

FAREHAM

BOROUGH COUNCIL

AGENDA

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Date: Monday, 27 June 2022

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor Mrs P M Bryant (Chairman)

Councillor Ms F Burgess (Vice-Chairman)

Councillors I Bastable
Mrs S M Bayford
S Dugan
J M Englefield
M J Ford, JP
D J Hamilton
Mrs P Hayre
S Ingram
Mrs J Kelly
Ms S Pankhurst
Mrs K K Trott
Mrs S M Walker



Deputies: Mrs K Mandry
P Nother

**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 the Licensing & Regulatory Affairs Committee (Pages 5 - 10)

To confirm as a correct record the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 29 March 2022.

(2) Minutes of the Licensing Panel (Pages 11 - 12)

To confirm as a correct record the minutes of the meeting of the Licensing Panel held on 12 April 2022.

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 13 - 14)

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

7. Local Government Boundary Review - Warding Arrangements (Pages 15 - 30)

To receive a report by the Head of Democratic Services which will update Members on the Local Government Boundary Review.

8. Licensing and Regulatory Affairs Committee Work Programme (Pages 31 - 38)

To consider a report by the Head of Environmental Health on the Committee's Work Programme for 2022/23.



P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk

17 June 2022

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FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 29 March 2022

Venue: Council Chamber - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: Mrs S M Bayford, T Davies, Mrs P Hayre, Mrs J Kelly,
Ms S Pankhurst, R H Price, JP, Mrs K K Trott, Mrs S M Walker
and Mrs K Mandry (deputising for I Bastable)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors I J Bastable, Mrs P M Bryant and L Keeble.

2. MINUTES

(1) Minutes of Licensing and Regulatory Affairs Committee

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 25 January 2022 be confirmed and signed as a correct record.

(2) Minutes of meeting of Licensing Panel 01 February 2022

RESOLVED that the minutes of the meeting of the Licensing Panel held on 01 February 2022 be confirmed and signed as a correct record.

(3) Minutes of meeting of Licensing Panel 15 February 2022

RESOLVED that the minutes of the meeting of the Licensing Panel held on 15 February 2022 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 POLICE LICENSING MATTERS

The Committee received an update from Sgt Pete Rackman and PC Neil Cotton from Hampshire Constabulary on local Police licensing matters.

The update provided information about the different geographical areas covered by the Licensing Team, the level of staffing available and an overview of the ethos of the team's collaborative approach in working with licenced premises to promote the licensing objectives.

The Committee heard that during the Pandemic, licensable activity was very limited, however the teams worked with Local Authority Licensing Teams to help with enforcement of restrictions imposed as a result of lockdowns. There is a strong indication that many premises are now back to pre-pandemic levels of business, although some of the smaller premises are finding this more difficult.

An issue that has received a lot of publicity recently is a reported increase in the dangers of spiking drinks. This is more prevalent in the larger night-time economies such as Portsmouth and Southampton but does also occur in some of the smaller towns. Many of the cases that have been investigated have been due to young people not knowing how to drink sensibly rather than spiking of drinks, but the Licensing Team is continuing to work hard to raise awareness of the issue and to give practical help and guidance on how people can keep themselves safe.

There has been an increase in violence and sexual assault across the County and a key challenge being faced by the police is the intent on causing harm to women & girls, particularly in light of recent high profile cases such as the deaths of Sarah Everard, Julia James, Bibaa Henry and Nicole Smallman. As with other issues, these types of offences are more prevalent in the larger night-time economies of the bigger towns and cities, but they are starting to be seen in more local areas. A number of visits have been made to licenced premises in Fareham to encourage them to sign up to use a toolkit that has been developed that can help to keep vulnerable people safe from this sort of offence.

Fareham's night-time economy is getting busier and licensed activities currently take place until 1am. There were 2 cases of GBH and 1 of violent rape reported in the last week. The Police Licensing Team carefully monitors the cases that are received each day so that they are aware of any licenced premises that have been involved and to identify any trends that are emerging with any particular premises.

The Committee was advised that Fareham has one of the most successful Pub Watch schemes in the county. Local issues are discussed by a committee of over 50 participants and all members of the scheme are kept informed. 6 licenced premises in the Gosport area have recently joined the scheme and the Police Licensing Team is aiming to expand on this so that the sharing of information and best practices can help to create and maintain a safe environment over a much wider area.

Local relations with HMS Collingwood continue to be very good. The Master at Arms gives guidance to new recruits on how to behave when out in the local area and any issues that the police report back to him are quickly dealt with. Local licenced premises also have a feedback system which enables them to report any issues direct to HMS Collingwood so that individuals can be held to account.

