

# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

**Date:** Thursday, 5 October 2023

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** Mrs P M Bryant (Chairman)

**Councillor** Ms F Burgess (Vice-Chairman)

**Councillors:** I Bastable, Mrs S M Bayford, S Dugan, M J Ford, JP, S Ingram,  
Mrs K K Trott and Mrs K Mandry (deputising for Mrs P Hayre)

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors N R Gregory, D J Hamilton, Mrs P Hayre, Ms S Pankhurst and Mrs S M Walker.

**2. MINUTES**

RESOLVED that the minutes of the meeting held on 04 September 2023 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman put forward her thanks to Officers involved in delivering the election training session on the 'grass skirts' counting method which took place prior to the meeting and commented that it had been very useful and informative.

**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 TO POLLING DISTRICTS AND POLLING PLACES**

The Committee received a report by the Assistant Director (Democracy) which provided Members with an update on changes to Polling Districts and Polling Places.

In presenting the proposed changes, the Assistant Director (Democracy) reported that final decisions need to be taken in respect of a few remaining polling places and advised members that, where this is the case, she would consult with ward members before finalising arrangements. A further report will be brought to the Committee meeting in March to advise members of the final arrangements which will be in place for local and Police and Crime Commissioner elections in May 2024. Following the May elections, a further review will take place, which will involve a public consultation, to determine if any further changes to polling place arrangements need to be made.

RESOLVED that the Licensing & Regulatory Affairs Committee notes the progress of the polling district and polling place review as set out in the report.

**7. UPDATE ON THE IMPLEMENTATION OF RANDOM DRUG TESTING FOR TAXI AND PRIVATE HIRE LICENCE HOLDERS**

The Committee received a report by the Head of Environmental Health which updated Members on the random drug testing of taxi and private hire licence holders as implemented at the July 2022 review of taxi and private hire Licensing requirements.

RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the report and the progress made with the introduction of drug testing.

**8. UPDATE ON THE IMPLEMENTATION OF THE USE OF THE NATIONAL DATABASE OF REFUSALS AND REVOCATIONS (NR3)**

The Committee received a report by the Head of Environmental Health which provided Members with an update on the use of the National Database of Refusals and Revocations (NR3) in respect of Taxi and Private Hire driving licences.

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

**9. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee considered a report by the Head of Environmental Health on the Committee's Work Programme for 2023/24.

In discussing this item, it was agreed that a report on the Statutory Review of Parliamentary Polling Districts and Polling Places be added to the agenda for the meeting scheduled to take place in March.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 26 June 2023, as attached at Appendix A to the report; and
- (b) subject to the inclusion of the item detailed above, agrees the updated Work Programme for the 2023/24 Municipal Year, as attached at Appendix B to the report.

(The meeting started at 6.01 pm  
and ended at 7.05 pm).

..... Chairman

..... Date