

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date 24 January 2017

Report of: Head of Environmental Health

Subject: **PRELIMINARY REVIEW OF WORK PROGRAMME 2016/17 AND
DRAFT WORK PROGRAMME 2017/18**

SUMMARY

At the Committee meeting on 21 March 2017, Members will be asked to review the outcome of the Work Programme for the current year, 2016/17. Also at that meeting, the Panel will need to finalise the draft Work Programme for next year, 2017/18.

This report contains details of the position of the Committee's existing Work Programme for the current year, in order to allow an early assessment of progress. It also gives some background information to assist Members in drawing up the Work Programme for 2017/18.

RECOMMENDATION

Members are asked to:

- (a) note the progress on actions arising from the meeting of the Committee held on 27 September 2016, attached as Appendix A to the report;
- (b) review the Work Programme for 2016/17, attached as Appendix B to the report; and
- (c) give initial consideration to the draft Work Programme for 2017/18 attached as Appendix C of the report.

INTRODUCTION

1. At the Committee meeting on 27 September 2016, the Work Programme for 2016/17 was reviewed.

WORK PROGRAMME FOR 2016/17

2. Details of progress on actions arising from matters considered at that meeting are shown in Appendix A for members' information.
3. The Work Programme for 2016/17 agreed at the last meeting is attached as Appendix B.

REVISIONS TO THE WORK PROGRAMME 2016/17

4. Members are asked to note the following changes to the Work Programme:-
 - (i). the meeting of the Licensing & Regulatory Affairs Committee scheduled for the 22 November 2016 was cancelled;
 - (ii). an item titled "Polling Station Review" has been added to the current Work Programme for the 24 January 2017 meeting; and
 - (iii). an item titled 'Scheme of Delegation to Officers' has been added to the current Work Programme for the 21 March 2017 meeting.

WORK PROGRAMME – NEXT YEAR 2017/18

Scrutiny Board Responsibilities

5. Members are reminded that the Scrutiny Board is generally responsible for:-
 - maintaining an overview of the discharge of the Council's Executive functions.
 - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive Members) or key decisions made by officers in exercise of their delegated powers.
 - reviewing and/or scrutinising any decisions made or actions taken in connection with the performance of any of the Council's functions.
 - reviewing and/or scrutinising any matters affecting the strategic plans and financial affairs of the Council.
 - considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area.

Role of the Policy Development and Review Panels

6. The Policy Development and Review Panels are responsible for preparing their own work programme. Those programmes should take account of the role of the Panels to:-
 - assist in the development and formulation of policy
 - report and advise upon policies and proposals relating to their particular service interest.
 - review the performance of services provided directly or indirectly by the Council.
7. There are six planned meetings of the Policy Development and review Panels in the next municipal year, to deal with ordinary business.

Planning Next Year's Work Programme

8. Members are invited to consider items for the draft Work Programme for 2017/18. It has been previously suggested that a few items of major significance be chosen.
9. In addition to any other matters which members may wish the Committee to look at, the Executive may decide it wishes the Committee to carry out specific tasks during the next municipal year.
10. At this stage, particular items which are known to be coming before the Committee during the next year are attached as Appendix C.
11. Other general items may arise during the year, such as responding to consultation requests by the Government.
12. Statutory strategies and policy framework items will need to be reports to any combination of the Review Panels, the Scrutiny Board, the Executive and the Council, as appropriate.

RISK ASSESSMENT

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

CONCLUSION

14. The Committee is invited to:-
 - (a) note the progress on actions arising from the meeting of the Committee held on 27 September 2016, attached as Appendix A to the report;
 - (b) review the Work Programme for 2016/17, attached as Appendix B to the report; and
 - (c) give initial consideration to the draft Work Programme for 2017/18 attached as Appendix C to the report.