The Committee heard that there will be some challenges to face over the coming year with the celebrations for the Queen's Platinum Jubilee taking place over the summer and the World Cup in November. Planning for these events will take place early to ensure that links are made with partner agencies to help deal with any potential impact on the night-time economy.

Finally, the Police Licensing Officers reported that a Public Health scheme is being promoted across the area to encourage all licenced premises to purchase a defibrillator to keep on site for use in emergency situations. This will be discussed and promoted via the Pub-Watch scheme.

After having had the opportunity to ask questions or make comments for clarification, the Committee thanked the Police Licensing Officers for attending and providing their update.

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

7. LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW UPDATE

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

The presentation outlined that the first part of the review has determined that Fareham should have a total of 32 Councillors representing 16 wards with 2 Councillors representing each of the wards. However, in order to even out current and projected variances in elector numbers, it will be necessary to change some of the ward boundaries.

The Head of Democratic Services advised that she had hoped that she would be in a position to present a proposed plan of the revised ward boundaries at this stage but, regrettably, this has not been possible. The Boundary Commission has agreed in principle to extend the consultation period for the review until July which will allow a few more weeks for the proposed plan to be prepared for members' consideration and comment at the meeting of the Committee in June.

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

8. FAREHAM & GOSPORT ENVIRONMENTAL HEALTH PARTNERSHIP UPDATE

Councillor Mrs S M Walker left the meeting at the start of this item.

The Committee received a presentation by the Head of Environmental Health which provided members with an update on the Fareham and Gosport Environmental Health Partnership. A copy of the presentation is attached to these minutes as Appendix B.

The presentation outlined the Partnership management arrangements, the scope of the services provided, the current employee structure, comparable statistics & financial information and an update on current issues.

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

9. FINAL REVIEW OF WORK PROGRAMME 2021/22 AND DRAFT WORK PROGRAMME 2022/23

The Committee considered a report by the Head of Environmental Health which provided members with the opportunity to carry out a further review of

the Work Programme for the current municipal year and finalise a proposed, draft Work Programme for the 2022/23 municipal year.

In discussing the draft Work Programme for the 2022/23 municipal year, it was requested by members that the update on Police Licensing matters scheduled for the meeting in March 2023 have a greater focus on the Fareham area rather than the larger surrounding towns and cities.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 25 January 2022, attached as Appendix A to the report;
- (b) reviewed the Work Programme for the 2021/22 municipal year, attached as Appendix B to the report;
- (c) approves the proposed draft Work Programme for 2022/23, attached as Appendix C to the report; and
- (d) agrees to submit the proposed draft Work Programme for 2022/23 to Council for approval.

(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, 12 April 2022

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Michael Ford, JP (Chairman)

Councillors: I Bastable and T M Cartwright, MBE



1. EXCLUSION OF THE PUBLIC AND PRESS

Resolved that the public and representatives of the press be excluded from the meeting in accordance with Section 100(a) of the Local Government Act 1972 on the grounds that the following matters to be dealt with involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12 of The Act.

2. APPLICATION(S) FOR HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE DRIVING LICENCE(S)

The panel considered a report by the Licensing Officer which contained exempt information in respect of a private hire driving licence application. A copy of the report was circulated to members with the agenda in advance of the meeting.

The Chairman introduced all parties at the hearing and outlined the procedure that would be followed in considering the application.

The Licensing Officer presented the circumstances of the case, as supported by the documentary evidence.

The Applicant was invited to comment or ask questions regarding the case presented by the Licensing Officer.

The Applicant was then invited to address the Panel regarding his application and answered questions put to him thereon.

Following the submission and summation of the Applicant's representation, the members of the panel left the meeting to consider the application in private.

Following their deliberations, the panel members returned to the hearing whereupon the Chairman read out the decision of the panel.

RESOLVED that the Licensing Panel considered the Applicant to be a fit and proper person to hold a private hire vehicle driving licence.

(The meeting started at 10.00 am
and ended at 11.10 am).

FAREHAM

BOROUGH COUNCIL

Presentation to The Licensing and Regulatory Affairs Committee

Date: 27 June 2022

Report of: Head of Environmental Health

Subject: RESPONSIBILITIES OF THE LICENSING & REGULATORY AFFAIRS
COMMITTEE

SUMMARY

Officers will provide the Committee with a presentation outlining the service areas falling within the Licensing and Regulatory Affairs Committee. The presentation will outline the key recent achievements and future challenges for each of the service areas.

RECOMMENDATION

It is recommended that the Licensing and Regulatory Affairs Committee Members note the contents of the presentation.

