

**Minutes of a Meeting of the  
WBC Licensing and Control Committee 'A' of  
Worthing Borough Council**

**Gordon Room, Town Hall, Chapel Road, Worthing**

**Monday 26 September 2016**

Councillor Paul High (Chairman)

Paul Baker  
Keith Bickers  
\*Joan Bradley  
\*Callum Buxton  
Edward Crouch  
Lionel Harman  
Joshua High

Diane Guest  
Susan Jelliss  
Jane Sim  
Bob Smytherman  
\*Paul Westover  
Steve Wills  
Tom Wye

\*Absent

<b>LCCA/16-17/01</b>	<b>Declarations of Interest / Substitute Members</b>
There were no declarations of pecuniary interest	
<b>LCCA/16-17/02</b>	<b>Confirmation of Minutes</b>
<b>Resolved:</b> that the minutes of the Licensing and Control Committee A meeting of held on the 16 November 2015 be approved	
<b>LCCA/16-17/03</b>	<b>Public Question Time</b>
There were no questions or statement made by the public	
<b>LCCA/16-17/04</b>	<b>Replacement Hackney Carriage &amp; Private Hire Licensing Handbook</b>
<p>Before the Committee was a report by the Director for Communities, copies of which had been circulated to all members, a copy of which is attached to the signed copy of these minutes. The report invited members to review the draft Hackney Carriage &amp; Private Hire Licensing Handbook following a wide consultation exercise. Members were requested to consider the document, the representations received and adopt the document including any amendments considered required.</p> <p>The Senior Licensing Officer introduced the report to the Committee. Members were told that there were a few typographical errors from within the report. Members were further informed that there was a need to carry out further work concerning the sections concerning CCTV and that this would be back to a later date.</p> <p>The Committee discussed the handbook and agreed some minor changes to the sentence structure and wording of some paragraphs.</p>	

The Committee drew their attention to consultation responses that had been received in connection with the handbook. They made the following changes :

- Page 38, paragraph 9.1 - that the condition relating to the number of bags be removed
- Page 38, paragraph 13.1 - the colour be changed from yellow to white and 'at all times' be replaced with the words ' while working'
- Page 33, paragraph 2.5 - remove the colour black from restrictions
- Page 32 paragraph 1.4c - that a condition be added stating that vehicles with five or more seats should carry a glass escape hammer and contain a cargo net to secure luggage
- Page 32 paragraph 1.1d - that the restriction concerning the size of engines be removed
- (not in handbook) - that a standard of dress be introduced, copied from the previous handbook but measurements relating to length of skirts etc be removed
- P17 paragraph 1.1b - seat measurement condition amended to say that 'the seat measured across the narrowest point at the back have a minimum width of 47 inches.

Members discussed the penalty point system and supported the idea of its introduction, however, it was felt that there should be further investigation into the final document. It was agreed that the Chairman of the committee work with officer to further develop the system and bring it back to the Committee at a later date.

### **Resolved**

- i) that the handbook be approved as amended with the following exceptions:
- That the section regarding CCTV be brought back to a later Committee following the completion of the necessary Impact assessments;
  - That the scoring system for the penalty points system be developed by the Chairman of the committee and Officers and be brought back to the Committee at a later date.

<b>LCCA/15-16/04</b>	<b>Exclusion of the press and public</b>
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**Resolved:** that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting from the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12A to the Act indicated against the item.

<b>LCCA/15-16/05</b>	<b>Local Government (Miscellaneous Provisions) Act 1976 Determination of a Review of a Private Hire Licence</b>
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Before the Committee was a report by the Director for Communities, a copy of which was circulated to all Members, a copy of which is attached to the signed copy of these minutes. The report before Members asked the Committee to determine a new application for a Private Hire Vehicle licence.

The applicant did not arrive at the meeting and so the Committee decided to defer the item to a later date.

**Resolved:** that the item be deferred to a later meeting

The meeting was declared closed at by the Chairman at 9:13pm, it having commenced at 6.30pm.

**Chairman**