APPENDICES:

APPENDIX A – Progress on Actions since the last meeting

APPENDIX B – Licensing and Regulatory Affairs Committee Work Programme 2016/17

APPENDIX C – Licensing and Regulatory Affairs Draft Work Programme 2017/18

Background Papers:

None

Reference Papers:

None

Enquiries:

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

LICENSING AND REGULATORY AFFAIRS COMMITTEE – 24 January 2017

Progress on Actions from last meeting

Date of Meeting	27 September 2016
Subject	Police Update
Type of Item	Verbal Update
Action by Committee	<p>Members were advised that the police are continuing to work closely with the local neighbourhood team to identify and tackle emerging issues at an early stage. The Fareham night time economy continues to enjoy low levels of crime following the significant reductions that were achieved 4 years ago as a result of all licenced premises in the town centre closing by 1am.</p> <p>PC Pearce highlighted that the primary issue over the last year has been the increasing number of street drinkers in the town centre. Over a third of all anti-social behaviour crimes and incidents in the town centre are attributable to street drinkers, despite significant resources having been made available across the County to tackle the issue and identify tactics to disperse these groups. In Fareham, the Police Licensing team has had some success with a campaign to encourage premises not to stock high alcohol content drinks that the street drinkers favour. Premises that fail to engage are identified and as a result of consistent lack of co-operation, one has very recently had their premises license revoked.</p> <p>PC Pearce also highlighted disappointing results in test purchases that have been carried out across Fareham this year. Despite the Challenge 25 policy that has been implemented across the borough, 11 out of 40 test purchases resulted in failure. Some test purchases resulted in multiple failures and these have led to police seeking significant sanctions on the premises' licences.</p> <p>In response to Members' enquiries regarding factors contributing to the increase in street drinkers in the town centre, PC Pearce advised that the 101 Shelter in Gosport Road and the Dickson House probation service bail hostel in Trinity Street are having some effect.</p>

	<p>The Chairman advised that the majority of residents in Dickson House have moved out of prison on licence. Use of alcohol is strictly prohibited and offenders are removed from the premises if they do not comply. Anti-social behaviour issues relating to Dickson House are more to do with offenders remaining in Fareham at the end of their probation period rather than returning to where they lived prior to offending.</p> <p>Members commended the Police Licensing Team on the excellent work they are doing under such adverse resourcing conditions but raised concern that resources are being diverted from local areas to deal with Town Centre issues.</p> <p>RESOLVED that PC Pearce be thanked for his verbal report.</p>
Outcome	Complete – Report noted.
Link Officer	Ian Rickman
Subject	Actual Revenue Expenditure 2015/16
Type of Item	Report
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health on Actual Revenue Expenditure 2015/16.</p> <p>In response to questions from Members, the Head of Democratic Services outlined how the Election Services budget is affected by the phasing of funding received via the Electoral Claims Unit. Following a sustained period of change since 2010, it should now be possible for future accounts to be prepared based on an analysis and understanding of election expenditure so that a more stable budget position is created.</p> <p>RESOLVED that the Committee notes the content of the report.</p>
Outcome	Completed – Content of Report noted.
Link Officer	Ian Rickman/Leigh Usher
Subject	Review of Hackney Carriage Fares
Type of Item	Report
Action by Committee	<p>At the agreement of the Chairman, this item was moved before item 7 in order to consider the deputation made in Minute 5.</p> <p>The Committee considered a report by the Head of Environmental Health on the review of Hackney Carriage Fares.</p> <p>The Panel received the deputation referred to in Minute 5 above.</p>

	<p>RESOLVED that the Committee recommends that the Executive approve the following changes:-</p> <p>1) that the fee for 'Passengers picked up at Fareham Station ' can be increased from 60p to £1; and</p> <p>2) that the statement 'For each dog (except assistance dogs) 10p' be replaced with 'Assistance dogs must be accrued free of charge unless the driver has a current exemption in place to do so'.</p>
Outcome	<p>Referred to the Executive meeting held on 05 December 2016. It was RESOLVED that the Executive approves:</p> <p>(a) that the fee for 'Passengers picked up at Fareham Station' be increased from 60p to £1; and</p> <p>(b) that the statement 'For each dog (except assistance dogs) 10p' be replaced with the wording: 'Assistance dogs must be carried free of charge unless the driver has a current exemption in place'.</p>
Link Officer	Ian Rickman
Subject	Boundary Commission For England Review
Type of Item	Report
Action by Committee	<p>The Committee received a presentation by the Head of Democratic Services about the Boundary Commission for England's Parliamentary Boundary Review.</p> <p>The presentation highlighted the proposed reduction in constituencies in the South East region from 84 to 83 by incorporating the exiting Meon Valley constituency into Winchester, East Hampshire and Fareham. This will involve the inclusion of the Winchester Whiteley ward into Fareham.</p> <p>The presentation also outlined the remaining stages of the review process, including the opportunity to make representations on the proposals during the 12 week consultation period that will run until 5 December 2016. Legislation specifies that final recommendations must be implemented by September 2018.</p> <p>Fareham Borough Council's formal consultation response will be submitted following the Council meeting on 13 October 2016.</p> <p>In discussing the item, the Committee commented that it was largely in support of the Boundary Commission's proposal and agreed with the logic of taking the whole of Whiteley into the Fareham Constituency.</p>

	<p>The Committee was pleased to note that the 2018 review does not split Fareham (as per previous proposals) but noted concern that the calculations do not take into account plans for future housing developments and therefore a rise in electorate numbers.</p> <p>RESOLVED that the Committee thank the Head of Democratic Services for her informative presentation and refers its comments to Council for consideration.</p>
Outcome	<p>Decision went to full Council on 13 October 2016, It was RESOLVED that:</p> <p>1) authority be delegated to the Executive Leader, in consultation with the Chief Executive Officer, to submit a response on behalf of Fareham Borough Council in support of the Boundary Commission for England's proposals on the 2018 Constituency Review; and</p> <p>2) the Executive Leader and Chief Executive Officer be authorised to attend a Public Hearing (if necessary) to present the Council's response.</p>
Link Officer	Leigh Usher

LICENSING AND REGULATORY AFFAIRS COMMITTEE –WORK PROGRAMME 2016/17

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
31 MAY 2016	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee Health & Safety Service Plan Review of Work Programme 2016/17	Training for Members
5 JULY 2016	MEETING CANCELLED	
27 SEPTEMBER 2016	Setting of Taxi Tariff Review of Work Programme 2016/17 Police Update – Jason Pearce Actual Revenue Expenditure 2015/16 Boundary Commission for England Review	Training for Members
22 NOVEMBER 2016	MEETING CANCELLED	
24 JANUARY 2017	Spending Plans 2017/18 Fees and Charges 2017/18 Polling Station Review Preliminary Review of Work Programme 2016/17 and Draft Work Programme 2017/18	
21 MARCH 2017	Update on Fareham & Gosport Environmental Health Partnership – Presentation Scheme of Delegation to Officers Final Review of Work Programme 2016/17 and Draft Work Programme 2017/18	

APPENDIX C

LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME
2017/18

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
MAY 2017	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee Review of Work Programme 2017/18	
JULY 2017	Review of Work Programme 2017/18	
SEPTEMBER 2017	Setting of Taxi Tariff Review of Work Programme 2017/18 Police Update – Jason Pearce Actual Revenue Expenditure 2016/17 Boundary Commission for England Review	
NOVEMBER 2018	Review of Work Programme 2017/18	
JANUARY 2018	Preliminary Review of Work Programme 2017/18 and Draft Work Programme 2018/19 Spending Plans 2018/19 Fees and Charges 2018/19	
MARCH 2018	Update on Fareham & Gosport Environmental Health Partnership – Presentation Final Review of Work Programme 2017/18 and Draft Work Programme 2018/19	