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **27 June 2022**

Report of: **Head of Democratic Services**

Subject: **LOCAL GOVERNMENT BOUNDARY REVIEW - WARDING
ARRANGEMENTS**

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 second part of the electoral review is to consider the Warding Arrangements for the Borough, including a new pattern of wards and the naming of those wards. Fareham Borough Council is invited to submit its plan of warding arrangements as part of the Commission's initial consultation on warding arrangements which closes on 11 July 2022.

RECOMMENDATION

It is recommended that the Committee reviews the working draft of the Warding Arrangements Submission as set out in Appendix A to the report, and

- (a) considers suggesting additional wording to strengthen the narrative supporting the warding arrangements plan;
- (b) delegates authority to the Head of Democratic Services to make further alterations to the ward boundaries plan and corresponding narrative to ensure calculations remain within the target electorate figures; and
- (c) agrees to the draft plan being submitted to the Local Government Boundary Commission for England on 11 July 2022, subject to any further tweaks to ward boundaries being agreed by the Member Working Group.

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'. The Commission's view is that a 'good' review is one where the local authority actively engages with the process.
2. The final stage for the review is to set a new pattern of electoral wards for the Local Authority. The Commission is minded to recommend that 32 councillors should be elected to the council in future. The Commission's consultation is inviting proposals from the council, interested parties and members of the public on a pattern of electoral wards based on that number of councillors.

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. In drawing up a pattern of electoral wards, the Commission seeks to:
 - Deliver electoral equality for local voters – this means ensuring that each local councillor represents roughly the same number of people so that the value of your vote is the same regardless of where you live in the local authority area:
 - Reflect the interests and identities of local communities – this means establishing electoral arrangements which, as far as possible, maintain local ties and where boundaries are easily identifiable: and
 - Promote effective and convenient local government – this means ensuring that the new wards or electoral divisions can be represented effectively by their elected representative(s) and that the new electoral arrangements as a whole allow the local authority to conduct its business effectively. In addition, the Commission must also ensure that the pattern of wards reflects the electoral cycle of the council.
5. The Licensing and Regulatory Affairs Committee is the appropriate forum to review and agree the Council's approach to drawing up new warding arrangements by virtue of its functions relating to elections, as set out in part 2, chapter 6 of the Council's Constitution.
6. Appendix A to this report contains the working draft of Fareham Borough Council's Warding Patterns Submission. The document provides a narrative on the proposed ward boundary plan by describing the three aspects, as described in paragraph 4 above.
7. Appendix B to this report is a pdf of the map of the entire Borough showing the proposed new ward boundaries. Work is ongoing to add individual ward maps to the Warding Patterns Submission document so that the narrative for each new ward sits alongside the map view of the proposed new ward.

MEMBER INVOLVEMENT

8. The Licensing and Regulatory Affairs Committee was first briefed on the Electoral Review in September 2021 and has received regular updates since then. The Committee is once again being asked to contribute by providing ideas and narrative to support the Council's submission on warding patterns.
9. A Member Working Group has also been established to provide focused and specific input outside of the scheduled committee meeting structure. Conversations between Officers and members of the working group have been ongoing since February covering the various aspects of warding arrangements and how to approach drawing up a plan.
10. The Member Working Group is served by Councillors Woodward, Mrs Bryant, Mrs Walker, Bird and Mrs Trott thus providing knowledge and experience of the areas of the Borough requiring specific attention – the western wards cluster, the Welborne development, Fareham Town Centre and the Portchester areas. The working group also provides a political balance with the inclusion of the opposition group leader.
11. It should be noted that the Warding Patterns document is very much a “work in progress” and that all Members have an opportunity to contribute to the narrative before it is submitted to the Commission by 11 July 2022.

WARDING PATTERN CONSIDERATIONS

12. The approach taken to drafting the new warding pattern is described in the Warding Patterns Submission document from paragraph 10, attached at Appendix A.
13. As well as taking into account the Boundary Commission's objectives, as set out in paragraph 4 above, Officers have identified the following local issues for consideration when drawing up new warding patterns:
14. Since the last boundary review completed in May 2000, a number of administrative issues have been identified such as individual properties being built on a piece of land next to an existing boundary line where the access road is in one ward but the new property is in another ward. This can result in next door neighbours in one street voting in different wards.
15. Across the Borough, 18 roads have been identified where the road is split by a ward boundary. These have been reviewed and corrected where possible.
16. The naming of wards is recognised by the Commission as being important to local people and appropriate naming of wards should reflect community identities. As part of the review the following ward name changes are being proposed: (the existing name is given for reference only as the existing ward boundaries may have changed significantly as part of the review process)

Existing Name	Proposed Name
Fareham East	Downend and Wallington
Fareham North	Uplands and Funtley
Fareham North West	Fareham Park
Fareham South	Fort Fareham
Fareham West	Avenue

