

Licensing and Regulatory Committee



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda									
Date:	Tuesday 20 June 2017									
Time:	5.00 pm									
Venue:	Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds, IP33 3YU									
Full Members:	<p style="text-align: center;">Chairman To be appointed Vice-Chairman To be appointed</p> <table> <tr> <td><i>Conservative Members (10)</i></td> <td>Sarah Broughton Jeremy Farthing Wayne Hailstone Beccy Hopfensperger Margaret Marks</td> <td>Sara Mildmay-White Richard Rout Clive Springett Peter Thompson Frank Warby</td> </tr> <tr> <td><i>Charter Group Member (1)</i></td> <td>Bob Cockle</td> <td></td> </tr> <tr> <td><i>UKIP Group Members (2)</i></td> <td>Tony Brown</td> <td>Anthony Williams</td> </tr> </table>	<i>Conservative Members (10)</i>	Sarah Broughton Jeremy Farthing Wayne Hailstone Beccy Hopfensperger Margaret Marks	Sara Mildmay-White Richard Rout Clive Springett Peter Thompson Frank Warby	<i>Charter Group Member (1)</i>	Bob Cockle		<i>UKIP Group Members (2)</i>	Tony Brown	Anthony Williams
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Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.									
Quorum:	Five Members									
Committee administrator:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: christine.brain@westsuffolk.gov.uk									

Public Information



St Edmundsbury
BOROUGH COUNCIL

Venue:	West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01284 757120 Email: democratic.services@westsuffolk.gov.uk Web: www.stedmundsbury.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The Borough Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public participation:	Members of the public who live or work in the Borough are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply. A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.	
Disabled access:	West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons. Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.	
Induction loop:	An Induction loop is available for meetings held in the Conference Chamber.	
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.	

Agenda

Procedural Matters

Part 1 - Public

1. Election of Chairman 2017/2018

2. Election of Vice-Chairman 2017/2018

3. Apologies for Absence

4. Substitutes

5. Public Participation

Members of the public who live or work in the Borough are invited to put one question or statement of not more than 3 minutes duration relating to items on Part 1 of the agenda only.

If a question is asked and answered within 3 minutes the person who asked the question may ask a supplementary question that arises from the reply.

A person wishing to speak must register to speak at least 15 minutes before the meeting is scheduled to start. There is an overall time limit of 15 minutes for public speaking which may be extended at the Chairman's discretion.

6. Minutes

1 - 6

To confirm the minutes of the meeting held on 11 April 2017 (copy attached).

7. West Suffolk Food Safety Service Plan 2017-2018

7 - 32

Report No: **LIC/SE/17/006**

8. Training for Private Hire and Hackney Carriage Drivers

33 - 86

Report No: **LIC/SE/17/007**

9. Process for Setting Hackney Fares (Verbal)

To receive a verbal report on the process for setting Hackney fares to be followed.

10. Wheelchair Accessible Vehicles and Assistance Dogs Exemption Processes (Verbal)

To receive a verbal report on the processes that will be applied following applications for exemption from the legislative requirements relating to Wheelchair Accessible Vehicles and Assistance Dogs.

11. Work Programme Update

87 - 90

Report No: **LIC/SE/17/008**

Part 2 – Exempt

NONE