% limit (Basingstoke, Eastleigh, Fareham, and North West Hampshire).
12. The full details of the initial proposals for the South East region can be viewed via the BCE website here: [Initial proposals for new Parliamentary constituency boundaries in the South East region | Boundary Commission for England | Page 5 \(independent.gov.uk\)](#)
13. The specific initial proposals affecting the Borough of Fareham are as follows:
14. "In order to reduce the number of electors in the two constituencies of Eastleigh and Fareham, we propose a more substantial reconfiguration in this area of Hampshire. We propose a constituency that would pair the towns of Fareham and Portchester with the town of Waterlooville, including rural elements of the lower Meon Valley that sit between those two settlements. This constituency would be called Fareham and Waterlooville. The remainder of the Borough of Fareham, including Titchfield, would be included in a constituency situated around the River Hamble, extending north-west to include the town of Hedge End from Eastleigh district and the community of Whiteley from the Winchester local authority. We propose that this constituency would be called Hedge End; we particularly welcome representations on whether an alternative name would be more appropriate."
15. "We recognise that the configuration of these two constituencies divides the Fareham local authority and that our proposals include an orphan ward.⁹ However, we consider that other configurations of constituencies in this and the surrounding area would not better reflect the statutory factors, particularly with regard to the unchanged constituencies that make up the rest of the south Hampshire conurbation."
16. "We propose that the Eastleigh constituency consists of the remainder of the Eastleigh local authority, including the town of Eastleigh itself, as well as the Valley Park ward from the Test Valley local authority. Although this is another orphan ward, we noted that the town of Valley Park is situated within the greater built-up area around Eastleigh and Chandler's Ford."
17. The effects of the initial proposals can be seen in the following electorate tables:

Fareham and Waterlooville CC 77,036

Ward	Local authority	Electorate
Fareham East	Fareham	5,930
Fareham North	Fareham	5,621
Fareham North-West	Fareham	5,548
Fareham South	Fareham	5,505
Fareham West	Fareham	5,403
Portchester East	Fareham	8,883
Portchester West	Fareham	5,608
Cowplain	Havant	7,434
Hart Plain	Havant	7,657
Waterloo	Havant	8,163
Denmead	Winchester	6,494
Southwick & Wickham	Winchester	4,790

Gosport BC 73,763

Ward	Local authority	Electorate
Hill Head	Fareham	5,980
Stubbington	Fareham	5,552
Alverstoke	Gosport	3,532
Anglesey	Gosport	2,998
Bridgemary North	Gosport	3,453
Bridgemary South	Gosport	3,556
Brockhurst	Gosport	3,728
Christchurch	Gosport	3,910
Elson	Gosport	3,488
Forton	Gosport	3,341
Grange	Gosport	4,022
Hardway	Gosport	4,211
Lee East	Gosport	4,643
Lee West	Gosport	4,123
Leesland	Gosport	3,469
Peel Common	Gosport	3,327
Privett	Gosport	3,301
Rowner and Holbrook	Gosport	3,256
Town	Gosport	3,873

Hedge End CC 76,902

Ward	Local authority	Electorate
Botley	Eastleigh	4,782
Bursledon & Hound North	Eastleigh	6,908
Hamble & Netley	Eastleigh	7,970
Hedge End North	Eastleigh	7,501
Hedge End South	Eastleigh	8,790
Locks Heath	Fareham	5,648
Park Gate	Fareham	7,137
Sarisbury	Fareham	6,018
Titchfield Common	Fareham	6,052
Titchfield	Fareham	5,926
Warsash	Fareham	5,536
Whiteley & Shedfield	Winchester	4,634

18. For a visual representation of the new constituency boundaries drawn by the initial proposals, please refer to the map image at Appendix A to this report.

CONSULTATION RESPONSE

19. Members have the opportunity to feedback their responses to the consultation directly to the Boundary Commission for England via the consultation website but in order to meet the consultation deadline of the 2 August 2021, the Council is also able to submit a formal response.

20. The formal consultation response is attached at Appendix B

RISK ASSESSMENT

21. There are significant risk considerations in relation to the initial proposals published by the BCE as they may add pressure to Fareham's existing resources for managing electoral registers throughout the year and in the run up to parliamentary elections.

22. The number of parliamentary constituencies that cross council boundaries is set to increase by a third, potentially creating more complexity for councils running elections and applying for government funds.