Portchester East	Castle
Portchester West	Wicor
Sarisbury	Sarisbury and Whiteley
Titchfield	Meon
Warsash	Hook with Warsash

17. A new ward of Fareham Town is proposed which takes some of what is currently Fareham East.
18. The narrative accompanying the proposed new ward names appears under the relevant headings from paragraph 23 in Appendix A.
19. This report asks the Licensing and Regulatory Affairs Committee to contribute to the narrative by suggesting additional wording to strengthen the reasoning based on local knowledge and historical references. Similarly it may be relevant to suggest removing or changing the text in the draft document where applicable to make a comprehensive case.
20. The Committee is therefore asked to consider the following questions and to contribute ideas and opinions for inclusion in the Warding Pattern Submission:
- (a) Identifiable boundaries – are there natural features such as rivers and woodland, as well as railway lines and major roads, which provide clearly identifiable boundaries.
 - (b) Facilities – are there local shopping centres or leisure facilities which are the focal point of a local community.
 - (c) Community groups – is there a local residents’ group or community centre that unites a group of people with shared interests.
21. The Committee is invited to suggest additional wording under each new ward heading from paragraph 23 in Appendix A. Officers will continue to refine the content of the submission before the 11 July deadline.

NEXT STEPS

22. After the Council’s Warding Arrangements Plan is submitted by 11 July 2022, the Commission will use local views, including the Council’s, to draw up proposals for new ward boundaries. The Commission’s proposals will be published in early September and a further consultation will run from 6 September 2022 to 15 November 2022.
23. Based on the information received during the draft recommendation’s consultation, the Commission will then produce a final recommendation for Fareham Borough Councils future electoral arrangements in January 2023. This recommendation will then be laid before Parliament to be put into law and will come into effect from the local elections to be held in May 2024.

RISK ASSESSMENT

24. 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

25. The Licensing and Regulatory Affairs Committee is invited to consider the content of the working draft of the Council's Warding Arrangements submission as set out in Appendix A and make contributions to its content.
26. The Committee is specifically asked to consider the questions as set out in paragraph 20 above and to consider recommendations (a) (b) and (c):
- (a) considers suggesting additional wording to strengthen the narrative supporting the warding arrangements plan;
 - (b) delegates authority to the Head of Democratic Services to make further alterations to the ward boundaries plan and corresponding narrative to ensure calculations remain within the target electorate figures; and
 - (c) agrees to the draft plan being submitted to the Local Government Boundary Commission for England on 11 July 2022, subject to any further tweaks to ward boundaries being agreed by the Member Working Group.

Appendices:

Appendix A - Working Draft – FBC Warding Patterns Submission

Appendix B – Working Draft – Map of proposed new warding arrangements

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 to propose a pattern of wards](#)

[LGBCE – Electoral Review for Fareham](#)

Enquiries:

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

Warding Pattern Submission

to

The
Local Government
Boundary Commission
for England

XX July 2022

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 (LGBCE) that would slightly increase the number of Fareham Borough Councillors from the current 31 Councillors to 32 Councillors.
2. This Council Size proposal was submitted to the LGBCE on 20 December 2021.
3. At this stage of the electoral review, Fareham Borough Council is now submitting its proposals for a new pattern of warding arrangements and has considered:
 - The number of wards
 - The names of wards
 - Where the boundaries between wards should lie
 - The number of councillors for each ward
4. When drawing up its proposals for the new warding arrangements, Fareham Borough Council considered the Commission's main rules for proposing new ward boundaries as follows:
 - **Delivering electoral equality for local voters** – ensuring that each local councillor represents roughly the same number of people.
 - **Reflecting the interests and identities of local communities** – establishing electoral arrangements which, as far as possible, maintain local ties and where boundaries are easily identifiable.
 - **Promoting effective and convenient local government** – ensuring that the new wards can be represented effectively by their elected representatives and that the new electoral arrangements as a whole allow the local authority to conduct its business effectively.

INTRODUCTION

5. 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.
6. This submission forms the second stage of the Electoral Review process and is in keeping with guidance provided by the Commission.

7. This submission is the official response by Fareham Borough Council to the Local Government Boundary Commission for England (the Commission) and sets out its proposals for a new pattern of wards for the future delivery of effective, efficient, and accountable local democracy.
8. The working draft has been prepared by Officers on behalf of the Council in consultation with a Member Working Group made up of 5 Councillors representing both political groups of the Council.
9. The warding patterns plan has been presented to the Licensing and Regulatory Affairs Committee in March 2022 with the submission draft being reported to and reviewed by the Licensing and Regulatory Affairs Committee at its meeting on 27 June 2022.

