

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **3 February 2016**

Report of: **Head of Environmental Health**

Subject: **REVIEW OF WORK PROGRAMME 2015/16**

SUMMARY

At the Committee meeting in November, the Work Programme for 2015/16 was reviewed. Members are now invited to note the actions from the last meeting and to further review the Work Programme for 2015/16.

RECOMMENDATION

The Committee is asked to:

- (a) note the progress on actions arising from the meeting of the Committee held on 17 November 2015, attached as Appendix A to the report; and
- (b) review the Work Programme for 2015/16, attached as Appendix B to the report.

INTRODUCTION

1. At the Committee meeting on 17 November 2015, the Work Programme for 2015/16 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 2015/16

3. The work programme for 2015/16 agreed at the last meeting is attached as Appendix B.

REVISIONS TO THE WORK PROGRAMME

4. Members are asked to note the following revisions to the work programme for 2015/16:
 - (i). the meeting scheduled for 26 January 2016 has been moved to 3 February 2016;
 - (ii). a report titled 'Spending Plans – Fees and Charges' has been added to the work programme for this meeting; and
 - (iii). An item titled 'Presentation by Fred Jones on Uber' has been added to the work programme for the 22 March 2016 meeting.

RISK ASSESSMENT

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

CONCLUSION

6. 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 2015/16, as set out in Appendix B.

APPENDICES:

APPENDIX A – Progress on Actions since last meeting

APPENDIX B – Licensing and Regulatory Affairs Committee Work Programme 2015/16

Background Papers:

Reference Papers:

Enquiries:

For further information on this report please contact Ian Rickman. (Ext 4773)

APPENDIX A

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Licensing and Regulatory Affairs Committee – 26 January 2016

Progress on Actions from last meeting

Date of Meeting	17 November 2015
Subject	Update on Police Changes – Licensing Arrangements
Type of Item	Update
Action by Committee	<p>The Committee received a verbal presentation from Jason Pearce on the changes to Licensing Arrangements for the Police that have occurred over the past 12 months.</p> <p>He explained to the Panel that he has previously had the privilege to be the police licensing officer for just Fareham which has allowed him to be able to engage with all new premises licence holders, giving him the opportunity to build a good working relationship with them. He also stated that being responsible for Fareham allowed him the time to be able to follow up on any incidents that occur.</p> <p>He then went on to explain that there have been significant changes and challenges put upon the Police this year, and it has resulted in a change to his responsibilities in that he now covers a wider area of Hampshire, with the impact of this being that with his time being stretched, his main focus is on dealing with the high risk premises. In addition to this he is now the lead licensing officer for all festivals in the area, including the Victorious festival in Portsmouth and the Isle of Wight Festival.</p> <p>He finished his presentation by assuring the Committee that whilst there are challenging times ahead things still remain positive as they are now looking at new ways of working in order to continue to achieve a high standard of service.</p> <p>RESOLVED that the Committee thanked Jason Pearce for his informative presentation.</p>
Outcome	Verbal Presentation NOTED
Link Officer	Ian Rickman
Subject	Spending Plans 2016/17
Type of Item	Review
Action by	The Committee considered a report by the Director of Finance and Resources on the Committee's Spending Plans for

Committee	<p>2016/17.</p> <p>Members discussed at length the proposal not to increase the discretionary fees despite the Medium Term Finance Strategy policy that the Executive approved, which stated that there would be a 5% increase on all fees and charges. The Management and Financial Accounting Manager addressed the Committee to confirm that whilst the Medium Term Finance Strategy does indicate that a 5% increase should be applied to fees and charges the wording in the policy states that it will be applied 'wherever possible'.</p> <p>The Head of Environmental Health addressed the Committee and explained that the reason why there has been no increase to the fees and charges is to do with the partnership with Gosport, as they have a different approach to fees and charges. He explained that the aim is, through the Partnership working, to bring the fees for Fareham and Gosport Borough Council in line with each other. This however is going to take some time with lots of discussions between Fareham and Gosport.</p> <p>Councillor Prices suggested that the recommendation be approved, expect for the fees and charges for 2016/17, which will be brought back to the Committee at the January meeting.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee agreed:-</p> <p>(a) the revised budget for 2015/16;</p> <p>(b) the base budget for 2016/17;</p> <p>(c) to recommend the budget to Full Council for approval, with the exception of the fees and charges which will be brought back to the Committee in January.</p>
Outcome	
Link Officer	Neil Wood
Subject	Amendment to Private Hire and Hackney Carriage Licensing Duration and Fees – Outcome of the Consultation
Type of Item	
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health on the amendment to private hire and hackney carriage licensing duration and fees following the outcome of consultation.</p> <p>RESOLVED that the Committee agreed:-</p> <p>(a) that the Private Hire and Hackney Carriage Drivers' Licenses fees be set as detailed in Appendix A to this report; and</p>

