

FAREHAM

BOROUGH COUNCIL

AGENDA

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Date: Tuesday, 23 November 2021

Time: 6.00 pm

Venue: Collingwood Room - 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
Mrs P Hayre
L Keeble
Mrs J Kelly
Ms S Pankhurst
R H Price, JP
Mrs K K Trott
Mrs S M Walker



Deputies: G Fazackarley
J S Forrest
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

(1) Minutes of meeting of the Licensing & Regulatory Affairs Committee
(Pages 5 - 8)

To confirm as a correct record the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 28 September 2021.

(2) Minutes of meeting of the Licensing Panel - 28 September 2021 (Pages 9 - 12)

To confirm as a correct record, the minutes of the meeting of the Licensing Panel held on 28 September 2021.

(3) Minutes of meeting of the Licensing Panel - 09 November 2021 (Pages 13 - 16)

To confirm as a correct record the minutes of the Licensing Panel held on 09 November 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. Local Government Boundary Commission Review (Pages 17 - 38)

To receive a report by the Head of Democratic Services which presents the working draft of the Council Size Submission to the Local Government Boundary Commission for comment by the Committee prior to submission to full Council for approval.

7. Licensing and Regulatory Affairs Committee Work Programme (Pages 39 - 44)

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
15 November 2021

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FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 28 September 2021

Venue: Council Chamber - Civic Offices

PRESENT:

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, Mrs P Hayre, Mrs J Kelly, Ms S Pankhurst,
R H Price, JP, Mrs K K Trott and Mrs S M Walker

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

- (1) Minutes of meeting Tuesday, 20 July 2021 of Licensing and Regulatory Affairs Committee

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee meeting held on 20 July 2021 be confirmed and signed as a correct record.

- (2) Minutes of meeting Tuesday, 24 August 2021 of Licensing Panel

RESOLVED that the minutes of the Licensing Panel held on 24 August 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

A deputation was made in respect of Item 7 on the agenda by Lyn Rowe, a market trader in the Town Centre.

6. UPDATE ON LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW

The Committee considered a presentation by the Head of Democratic Services which provided an update for Members on the Local Government Boundary Commission Review. A copy of the presentation is attached to these minutes as Appendix A.

In outlining the timeline and process for the Local Government Boundary Review, Members were informed that they would be invited to provide input into the Council's submission to the Boundary Commission in respect of their involvement in the Community, how they provide Leadership to the Community and how they manage their case work. Members will be given the opportunity to review the Council's final submission at the Committee meeting in November before it is presented to full Council for approval in December.

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

7. STREET TRADING CONSENT CONDITIONS

This item was brought forward on the agenda and heard directly after Item 5.

A deputation was made in respect of this item by Lyn Rowe, a market trader in the town centre.

The Committee considered a report by the Head of Environmental Health which put forward proposals to amend the conditions of trading for Market Traders.

Following the debate of this item it was proposed by Councillor R H Price, JP and seconded by Councillor J M Englefield that Paragraph 26 of the Suggested Amended Street Trading Conditions as attached at Appendix C to the report be amended to read 'Traders working as part of the Fareham Monday Market shall be required to use uniform gazebos with blue and white quarters or provide a top to their stall that matches the same colours and design of the gazebo'. On being put to the vote, the motion was declared carried with 12 members voting in favour and 1 abstention.

RESOLVED that, subject to the amendment to paragraph 26, as outlined above, the Licensing and Regulatory Affairs Committee approves the Suggested Amended Street Trading Conditions as attached at Appendix C to the report.

8. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health which provided an opportunity for Members to review the Work Programme for 2021/22.

During the discussion of this item, it was confirmed that Licensing training has been arranged for members and will take place on 22nd October 2021.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 20 July 2021, as shown in Appendix A to the report; and
- (b) agrees the updated Work Programme 2021/22, as attached as Appendix B to the report.

(The meeting started at 6.00 pm
and ended at 7.55 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing Panel

(to be confirmed at the next meeting)

Date: Tuesday, 28 September 2021

Venue: Council Chamber - Civic Offices

PRESENT:

Councillor Michael Ford, JP (Chairman)

Councillors: Ms S Pankhurst and Mrs S M Walker



1. LICENSING ACT 2003 - APPLICATION FOR NEW PREMISES LICENCE AT COLDEAST MANSION, COLDEAST DRIVE, SARISBURY GREEN, SO31 7PT

At the invitation of the Chairman, the Panel was joined by the following persons:

Mr Jason Parker – Applicant and Director of Graphite Property Management
Mr Daniel Byrne – Director of Graphite Property Management
Kelly Bedford – Interested Party
Paul Friedrich – Interested Party

The Panel had before it a report by the Licensing Officer and supplementary information provided by the Applicant and Interested Parties regarding an application for premises licence made by Graphite Property Management in respect of Coldeast Mansion, Coldeast Drive, Sarisbury Green, Southampton SO31 7PT. The report contained the procedure for the hearing and advised members of the Panel of the representations made by Interested Parties. The report and supplementary information were made available in advance of the meeting to Panel Members, the Applicant and all Interested Parties that had made representations. A further supplementary document was tabled at the meeting and is attached to these minutes as Appendix H.

The application was heard in accordance with the Council's agreed Procedure for Hearings by the Licensing Panel and was considered as follows:

- (i) The Applicant confirmed that there was no proposed modification to the application.
- (ii) The Licensing Officer presented a summary of the application and of the representations received.
- (iii) The Applicant was invited to comment on the application.
- (iv) Members of the Panel were invited to ask questions and seek points for clarification on points raised by the Applicant.
- (v) Interested Parties were invited to ask questions and seek points for clarification raised by the Applicant.
- (vi) Interested Parties were invited in turn to make their representations relating to the licensing objectives and were questioned by members of the Panel and the Applicant accordingly.
- (vii) Interested Parties were invited in turn to make a closing statement
- (viii) The Applicant was invited to make a closing statement.