APPROACH TO RE-WARDING

10. Fareham Borough Council currently has 15 wards, consisting of 14 two-member wards and 1 three-member ward in Portchester East.
11. We are proposing a pattern of 16 two-member wards, taking into account electoral equality, community identity and effective and convenient local government.
12. When designing the new ward boundaries, the electorate figures per ward must be based on the forecast electorate for 2027, which includes future housing developments up until then. It is important to note that it is the calculated elector numbers that are used for this process, and not the number of properties.
13. The forecast electorate for the borough in 2027 is 97,790. With 16 two-member wards, the Fareham Borough therefore has a target electorate of 6,112 per ward, with a lower variance of 5,500 and an upper variance of 6,723. This means that each of the proposed wards must not have an electorate outside of these numbers.
14. Creating an additional ward in the Borough means that the existing Portchester East ward must be split to reduce the number of electors, as the new warding arrangements will mean there will only be two Council members in each ward across the borough.
15. Based on the current 15 ward arrangement, with 1 three-member and 14 two-member wards, the electorate forecast for each ward was calculated. This resulted in three existing wards being identified as over-subscribed, as follows: Park Gate (23% over target with 7511 electors) and Warsash (19% over with 7264 electors) in the west of the borough and Fareham North (25% over with 7635 electors) in the middle of the borough. In addition, removing the third member from Portchester East on the eastern side of the borough results in a forecast electorate of 53% with 9323 electors.

16. When considering the boundaries of the new wards, areas of new housing developments where elector numbers were expected to increase significantly up to 2027 were identified and incorporated into the community and ward planning process.
17. It is essential that boundary lines are drawn to allow for projected growth within the forecast period. For example, the new Welborne Garden Village development to the north of the Borough will eventually see an additional 6,000 homes built over the next 30 years, therefore the projected growth by 2027 of 1,566 electors has been included.
18. Similarly, the development site contained within the Local Plan for Warsash will see an additional 1,444 electors by 2027. As this ward sits in the south-west corner of the Borough and is bordered by the River Hamble to the west and the Solent to the south, it creates a similar issue to that of the Welborne development requiring the ward to be drawn allowing for this projected growth.
19. Administrative issues with the current register have been identified and fixed. This has included reviewing areas where the ward boundary cuts through a street resulting in next door neighbours appearing in different ward registers.
20. Other points that have been assessed when planning the new ward boundaries are:
 - Identifiable boundaries – where natural features such as rivers and woodland, as well as railway lines and major roads, can provide clearly identifiable boundaries.
 - Facilities – where a local shopping centre or leisure facilities can often be the focal point of a local community.
 - Community groups – where there is a local residents' group or community centre that unite a group of people with shared interests.
21. As well as revising the ward boundaries, the existing ward names have been considered. It is proposed that two-thirds of the wards are renamed to better reflect the area and established communities contained within each ward. Many of the current wards within Fareham and Portchester contain compass point names, which do not necessarily reflect the community; the use of north, east, south, and west within the ward names have therefore been removed in our renaming proposals.

PROPOSED WARDING PATTERN

22. The proposed new warding arrangements are as follows:

Sarisbury & Whiteley (SW)

23. Located on the western side of the borough, Sarisbury and Whiteley also incorporates the villages of Burridge, Swanwick, Lower Swanwick and Sarisbury Green. Sarisbury lies on the edge of the Hamble Valley, with the village of Whiteley located to the north of junction 9 of the M27. This large development straddles the boundary between two council districts: Fareham Borough Council to the south and east, and Winchester City Council to the north and west.
24. Whilst the M27 and the railway line creates a boundary between the Sarisbury & Whiteley and Park Gate wards, Swanwick Lane to the west of Whiteley connects Burridge with Swanwick and Sarisbury.
25. The Sarisbury & Whiteley and Warsash wards are separated by woodland to the south of the ward.
26. No changes are proposed to the current Sarisbury boundary although it is proposed to change the name from Sarisbury to Sarisbury and Whiteley to better reflect the two main communities within the ward.

Park Gate (PG)

27. The Park Gate ward is located south-west of the Sarisbury & Whiteley ward and is centred on the A27. Swanwick train station can be found to the north of the ward, with a village shopping centre within walking distance.
28. The new Park Gate boundary includes an area that is currently situated within the Locks Heath ward (LH3, nearly $\frac{3}{4}$ of LH1). The new boundary provides for Park Gate Primary School to be sited in the Park Gate ward, correcting an anomaly whereby it was previously in the Locks Heath ward.

Locks Heath (LH)

29. Locks Heath Shopping Village is in the centre of this ward, comprising a selection of local shops and a supermarket, as well as a library and community centre, providing a central focal point for local residents.
30. The Locks Heath ward takes in the area to the east, west and south of the ward, whilst the northern parts of Locks Heath are now included in the Park Gate ward.