	(b) that the fees be retrospectively applied to the 1 October 2015.
Outcome	
Link Officer	
Subject	Review of the Licensing Policy
Type of Item	Programming
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health on a review of the Licensing Policy.</p> <p>The Chairman passed her thanks onto the Licensing and Support Manager for her work in reducing the size of the document and for making it easier to read.</p> <p>RESOLVED that the Committee agreed to:-</p> <ul style="list-style-type: none"> (a) members' views and comment be taken into account in considering the current Licensing Policy Consultation Document, attached as Appendix A to the report; (b) the consultation exercise on the Licensing Policy commence at this meeting and continue until 31 December 2015; (c) a report on the Licensing Policy, which details outcomes from the consultation process, be presented to the Scrutiny Board on 14 January 2016 for further consultation; (d) that the policy then be presented to the Licensing and Regulatory Affairs Committee for final drafting at its meeting on 26 January 2016; and then subsequently sent to the Executive at its meeting on 1 February 2016 to make its recommendation to Council; and (e) the approved Licensing Policy be recommended to the Council for adoption at the scheduled Council meeting on 19 February 2016.
Outcome	
Link Officer	
Subject	Licensing and Regulatory Affairs Committee Work Programme
Type of Item	Programming
Action by	The Committee considered a report by the Head of Environmental Health on the Committee's work programme for 2015/16.

Committee	<p>Councillor Norris addressed the Committee on this item and requested that a report on Uber be brought to the Committee explaining how they operate and how they differ from normal taxi companies. The Head of Environmental Health suggested that it be included into the Work Programme for the March 2016 meeting.</p> <p>He also reminded members that an additional item is to be included onto the work programme for the January 2016 meeting on the Committee's Spending Plans in relation to Fees and Charges, as previously agreed at minute 7 above.</p> <p>RESOLVED that the Committee:-</p> <ul style="list-style-type: none"> (a) note the progress on actions arising from the meeting of the Committee held on 22 September 2015, as shown in Appendix A of the report; (b) subject to the addition of a report on Fees and Charges to the January meeting and a report Uber to the March meeting, the Work Programme for 2015/16 be approved.
Outcome	
Link Officer	Ian Rickman
Subject	Gambling – Statement of Principles
Type of Item	Review
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health on the draft revised statement of principles under the Gambling Act 2005.</p> <p>The Head of Environmental Health addressed the Committee and explained that the document has been significantly shortened in the hope that it will be more user friendly. He also informed the Committee that the contents page currently does not match the rest of the document but this will be revised prior to the document being put out for consultation.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none"> (a) the draft revised statement of principles be approved for the purposes of statutory consultations; and (b) that a further report setting out the feedback and responses from the consultation be presented to the Committee at its meeting on 26 January 2016 prior to the revised Statement of Principles being recommended to Council for adoption at its meeting on 19 February 2016.
Outcome	

Link Officer	Ian Rickman
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**LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME
2015/16**

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
2 JUNE 2015	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee Committee work programme 2015/16 Annual Monitoring Report on Applications Received	
7 JULY 2015	Committee work programme 2015/16 Actual Revenue Expenditure 2014/15 Licensed Premises and Community Safety Hampshire County Council Electoral Review	
22 SEPTEMBER 2015	Committee work programme 2015/16 Taxi Tariff Advertising on Hackney Carriage Vehicles Amendment to Private Hire and hackney Carriage Licensing Duration and Fees	
17 NOVEMBER 2015	Spending Plans 2016/17 Committee work programme 2015/16 Update on Police Changes – Licensing Arrangements Review of Licensing Policy Gambling – Statement of Principles Amendment to Private Hire and Hackney Carriage Licensing Duration and Fees – Outcome of Consultation	
3 FEBRUARY 2016	Committee work programme 2015/16	

	<p>A Review of the Hackney Carriage and Private Hire Licensing Conditions – Outcome of Consultation</p> <p>A Review of Licensing Policy – Outcome of Consultation</p> <p>Gambling – Statement of Principles – Outcome of Consultation</p> <p>Spending Plans - Fees and Charges</p>	
22 MARCH 2016	<p>Committee work programme 2015/16 and draft for 2016/17</p> <p>Update on Fareham & Gosport Environmental Health Partnership</p> <p>Presentation by Fred Jones on Uber</p>	

To be assigned:

In-house Licensing Training Sessions (2) – (one held on 22 September 2015)