The Licensing Panel then withdrew from the meeting to consider the application in private. On completion of their deliberations, the Panel returned to the meeting, whereupon the Chairman announced the decision of the Panel as follows:

DECISION OF THE LICENSING PANEL REGARDING THE APPLICATION FOR PREMISES LICENCE AT COLDEAST MANSION, COLDEAST DRIVE, SARISBURY GREEN, SOUTHAMPTON SO31 7PT

All parties shall receive written notification of the decision and reasons.

The Panel has considered very carefully the application for a premises licence at Coldeast Mansion.

The Panel has given due regard to the Licensing Act 2003, the Licensing Objectives, statutory guidance and the adopted statement of Licensing Policy. Human Rights legislation has been borne in mind whilst making the decision.

It has paid due regard to all representations and evidence both written and given orally today and attached due weight accordingly in light of all the circumstances.

It was noted that no representation had been received from any responsible authority and that residents' representations generally related to the potential for an increase in public nuisance.

Having heard all the evidence, the Panel has determined to grant the licence as set out in the application. To clarify, this limits the playing of live and or recorded music outside to 11-00 p.m every day. The sale of alcohol will be confined to inside only after 11-00 p.m. every day.

REASONS

The Panel was presented with concerns from several residents relating to the potential for nuisance from the proposed licensable activities.

The Panel noted that no responsible authority had raised objection and the Panel is therefore bound to infer that the responsible authorities are satisfied with the application. The Responsible Authorities are deemed to be experts in the respective fields.

The Panel was reminded that the legislation and guidance are clear that there is a presumption of grant of an application unless objections cannot be met by conditions. Additionally, the Panel was reminded that they can only consider factual evidence brought before it and should not consider speculation.

The objections raised were all speculative as to what might occur if the licence was granted. Whilst the panel understands the concerns of residents its hands are tied by the legislation which precludes the consideration of speculation.

The residents should take comfort from the strong powers on review set out in the Licensing Act 2003 and other measures under other legislation which exist to take enforcement action with regards to the premises licence where relevant.

Reviews may be commenced by responsible authorities or residents. In this regard, should issues arise due to the premises not being run in the manner asserted by the Applicant during the hearing there are means of addressing this in future.

The Panel noted that the Applicant was keen to foster good relations with neighbours. To that end Mr Byrne had offered his address and telephone number for complaints indicating that he lived a mere 10 minutes away.

With that in mind the Panel recommends that the Applicant considers meeting regularly with neighbours to maintain good relations and avoid issues arising.

There is a right of appeal to the Magistrates' Court for all parties and formal written notification of the decision will set out that right in full.

(The meeting started at 10.10 am
and ended at 12.35 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing Panel

(to be confirmed at the next meeting)

Date: Tuesday, 9 November 2021

Venue: Microsoft Teams Virtual Meeting

PRESENT:

Councillor Michael Ford, JP (Chairman)

Councillors: I Bastable and Mrs S M Walker



1. LICENSING ACT 2003 - APPLICATION FOR NEW PREMISES LICENCE AT EDWARDS COFFEE LOUNGE, 177 WEST STREET, FAREHAM PO16 0EG

At the invitation of the Chairman, the Panel was joined by the following Persons:

Mrs Lisa Edwards – Applicant
Mrs Julie Tyrell – Applicant’s colleague

The Panel had before it a report by the Licensing Officer and supplementary information provided by the Applicant and an Interested Party regarding an application for premises licence made by Mrs Lisa Edwards in respect of Edwards Coffee Lounge, 177 West Street, Fareham PO16 0EG.

The report contained the procedure for the hearing and advised members of the Panel of the representation made by the Interested Party. The report and supplementary information were made available in advance of the meeting to Panel Members, the Applicant and the Interested Party that had made a representation.

The application was heard by the Licensing Panel in accordance with the Council’s agreed Procedure for Hearings and was considered as follows:

- (i) The Applicant confirmed that there was no proposed modification to the application.
- (ii) The Licensing Officer presented the application and the representation received.
- (iii) The Applicant was invited to comment on the application.
- (iv) Members of the Panel were invited to ask questions and seek points for clarification on points raised by the Applicant.
- (v) The Applicant was invited to make a closing statement.

The Licensing Panel then withdrew from the meeting to consider the application in private. On completion of their deliberations, the Panel members returned to the meeting whereupon the Chairman announced the decision of the Panel as follows:

DECISION OF THE LICENSING PANEL REGARDING THE APPLICATION FOR PREMISES LICENCE AT PO16 0EG

All parties shall receive written notification of the decision and reasons.

The Panel has considered very carefully the application for a premises licence at Edwards Coffee Lounge.

The Panel has given due regard to the Licensing Act 2003, the Licensing Objectives, statutory guidance and the adopted statement of Licensing Policy. Human Rights legislation has been borne in mind whilst making the decision.

It has paid due regard to all representations and evidence both written and given orally today and attached due weight accordingly in light of all the circumstances.

It was noted that no representation had been received from any responsible authority and that the one representation from a local resident related to the potential for an increase in public nuisance.

Having heard all the evidence, the Panel has determined to grant the licence as set out in the application.

REASONS

The Panel was presented with concerns from one resident relating to the potential for nuisance from the proposed licensable activities.

The Panel noted that no responsible authority had raised objection and the Panel is therefore bound to infer that the responsible authorities are satisfied with the application. The Responsible Authorities are deemed to be experts in the respective fields.

The Panel was reminded that the legislation and guidance are clear that there is a presumption of grant of an application unless objections cannot be met by conditions. Additionally, the Panel was reminded that they can only consider factual evidence brought before it and should not consider speculation.

The objection raised was speculative as to what might occur if the licence was granted. Whilst the panel understands the concerns of residents its hands are tied by the legislation which precludes the consideration of speculation.

Residents should take comfort from the strong powers on review set out in the Licensing Act 2003 and other measures under other legislation which exist to take enforcement action with regards to the premises licence where relevant. Reviews may be commenced by responsible authorities or residents. In this regard, should issues arise due to the premises not being run in the manner asserted by the Applicant during the hearing there are means of addressing this in future.