Hook-with-Warsash (HW)

31. Warsash lies on the east bank of the River Hamble. The village centre is a short distance from the river and centres around the clock tower.
32. The residential areas to the north and north-east of the ward remain united, whilst also allowing for the proposed development on either side of Greenaway Lane to be sited within the same ward.

33. Approximately 600 electors around the eastern end of Warsash Road have moved into the neighbouring wards of Locks Heath and Meon, creating a neater boundary.
34. To the north of Warsash, Cawtes Copse creates a natural boundary with Sarisbury & Whiteley. Warsash also includes the sparsely populated south-east area of the ward, which mainly consists of farmland.

Titchfield Common (TC)

35. The Titchfield Common ward is located between the Park Gate, Locks Heath, and Meon wards.
36. To the south, Warsash Road provides a boundary between the Titchfield Common and Warsash wards, with farmland just across the border also separating the two wards.

Meon (ME)

37. Set alongside the River Meon, the Meon ward is in the western part of Fareham. Titchfield village is in the centre of the ward and is a conservation area, consisting of shops, inns and houses grouped around a large square. The historical Titchfield Abbey and Titchfield Mill can also be found in the centre of the ward.
38. Two miles south of the village, at the mouth of the River Meon and on the shores of the Solent, is Titchfield Haven Nature Reserve, which forms a natural boundary with Hill Head. The village of Meon sits to the west of the river with Little Posbrook and Great Posbrook further inland.
39. Land to the south of the ward is mainly farmland and is sparsely populated, with the main areas of populous being in Titchfield village centre, Titchfield Park, the Hollam Drive area and the Bedford Drive development.
40. To the north west of the ward is the Segensworth area which is predominately business properties.

Hill Head (HH)

41. South of Stubbington, Hill Head is an attractive residential area with a beach and forms Fareham's boundary with the sea.
42. No changes are proposed to the current Hill Head boundary.

Stubbington (ST)

43. Stubbington lies to the south of Fareham, separated from Fareham by farmland. To the east of Stubbington, on the borough boundary with Gosport, is Solent Airport, previously the former Royal Naval air station of HMS Daedalus, as well as the Solent Enterprise Zone at Daedalus.
44. No changes are proposed to the current Stubbington boundary.

Uplands & Funtley (UF)

45. The Uplands & Funtley ward is located to the north of Fareham. The ward has been reduced in size to allow for the increase in electors contained within the initial stages of the new Welborne housing development.
46. To the east of the ward, the A27 creates a boundary between the Uplands & Funtley and Downend & Wallington wards.

Fareham Park (FP)

47. The Fareham Park ward is located to the north-west of Fareham, in the Hill Park and Henry Cort Community College area. Although relatively small geographically, it is a densely populated area. The M27 creates a boundary to the north of the ward.
48. No changes are proposed to the current Fareham Park (Fareham North-West) boundary.

The Avenue (TA)

49. Located to the west of the Borough, the Avenue ward benefits from the railway line, which forms the northern and eastern boundary.
50. The ward has been named after The Avenue, part of the A27 that runs across the centre of the ward.

Fort Fareham (FF)

51. The Fort Fareham ward covers much of the area currently known as Fareham South. With Cams Alders open space in the centre of the ward, the area comprises the north of Redlands Lane and extends to the area known as West End Fareham, shifting the focus of the ward from the south to the west.
52. Fort Fareham, one of the Palmerston Forts, incorporating a woodland area and Fort Fareham Industrial Estate, can be found to the south.

Fareham Town (FT)

53. Fareham Town is a new ward created in the centre of Fareham. Incorporating the town centre up to Fareham Train station, extending south to Gosport Road, along the A32 and the areas surrounding Salterns Quay, including the Watersmeet estate. The creek forms a natural boundary between the Fareham Town and Wicor wards.

Downend & Wallington (DW)

54. The Downend and Wallington ward brings together areas to the north and east of Fareham, as well as the Downend estate at the west of Portchester.
55. The River Wallington winds its way through the centre of this ward.

Castle (CA)

56. Located on the eastern boundary of Fareham, the Castle ward is dominated by the historic Portchester Castle, which can be found to the south of the ward. The village also has a shopping centre, Portchester Precinct, and a railway station. The roads to the north of the ward rise up the lower slopes of Portsdown Hill, where the borough boundary can also be found.

Wicor (WI)

57. Wicor is located in Portchester and borders the Portchester Castle ward to the east, and Downend and Wallington ward to the west.
58. The scenic coastline to the south of the ward, with views across Portsmouth Harbour, forms the boundary to this ward, with Wicor Recreation Ground a focal point for local residents.

