

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **28 May 2013**

Report of: **Director of Regulatory and Democratic Services**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME 2013/14**

SUMMARY

At the Committee meeting on 19 March 2013, a Work Programme for 2013/14 was agreed. Members are now requested to give further consideration to the Work Programme and identify any items the Committee may wish to be added.

RECOMMENDATION

That the Licensing and Regulatory Affairs Committee Work Programme for 2013/14, as shown in Appendix A to the report, be agreed and the information contained in the progress report, as shown in Appendix B to the report, be noted.

INTRODUCTION

1. At the Committee meeting on 19 March 2013, a Work Programme for 2013/14 was agreed.

MONITORING

2. Details of progress on actions arising from matters considered at the last Committee meeting in 2012/13 are shown in Appendix B for members' information.

RISK ASSESSMENT

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

CONCLUSION

4. The Committee is invited to :-
 - (i) confirm the Licensing and Regulatory Affairs Committee Work Programme for 2013/14, as set out in Appendix A; and
 - (ii) note progress on matters considered by the Committee at its last meeting in 2012/13, as shown in Appendix B.

Background Papers:

None.

Reference Papers:

None.

Enquiries:

For further information on this report please contact Garry White (Ext 4395).

APPENDIX A - 2013/14 Work Programme.

APPENDIX B - Progress on matters considered at the last meeting of the Committee.

LICENSING AND REGULATORY AFFAIRS COMMITTEE – WORK PROGRAMME 2013/14

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
28 MAY 2013	Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee Committee work programme 2013/14	
9 JULY 2013	Committee work programme 2013/14 Annual Taxi Vehicle Renewals Actual Revenue Expenditure 2012/13	
17 SEPTEMBER 2013	Review of Hackney Carriage Tariff Committee work programme 2013/14 Six- monthly Monitoring Report on Applications Received	
19 NOVEMBER 2013	Spending Plans 2014/15 Committee work programme 2013/14	
21 JANUARY 2014	Committee work programme 2013/14	
18 MARCH 2014	Committee work programme 2013/14 and draft for 2014/15 Monitoring Report on Applications Received Annual Health and Safety Service Plan Annual Report on Licensed Premises and Community Safety	

To be assigned:

In-house Licensing Training Sessions (2)

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Licensing and Regulatory Affairs Committee – 28 May 2013

Progress on Actions from last meeting

Date of Meeting	19 March 2013
Subject	Health and Safety Service Plan
Type of Item	Service Plan Review
Action by Committee	<p>The Committee considered a report by the Director of Regulatory and Democratic Services on the Health and Safety Service Plan (copy of report lc-130319-r03-jtr circulated with agenda).</p> <p>RESOLVED that:-</p> <p>(a) the Section 18 Health & Safety Intervention Plan, as shown in Appendix A to the report, be approved; and</p> <p>(b) that officers be thanked for the work they do in delivering this comprehensive service.</p>
Outcome	Item added to the Committee's work programme for 2013/14
Link Officer	Juli Treacy
Subject	Monitoring Report for Applications Received
Type of Item	Monitoring
Action by Committee	<p>The Committee considered a report by the Director of Regulatory and Democratic Services on the work of the Licensing Team (copy of report lc-130319-r02-iri circulated with agenda).</p> <p>RESOLVED that the report be noted.</p>
Outcome	Complete
Link Officer	Ian Rickman
Subject	Licensing and Regulatory Affairs Committee Work Programme 2012/13 and Draft for 2013/14
Type of Item	Programming

Action by Committee	<p>The Committee considered a report by the Director of Regulatory and Democratic Services on the work programme for 2012/13 and the draft for 2013/14 (copy of report lc-130319-r01-gwh circulated with agenda).</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none">(a) the progress report on the Licensing and Regulatory Affairs Committee Work Programme for 2012/13, attached as Appendix A to the report, be noted;(b) the officers be requested to arrange two in-house Licensing training sessions during 2013/14; and(c) subject to the addition of an item on Licensed Premises and Community Safety (minute 6(c) above refers) and to (b) above, the proposed draft work programme for 2013/14, as shown in Appendix B to the report, be approved.
Outcome	Work programme amended accordingly.
Link Officer	Garry White