There is a right of appeal to the Magistrates' Court for all parties and formal written notification of the decision will set out that right in full.

(The meeting started at 10.08 am
and ended at 11.07 am).

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **23 November 2021**

Report of: **Head of Democratic Services**

Subject: **LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW**

SUMMARY

The Local Government Boundary Commission for England is tasked to periodically review electoral arrangements for every council area in England. The last review in Fareham took place in 2000 and this review is scheduled to be completed in time for the 2024 local elections.

The first part of the electoral review is to consider the Council Size, which is the total number of Councillors to be elected to the Council.

RECOMMENDATION

It is recommended that the Committee reviews the draft Council Size Submission as set out in Appendix A to the report, and

- (a) considers options for what the appropriate Council Size should be which will come into effect from 2024 and be for the next 15 to 20 years;
- (b) considers reasons for and against a future Council Size of 32 Councillors; and
- (c) recommends any amendments to the wording contained in the Council Size Submission before it is presented to Council for approval at its meeting on 16 December 2021 as the final submission to the Local Government Boundary Commission for England.

INTRODUCTION

1. The Local Government Boundary Commission for England (the Commission) is the independent organisation responsible for conducting reviews of local authority electoral arrangements. This is carried out through an 'electoral review'.
2. The starting point for every review is to decide the appropriate number of councillors for the authority. While the final decision on council size rests with the Commission, its approach has always been one of dialogue with each council that it reviews. The Commission's view is that a 'good' review is one where the local authority actively engages with the process.

BACKGROUND

3. The Local Democracy, Economic Development and Construction Act 2009 gives the Commission the power to review the electoral arrangements of all, or any, principal councils in England.
4. The legislation states that 'the total number of members of the council' forms part of an authority's electoral arrangements. The Commission refers to this more simply as 'council size'. The legislation does not set out how many members (or councillors) each authority (or type of authority) will have. It is the Commission's responsibility to determine the appropriate number of councillors for each authority.
5. The Commission will always recommend a council size that, in its judgement, enables the council to take its decisions effectively, to discharge the business and responsibilities of the council successfully, and to provide for effective community leadership and representation.
6. The Commission seeks to understand elected member requirements across three aspects:
 - **Strategic Leadership** - how many councillors are needed to give strategic leadership and direction to the authority?
 - **Accountability**
 - i. *Scrutiny* - how many councillors are needed to provide scrutiny to the authority?
 - ii. *Regulatory* - how many councillors are needed to meet the regulatory requirements of the authority?
 - iii. *Partnerships* - how many councillors are required to manage partnerships between the local authority and other organisations?
 - **Community Leadership** - how the representational role of councillors in the local community is discharged and how they engage with people and conduct casework.
7. Appendix A to this report contains the working draft of Fareham Borough Council's Council Size Submission. The document explores the three aspects, as described above and is organised under the headings suggested by the Commission in its [guidance material for Council Size Submissions](#).

COUNCIL SIZE OPTIONS

8. An electoral review provides the opportunity for Local Authorities to think carefully

about current arrangements in the context of modern governance and service delivery needs; and what these mean for the future in terms of the number of elected members.

9. The Commission wants to see evidence that several different council size options have been explored together with the reasons why a particular figure has, or has not, been selected. According to the guidance, the most persuasive submissions are those which, rather than considering whether the current number ought not to be changed, reflect on what number of councillors would be required if the council was being newly established.
10. The Licensing and Regulatory Affairs Committee is therefore asked to consider the following areas and to contribute ideas and opinions for inclusion in the Council Size Submission:
 - (a) How many Councillors should Fareham elect from 2024 for the next 15 to 20 years?
 - (b) What are the positive and/or negative impacts on changing to fewer or more Councillors being elected?
 - (c) What impact will this have on the effectiveness of service delivery and the work of the Council?
 - (d) How does the governance model meet the needs of the council and of the Borough's communities?
11. As a guide for the considerations of the Committee, the Local Government Boundary Commission can only take into account the three key criteria as set out in paragraph 6 and so the narrative included in the Council's submission at Appendix A should focus only on these aspects.
12. It should be noted that the document included at Appendix A is a working draft which contains some incomplete sections. There may be formatting issues yet to be resolved and some highlighted paragraphs showing where additional material and statistics will be added.
13. The final version of Fareham's Council Size Submission will be presented to the full Council meeting on 16 December 2021 for final approval before being submitted to the Commission.
14. Further revisions made by Officers may be added to the draft before the Committee meets and any such revisions will be tabled at the meeting for consideration.
15. Any amendments or additional opinion agreed by the Licensing and Regulatory Affairs Committee at its meeting will be added to the final draft which will be presented for approval by full Council.

RISK ASSESSMENT

16. The Council is required to engage in the Electoral Review process, as set out in legislation. The review provides the opportunity for Members to fully engage and contribute to the submission during the preparatory work phase.

CONCLUSION

17. The Licensing and Regulatory Affairs Committee is invited to consider the content of the working draft of the Council's Size Submission as set out in Appendix A and make contributions to its content.

18. The Committee is specifically asked to consider the questions as set out in paragraph 10 above and to consider recommendations (a) (b) and (c):

- (a) options for what the appropriate Council Size should be which will come into effect from 2024 and be for the next 15 to 20 years;
- (b) considers reasons for and against a future Council Size of 32 Councillors; and
- (c) recommends any amendments to the wording contained in the Council Size Submission before it is presented to Council for approval at its meeting on 16 December 2021 as the final submission to the Local Government Boundary Commission for England

Appendices:

Appendix A - Working Draft – FBC Submission of Council Size

Background Papers:

Presentation to Licensing & Regulatory Affairs Committee 28 September 2021

Local Government Boundary Commission for England (LGBCE) Electoral Review for Fareham – A Guide for Councillors

Reference Papers:

The Borough of Fareham (Electoral Changes) Order 2001

[LGBCE How Reviews Work](#)

[LGBCE Council Size Guidance](#)

