



Agenda Item 5

Licensing and Regulatory Committee 12th April 2021

Title: Proposed House to House Collections Policy – Request for public consultation.

Lead Officer: Kathleen Rose

Portfolio Holder: Cllr Judith Falp

Public report

Wards of the District directly affected: All

Contrary to the policy framework: No

Contrary to the budgetary framework: No

Key Decision: No

Included within the Forward Plan: No

Equality Impact Assessment Undertaken: Yes

Consultation & Community Engagement: Proposed public consultation from 15th February 2021 to 4th April 2021 (6 weeks).

Final Decision: Yes

Accessibility Checked: Yes

Officer/Councillor Approval

Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	15/03/2021	Andrew Jones
Head of Service	25/03/2021	Marianne Rolfe
CMT		
Section 151 Officer		Mike Snow
Monitoring Officer		Graham Leach
Finance		Mike Snow
Portfolio Holder(s)	09/03/2021	Cllr Judith Falp

1. Summary

- 1.1. The purpose of this report is to introduce a draft policy for House to House Collections and to request that the document be put forward for public consultation before being recommended to Executive for adoption.

2. Recommendation

- 2.1. That the Licensing and Regulatory Committee supports the proposal to hold a public consultation on the draft House to House Collection Policy (attached as appendix 1) between 16th April 2021 and 28th May 2021.

3. Reasons for the Recommendation

- 3.1. The Licensing Authority is required to authorise house to house collections under the House to House Collections Regulations 1947.
- 3.2. The purpose of the policy is to provide clear guidance for officers and Councillors on what matters should be taken into account when determining applications for house to house collections. It also sets out the reasonable expectations of applicants for charitable collections within Warwick District.
- 3.3. In considering each application for the grant of a house to house collection the guidance provided by this policy document will be applied in a consistent, fair and proportionate way.
- 3.4. Having a policy in place will ensure that those who wish to donate to charity through house to house collections, are able to do so, in good faith, knowing that a significant amount of the money they donate will directly benefit the charity.
- 3.5. A public consultation will ensure that the proposed policy is reasonable and fit for purpose.

4. Policy Framework

4.1. Fit for the Future (FFF)

- 4.1.1. The FFF Strategy has 3 strands, People, Services and Money, and each has an external and internal element to it, the details of which can be found [on the Council's website](#). The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy.

4.2. FFF Strands

4.2.1 External impacts of proposal(s)

People - Health, Homes, Communities - None.

Services - Green, Clean, Safe - The Licensing Authority recognises that residents within the District, need a safe environment to live, work and visit; and that safe and well run charity collections are important to the wellbeing of many people within the District.

Money- Infrastructure, Enterprise, Employment - The Licensing Authority recognises the importance of house to house collections to both national and local charities for fund raising purposes.

4.2.2. **Internal impacts of the proposal(s)**

People - Effective Staff – None.

Services - Maintain or Improve Services - None.

Money - Firm Financial Footing over the Longer Term – None.

4.3. **Supporting Strategies**

4.3.1. Each strand of the FFF Strategy has several supporting strategies. The House to House Collection Policy will provide guidance, consistency and transparency to applicants and those making a donation to any charity. This contributes to the Council's strategy of making Warwick District a great place to live, work and visit.

4.4. **Changes to Existing Policies**

4.4.1. None.

4.5. **Impact Assessments**

4.5.1. An Equality Impact Assessment has been carried out.

5. Budgetary Framework

5.1. There are no budgetary implications arising from this Policy review.

6. Risks

6.1. There are no additional risks to the Council in adopting a House to House Collections Policy.

7. Alternative Option(s) considered

7.1. That no Policy is introduced.