23. The Electoral Registration Officer for Fareham Borough Council currently gives away the electorate of 2 wards to Gosport Borough Council. The proposals would mean that FBC will still give away to Gosport but in addition would take on electorate from Havant Borough Council and Winchester City Council to administer the new Fareham and Waterlooville constituency and either give away or take on from Eastleigh Borough Council and Winchester City Council to administer the new Hedge End constituency.

24. Dealing with electoral administration amongst 5 Local Authority electoral register during the preparation for a parliamentary election is an unwelcome additional burden for the Electoral Registration Officer and his staff.

CONCLUSION

25. Members are invited to consider the various maps, proposal documents and the Boundary Commission's website in order to contribute to the Council's response to the consultation.
26. The Licensing & Regulatory Affairs Committee is asked to review the draft consultation response as set out in Appendix B, adding any proposals or comments before recommending the consultation response to Council for approval at its meeting on Thursday 29 July 2021.

- Appendix A - Initial Proposals map
- Appendix B - Draft Consultation response

Background Papers:

None

Reference Papers:

Boundary Commission for England 2023 Review: [2023 Review | Boundary Commission for England \(independent.gov.uk\)](#)

Boundary Commission for England Consultation Website: [BCE Consultation Portal \(bcereviews.org.uk\)](#)

Enquiries:

For further information on this report please contact Leigh Usher. (Ext 4553)



FAREHAM

BOROUGH COUNCIL

Boundary Commission for England 2023 Review of Parliamentary constituencies

Fareham Borough Council response to initial proposals for the existing Fareham constituency becoming the Fareham and Waterlooville constituency in the South East region.

1. Fareham Borough Council does not support the proposals to create a Fareham and Waterlooville County Constituency.
2. Fareham Borough Council does not support the proposals to create a Hedge End County Constituency.

REASONS

3. The Local Authority area of Fareham Borough Council is currently served by 2 MPs from the Fareham constituency (made up of 13 FBC wards) and the Gosport constituency (made up of 2 FBC wards and 17 Gosport Borough Council wards).
4. The proposals would see the Local Authority area of Fareham Borough Council being served by 3 MPs with Fareham and Waterlooville, Gosport and the newly created Hedge End Constituency. This additional MP for the area would split up the identity of the area and confuse residents who identify with the Fareham conurbation.
5. Fareham Borough Council urges the Boundary Commission for England to recognise the natural community identity of the existing Fareham constituency which is shaped by the trunk of the River Hamble to the west and the coastal inlet of Paulsgrove Lake to the east. The southern border of the current constituency follows the coastline from the mouth of the River Hamble at Warsash to the Titchfield Haven National Nature Reserve at the mouth of the River Meon.
6. The proximity of the coastline and river course and the history of nautical life in and around the Fareham settlements is reflected in the Borough's crest which features an ancient ship of gold set sail on water representing the Town's ancient prosperity as a port and shipbuilding centre.
7. Fareham Borough Council strongly believes that the town centre of Fareham and its surrounding villages and towns has little or no community cohesion with the town of Waterlooville which lies at the northern foot of Portsdown Hill some 10 miles away.

8. Fareham Borough Council strongly believes that the western wards of Fareham have little or no community cohesion with the area west of the River Hamble. The river is a significant boundary that strongly defines and separates the local communities on either side.
9. The Electoral Registration Officer for Fareham Borough Council currently gives away the electorate of 2 wards to Gosport Borough Council. The proposals would mean that FBC will still give away to Gosport but in addition would take on electorate from Havant Borough Council and Winchester City Council to administer the new Fareham and Waterlooville constituency and either give away or take on from Eastleigh Borough Council and Winchester City Council to administer the new Hedge End constituency.
10. Dealing with electoral administration amongst 5 Local Authority electoral register during the preparation for a parliamentary election is an unwelcome additional burden for Council staff.
11. Fareham Borough Council is currently in the early stages of a Local Government Boundary Commission for England guided Electoral Review which is scheduled to be presented to Parliament in March 2023 and will be implemented via all out local elections in May 2024. It is therefore highly likely that the ward boundaries within the Local Authority area will change resulting in conflicts in data sets between the parliamentary constituency calculations and the Local Authority electoral register.
12. Whilst Fareham Borough Council acknowledges the BCE guidance which specifies that the parliamentary review is based on electoral register data from March 2020, the Local Authority strongly urges the BCE to recognise the difficulties created by having to run both parliamentary and local ward boundary reviews during the same time period.