Enquiries:

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

Fareham Borough Council

Council Size Submission

to

The
Local Government
Boundary Commission
for England

20 December 2021

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SUBMISSION SUMMARY

1. At its meeting held on Thursday 16 December, Fareham Borough Council resolved to submit a recommended council size to the Local Government Boundary Commission for England that would slightly increase the number of Fareham Borough Councillors from the current 31 councillors to:

32 Councillors

2. The Council has followed the advice and guidance provided by the Commission and in doing so has considered the following headings:
 - **Strategic Leadership** - how many councillors are needed to give strategic leadership and direction to the authority?
 - **Accountability**
 - a) *Scrutiny* - how many councillors are needed to provide scrutiny to the authority?
 - b) *Regulatory* - how many councillors are needed to meet the regulatory requirements of the authority?
 - c) *Partnerships* - how many councillors are required to manage partnerships between the local authority and other organisations?
 - **Community Leadership** - how the representational role of councillors in the local community is discharged and how they engage with people and conduct casework.
3. Detailed responses under these headings are provided below.

INTRODUCTION

4. This submission is the official response approved by Fareham Borough Council to the Local Government Boundary Commission for England (the Commission) and sets out its proposals for the number of Ward Councillors required for the future delivery of effective, efficient and accountable local democracy.
5. This submission is prepared by Officers on behalf of the Council and has been reported to and reviewed by the Licensing and Regulatory Affairs Committee at its meeting on 23 November 2021, before being recommended for approval by a meeting of the Council on 16 December 2021.
6. This submission forms part the preliminary stage of the Electoral Review process and is in keeping with guidance provided by the Commission. The Council has therefore not sought to address future ward patterns and boundaries as part of this submission.
7. The Local Government Boundary Commission for England is tasked to periodically review electoral arrangements for every council area in England. The last review in Fareham took place in 2000 and this review is scheduled to be completed in time for the 2024 local elections.

BACKGROUND – LOCAL AUTHORITY PROFILE

The Local Area

8. Fareham comprises approximately 30 square miles located on the south coast of Hampshire between Portsmouth and Southampton and is particularly well connected for travel with easy access to the area's major road network which includes the M27 and M3 motorways. Fareham railway station is served by trains to Southampton and Bournemouth or the Midlands to the west, or Portsmouth and London to the east. There is also easy access to the domestic and international ferry ports and to Southampton International Airport.
9. Benefiting from its rich heritage as a market town, Fareham is well-placed for a range of leisure activities for residents and visitors. It enjoys an enviable location with the seafront to the south and open countryside to the north and there are many parks and community spaces.
10. Fareham has five distinct communities: **Fareham town; Portchester; Titchfield; Western Wards** and **Hill Head and Stubbington**.
11. The natural community identities of these existing Fareham communities across the borough 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 borough follows the coastline from the mouth of the River Hamble at Warsash through the Titchfield Haven National Nature Reserve at the mouth of the River Meon and on to Salterns Park before turning inland at the southern tip of Solent Airport at Daedalus.

12. 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.
13. The Council manages 331 acres of land for nature conservation across 25 different sites that include two nature reserves (Holly Hill Woodland Park and Warsash Common), and a Site of Special Scientific Interest (Portchester Common).
14. There are 13 conservation areas and nearly 600 listed buildings within the Borough, each offering a little piece of history and helping to weave a picture of Fareham across the ages.

Population and demographics

15. Fareham is growing. Our population has steadily increased over the last 30 years and that trend is expected to continue. People are living longer and we have an increasingly ageing population. For example, Fareham has experienced the largest rise in the number of residents aged 85+ in Hampshire during the last 20 years. By contrast the number of people of working age living in the Borough has reduced; particularly those aged between 25 and 39.
16. Additionally, an increase in divorce and relationship break ups also means that there are now more 'blended families' living together than ever before. Minority ethnic groups make up a small, but slowly growing, proportion of the population at xx% BAME.
17. The mid-year figure published by the Office for National Statistics in June 2020 estimates the current population of Fareham to be 116,338 (results of the 2021 Census are currently being analysed). Between 2017 and 2023 Fareham's population is projected to increase from 116,000 to 118,000.

Housing

18. Consistent with the rest of the country the make-up of Fareham's households is changing. Around a quarter of people now choose to live alone which adds demand pressure to the number of smaller homes that we need.
19. Fareham residents are, on the whole, well housed. More than 86% of homes are now owner occupied, which is much higher than the national average. By contrast the proportion of social and private rented housing is very low.
20. Despite an increase of 38% in property prices between 2013 and 2018 for an average home in Fareham, house prices remain slightly lower than the Hampshire average although they are higher than some neighbouring authorities. First-time buyers in Fareham struggle to get onto the property market as the ratio between average house prices and earnings is higher than the level for most other areas in south Hampshire.

21. The development of a new Garden Village at Welborne, made up of around 6,000 homes, will create a new distinct community whilst, at the same time, help to meet our future housing needs.

Education and Employment Skills

22. A well-educated workforce makes Fareham an attractive proposition for local businesses. The local talent pool is rich with potential employees equipped with all the skills they need to meet their needs and, whilst Fareham salaries tend to be higher than the national average, they remain well below London-weighted salaries.
23. The proportion of Fareham residents educated to college level and above is higher than both the south east region and the country as a whole. This is a boost to businesses both in Fareham and its neighbouring cities. Fareham is a hard-working Borough with the percentage of local people in work higher than both regional and national averages. By contrast the number of residents claiming out of work benefits is low.

