

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **20 January 2015**

Report of: **Director of Community**

Subject: **COMMITTEE WORK PROGRAMME 2014/15**

SUMMARY

At the Committee meeting in November, the Work Programme for 2014/15 was reviewed. Members are now invited to note the actions from the last meeting and to further review the work programme for 2014/15.

RECOMMENDATION

- (a) that the progress on actions arising from the meeting of the Committee held on 18 November be noted; and
- (b) that the Work Programme for 2014/15, attached as Appendix B to the report, be reviewed.

INTRODUCTION

1. At the Committee meeting on 18 November 2014, the Work Programme for 2014/15 was reviewed.
2. Details of progress on actions arising from matters considered at that meeting are shown in Appendix A for members' information.

WORK PROGRAMME FOR 2014/15

3. The work programme for 2014/15 agreed at the last meeting is attached as Appendix B.

RISK ASSESSMENT

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

CONCLUSION

5. The Committee is invited to:-
 - (i) note progress on matters considered by the Committee at its last meeting, as shown in Appendix A; and
 - (ii) review the Licensing and Regulatory Affairs Committee Work Programme for 2014/15, as set out in Appendix B.

Background Papers:

None.

Reference Papers:

None.

Enquiries:

For further information on this report please contact Martyn George (Ext 4400).

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Licensing and Regulatory Affairs Committee – 20 January 2015

Progress on Actions from last meeting

Date of Meeting	18 November 2014
Subject	Review of Polling Districts and Polling Places
Type of Item	Policy Review
Action by Committee	<p>The Committee considered a report by the Director of Finance and Resources on the review of polling districts and polling places.</p> <p>RECOMMENDED that:-</p> <ul style="list-style-type: none"> (a) the further comments made on the review of polling districts and polling places as a result of the consultation on the draft scheme, as shown in Appendix A to the report, be noted; (b) the proposed change to the polling place for Fareham East District 2 as detailed in Appendix A to the report be rejected and the polling place remain as Harrison Road School (voting: 10 for, 1 against, 1 abstention); (c) subject to (b) above, the proposed final scheme, as shown in Appendix B to the report, be adopted for the next four years.
Outcome	Matter submitted to Council for confirmation. At the meeting of the Council on 11 December 2014
Link Officer	Elaine Wildig
Subject	Review of Hackney Carriage Fares
Type of Item	Consultation from Executive
Action by Committee	<p>The Committee received the deputation referred to in minute 5 above.</p> <p>The Committee considered a report by the Director of Community on an application from the hackney carriage trade for an increase in fares.</p>

	<p>Copies of the existing Tariff Card were circulated to those present.</p> <p>It was noted that a revised Appendix C to the report had been circulated prior to the meeting and published on the Council's website and copies were made available to those present who required them.</p> <p>RESOLVED that:-</p> <p>(a) the Head of Environmental Health be requested to seek legal clarification concerning the requirement to display all charges on the tariff card and the situation concerning charges for using debit and credit card payments;</p> <p>(b) further consideration of the matter be deferred until the next meeting of the Committee, on 20 January 2015.</p>
Outcome	Item included on the agenda for the Committee meeting on 20 January 2015.
Link Officer	Ian Rickman
Subject	Spending Plans 2015-16
Type of Item	Financial
Action by Committee	<p>The Committee considered a report by the Director of Finance and Resources on Spending Plans for 2015-16.</p> <p>RESOLVED that:-</p> <p>(a) the revised budget for 2014/15 as shown in Appendix B to the report be approved;</p> <p>(b) no reduction be made to the proposed fee for Home (Domestic) Animal Boarding Establishment Licences;</p> <p>(c) further to (b) above, whilst retaining the initial application fee of £115, a subsequent renewal fee of £75 be introduced for Home (Domestic) Animal Boarding Establishment Licences (voting: 5 for, 4 against);</p> <p>(d) subject to (c) above, the fees and charges for 2015/16 as shown in Appendix A to the report be approved; and</p> <p>(e) the base budget for 2015/16 as shown in Appendix B to the report be approved.</p>

Outcome	Matter to be considered by the Council at its meeting on 20 February 2015.
Link Officer	Neil Wood
Subject	Licensing and Regulatory Affairs Committee Work Programme
Type of Item	Programming
Action by Committee	<p>The Committee considered a report by the Director of Community on the Committee's work programme for 2014/15.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none"> (a) the progress on actions arising from the meeting of the Committee held on 8 July 2014 be noted; (b) the training session on 20 January 2015 (minute 3 above refers) be added to the work programme; (c) 'Review of Hackney Carriage Fares' be added to the work programme for 20 January 2015 (minute 7 above refers); (d) 'Environmental Health Partnership Update' be added to the work programme for 20 January 2015; (e) 'Review of Implementation of IER' be moved from 20 January 2015 to 17 March 2015; and (f) subject to (b), (c), (d) and (e) above, the work programme for 2014/15, as shown in Appendix B to the report, be confirmed.
Outcome	Work programme amended accordingly. 'Environmental Health Partnership Update' item added to work programme for 17 March 2015 to enable it to include details of the meeting of the Environmental Health Partnership Joint Panel meeting that was being arranged.
Link Officer	Martyn George

LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME
2014/15

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
8 JULY 2014	<p>Policy Statements Relating to the LGPS 2014 Regulations</p> <p>Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee</p> <p>Committee work programme 2014/15</p> <p>Annual Taxi Vehicle Renewals</p> <p>Actual Revenue Expenditure 2013/14</p> <p>Annual Health and Safety Service Plan</p> <p>Licensed Premises and Community Safety</p>	
16 SEPTEMBER 2014	<p>Committee work programme 2014/15</p> <p>Six- monthly Monitoring Report on Applications Received</p> <p>Review of Polling Districts and Polling Places</p> <p>Response to Deputation to Council</p>	
18 NOVEMBER 2014	<p>Spending Plans 2015/16</p> <p>Committee work programme 2014/15</p> <p>Review of Polling Districts and Polling Places</p> <p>Review of Taxi Tariff</p>	
20 JANUARY 2015	<p>Committee work programme 2014/15</p> <p>Review of Hackney Carriage Fares</p> <p>Spending Plans 2015/16 - Updated</p>	
17 MARCH 2015	<p>Committee work programme 2014/15 and draft for 2015/16</p> <p>Monitoring Report on Applications Received</p>	

	Annual Report on Licensed Premises and Community Safety Review of Implementation of IER Environmental Health Partnership Update	
--	---	--

To be assigned:

Annual Health and Safety Service Plan (2015/16)

In-house Licensing Training Sessions (2)

- 20 January 2015