

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **25 July 2022**

Report of: **Head of Environmental Health**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME 2022/23**

SUMMARY

At its meeting in June, the Licensing and Regulatory Affairs Committee reviewed the progress of the Work Programme for 2022/23 and agreed a revised Work Programme for the remainder of the municipal year.

Members are now invited to note the actions from the last meeting and to further review the Work Programme for 2022/23.

RECOMMENDATION

It is recommended that the Licensing and Regulatory Affairs Committee:-

- (a) notes the progress on actions arising from the meeting of the Committee held on 27 June 2022, as shown in Appendix A to the report; and
- (b) agrees the updated Work Programme for 2022/23, as attached as Appendix B to the report.

INTRODUCTION

1. At the Committee meeting on 27 June 2022, the Committee reviewed progress on actions since the last meeting and agreed a revised Work Programme for the remainder of the 2022/23 municipal year.

MONITORING

2. The progress on actions since the last meeting of the Committee is attached as Appendix A to this report for information.

WORK PROGRAMME 2022/23

3. The Committee's Work Programme for 2022/23 is attached as Appendix B to this report for consideration.
4. Members are asked to note the following changes to the Work Programme for 2022/23:
 - (i) the date of the meeting scheduled to take place on 04 October 2022 has been rescheduled for 11 October 2022; and
 - (ii) the report entitled 'Arrangements for Additional Voluntary Contributions within the Local Government Pensions Scheme (LGPS)' has been moved from the meeting scheduled to take place on 25 July 2022 to the meeting now scheduled to take place on 11 October 2022.
5. Members are now invited to consider and agree any further additions to the Work Programme for 2022/23

RISK ASSESSMENT

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

CONCLUSION

7. To summarise, the Committee is now invited to note the progress on matters considered by the Committee at its last meeting, as shown in Appendix A to this report and agree the Licensing and Regulatory Affairs Committee Work Programme for 2022/23, as set out in Appendix B.

APPENDICES:

Appendix A – Progress on actions since the last Committee Meeting

Appendix B – Current Work Programme 2022/23

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

LICENSING AND REGULATORY AFFAIRS COMMITTEE - Progress on Actions from last meeting

Date of Meeting	27 June 2022
Subject	Responsibilities of the Licensing and Regulatory Affairs Committee
Type of Item	Presentation
Action by Committee	<p>The Committee received a presentation by the Head of Environmental Health and the Head of Democratic Services which provided an overview of the responsibilities of the Licensing and Regulatory Affairs Committee. A copy of the presentation is attached as Appendix A to these minutes.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the Presentation.</p>
Outcome	Complete
Link Officer	Ian Rickman & Leigh Usher
Subject	Local Government Boundary Commission Review Update
Type of Item	Report
Action by Committee	<p>The Committee received a report by the Head of Democratic Services which provided members with an update on the Local Government Boundary Review warding arrangements.</p> <p>An updated Appendix B was tabled at the meeting to detail some changes to the map of proposed new warding arrangements from the published version. The Head of Democratic Services advised that the changes are minimal and do not alter the overall approach and concept of creating an additional ward within the Fareham Town Centre area and extending the Downend and Wallington areas into a larger ward configuration. The amendments were agreed by the Member Working Group which met on Tuesday of last week and have been to tidy up some issues created such as splitting a road or separating an individual property from the rest of the street.</p> <p>RESOLVED that, having reviewed the working draft of the Warding Arrangements Submission as set out in Appendix A to the report, the Licensing and Regulatory Affairs Committee:</p>

	<p>(a) considered the wording of the narrative and agreed that individual Members would send additional material to the Head of Democratic Services for inclusion in the Warding Arrangements submission;</p> <p>(b) delegates authority to the Head of Democratic Services to make further alterations to the Ward Boundaries Plan and corresponding narrative to ensure calculations remain within the target electorate figures; and</p> <p>(c) agrees to the draft plan being submitted to the Local Government Boundary Commission for England on 11 July 2022, subject to any further tweaks to ward boundaries being agreed by the Members Working Group.</p>
Outcome	Complete
Link Officer	Leigh Usher
Subject	Licensing & Regulatory Affairs Committee Work Programme
Type of Item	Report
Action by Committee	<p>The Committee received a report by the Head of Environmental Health which provided members with the opportunity to carry out a review of the Work Programme for the current Municipal Year.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <p>(a) notes the progress on actions arising from the meeting of the Committee held on 29 March 2022, as shown at Appendix A to the report; and</p> <p>(b) agrees the updated Work Programme for 2022/23, as attached at Appendix B to the report.</p>
Outcome	Complete
Link Officer	Ian Rickman

APPENDIX B

LICENSING AND REGULATORY AFFAIRS COMMITTEE –WORK PROGRAMME 2022/23

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
27 June 2022	<p>Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee</p> <p>Local Government Boundary Commission Review Update</p> <p>Review of current Work Programme</p>	
25 July 2022	<p>Review of Taxi and Private Hire Licensing Requirements</p> <p>Review of Hackney Carriage Tarif</p> <p>Review of current Work Programme</p>	
05 September 2022 at 3pm		Licensing Training
11 October 2022	<p>Review of current Work Programme</p> <p>Arrangements for Additional Voluntary Contributions within the Local Government Pensions Scheme (LGPS)</p>	
29 November 2022	<p>Review of current Work Programme</p>	
31 January 2023	<p>Actual Revenue Expenditure 2021/22</p> <p>Spending Plans 2023/24</p> <p>Fees and Charges 2023/24</p> <p>Preliminary Review of current Work Programme and Draft Work Programme 2023/24</p>	
14 March 2023	<p>Police Update on Licensing Matters</p> <p>Update on Fareham & Gosport Environmental Health Partnership – Presentation</p> <p>Final Review of current Work Programme and Draft Work Programme 2023/24</p>	