Future Challenges

Recovery from the Coronavirus Pandemic

24. The greatest challenge to the operations of the Council has clearly been the Coronavirus pandemic and the greatest impact of the pandemic has undoubtedly been on local communities. The Council has a key role to play, as a community leader, in supporting the community back to normality.
25. The Council has developed clear overarching objectives for recovery from the pandemic, accompanied by more detailed thematic plans for recovery within each of the following areas; the Community, Council Services, Public Spaces, the Economy, Democracy, and Finance.
26. During 2021/22, the success of these plans will be reviewed, and any further work streams needed will be identified along with the financial implications. In particular, activity has been continuing in relation to Financial Recovery, Economic Recovery, workforce planning, capital projects that are still on hold and social distancing measures for democratic meetings.
27. While a gradual return of most income streams is anticipated, and as costs return to normal operational levels, the Council is not anticipating that this will necessarily be to the levels previously observed or budgeted. The Council obtains regular updates from its Treasury Advisers to update the forecasts for the general economy to feed into the Medium-Term Finance Strategy.
28. The economic uncertainty presents a significant financial challenge as demand for welfare services increases and income-generating services may decline, particularly in those areas that are more susceptible to economic fluctuations (such as building regulations applications and commercial property).

Environment Act 2021

29. The Environment Act is a critical piece of legislation which will affect the Council's delivery of its waste and recycling strategy against its commitment to be Carbon Neutral by 2030. The Act contains legally binding environmental targets, and is enforced by a new, independent Office for Environmental Protection (OEP) which will hold the government and public bodies to account on their environmental obligations.

Future projects

30. Fareham Borough Council has an ambitious growth agenda which is reflected in some of the high-profile projects which the Council is committed to delivering including:

- the 6,000 home Garden Village at Welborne, as part of a planned sustainable new community to be delivered over the next 20 years featuring high standards of design and construction, and a strong focus on placemaking;
- the Daedalus Vision including the provision of new commercial buildings for employment opportunities; additional community facilities; improved airport infrastructure; and expansion opportunities at the Council owned Solent Airport at Daedalus; and
- a new arts and entertainment venue with a specific focus on providing a community hub on the site of the 38-year-old council owned Ferneham Hall theatre.

31. This determination to continue to develop and improve the services we offer demonstrates Fareham's pro-active approach to deliver its strategic ambition and reflects an organisation which is "punching above our weight" in ambition and delivery.

CONTEXT FOR THE PROPOSAL

32. The last review of governance arrangements in Fareham took place in 2002 as part of the Electoral Review which resulted in the total number of councillors being reduced from 42 to 31. Prior to that the Council operated under a Committee System of governance. Since 2002 the Council has operated with the Leader and Cabinet Model and this arrangement was reconsidered by the Council in December 2010 (in Fareham, the Cabinet is known as the Executive).

33. At the time of the change of governance structure, it was considered and agreed that the majority of decisions should be made by the Executive as a whole body and not by individual Executive Members. This was to ensure full visibility of decision making as meetings of the Executive are always held in public whereas Individual Executive Member decisions can be made without a formal committee meeting.

34. The most significant benefit of operating with a Leader and Executive system is achieving efficiency in the speed of decision-making whilst ensuring that full scrutiny of the process is encouraged and actively pursued.
35. In considering the future governance arrangements, it is recognised that the current governance structure of the Council has served the Council well since the time of the last Electoral Review. The intention is to continue the Council's approach to good governance and effective decision-making via an Executive which encourages and welcomes scrutiny and challenge.
36. All non-Executive decisions are made by the full Council with the exception of the statutory Licensing and Planning Authority functions. A description of these work areas is provided in the following section.
37. The intention is to ensure that the full Council maximises its decision-making powers to ensure that all Members are engaged in decision-making as far as possible. This means that there are comparatively few decisions delegated to other committees or to individual Members.
38. There have been no capacity or governance issues raised by external bodies or Inspectorates. Fareham Borough Council has responsibility for conducting a review of the effectiveness of its governance framework, including the system of internal control. This is done at least once a year.
39. The review of effectiveness is informed by the work of Directors within the authority, who have responsibility for the development and maintenance of the governance environment and is led by the Chief Executive's Assurance Group. This consists of all directors, which includes the Monitoring Officer and Chief Finance Officer, and is chaired by the Chief Executive Officer. The Head of Finance and Audit also attends.
40. In 2020/21 the group reviewed the following evidence:
- Analysis of the 23 parts of our governance framework against current knowledge, including reports seen by Senior Officers during the year;
 - Highlights from Head of Audit's Annual Report 2020/21;
 - Summary of reports and feedback we have received from external auditors, inspectors or other external agencies in the year;
 - Actions arising from the annual cyber security report;
 - Review of progress made on the actions included in the previous Annual Governance Statement.
41. The Council's independent external auditors for the year for core audit work were Ernst and Young. They have worked throughout the year in accordance with their code of practice.

42. The findings from the work carried out last year were summarised in their Annual Audit Letter which was presented to the Audit and Governance Committee in March 2021 and circulated to Members and the statutory officers. This report was very positive and unqualified opinions were given by the auditors. There are no outstanding recommendations to be implemented.
43. Other external inspections and audits undertaken during the year which have been used as a source of assurance included:
- Annual certification report from KMPG 2019/20;
 - Report of the Local Government and Social Ombudsman 2019/20;
 - Hampshire County Council review of our safeguarding arrangements;
 - External quality audit of Building Control Partnership by British Standards Institute;
 - Compliance work undertaken to meet the requirements of the Public Service Network;
 - Partnership coverage by other internal audit teams (PfSH, Project Integra, Eastern Solent Partnership)
 - Hampshire Insurance Forum—First hand inspection Report 2020/21
44. The conclusion from the review of effectiveness is that the arrangements continue to be regarded as fit for purpose in accordance with the governance framework.
45. The Audit and Governance Committee has reviewed the sources of assurances used this year and has scrutinised the content of the Annual Governance Statement.
46. With a slight increase from 31 to 32 Councillors, the Council is confident that the Council's effectiveness will remain positive and that the additional Councillor seat will allow for the forecast of a slight increase in population numbers and the Council's service growth programme.
47. The proposed council size of 32 councillors will provide for a ratio of committee seats to councillors of 2.77 committee places per member which compares favourably with the current ratio of 2.68 committee places per member.

