

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **18 November 2014**

Report of: **Director of Community**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME 2014/15**

SUMMARY

At the Committee meeting in September, the Work Programme for 2014/15 was reviewed. Members are now invited to note the actions from the last meeting and to further review the work programme for 2014/15.

RECOMMENDATION

- (a) that the progress on actions arising from the meeting of the Committee held on 16 September be noted; and
- (b) that the Work Programme for 2014/15, attached as Appendix B to the report, be reviewed.

INTRODUCTION

1. At the Committee meeting on 8 July 2014, the Work Programme for 2014/15 was reviewed.
2. Details of progress on actions arising from matters considered at that meeting are shown in Appendix A for members' information.

WORK PROGRAMME FOR 2014/15

3. The work programme for 2014/15 agreed at the last meeting is attached as Appendix B.

RISK ASSESSMENT

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

CONCLUSION

The Committee is invited to:-

- (i) note progress on matters considered by the Committee at its last meeting, as shown in Appendix A; and
- (ii) review the Licensing and Regulatory Affairs Committee Work Programme for 2014/15, as set out in Appendix B.

Background Papers:

None.

Reference Papers:

None.

Enquiries:

For further information on this report please contact Martyn George (Ext 4400).

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Licensing and Regulatory Affairs Committee – 18 November 2014

Progress on Actions from last meeting

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|------------------------|---|
| Date of Meeting | 16 September 2014 |
| Subject | Review of Polling Districts and Polling Places |
| Type of Item | Policy Review |
| Action by Committee | <p>Councillors Mrs Mandry (Crofton Youth Centre), Miss Bell (Portchester Community Centre) and Ford (Victory Hall) all declared personal non-pecuniary interest in this item, indicating that they had connections with the management committees of the buildings in which the polling stations shown were located. Councillor Price declared that he was a member of Hampshire Fire and Rescue Authority but that all administrative responsibility concerning the use of Fareham Fire Station and Portchester Fire Station as polling stations lay with Hampshire Fire and Rescue Service.</p> <p>The Committee considered a report by the Director of Finance and Resources on the review of polling districts and polling places.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none">(a) a draft proposal, based on the comments in Appendix A, be approved to proceed for consultation;(b) it be noted that the results of the consultation would be reported to the next meeting of the Committee; and(c) the officers be requested to note the comments relating to: the use of Harrison Primary School; a possible change to the polling station for Craighbank Court; the possibility of a polling station being located at the new Collingwood Court; car parking at the Locks Heath District Centre; the relative suitability of Portchester Parish Hall and the Castle Street Centre; possible alternative polling stations for residents of Brook Lane; access to Wicor Primary School and general suitability of polling stations in the ward; the suitability of Crofton Youth Club and Crofton Community Centre; and the use of a Portakabin as a polling station. |
| Outcome | Report being submitted to the meeting of the Committee on 18 November 2014. |
| Link Officer | Leigh Usher |

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| Subject | Response to Deputation to Council |
| Type of Item | Deputation to Council |
| Action by Committee | <p>The Committee considered a report by the Director of Community on a matter raised in a deputation to the Council meeting on 24 July 2014, which was referred to the Licensing Officers for consideration. It was noted that Mr Rogerson, who had made the deputation at the Council meeting, had sent an e-mail to members of the Committee concerning the report it had before it.</p> <p>The Head of Environmental Health presented the report, explaining the issues it referred to and which had been raised in Mr Rogerson's deputation to the Council and his subsequent message to members of the Committee.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none"> (a) Mr Rogerson be thanked for his comments; (b) the content of the report be noted; (c) the Committee was satisfied with the current licensing procedures in place in respect of taxi and private hire driver applications; (d) the Head of Environmental Health be thanked for his most informative report and explanation of the circumstances; and (e) It be noted that the Council's licensing procedures were continually under review and that Mr Rogerson's help in some of the changes previously made to them be acknowledged. |
| Outcome | Complete. |
| Link Officer | Ian Rickman |
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| Subject | Six Monthly Monitoring Report on Applications Received |
| Type of Item | Monitoring |
| Action by Committee | <p>The Committee considered a report by the Director of Community on licensing applications received.</p> <p>RESOLVED that the report be noted.</p> |

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| Outcome | Complete. |
| Link Officer | Ian Rickman |
| Subject | Licensing and Regulatory Affairs Committee Work Programme |
| Type of Item | Programming |
| Action by Committee | <p>The Committee considered a report by the Director of Community on the Committee's work programme for 2014/15.</p> <p>RESOLVED that:-</p> <ul style="list-style-type: none">(a) the progress on actions arising from the meeting of the Committee held on 8 July 2014 be noted;(b) the to be assigned item 'Annual Health and Safety Service Plan' be considered at the beginning of 2015/16, in May or June 2015;(c) it be noted that the officers were in contact with Peter Savill about arranging a further training session for members, possibly in December 2014;(d) it be noted that an application had been received from the taxi trade for a tariff increase and, although the decision on this was now an Executive function, the Committee would be invited to consider the request and make a recommendation to the Executive;(e) with reference to (d) above, an item be added to the work programme for 18 November 2014; and(f) subject to (b), (c) and (e) above, the work programme for 2014/15, as shown in Appendix B to the report, be confirmed. |
| Outcome | Work programme amended accordingly. |
| Link Officer | Martyn George |

LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME
2014/15

| <u>DATE</u> | <u>SUBJECT</u> | <u>TRAINING SESSION/WORKSHOP</u> |
|--------------------------|---|--------------------------------------|
| 8 JULY 2014 | <p>Policy Statements Relating to the LGPS 2014 Regulations</p> <p>Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee</p> <p>Committee work programme 2014/15</p> <p>Annual Taxi Vehicle Renewals</p> <p>Actual Revenue Expenditure 2013/14</p> <p>Annual Health and Safety Service Plan</p> <p>Licensed Premises and Community Safety</p> | |
| 16 SEPTEMBER 2014 | <p>Committee work programme 2014/15</p> <p>Six- monthly Monitoring Report on Applications Received</p> <p>Review of Polling Districts and Polling Places</p> <p>Response to Deputation to Council</p> | |
| 18 NOVEMBER 2014 | <p>Spending Plans 2015/16</p> <p>Committee work programme 2014/15</p> <p>Review of Polling Districts and Polling Places</p> <p>Review of Taxi Tariff</p> | |
| 20 JANUARY 2015 | <p>Committee work programme 2014/15</p> <p>Review of Implementation of IER</p> | |
| 17 MARCH 2015 | <p>Committee work programme 2014/15 and draft for 2015/16</p> <p>Monitoring Report on Applications Received</p> | |

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| | Annual Report on Licensed Premises and Community Safety | |
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To be assigned:

Annual Health and Safety Service Plan (2015/16)

In-house Licensing Training Sessions (2)

- December 2014?