

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **26 November 2024**

Report of: **Head of Environmental Health**

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

SUMMARY

At the Committee meeting on 10 June 2024, the Licensing and Regulatory Affairs Committee reviewed the progress of the Work Programme for 2024/25 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 2024/25.

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 10 June 2024, attached as Appendix A to this report; and
- (b) agrees the updated Work Programme for the 2024/25 municipal year as attached at Appendix B to this report.

INTRODUCTION

1. At the meeting of the Committee on 10 June 2024, the Committee reviewed progress on actions since the last meeting and agreed a revised Work Programme for the remainder of the 24/25 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 2024/25

3. The Committee's Work Programme for 2024/25 is attached as Appendix B to this report for consideration.

CHANGES to the 2024/25 WORK PROGRAMME

4. Members are asked to note that, as agreed at the meeting held on 10 June 2024, the following amendments to the Work Programme 2024/25 have been made:
 - (i) the item entitled 'Parliamentary Polling Districts and Polling Places: Consultation responses and proposals' has been moved to the agenda of the meeting scheduled to take place on 26 November 2024;
 - (ii) an item entitled 'Review of Statement of Gambling Principles' has been added to the agenda for the meeting scheduled to take place on 26 November 2024
 - (iii) an item entitled 'Review of Hackney Carriage Tariff' has been added to the agenda for the meeting scheduled to take place on 26 November 2024; and
 - (iv) an item entitled 'Opportunities Plan Update' has been added to the agenda of the meeting scheduled to take place on 28 January 2025;
5. Members are now invited to consider and agree any further additions to the Work Programme for 2024/25.

RISK ASSESSMENT

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

CONCLUSION

7. To summarise, 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 2024/25, as set out at Appendix B.

APPENDICES:

Appendix A – Progress on Actions since the last meeting.

Appendix B – Current Work Programme 2024/25

REFERENCE PAPERS: None

BACKGROUND PAPERS: None

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

APPENDIX A

LICENSING AND REGULATORY AFFAIRS COMMITTEE

PROGRESS ON ACTIONS FROM LAST MEETING – 10 June 2024

Subject	ROLES AND 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 Assistant Director (Democracy) which provided members with an overview of the responsibilities of the Licensing and Regulatory Affairs committee.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee notes the content of the presentation.</p>
Outcome	Complete
Link Officer	Ian Rickman and Leigh Usher
Subject	LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME
Type of Item	Report
Action by Committee	<p>The committee received a report by the Head of Environmental Health in respect of the Committee Work Programme for 2024/25.</p> <p>In discussing the Work Programme it was noted that, as discussed at item 3 of the agenda, the item entitled 'Parliamentary Polling Districts and Polling Places: Consultation responses and proposals' will be moved from the meeting scheduled to take place on 22 July 2024 to the meeting scheduled to take place on 26 November 2024.</p> <p>The Head of Environmental Health advised the Committee that the Gambling Statement of Principles is due to be reviewed during the current municipal year. It was therefore agreed that this be added to the agenda of the meeting scheduled to take place on 11 March 2025.</p> <p>RESOLVED that the Licensing Regulatory Affairs Committee;</p> <p>(a) notes the progress on actions arising from the meeting of the Committee held on 12 March 2024, attached at Appendix A to the report; and</p>

	(b) agrees the update Work Programme for the 2024/25 municipal year as attached at Appendix B to the report, subject to the additions outlined above.
Outcome	Complete
Link Officer	Ian Rickman

**LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME
2024/25**

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/ WORKSHOP</u>
10 June 2024	Presentation on the Role and Responsibilities of the Licensing & Regulatory Affairs Committee Review of current Work Programme	
01 July 2024		Licensing Training
22 July 2024	Meeting cancelled	
24 September 2024	Meeting cancelled	
26 November 2024	Parliamentary Polling Districts & Polling Places: Consultation Responses and Proposals. Review of Gambling Statement of Principles Review of Hackney Carriage Tariff Review of current Work Programme	
28 January 2025	Opportunities Plan Update Actual Revenue Expenditure 2023/24 Spending Plans 2025/26 Fees and Charges 2025/26 Preliminary Review of current Work Programme and Draft Work Programme 2025/26	
11 March 2025	Update on Fareham & Gosport Environmental Health Partnership – Presentation Final Review of current Work Programme and Draft Work Programme 2025/26	

UNALLOCATED

- Update on Police Licensing Matters