Summary

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COUNCIL SIZE

Strategic Leadership

Governance Model

48. The Localism Act 2011 amended the Local Government Act 2000, allowing Councils to choose to operate under either executive arrangements, a committee system or arrangements prescribed by the Secretary of State. On 21 June 2012, the Council resolved to retain its executive arrangements using the leader and cabinet executive model.
49. Fareham Borough Council will continue to operate on the Strong Leader model with an Executive Leader of the Council appointed for a four-year term.
50. The intention is to continue with 6 Executive Members. The Council is of the opinion that to have the minimum of 2 Executive Members would not allow for proper peer challenge and debate on key strategic issues. Similarly, it would be difficult to maintain effective scrutiny and holding the Executive to account if the maximum of 10 Executive Members were appointed as this would be 32% of the total Council Membership.

Portfolios

51. The Executive Leader is responsible for allocating responsibility for the functions of the Executive between the members of the Executive. Fareham operates with 6 Executive Portfolios – all of which are designed to be easily recognisable as service functions for the public.
52. The Portfolios including their specific service responsibilities are as follows:

Policy and Resources	Planning and Development	Leisure and Community
Financial Strategy	Planning Policy	Leisure Strategy
Corporate Vision and Priorities	Flooding and Coastal Management	New Play Areas
Capital and Revenue Budgets	Local Plan	Fareham Leisure Centre
Public Consultation	Environmental Improvements	Holly Hill Leisure Centre
Public Relations	Development Design	Ferneham Hall
Council Tax	Tree Management	Westbury Manor Museum
Commercial Acquisitions	Transportation Liaison	Community Centres
National Non Domestic Rate (NDR)	Parking Strategy	Community Volunteering
Procurement	Built Conservation	Sports Development
Estate Management	Street naming and numbering	Activities for Children and Young People
Economic Development	CIL	Community Development
Community Action Teams	Welborne	Town Centre Events
Daedalus Vision	Sustainability and Biodiversity	Leisure Card
Debt Recovery		Community Grants

Housing	Health and Public Protection	Streetscene
Housing Strategy	Environmental Health	Waste Collection
Homelessness	Community Safety	Vehicle Fleet
Council Housing - Regeneration	Air Quality and Pollution	Recycling
Council Housing - Construction	Enforcement - (litter, fly tipping, graffiti, abandoned vehicles, unauthorised encampments)	Street nameplates
Housing Options	Contaminated Land	Green Waste
Housing Advice	Car Parks and Parking Enforcement	Cemeteries and Crematorium
Housing Benefits	Dog Control	Fareham in Bloom
Housing Allocations	Pest Control	Street Cleaning
Tenancy and Leaseholder Management	Emergency Planning	Public Conveniences
Housing Grants and Home Improvements	Health and Safety	Bus Shelters and Benches
Maintenance of Council Housing Stock	Equalities	Play Areas - Maintenance
Local Land Charges	ICT and Personnel	Parks, Open Spaces and Grounds Maintenance
Liaison with Social Housing Providers	Public Health	Sports Pavilions, Pitches, Greens and Courts
Housing Estate Management	Performance Management (including Systems Thinking)	Countryside Rangers
	Building Control Partnership	Henry Cort Sculpture Park - Maintenance
		Allotments

53. Political opposition Members are able to appoint a spokesman for each portfolio

54. Fareham places a strong emphasis on the portfolio functions and these headings provide a strategic focus which is reflected in the Council's 6 corporate priorities:

1. Providing Housing Choices
2. Protect and Enhance the Environment
3. Strong, Safe, Inclusive and Healthy Communities
4. Maintain and Extend Prosperity
5. Leisure Opportunities for Health and Fun
6. Dynamic, Prudent and Progressive Council

55. The Corporate Strategy for Fareham Borough Council sets out our priorities for the next five years and shows how we will achieve our vision that Fareham will remain a prosperous, safe and attractive place to live and work. Each of the 6 Corporate Priorities are underpinned by service-led projects and deliverable milestones which provide the focus for the Council's resources.

Delegated Responsibilities

56. In keeping with the Council's aim to ensure that most decision-making is made in the public domain with full transparency and visibility, there are very few delegations to Individual Executive Members.

57. As of June 2021, there are only 10 specific delegations contained within the Constitution for Individual Executive Members. Add stats for how many decisions made

58. Officer delegated decisions

ACCOUNTABILITY

Internal Scrutiny

59. The Local Government Act 2000 requires that where a Council has adopted an Executive model of governance it must make arrangements that "must include provision for the appointment by the authority of one or more [scrutiny] committees of the authority.

60. The Council is required by its Constitutional Standing Order 1.6 to appoint such committee or committees to undertake the function of overview and scrutiny. Standing Order 1.6.3 similarly requires the Council to determine the number of members and standing deputies to be appointed.

61. The Council carried out a Vanguard Intervention in Committee Services in 2018, it was subsequently resolved at the meeting of the Council held on 11 October 2018 that the Scrutiny Board and the 5 Policy Development and Review Panels be disbanded and in their place, 6 Scrutiny Panels be created to undertake the scrutiny function of the Executive Portfolios and to assist the Council and Executive in delivering the corporate priorities.

62. The Council uses a Scrutiny Panel for each of its six portfolio areas. Each Panel is made up of seven non-executive councillors and reflects the political balance of the elected members. The Panels normally meet a minimum of four times a year with extra meetings called when needed.

63. Each Scrutiny Panel has a Priority Plan which identifies the objectives from the Corporate Strategy and areas of the executive function that require their scrutiny; for example budget setting fall under the Policy and Resources Scrutiny Panel. Part of the panels' focus is to be engaged in pre-scrutiny work and to have an input in the decision making process by making recommendations to the Executive. In some cases specific member working groups are in place to assist in the development of service visions and strategies.

64. In acknowledgment of the work being undertaken by the Council around climate change, a new Scrutiny Panel has recently been created. This Scrutiny Panel will consider the progress of the Carbon Reduction Plan in the delivery of the service and improvement actions identified in the Council's Corporate Priorities and Corporate Vision.

