



Communities Directorate

5 January 2017

<b>Licensing Committee</b>	
<b>Date:</b>	<b>16 January 2017</b>
<b>Time:</b>	<b>7:00pm</b>
<b>Venue:</b>	<b>Queen Elizabeth II Room, The Shoreham Centre, Pond Road</b>

**Committee Membership:** Brian Coomber (Chairman), David Simmons (Vice Chair), James Butcher, Stephen Chipp, Emma Evans, David Lambourne, Peter Metcalfe, Robin Monk, Lyn Phillips, Ben Stride

## **Agenda**

### **Part A**

#### **1. Declarations of Interest / Substitute Members**

Members and officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

#### **2. Confirmation of Minutes**

To approve the minutes of the Licensing Committee meeting of held on 7 November 2016, copies of which have been previously circulated.

### **3. Public Question Time**

To receive any questions from Members of the public in accordance with Standing Order 11.2

Questions from the public should be submitted by 6.30pm 12 January 2017

Where relevant notice of a question has not been given, the person presiding may either choose to give a response at the meeting or respond by undertaking to provide a written response within three working days.

*(Note: Public Question Time will operate for a maximum of 30 minutes.)*

### **4. Items Raised Under Urgency Provisions**

To consider any items the Chairman of the meeting considers to be urgent

### **5. Hackney Carriage & Private Hire Licensing Handbook**

To consider a report by the Director for Communities, copy attached as item 5

### **6. Constitutional Provisions relating to the Councils' Licensing Function**

To consider a report by the Director for Resources, copy attached as item 6

## **Part B - Licensing Act 2003 and Gambling Act 2005 Applications**

Nil

## **Part C - Not for publication - Exempt Information Reports**

None

**Recording of this meeting:** The Council will be voice recording the meeting including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:	For Legal Services enquiries relating to this meeting please contact:
Chris Cadman-Dando Democratic Services Officer 01903 221364 chris.cadman-dando@adur-worthing.gov.uk	Ruth Pallister Lawyer 01903 221050 ruth.pallister@adur-worthing.gov.uk

**Duration of the Meeting:** Four hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.