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25 August 2022

LICENSING COMMITTEE

A meeting of the Licensing Committee will be held in **The Council Chamber at The Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF on Friday 9 September 2022 at 9.30 am** and you are requested to attend.

Members: Councillors Roberts (Chair), Cooper (Vice-Chair), Blanchard-Cooper, Clayden, Daniells, Gregory, Hamilton, Kelly, Northeast, Oliver-Redgate and Worne

PLEASE NOTE: Where public meetings are being held at the Arun Civic Centre, to best manage safe space available, members of the public are encouraged to watch the meeting online via the Council's [Committee pages](#).

1. Where a member of the public wishes to attend the meeting or has registered a request to take part in Public Question Time, they will be invited to submit the question in advance of the meeting to be read out by an Officer, but of course can attend the meeting in person.
2. We request members of the public do not attend any face to face meeting if they have Covid-19 symptoms.

Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email Committees@arun.gov.uk by 5.15 pm on **Thursday 1 September 2022** in line with current Committee Meeting Procedure Rules.

It will be at the Chief Executive's/Chair's discretion if any questions received after this deadline are considered.

For further information on the items to be discussed, please contact Committees@arun.gov.uk

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial
- c) the nature of the interest

3. MINUTES

(Pages 1 - 6)

To approve as a correct record the Minutes of the meeting held on 17 June 2022 and to note the Minutes from the meeting of the Licensing Sub-Committee held on 15 August 2022, as attached.

4. ITEMS NOT ON THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

5. PUBLIC QUESTION TIME

To receive questions from the public (for a period of up to 15 minutes).

6. KEY PERFORMANCE INDICATORS 2022-2025 - QUARTER 1 PERFORMANCE REPORT FOR THE LICENSING COMMITTEE FOR THE PERIOD 1 APRIL TO 30 JUNE 2022

(Pages 7 - 12)

This report updates the Committee with the Q1 Performance Outturn for the Key Performance Indicators for the period 1 April 2022 to 30 June 2022.

7. TAXI POLICY REVISION

(Pages 13 - 154)

The Hackney Carriage and Private Hire Licensing Policy was last reviewed and approved in 2017. Several pieces of statutory and non-statutory guidance have been released as well as the introduction of new pieces of relevant legislation since this time.

The policy should be reviewed periodically and at least every five years. There is also, because of the policy revision, a requirement to amend the current Hackney Carriage Byelaws so that they align with the policy proposals. This report seeks the Committee's approval to publish the draft revised policy for consultation and agree to advertise and consult regarding amending the Hackney Carriage Byelaws.

8. WORK PROGRAMME

(Pages 155 -
156)

The Committee is requested to note its Work Programme for 2022/23.

Note: If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note: Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link - [PART 8 - CP - Section 5 Filming Photographic Protocol](#)