65. There will also be the creation of the Daedalus Scrutiny Panel. Since our acquisition of Daedalus airfield in 2015, the Council has been working on the delivery of the Daedalus Vision and Outline Strategy. Developed in 2015 and updated in 2018, the Strategy is comprehensive and extends across the whole 369-acre site, incorporating not only the airport itself but also unlocking the potential of the airfield's land and infrastructure assets for new commercial development, providing clusters for aviation and non-aviation employment and skills, training and innovation activity areas alongside our partners in the Solent Enterprise Zone. While many of the Strategy objectives have been achieved at Daedalus, there is much still to do on this dynamic strategic site with its wide-ranging opportunities and challenges.

66. A Member Working Group has been in place for some time and has been invaluable in steering the Council's direction at Daedalus. However, the strategic importance of the site to the local economy, and the ongoing commitment that is required by the Council to continue to lead on its development, makes it an excellent candidate for ongoing formal scrutiny.

67. To ensure expert knowledge and experience is readily available to the Scrutiny Panel Members, the Council agreed to appoint a non-voting co-opted person to the Daedalus Scrutiny Panel. Former Councillor Jon Butts is appointed with background knowledge and experience of operational activities at Solent Airport, Daedalus over many years to provide some perspective and general aviation expertise for the Members of the Panel.

68. Add narrative on the stats for how many Exec decisions made after pre-scrutiny

Since the introduction of Scrutiny Panels following Council decision on 11 October 2018:

- **Total number of Executive decisions which have been via pre-scrutiny = 47**
 - Leisure & Community x 8
 - Planning & Development x 7
 - Streetscene x 2
 - Health & Public Protection x 2
 - Housing x 7
 - Policy & Resources x 19
 - Climate Change x 1
 - Daedalus x 1
- **Number of call-ins = 2**
 - (Policy & Resources 30 July 2020 to consider the Officer Delegated Decision regarding the legal agreement concerning Nitrate Mitigation; and
 - Health and Public Protection 18 August 2021 to reconsider the Individual Executive Member decision concerning off-street Parking Places Order)

- **Total number of additional Scrutiny Panels held (additional to those already on agreed Schedule & not including meetings which are moved) = 12**
 Leisure & Community x 5
 Planning & Development x 4
 Streetscene x 0
 Health & Public Protection x 1 (call-in)
 Housing x 1
 Policy & Resources x 0
 Daedalus x 1
 Climate Change x 0
- **Total number of individual Executive Member Decisions taken = 32**
 Leisure & Community x 17
 Planning & Development x 2
 Streetscene x 1
 Health & Public Protection x 2
 Housing x 3
 Policy & Resources x 5
 Executive Leader x 2

STATUTORY FUNCTIONS

Planning

69. Add narrative and stats from Lee S

70.

Licensing

71. The Licensing and Regulatory Affairs Committee has determined that a Licensing Panel with rotating membership be appointed 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. Under the provisions of the Licensing Act 2003, such a Panel may only comprise three Members.

72. Those functions which cannot be dealt with under the Scheme of Delegation to Officers are undertaken by a sub-committee of the Licensing & regulatory Affairs Committee (known as a Licensing Panel). Membership of the Licensing Panel is established on a rota basis, enabling all members of the Committee to be involved with hearings which builds capacity and expertise among members. In order to provide a level of consistency in the decision-making, the Chairman of the Licensing & Regulatory Affairs Committee presides at meetings of the Panel, with the Vice-Chairman deputising as occasion requires.

73. All Members are required to undergo regular training in order to understand their Licensing responsibilities under the relevant Acts and to be fully conversant with Licensing objectives. This training is held annually and takes approximately 2 hours to complete. Members are also required to prepare for a hearing by ensuring they have read the agenda papers for the hearing and have formulated any questions and points for clarification to enable them to reach a decision. This will typically involve a time commitment of approximately 1 hour.
74. Over the last 4 municipal years, the Council has received, on average, 524 licensing applications per year. The average number of applications determined by the Licensing Panel over the same period was 4.
75. This means that for every 131 licences applied for, 1 is determined by the Licensing Panel. The average length of time taken for the Licensing Panel to determine an application was 1 hour 25 minutes. Taking this into account, along with preparation time for the meeting, the average time commitment for a member of the Licensing Panel to sit at a hearing could be considered to be approximately 2 hours 25 minutes plus the annual training time commitment of 2 hours.

Other Regulatory Bodies

76. The Council has an Audit and Governance Committee which undertakes the functions of an Audit Committee in accordance with the CIPFA guidance. It reports directly to the Full Council. It usually meets four times a year and receives reports covering the range of governance issues set out in its terms of reference. In particular it receives the Head of Audit's Annual Report and the External Auditor's Audit Results Report. Due to the Covid restrictions in 2020/21 the Committee only met three times and all meetings were held virtually using video conferencing. However, two of the meetings were extended to catch up on items scheduled for the year.

External Partnerships

77. The Council delivers some services by entering into partnership agreements. A Corporate List of significant partnerships is maintained and partnerships are periodically assessed for their significance in terms of the results they seek to deliver, their profile/reputation and resources involved.
78. The Council recognised fourteen partnerships of which ten were deemed significant to the Council in 2020/21. The Council's definition of a significant partnership is a partnership that:
- a) is a legal requirement or based on statutory guidance; or
 - b) it commissions or delivers activities at a borough wide or local level that contribute substantially towards the Corporate Strategy 2017-2023 outcomes; and
 - c) there is a significant risk to the Council if there is under-performance in this area.