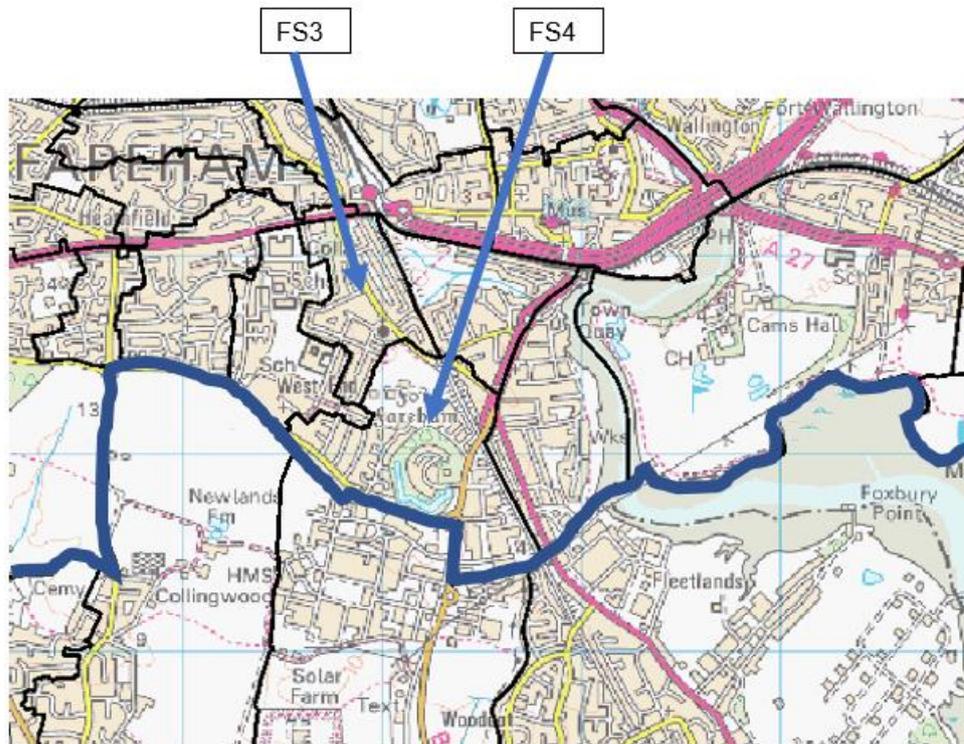
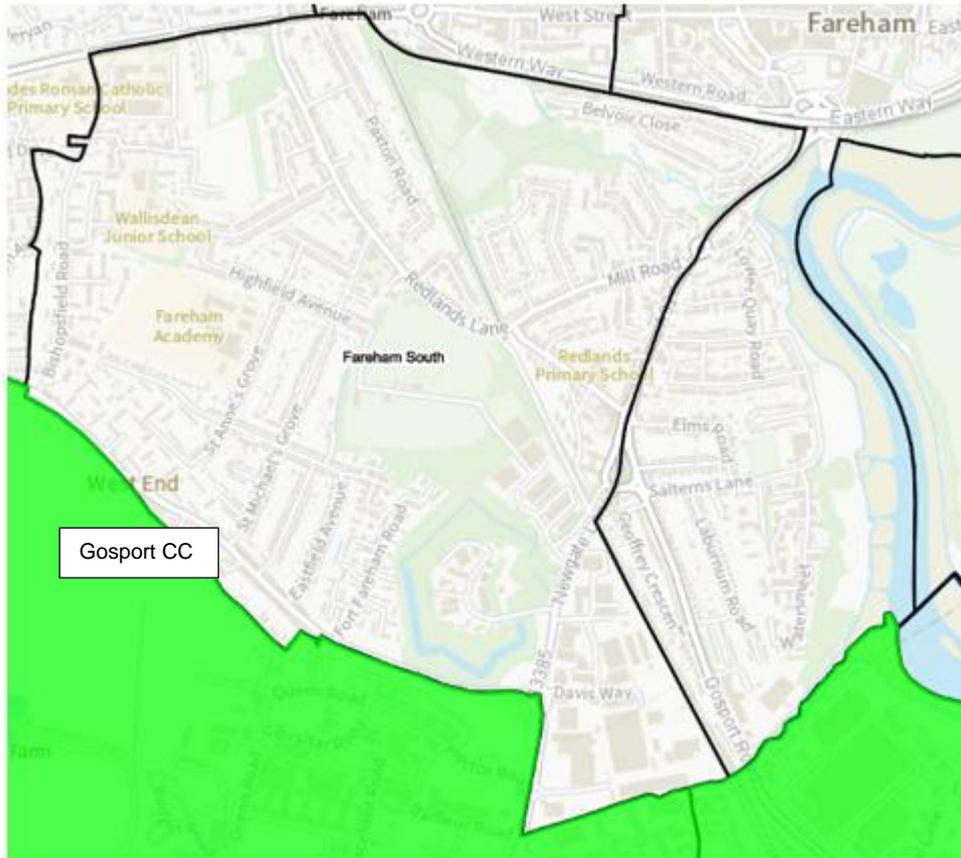
COUNTER PROPOSALS