SUBMISSION CONCLUSION

59. In developing our warding arrangements submission, we have considered how the working approach and culture of the council has evolved over the past two decades. We have also considered the changes throughout the Borough since the last electoral review in 2000 and more importantly, our growing electorate.
60. We have reviewed how the council currently operates in governance terms; reflected on what we have in place and also been cognisant that we frequently review our governance arrangements and implement changes where we believe they are required (both in democratic terms and to be 'business like' in our approach).
61. In considering alternative warding patterns, the Council is satisfied that the plan appended at **Annexe 1 is an appropriate pattern of wards for the following reasons:**

a)

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **27 June 2022**

Report of: **Head of Environmental Health**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME 2022/23**

SUMMARY

At its meeting in March, the Licensing and Regulatory Affairs Committee reviewed the progress of the Work Programme for 2021/22 and considered a draft Work Programme for 2022/23 which was recommended to Council for endorsement. The draft Work Programme for 2022/23 was duly endorsed by Council on 21 April 2022.

Members are now invited to note the actions from the last meeting and to further review the Work Programme for 2022/23.

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 29 March 2022, as shown in Appendix A to the report; and

- (b) agrees the updated Work Programme for 2022/23, as attached as Appendix B to the report.

INTRODUCTION

1. At the Committee meeting on 29 March 2022, Members agreed a draft Work Programme for 2022/23 which was submitted to Council for approval. The draft Work Programme was duly approved at the meeting of the Council held on 21 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 2022/23

3. The Committee's Work Programme for 2022/23 is attached as Appendix B to this report for consideration.
4. Members are asked to note the following amendments to the Work programme:
 - (i) the addition of an item entitled 'Local Government Boundary Review – Warding Arrangements' to the agenda for the meeting scheduled to take place on 27 June 2022;
 - (ii) the addition of an item entitled 'Review of Hackney Carriage Tariff' to the agenda of the meeting scheduled to take place on 25 July 2022; and
 - (iii) the item entitled 'Arrangements for Additional Voluntary Contributions within the Local Government pension scheme (LGPS)' scheduled to take place on 27 June 2022 has been moved to the meeting scheduled to take place on 25 July 2022.
5. Members are now invited to consider and agree any further additions to the Work Programme for 2022/23

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 2022/23, as set out in Appendix B.

APPENDICES:

Appendix A – Progress on actions since the last Committee Meeting

Appendix B – Current Work Programme 2022/23

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	29 March 2022
Subject	Update on Local Police Licensing matters
Type of Item	Verbal Update
Action by Committee	<p>The Committee received an update from Sgt Pete Rackman and PC Neil Cotton from Hampshire Constabulary on local Police licensing matters.</p> <p>The update provided information about the different geographical areas covered by the Licensing Team, the level of staffing available and an overview of the ethos of the team's collaborative approach in working with licenced premises to promote the licensing objectives.</p> <p>The Committee heard that during the Pandemic, licensable activity was very limited, however the teams worked with Local Authority Licensing Teams to help with enforcement of restrictions imposed as a result of lockdowns. There is a strong indication that many premises are now back to pre-pandemic levels of business, although some of the smaller premises are finding this more difficult.</p> <p>An issue that has received a lot of publicity recently is a reported increase in the dangers of spiking drinks. This is more prevalent in the larger night-time economies such as Portsmouth and Southampton but does also occur in some of the smaller towns. Many of the cases that have been investigated have been due to young people not knowing how to drink sensibly rather than spiking of drinks, but the Licensing Team is continuing to work hard to raise awareness of the issue and to give practical help and guidance on how people can keep themselves safe.</p> <p>There has been an increase in violence and sexual assault across the County and a key challenge being faced by the police is the intent on causing harm to women & girls, particularly in light of recent high profile cases such as the deaths of Sarah Everard, Julia James, Biba Henry and Nicole Smallman. As with other issues, these types of offences are more prevalent in the larger night-time economies of the bigger towns and cities, but they are starting to be seen in more local areas. A number of visits have been made to licenced premises in Fareham to encourage them to sign up to use a toolkit that has been developed that can help to keep vulnerable people safe from this sort of offence.</p>

	<p>Fareham's night-time economy is getting busier and licensed activities currently take place until 1am. There were 2 cases of GBH and 1 of violent rape reported in the last week. The Police Licensing Team carefully monitors the cases that are received each day so that they are aware of any licenced premises that have been involved and to identify any trends that are emerging with any particular premises.</p> <p>The Committee was advised that Fareham has one of the most successful Pub Watch schemes in the county. Local issues are discussed by a committee of over 50 participants and all members of the scheme are kept informed. 6 licenced premises in the Gosport area have recently joined the scheme and the Police Licensing Team is aiming to expand on this so that the sharing of information and best practices can help to create and maintain a safe environment over a much wider area.</p> <p>Local relations with HMS Collingwood continue to be very good. The Master at Arms gives guidance to new recruits on how to behave when out in the local area and any issues that the police report back to him are quickly dealt with. Local licenced premises also have a feedback system which enables them to report any issues direct to HMS Collingwood so that individuals can be held to account.</p> <p>The Committee heard that there will be some challenges to face over the coming year with the celebrations for the Queen's Platinum Jubilee taking place over the summer and the World Cup in November. Planning for these events will take place early to ensure that links are made with partner agencies to help deal with any potential impact on the night-time economy.</p> <p>Finally, the Police Licensing Officers reported that a Public Health scheme is being promoted across the area to encourage all licenced premises to purchase a defibrillator to keep on site for use in emergency situations. This will be discussed and promoted via the Pub-Watch scheme.</p> <p>After having had the opportunity to ask questions or make comments for clarification, the Committee thanked the Police Licensing Officers for attending and providing their update.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the update.</p>
Outcome	Complete
Link Officer	N/A

Subject	Local Government Boundary Commission Review Update
Type of Item	Presentation
Action by Committee	<p>The Committee received a presentation by the Head of Democratic Services which provided members with an update on the Local Government Boundary Review. A copy of the presentation is attached to these minutes as Appendix A.</p> <p>The presentation outlined that the first part of the review has determined that Fareham should have a total of 32 Councillors representing 16 wards with 2 Councillors representing each of the wards. However, in order to even out current and projected variances in elector numbers, it will be necessary to change some of the ward boundaries.</p> <p>The Head of Democratic Services advised that she had hoped that she would be in a position to present a proposed plan of the revised ward boundaries at this stage but, regrettably, this has not been possible. The Boundary Commission has agreed in principle to extend the consultation period for the review until July which will allow a few more weeks for the proposed plan to be prepared for members' consideration and comment at the meeting of the Committee in June.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.</p>
Outcome	Complete
Link Officer	Ian Rickman
Subject	Fareham & Gosport Environmental Health Partnership Update
Type of Item	Presentation
Action by Committee	<p>The Committee received a presentation by the Head of Environmental Health which provided members with an update on the Fareham and Gosport Environmental Health Partnership. A copy of the presentation is attached to these minutes as Appendix B.</p> <p>The presentation outlined the Partnership management arrangements, the scope of the services provided, the current employee structure, comparable statistics & financial information and an update on current issues.</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 2021/22 AND DRAFT WORK PROGRAMME 2022/23
Type of Item	Report
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health which provided members with the opportunity to carry out a further review of the Work Programme for the current municipal year and finalise a proposed, draft Work Programme for the 2022/23 municipal year.</p> <p>In discussing the draft Work Programme for the 2022/23 municipal year, it was requested by members that the update on Police Licensing matters scheduled for the meeting in March 2023 have a greater focus on the Fareham area rather than the larger surrounding towns and cities.</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 25 January 2022, attached as Appendix A to the report; (b) reviewed the Work Programme for the 2021/22 municipal year, attached as Appendix B to the report; (c) approves the proposed draft Work Programme for 2022/23, attached as Appendix C to the report; and (d) agrees to submit the proposed draft Work Programme for 2022/23 to Council for approval.
Outcome	Complete
Link Officer	Ian Rickman

LICENSING AND REGULATORY AFFAIRS COMMITTEE –WORK PROGRAMME 2022/23

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
27 June 2022	<p>Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee</p> <p>Local Government Boundary Review -Warding Arrangements</p> <p>Review of current Work Programme</p>	
25 July 2022	<p>Review of Taxi and Private Hire Licensing Requirements</p> <p>Review of Hackney Carriage Tarif</p> <p>Arrangements for Additional Voluntary Contributions within the Local Government Pensions Scheme (LGPS)</p> <p>Review of current Work Programme</p>	
05 September 2022 at 3pm		Licensing Training
04 October 2022	Review of current Work Programme	
29 November 2022	Review of current Work Programme	
31 January 2023	<p>Actual Revenue Expenditure 2021/22</p> <p>Spending Plans 2023/24</p> <p>Fees and Charges 2023/24</p> <p>Preliminary Review of current Work Programme and Draft Work Programme 2023/24</p>	
14 March 2023	<p>Police Update on Licensing Matters</p> <p>Update on Fareham & Gosport Environmental Health Partnership – Presentation</p> <p>Final Review of current Work Programme and Draft Work Programme 2023/24</p>	