79. Lead officers are assigned to each partnership. They are responsible for the day-to-day liaison and for providing the Chief Executive's Management Team with details of any significant changes to the circumstances / membership of the partnership.
80. An annual report on partnerships is collated and reviewed by the Chief Executive's Management Team each year to confirm the significance of the partnerships, review any potential governance issues and review how each is performing. As a result of the 2020/21 report three partnerships were removed from the list where they were no longer considered to be operating as a partnership. In 2021/22 the CCTV partnership will also be coming to an end.
81. Additional assurance arrangements were put in place during 2020/21 in the form of an annual partnership assurance report to the Audit and Governance Committee.
82. Senior Officers and Members sit on the board of 8 of the Council's significant partnerships, and take an active part in discussions and decision making. In the majority of cases, Executive Members are appointed by the Executive to represent the Council on these partnership boards.
83. The Council appoints Members to a number of Outside Bodies. These organisations are independent from the council but have an impact on its service areas.
84. There are 56 different associations, management committees, and boards which request a representative from the Council be appointed to their organisation. 28 out of the 31 Councillors are currently appointed as either a representative, a deputy or a trustee. 40% of the total appointments are carried out by Executive Portfolio holders.
85. The frequency of Outside Body meetings is varied as these are set by the external organisations with Members invited to attend as necessary. It is therefore difficult to assess the workload as it varies between the different organisations and is dependent on the role being carried out. For example, being appointed as a trustee is likely to require a higher time input from the individual Members.
86. There are 18 trustee appointments in total, 3 of which are appointed to Executive Portfolio holders. A survey of Members shows that the average time commitment is xxxxxx

COMMUNITY INVOLVEMENT

Community Leadership

Add results from Member survey

Surgeries, Newsletters, Public Meetings, Facebook

Residents Association Meetings, Youth Clubs, Community Centres

Casework

e-mail / telephone / social media

Officer support

How many hours / days per week spent on Council work?

SUMMARY

87. In considering alternative council size options, the Council is satisfied that an increase of one Councillor is an appropriate adjustment for the following reasons:

- (a) to maintain an excellent track record of strong strategic direction for the Borough and delivering successful outcomes in accordance with the corporate strategy aims and ambitions;
- (b) to provide stability in effective decision making and to strengthen the scrutiny process by increasing the number of non-Executive Councillors by one;
- (c) to meet the Local Government Boundary Commission's advice to have an even number of Councillors where the Local Authority is elected by halves (i.e. Local Elections occur every other year);
- (d) reflecting on an even number of Councillors, Fareham Borough Council has considered the option to lower the number of Councillors to 30 but is concerned that with a growing population and development plans approved to deliver 6,000 new properties as a new Garden Village; there must be enough capacity built in for the governance of the Council to cope with additional demand over the coming decade.

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **23 November 2021**

Report of: **Head of Environmental Health**

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

SUMMARY

At its meeting in September, the Licensing and Regulatory Affairs Committee reviewed the progress of the Work Programme for 2021/22 and agreed a revised Work Programme for the remainder of the municipal year.

Members are now invited to note the actions from the last meeting and to further review and agree 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 28 September 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 28 September 2021, the Committee reviewed progress on actions since the last meeting and agreed a revised Work Programme for the remainder of the 2021/22 municipal year.

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 the 2021/22 municipal year is attached to this report as Appendix B.
4. Members are asked to note that, with the agreement of the Chairman, the item entitled 'Review of Taxi and Private Hire Licensing Requirements' scheduled for the meeting due to take place on 23 November 2021 has been deferred to the meeting scheduled to take place on 25 January 2022.
5. Members are now invited to consider and agree any further additions or amendments to the Work Programme for 2021/22.

RISK ASSESSMENT

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

CONCLUSION

7. 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	28 September 2021
Subject	UPDATE ON LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW
Type of Item	Presentation
Action by Committee	<p>The Committee considered a presentation by the Head of Democratic Services which provided an update for Members on the Local Government Boundary Commission Review. A copy of the presentation is attached to these minutes as Appendix A.</p> <p>In outlining the timeline and process for the Local Government Boundary Review, Members were informed that they would be invited to provide input into the Council's submission to the Boundary Commission in respect of their involvement in the Community, how they provide Leadership to the Community and how they manage their case work. Members will be given the opportunity to review the Council's final submission at the Committee meeting in November before it is presented to full Council for approval in December.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.</p>
Outcome	A report to be brought to the Committee at the November meeting
Link Officer	Leigh Usher
Subject	STREET TRADING CONSENT CONDITIONS
Type of Item	Report
Action by Committee	<p>This item was brought forward on the agenda and heard directly after Item 5.</p> <p>A deputation was made in respect of this item by Lyn Rowe, a market trader in the town centre.</p>

	<p>The Committee considered a report by the Head of Environmental Health which put forward proposals to amend the conditions of trading for Market Traders.</p> <p>Following the debate of this item it was proposed by Councillor R H Price, JP and seconded by Councillor J M Englefield that Paragraph 26 of the Suggested Amended Street Trading Conditions as attached at Appendix C to the report be amended to read 'Traders working as part of the Fareham Monday Market shall be required to use uniform gazebos with blue and white quarters or provide a top to their stall that matches the same colours and design of the gazebo'. On being put to the vote, the motion was declared carried with 12 members voting in favour and 1 abstention.</p> <p>RESOLVED that, subject to the amendment to paragraph 26, as outlined above, the Licensing and Regulatory Affairs Committee approves the Suggested Amended Street Trading Conditions as attached at Appendix C to the report.</p>
Outcome	Complete
Link Officer	Ian Rickman
Subject	LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME
Type of Item	Report
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health which provided an opportunity for Members to review the Work Programme for 2021/22.</p> <p>During the discussion of this item, it was confirmed that Licensing training has been arranged for members and will take place on 22nd October 2021.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <p>(a) notes the progress on actions arising from the meeting of the Committee held on 20 July 2021, as shown in Appendix A to the report; and</p> <p>(b) agrees the updated Work Programme 2021/22, as attached as Appendix B to the report.</p>
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 Street Trading Consent Conditions Review of Work Programme 2021/22	
22 OCTOBER 2021		Licensing training
23 NOVEMBER 2021	Local Government Boundary Commission Review Review of Work Programme 2021/22	
25 JANUARY 2022	Actual Revenue Expenditure 2019/20 Spending Plans 2020/21 Fees and Charges 2020/21 Gambling Policy Review Review of Taxi and Private Hire Licensing Requirements 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:

