

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **26 June 2023**

Report of: **Head of Environmental Health**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME**

SUMMARY

At the Committee meeting on 14 March 2023, members agreed a draft Work Programme for 2023/24 which was submitted to Council for approval. The draft Work Programme was duly approved at the meeting of the Council held on 20 April 2023

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 14 March 2023, attached as Appendix A to this report; and
- (b) agrees the updated Work Programme for the 2023/24 municipal year as attached at Appendix B to this report.

INTRODUCTION

1. At the meeting of the Committee on 14 March 2023, members agreed a draft Work Programme for 2023/24 which was submitted to Council for approval. The draft Work Programme was duly approved at the meeting of the Council held on 20 April 2023.

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 2023/24

3. The Committee's Work Programme for 2023/24 is attached as Appendix b to this report for consideration.

CHANGES TO THE 2023/24 WORK PROGRAMME

4. Members are asked to note the following amendments to the Work Programme for 2023/24:
 - (i) With the permission of the Chairman, the meetings scheduled to take place on 12 June 2023 and 24 July 2023 have been cancelled;
 - (ii) Members are further asked to note the addition of a new meeting scheduled to take place on 26 June 2023; and
 - (iii) The addition of an item entitled 'Boundary Reviews and Election Act 2022 to the agenda for the meeting scheduled to take place on 20 June 2023.
 - (iv) The addition of an item entitled 'Opportunities Plan 2023-2027' to the agenda for the meeting scheduled to take place on 20 June 2023.
5. Members are now invited to consider and agree any further additions to the Work Programme for 2023/24.

RISK ASSESSMENT

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

CONCLUSION

7. To summarise, the Members are 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 2023/24, as set out at Appendix B.

APPENDICES:

APPENDIX A – Progress on Actions since the last meeting.

APPENDIX B – Current Work Programme 2023/24

Background Papers:

None

Reference Papers:

None

Enquiries:

For further information on this report please contact Ian Rickman. (01329 824773)

LICENSING AND REGULATORY AFFAIRS COMMITTEE

PROGRESS ON ACTIONS FROM LAST MEETING – 14 March 2023

Subject	Update on Fareham & Gosport Environmental Health Partnership
Type of Item	Presentation
Action by Committee	<p>The Committee received a presentation by the Head of Environmental Health which provided an update on the Fareham and Gosport Environmental Health Partnership. A copy of the presentation is attached to these minutes.</p> <p>Members enquired as to whether there was any scope to further increase the partnership with other Local Authorities, especially in light of the initial savings made when Fareham and Gosport first entered into the Partnership. The Head of Environmental Health explained that this would be harder to achieve with other local authorities due to a number of factors including distances required for staff to travel between Local Authority Areas and different working arrangements within other authorities.</p> <p>Members noted that there has been an increase in customer expectations and a decrease in tolerance since the pandemic which has put an additional strain on employees. They enquired as to the support available to employees who may be experiencing more stressful work situations. The Head of Environmental Health confirmed that the Council offers a range of support services to its employees including a counselling service.</p> <p>The Committee raised the issue of sub-standard rented properties, particularly in light of the recent national press coverage, and requested information on what powers the Council has to act against landlords who are not providing habitable accommodation for its tenants. The Head of Environmental Health confirmed that under the Housing Act 2004, the Council has some powers to force a landlord to bring properties up to a better standard, however the Council's powers are limited and unfortunately, they do not always meet with customer expectations.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.</p>
Outcome	Complete
Link Officer	Ian Rickman

Subject	FINAL REVIEW OF WORK PROGRAMME 2022/23 AND DRAFT WORK PROGRAMME 2023/24
Type of Item	Report
Action by Committee	<p>The Committee considered a report by the Head of Environmental Health which provided a final review of the Committee's Work Programme for 2022/23 and the draft Work Programme for 2023/24.</p> <p>The Committee was asked to note that an item concerning "Briefing on Elections Act" will be added to the work programme for the November 2023 meeting.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <ul style="list-style-type: none"> (a) notes the progress on actions arising from the meeting of the Committee held on 31 January 2023, attached as Appendix A to the report; (b) reviewed the Work Programme for the 2022/23 Municipal year, attached as Appendix B to the report; (c) subject to the addition of an item entitled 'Briefing on Elections Act' being added to the November 2023 meeting, approves the proposed draft Work Programme for 2023/24, attached as Appendix C to the report; and (d) agrees to submit the proposed draft Work Programme for 2023/24 to Council for approval.
Outcome	Complete
Link Officer	Ian Rickman

APPENDIX B

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

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/ WORKSHOP</u>
12 June 2023 CANCELLED		
26 June 2023	Boundary Reviews and Elections Act 2022 Opportunities Plan 2023-27 Review of current Work Programme	
24 July 2023 CANCELLED		
September 2023		Licensing Training (date TBC)
05 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)	
28 November 2023	Review of current Work Programme Opportunities for increased fees for enhanced services Briefing on Elections Act	
30 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	
12 March 2024	Update on Fareham & Gosport Environmental Health Partnership – Presentation Final Review of current Work Programme and Draft Work Programme 2024/25	