

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 31 May 2016

Venue: Collingwood Room - Civic Offices

PRESENT:

Mrs P M Bryant (Chairman)

T M Cartwright, MBE (Vice-Chairman)

Councillors: F Birkett, Mrs T L Ellis, Mrs C Heneghan, Miss S M Bell, A Mandry, Mrs K Mandry, Ms S Pankhurst, Mrs K K Trott and S Cunningham (deputising for R H Price, JP)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors Ford, JP, Mrs Bayford, Keeble and Price, JP.

2. MINUTES

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on 12 May 2016 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the next Licensing Training Session for members will be held in September 2016. Details of this will be provided to members shortly.

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. PRESENTATION ON THE RESPONSIBILITIES OF THE LICENSING AND REGULATORY AFFAIRS COMMITTEE

The Committee received a presentation from the Head of Environmental Health on the Roles, Functions and Responsibilities of the Licensing and Regulatory Affairs Committee. These services included; General Licensing, Taxi Licensing, Health & Safety, and the Safety Advisory Group.

The Committee also received a presentation from the Head of Democratic Services on Election Services, as changes to electoral boundaries also falls under the Committee's responsibility.

RESOLVED that the Head of Environmental Health and the Head of Democratic Services be thanked for their presentations.

7. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME 2016/17

The Committee considered a report by the Head of Environmental Health on the Committee's work programme for 2016/17.

He informed members that an additional report titled 'Actual Revenue Expenditure 2015/16' needs to be added to the work programme and he suggested that it be included into the September meeting.

RESOLVED that the Committee:-

- (a) note the progress on action since the last meeting, as set out in Appendix A; and
- (b) subject to the addition of the report titled 'Actual Revenue Expenditure 2015/16' to the September meeting, the work programme for 2016/17 be agreed.

8. HEALTH & SAFETY SERVICE PLAN

The Committee considered a report by the Head of Environmental Health on the Health & Safety Service Plan.

RESOLVED that the Committee approve the Section 18 Health & Safety Intervention Plan, as set out in Appendix A to the report.

(The meeting started at 6.00 pm
and ended at 7.10 pm).