

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

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

**Date:** Tuesday, 25 January 2022

**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,  
Mrs P Hayre, Mrs J Kelly, Ms S Pankhurst, Mrs K K Trott,  
Mrs S M Walker and J S Forrest (deputising for R H Price, JP)

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors J M Englefield, L Keeble and R H Price, JP.

**2. MINUTES**

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on 23 November 2021 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that he was pleased to confirm that following the submission of the Council Size report to the Local Government Boundary Commission as part of the Electoral Review work, the Commission has agreed to the Council's suggestion of 32 Elected Members for Fareham Borough Council. The next phase of the Electoral Review has now begun, and the consultation is open until 4 April for comments and suggestions on warding arrangements for the Borough. A link to the Commission's consultation has been added to the Council's website consultation page and the page includes an interactive map for reviewing existing warding arrangements and creating new proposals.

The Chairman reported that he had been advised by the Head of Democratic Services that plans are being created to gather thoughts and opinions from Members on the new warding arrangements and a draft proposal will be put together on behalf of the Council which will be submitted as part of the consultation. Members are welcome to submit their own views via the consultation pages if they so wish.

**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. ACTUAL REVENUE EXPENDITURE 2020/21**

The Committee received a report by the Deputy Chief Executive Officer which detailed the actual revenue expenditure for 2020/21 in respect of the services for which the Committee is responsible.

In response to a query raised by members in respect of the actuals figures for 2020/21 as outlined on pages 10 and 14 of the report pack it was confirmed that the figure of £873 should read as 'Premises Related Expenditure' not 'Transport Related Expenditure'. This should then mean that the two Premises figures added together equal the -£1,522 as shown in the table at paragraph 1 on page 10 of the report. A copy of the revised table shown at page 14 of the agenda pack is attached to these minutes as Appendix A.

In response to a query raised by members in respect of the credit figure of minus £2,395 for elections Premises Related Expenditure on page 14, it was confirmed that this relates to a number of refunds received from polling station bookings made for the May 2019 elections which were later cancelled due to the elections being postponed.

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

## **7. SPENDING PLANS 2022/23**

The Committee considered a report by the Deputy Chief Executive Officer which detailed the overall level of revenue spending on the Committee's services and sought agreement for the revised revenue budget for 2021/22 and the base budget for 2022/23 before being recommended to Council for approval.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) agrees the revised budget for 2021/22;
- (b) agrees the base budgets for 2022/23; and
- (c) recommends the budget to Council for approval.

## **8. FEES AND CHARGES 2022/23**

The Committee considered a report by the Deputy Chief Executive Officer which detailed the level of Fees and Charges for the Committee's services and sought agreement for them before being recommended to Council for approval.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) agrees the Fees and Charges for 2022/23; and
- (b) recommends the Fees and Charges to Council for approval.

## **9. GAMBLING - REVIEW OF STATEMENT OF PRINCIPLES**

The Committee considered a report by the Head of Environmental Health which presented the revised draft Gambling Statement of Principles, together with Consultation responses, for approval and recommendation to the Executive before being presented to Council for adoption.

RESOLVED that the Licensing and Regulatory Affairs Committee;

- (a) considered the draft document, any amendments resulting from the statutory consultation exercise and whether any substantive amendments are required; and

- (b) recommends to the Executive that the final draft Gambling Act 2005 Statement of Principles 2022-2025, as attached as Appendix A to the report, be recommended for adoption by the Council.

**10. PRELIMINARY REVIEW OF COMMITTEE WORK PROGRAMME 2021/22 AND DRAFT WORK PROGRAMME 2022/23**

The Committee considered a report by the Head of Environmental Health which detailed the position in respect of the Committee's existing Work Programme for the current year in order to allow an early assessment of progress. It also gave background information to assist members in drawing up the Work Programme for 2022/23.

At the request of members, it was agreed that the item entitled 'Review of Taxi and Private Hire Licensing requirements', scheduled for consideration at the next meeting, should include an opportunity for members to view the training that is given to taxi drivers to help them assist disabled passengers.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 23 November 2021, attached as Appendix A to the report;
- (b) agrees that, having reviewed the Work Programme for 2021/22, attached as Appendix B to the report, the item entitled 'Review of Taxi and Private Hire Licensing requirements', scheduled for consideration at the next meeting, should include an opportunity for members to view the training that is given to taxi drivers to help them assist disabled passengers; and
- (c) gave initial consideration to the draft Work Programme for 2022/23, attached as Appendix C to the report.

(The meeting started at 6.00 pm  
and ended at 6.32 pm).

# Minute Item 6

Appendix A – Revised table shown at page 14 of the agenda pack.

	Revised		
	Estimate	Actual	Variance
HEALTH AND SAFETY	2020/21	2020/21	
	£	£	£
EMPLOYEES RELATED EXPENDITURE	2,800	1,434	-1,366
PREMISES RELATED EXPENDITURE	0	873	873
SUPPLIES & SERVICES	12,000	15,832	3,832
THIRD PARTY PAYMENTS	125,800	120,734	-5,066
<b>GROSS EXPENDITURE</b>	<b>140,600</b>	<b>138,873</b>	<b>-1,727</b>
FEES AND CHARGES	0	-320	-320
<b>GROSS INCOME</b>	<b>0</b>	<b>-320</b>	<b>-320</b>
<b>NET EXPENDITURE</b>	<b>140,600</b>	<b>138,553</b>	<b>-2,047</b>

	Revised		
	Estimate	Actual	Variance
ELECTIONS	2020/21	2020/21	
	£	£	£
EMPLOYEES RELATED EXPENDITURE	164,200	180,824	16,624
PREMISES RELATED EXPENDITURE	0	-2,395	-2,395
TRANSPORT RELATED EXPENDITURE	900	165	-735
SUPPLIES & SERVICES	100,500	104,860	4,360
INTERNAL RECHARGES	60,500	55,619	-4,881
<b>GROSS EXPENDITURE</b>	<b>326,100</b>	<b>339,073</b>	<b>12,973</b>
OTHER GRANTS	-8,500	-45,359	-36,859
SALES	-1,500	-1,999	-499
<b>GROSS INCOME</b>	<b>-10,000</b>	<b>-47,358</b>	<b>-37,358</b>
<b>NET EXPENDITURE</b>	<b>316,100</b>	<b>291,715</b>	<b>-24,385</b>