13. Fareham Borough Council is presenting the following counter proposals to the BCE as an alternative solution to meet the statutory requirements for the parliamentary boundary review whilst minimising disruption across Hampshire.
14. The following table shows the Fareham's neighbouring constituencies with the electorate figures as at March 2020:

Current constituency	Electorate	Notes
Fareham	78,815	Needs to lose 1,753 electors
Gosport	73,763	Within tolerance
Havant	72,766	Within tolerance
Meon Valley	75,591	Within tolerance

15. To resolve the Fareham constituency figures, we recommend giving polling districts FS3 and FS4 (from Fareham South ward) to Gosport Constituency (2,467 electors), which results in:

Fareham Constituency (78,815 – 2,467) = 76,348
Gosport Constituency (73,763 + 2,467) = 76,230



16. The polling district of FS4 is situated on the boundary with Gosport constituency (adjoining Stubbington and Bridgemy North wards) and FS3 is adjacent to FS4.
17. The main Gosport Road flows from the Fareham constituency into Gosport providing an important transport link between the two areas.
18. The counter proposals we are recommending would result in the following electorate figures for each Hampshire constituency:

Fareham 76,348

Fareham East	5,930
Fareham North	5,621
Fareham North-West	5,548
Fareham South (minus FS3 and FS4)	3,038
Fareham West	5,403
Locks Heath	5,648
Park Gate	7,137
Portchester East	8,883
Portchester West	5,608
Salisbury	6,018
Titchfield	5,926
Titchfield Common	6,052
Warsash	5,536

Hedge End & Waterloo 75,123

Botley	4,782
Bursledon & Hound North	6,908
Hamble & Netley	7,970
Hedge End North	7,501
Hedge End South	8,790
Whiteley & Shedfield	4,634
Cowplain	7,434
Hart Plain	7,657
Waterloo	8,163
Denmead	6,494
Southwick & Wickham	4,790

Gosport 76,230

Alverstoke	3,532
Anglesey	2,998
Bridgemy North	3,453
Bridgemy South	3,556
Brockhurst	3,728
Christchurch	3,910
Elson	3,488
Forton	3,341
Grange	4,022
Hardway	4,211
Hill Head	5,980

Lee East	4,643
Lee West	4,123
Leesland	3,469
Peel Common	3,327
Privett	3,301
Rowner & Holbrook	3,256
Stubbington (plus FS3 and FS4)	8,019
Town	3,873

DRAFT

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **20 July 2021**

Report of: **Head of Environmental Health**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME 2021/22**

SUMMARY

At its meeting in March, the Licensing and Regulatory Affairs Committee reviewed the progress of the Work Programme for 2019/21 and considered a draft Work Programme for 2021/22 which was recommended to Council for endorsement. The draft Work Programme for 2021/22 was duly endorsed by Council on 22 April 2021.

Members are now invited to note the actions from the last meeting and to review the Work Programme for 2021/22.

RECOMMENDATION

It is recommended that the Licensing and Regulatory Affairs Committee:-

- (a) notes the progress on actions arising from the meeting of the Committee held on 30 March 2021, as shown in Appendix A to the report; and

- (b) agrees the updated Work Programme for 2021/22, as attached as Appendix B to the report.

INTRODUCTION

1. At the Committee meeting on 30 March 2021, Members agreed a draft Work Programme for 2021/22 which was submitted to Council for approval. The draft Work Programme was duly approved at the meeting of the Council held on 22 April 2021.

MONITORING

2. The progress on actions since the last meeting of the Committee is attached as Appendix A to this report for information.

WORK PROGRAMME 2021/22

3. The Committee's Work Programme for 2021/22 is attached as Appendix B to this report for consideration.
4. Members are asked to note that with the permission of the Chairman, the meeting of the Committee scheduled to take place on 08 June 2021 was cancelled.
5. Members are also asked to note the following changes to the 2021/22 Work Programme:
 - (i) the item entitled 'Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee' has been moved to the agenda for the meeting scheduled to take place on the 20 July 2021.
 - (ii) the addition of an item entitled '2023 Boundary Commission for England Review' to the agenda for the meeting scheduled to take place on 20 July 2021.
 - (iii) The addition of an item entitled 'Review of Taxi and Private Hire Licensing Requirements' to the agenda for the meeting scheduled to take place on 23 November 2021'
6. Members are now invited to consider and agree any additions to the Work Programme for 2021/22.

RISK ASSESSMENT

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

CONCLUSION

8. To summarise, the Committee is now invited to note the progress on matters considered by the Committee at its last meeting, as shown in Appendix A to this report and agree the Licensing and Regulatory Affairs Committee Work Programme for 2021/22, as set out in Appendix B.

APPENDICES:

Appendix A – Progress on actions since the last Committee Meeting

Appendix B – Current Work Programme 2021/22

Enquiries: For further information on this report please contact Ian Rickman. (Ext 4773)

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Progress on Actions from last meeting

Date of Meeting	30 March 2021
Subject	Update on Local Police Licensing matters
Type of Item	Verbal Update
Action by Committee	<p>The Committee received a verbal update on local police licensing matters by PC Jason Pearce, the local police Licensing Officer.</p> <p>PC Pearce reported that it has been a very strange and very different year in respect of licensing committees with all areas of work focused on Covid-19. Licensed premises have either closed or remained open with restrictions in place and it has been a challenge to find the right balance between supporting premises through such a difficult financial period and ensuring public safety has been maintained.</p> <p>The majority of premises have been compliant with the various rules throughout the year but where difficulties have been encountered, tried and tested techniques have been used to deal with them. This approach has been successful and has limited the need to use enforcement measures.</p> <p>The Council, as the Licensing Authority, is the lead in terms of business premises and the police have worked with council officers in a supporting role in dealing with Covid-19 enquiries. There have been excellent lines of communication with both the Licensing Team and the Environmental Health Team, and this compares very favourably against the experience of other colleagues in the force.</p> <p>PC Pearce commented that, having worked in different areas across the County there have been inconsistencies in the perspectives of different Licensing sub-committees, ranging from revoking licenses for breaches of Covid-19 rules to considering it inappropriate to consider licensing matters during the Pandemic.</p> <p>Moving forward towards removing restrictions, premises will be allowed to serve alcohol in outdoor seating areas only from the 12 April. They will be allowed to serve alcohol indoors from 17th May and from 21st June all restrictions will be removed.</p>

	<p>This will bring some challenges, particularly in respect of the European Football Championship as the third game is scheduled to take place after the 21st June when there will be no restrictions in place. The Police are aware of the difficulties this may bring and are resourced to deal with them.</p> <p>Generally speaking, as restrictions are eased, the police approach will be to work closely with businesses to support them to get back on their feet. There are a couple of initiatives that they would like to progress later this year – Hotel Watch which is based around welfare and vulnerability and also a Defibrillator Scheme which aims to get defibrillators in to all licensed premises as survival rates are significantly increased where treatment is given in the first 10 mins of an attack.</p> <p>PC Pearce concluded by saying that despite it being a difficult year, there is now a move towards business as usual and it is hoped that by this time next year, normal licensing procedures will be back in place.</p> <p>Several members put forward their thanks to the police for all the hard work they have done over the last year under such difficult circumstances.</p> <p>It was announced that PC Pearce will soon be leaving his role as the Licensing Officer for Fareham. Members will have the opportunity to meet the new Licensing Officer, PC Neil Cotton, in due course. On behalf of the Committee, the Chairman thanked PC Pearce for all the work he has done, over what has been a considerable period of time, and wished him well for the future.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the update on police licensing matters.</p>
Outcome	Complete
Link Officer	N/A
Subject	Fareham and Gosport Environmental Health Partnership
Type of Item	Presentation
Action by Committee	The Committee received a presentation by the Head of Environmental Health on the Fareham and Gosport Environmental Health Partnership. A copy of the presentation is attached as Appendix A to these minutes.

