

# Annual Report – Special Responsibilities

(Under the South Gloucestershire Scheme of Members' Allowances, certain councillors who perform significant responsibilities over and above those of other councillors are entitled to receive additional allowances to recognise those extra responsibilities. The Scheme requires councillors in receipt of such allowances to report on their actions. This report is published on the Council's website).

**Report for period: 2015/16** .....

**Name: Keith Cranney** .....

**Position held: Chair of Regulatory & Licensing Committee** .....

## A general outline of the special responsibilities you perform

Chair of Regulatory Committee & Licensing Committee.

The Regulatory Committee has a quasi-legal role within the council to ensure compliance of the functions of the Licensing Act 2003.

The Committee oversee and has a broad role of legal responsibilities associated with Licensing and licensable events of premises under the Licensing Act 2003 e.g. Public Houses, Food takeaways, restaurants, street traders, Gambling premises, Taxi`s and Private Hire.

The Regulatory Committee has a legal responsibility to hold licensing subcommittee hearings to deal with objections under the Licensing Act 2003 of license holders or premises designated license holders associated with premises engaged in licensable activities.

The Regulatory Committee has a responsibility to hold licensing subcommittee hearings to deal with Taxi and Private Hire license holders to decide whether a person is a fit and proper person to hold a Taxi / Private Hire Driver's License.

The Regulatory Committee has a responsibility for electoral boundaries and Governance of Parish and Town Council.

The Regulatory Committee is responsible for dealing with Standards complaints and holding a Standard Committee hearing to deal with complaints against council members.

The Regulatory Committee has a responsibility for Public Rights of Way and Village Green matters

The Regulatory Committee has responsibility for upholding and updating the Regulatory Investigatory Powers act

The Regulatory Committee has the responsibility to agree the fees and charges for Trading Standards & Licensing following consideration of the responses to consultation on the charges.

The Regulatory Committee has the responsibility to consult on an Annual Review of Hackney Carriage Fares: to determine any potential changes.

## **Key Milestones/Achievements during the reporting Period**

The Regulatory Committee has had a very busy year upholding the Licensing Act and ensuring that South Gloucestershire is a safer environment for all its residents.

The Regulatory Committee reviewed and approved the draft Statement of Licensing Policy after consultation at its meeting on 22nd January 2015 which is reviewed every 5 years.

The Regulatory Committee reviewed and agreed the Gambling Act Statement of Principles, following completion of public consultation in accordance with the requirements of the Gambling Act 2005,

The Regulatory Committee reviewed and agreed that the Regulatory Committee maintain their current fees and charges for Trading Standards & Licensing and agreed there are no changes to fees and charges from 1st April 2015.

The Regulatory Committee agreed to alter the venue for some south Gloucestershire Polling Stations in line with its commitment to electoral changes.

The Regulatory Committee has agreed to consult on wheelchair accessibility / disability use of South Gloucestershire Taxis and PHV vehicles and the committee has liaised with disability groups and the authorities' disability /equality officers.

The Regulatory Committee has convened regular Standards Committee meetings throughout the last year and ensured that all complaints received against Councillors have been fully investigated and where a breach has occurred a remedy has been implemented to uphold the Standard expected of South Gloucestershire Councillors.

**What “added value” to the local community have you been able to achieve through your special responsibilities?**

In my role as Chair of Regulatory & Licensing Committee the committee has enabled South Gloucestershire council to maintain a high standard of enforcement within our area on behalf of residents and businesses.

**How have your special responsibilities enabled the Council to be more effective?**

As above

**In what ways has the exercise of your special responsibilities supported the core objectives of the Council?**

The commitment of Regulatory members ensures that South Gloucestershire is a safer and better area to live and work.