

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date 31 January 2023

Report of: Head of Environmental Health

Subject: PRELIMINARY REVIEW OF LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME 2022/23 AND DRAFT WORK PROGRAMME 2023/24

SUMMARY

At the Committee meeting held on 14 March 2023, members will be asked to review the outcome of the Work Programme for the current municipal year. Also, at that meeting, the Committee will need to finalise the draft Work Programme for the 2023/24 municipal year.

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 2023/24

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 11 October 2022, attached as Appendix A to this report;
- (b) reviews the Work Programme 2022/23 attached as Appendix B to this report;
and
- (c) gives initial consideration to the draft Work Programme for 2023/24 attached as Appendix C to this report.

INTRODUCTION

1. At the Committee meeting on 11 October 2022, the Committee reviewed progress on actions since the last meeting and agreed the Work Programme for the remainder of the 2022/23 municipal year.

MONITORING

2. Details of progress on actions arising from matters considered at the meeting held on 11 October 2022 are attached as Appendix A to this report for information.

WORK PROGRAMME FOR THE 2022/23 MUNICIPAL YEAR

3. The Committee's Work Programme for 2022/23, agreed at the last meeting is attached as Appendix B to this report for consideration.
4. Members are asked to note that, with the agreement of the Chairman, the meeting scheduled to take place on 29 November 2022 was cancelled due to the lack of items of business for consideration.

WORK PROGRAMME FOR THE 2023/24 MUNICIPAL YEAR

5. Members are now invited to consider items for the draft Work Programme for 2023/24. It has previously been suggested that a few items of major significance be chosen.
6. At this stage, particular items which are known to be coming before the Committee during the next year are attached as Appendix C.
7. Other general items may arise during the year, such as responding to consultation requests by central Government.

RISK ASSESSMENT

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

CONCLUSION

9. To summarise, Members are now invited to note the progress on matters considered by the Committee at the meeting held on 11 October 2022, as shown in Appendix A to this report, review the Work Programme for the 2022/23 municipal year, as set out in Appendix B and give initial consideration to the draft Work Programme for 2023/24 attached as Appendix C.

APPENDICES:

Appendix A – Progress on Actions since the last meeting of the Committee

Appendix B – Licensing & Regulatory Affairs Committee Work Programme 2022/23

Appendix C – Draft Licensing & Regulatory Affairs Committee Work Programme 2023/24

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	11 October 2022
Subject	LOCAL GOVERNMENT BOUNDARY REVIEW – CONSULTATION PROPOSALS FOR FAREHAM
Type of Item	Report
Action by Committee	<p>The Committee considered a report and received a presentation by the Head of Democratic Services which invited members to review the Boundary Commission’s draft recommendations for new ward boundaries across the Borough of Fareham and to provide wording to be incorporated within the Council’s response to the public consultation. A copy of the presentation is attached to these minutes as Appendix A.</p> <p>Members discussed the changes that the Boundary Commission has made to the Council’s proposals and expressed concern that some of the changes, which appear to be so that ward boundaries are more linear, are at odds with the Commission’s expressed desire to ensure that community identities are protected. Members were able to put forward several examples where residents have complained that established communities will be affected, and it was agreed that residents should be encouraged to register their concerns direct to the Commission as part of the consultation process.</p> <p>Having agreed the need to ensure that the new ward boundaries protect community identities, members were encouraged to provide any wording that would strengthen this view to the Head of Democratic Service for inclusion in the Council’s final response to the consultation.</p> <p>RESOLVED that having reviewed the Boundary Commission’s draft recommendations for new ward boundaries across the Borough of Fareham, the Licensing and Regulatory Affairs Committee:</p> <ul style="list-style-type: none"> (a) agrees that, as detailed above, any wording provided by members be incorporated within the Council’s draft consultation response; (b) delegates authority to the Head of Democratic Services to create the draft consultation response reflecting the Committee’s views and those of the Member Working group; and (c) agrees that the working draft of the consultation response be presented to Council at its meeting on 27 October 2022, prior to it being submitted to the Local Government Boundary Commission for England on 15 November 2022.
Outcome	Complete
Link Officer	Leigh Usher

Subject	LICENSING & REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME
Type of Item	Report
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health which provided an opportunity for members to review the Work Programme for 2022/23</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 25 July 2022, as shown in 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>Local Government Boundary Review – Consultation on Proposals for Fareham</p> <p>Review of current Work Programme</p>	
29 November 2022	CANCELLED	
31 January 2023	<p>Actual Revenue Expenditure 2021/22</p> <p>Spending Plans 2023/24</p> <p>Fees and Charges 2023/24</p> <p>Arrangements for Additional Voluntary Contributions within the Local Government Pensions Scheme (LGPS)</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>	

**DRAFT LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME
2023/24**

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/ WORKSHOP</u>
June 2023	Review of current Work Programme	
July 2023	Review of current Work Programme	
September 2023		Licensing Training
October 2023	Update on the implementation of Random drug testing for taxi and private hire licence holders. Update on the implementation of the use of the National Database of Refusals and Revocations (NR3)	
November 2023	Review of current Work Programme	
January 2024	Actual Revenue Expenditure 2022/23 Spending Plans 2024/25 Fees and Charges 2024/25 Preliminary Review of current Work Programme and Draft Work Programme 2024/25	
March 2024	Police Update on Licensing Matters Update on Fareham & Gosport Environmental Health Partnership – Presentation Final Review of current Work Programme and Draft Work Programme 2024/25	