	<p>The presentation began by outlining the structure and scope of the partnership, the different teams across it and the areas of work that they cover. It went on to explain the financial arrangements of the partnership and how it is set up so that costs are split 50/50 between the two councils and that each council retains the income it generates.</p> <p>The presentation then went on to provide headline statistics for the work carried out over the past year. There were 572 Covid-19 related enquiries, many of which related to premises that were open that shouldn't have been, or from business owners seeking clarity on the rules. Very few food inspections have been carried out over the year, although the higher risk work has been dealt with. Guidance will hopefully come from the Food Standards Agency later in the year as to how the backlog should be dealt with. Approximately 3,000 complaints have been dealt with across the partnership – a significant proportion of these have been neighbour complaints, particularly around the issue of noise. The Partnership has also managed to deal with nearly 400 pest control appointments which has involved some of the most dangerous and high-risk pieces of work that have been carried out by officers.</p> <p>There have been 233 out of hours call outs throughout the various lockdown periods. 303 taxi drivers, 229 vehicles and 252 premises have been licensed. The number of licensed drivers and vehicles is slightly lower than usual as some drivers have decided to retire earlier than expected and some second job drivers have also decided not to continue due to the reduction in available business. Drivers and vehicles have been re-licensed when badges and plates have come up for renewal and drivers have been allowed to put their licenses on hold throughout lockdown periods.</p> <p>The presentation finished with a summary of current issues that the partnership faces, such as dealing with enquiries about changes to restrictions, running the different types of Covid-19 testing sites, managing temporary event license applications against a backdrop of not knowing what future rules might be and dealing with post-Brexit food export certification.</p> <p>During discussion, Members requested that the individual breakdown of complaint figures and the split of income generated be provided for each Council so that the position in respect of Fareham was more evident.</p> <p>Several Members put forward their thanks to the Head of Environmental Health and his team for the hard work that has been put into keeping services running through such a difficult time.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.</p>
Outcome	Complete
Link Officer	Ian Rickman

Subject	Final Review of Work Programme 2019/21 and Draft Work Programme 2021/22
Type of Item	Report
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health which gave a review of the Committee's Work Programme for 2019/21 and the draft Work Programme for 2021/22.</p> <p>Members requested that a further update on Police Licensing matters be added to the March meeting of the Work Programme for 2021/22.</p> <p>It was noted that as it likely there will be new members appointed to the Committee in the new municipal year, a training session will need to be arranged to ensure Members understand their responsibilities under the Licensing Act 2003.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <ul style="list-style-type: none"> (a) notes the progress on actions arising from the meeting of the Committee held on 14 January 2021, attached as Appendix A to the report; (b) notes the Work Programme for the 2019/21 municipal year, attached as Appendix B to the report; (c) subject to the addition of the items outlined above, approves the proposed draft Work Programme for 2021/22, attached as Appendix C to the report; and (d) agrees to submit the proposed draft Work Programme for 2021/22 to Council for approval.
Outcome	Complete
Link Officer	Ian Rickman

LICENSING AND REGULATORY AFFAIRS COMMITTEE –WORK PROGRAMME 2021/22

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
08 June 2021 MEETING CANCELLED		
20 JULY 2021	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee 2023 Boundary Commission for England Review of Parliamentary Constituencies Review of Work Programme 2021/22	
28 SEPTEMBER 2021	Update on the Local Government Boundary Commission Review Review of Work Programme 2021/22	Licensing training
23 NOVEMBER 2021	Review of Work Programme 2021/22 Review of Taxi and Private Hire Licensing Requirements	
25 JANUARY 2022	Actual Revenue Expenditure 2019/20 Spending Plans 2020/21 Fees and Charges 2020/21 Preliminary Review of Work Programme 2021/22 and Draft Work Programme 2022/23	
29 MARCH 2022	Update on Fareham & Gosport Environmental Health Partnership – Presentation Update on Police Licensing Matters Final Review of Work Programme 2021/22 and Draft Work Programme 2022/23	

Unallocated Items:

