

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 23 November 2021

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor M J Ford, JP (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

Councillors: I Bastable, Mrs S M Bayford, Mrs P Hayre, Mrs J Kelly, Ms S Pankhurst, Mrs K K Trott, Mrs S M Walker, J S Forrest (deputising for R H Price, JP) and Mrs K Mandry (deputising for Mrs P M Bryant)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs P M Bryant, T Davies and R H Price, JP.

2. MINUTES

(1) Minutes of meeting of the Licensing & Regulatory Affairs Committee

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee meeting held on 28 September 2021 be confirmed and signed as a correct record.

(2) Minutes of meeting of the Licensing Panel - 28 September 2021

RESOLVED that the minutes of the meeting of the Licensing Panel held on 28 September 2021 be confirmed and signed as a correct record.

(3) Minutes of meeting of the Licensing Panel - 09 November 2021

RESOLVED that the minutes of the meeting of the Licensing Panel held on 09 November 2021 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that Licensing training took place on 22 October 2021. He was very disappointed to report that only 5 members of the Committee had attended the training and that 6 members had not even bothered to send apologies. The Chairman commented that it is very important that training is undertaken to ensure that members who sit on panel hearings are kept up to date with any changes in legislation and understand their responsibilities in meeting the Licensing objectives. The Chairman asked that in future, if members are unable to undertake training that is arranged, apologies be given well in advance so that if numbers are low, the training can be rescheduled to a more convenient time.

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. LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW

The Committee considered a report by the Head of Democratic Services which presented the working draft of the Council Size Submission to the Local Government Boundary Commission for comment by the Committee prior to submission to full Council for approval.

The Head of Democratic Services explained that the report provided the background to the review and described how this first part of the review requires the Council to submit a Council Size Proposal to the Local Government Boundary Commission which puts forward the total number of Councillors needed for Fareham Borough Council to run effectively over the next 15 – 20 years. Whilst the Commission has the final say in what that appropriate number is, the Council has the opportunity to present the case for how many Elected Members it wants to have.

The Head of Democratic Services advised members that the working draft of the Council Size Submission was provided at Appendix A to the report and explained that it is currently a work in progress. The final draft of the document will be presented to the Council meeting on 16 December 2021 for approval.

The Committee was invited to contribute to the working draft document by suggesting amendments or additional material they would like to see within the submission. Specifically, members were asked to consider the questions set out in paragraph 10 of the report.

Members discussed the changes that resulted from the 2002 review and commented that, on its current size, the Council has become a very high achieving Council delivering many large and exciting projects. It was noted however that since the 2002 review, there has been significant, ongoing development across the Borough and if the number of councillors were to be reduced it could have an impact on the Council's ability to continue delivering high achieving projects whilst still providing help and support to residents. It was also noted during discussion that a large increase in the number of Councillors would bring a cost implication to the budget.

Following discussion on whether population, demographic and BAME data was relevant for inclusion in the submission, it was felt that it should be included but that the term 'BAME' should be changed to 'ethnically diverse'.

Several members expressed frustration that the ongoing development across the Borough and the increase in population it will bring cannot be taken into account in determining the proposed size of the Council.

Following discussion of the working draft, it was agreed that there was a consensus that whilst the Committee could understand why an increase in the number of councillors to 32 was being proposed it was difficult to see how the data and methodology of the submission correlates to the proposal. It was felt that a summary at the end of each section would help to strengthen and support the proposal.

As the submission is still a working document, members were invited to submit any suggested narrative for inclusion in the submission to the Head of Democratic Services. It was agreed that further drafts would be shared with Committee members as it progresses.

RESOLVED that the Licensing and Regulatory Affairs Committee reviewed the draft Size Submission as set out in Appendix A to the report and:

- (a) considered options for what the appropriate Council Size should be which will come into effect from 2024 and be for the next 15 to 20 years;
- (b) considered reasons for and against a future Council Size of 32 Councillors; and
- (c) recommended amendments to the wording contained in the Council Size Submission before it is presented to Council for approval at its meeting on 10 December 2021 as the final submission to the Local Government boundary Commission for England.

7. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health which provided an opportunity for Members to review the Work Programme for 2021/22.

During the discussion of this item, it was agreed that in order to enable consultation with the Trade to take place on the use of CCTV in private hire and hackney carriage vehicles, the item scheduled for the January meeting entitled Review of Taxi and Private Hire Licensing requirements be moved to the meeting scheduled to take place in March. At the request of the Committee, it was agreed that this item should cover disability requirements of taxi licensing and that the training video shown to the trade be provided for Committee members to view.

RESOLVED that, subject to the amendment outlined above, the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 28 September 2021, as shown at Appendix A to the report; and
- (b) agrees the updated Work Programme for 2021/22, as attached at Appendix B to the report.

(The meeting started at 6.00 pm
and ended at 7.25 pm).