

Notice of Licensing Committee



Date: Thursday, 7 December 2023 at 10.00 am

Venue: Committee Room, First Floor, BCP Civic Centre Annex, St Stephen's Rd, Bournemouth BH2 6LL

Membership:

Chair:

Cllr D A Flagg

Vice Chair:

Cllr S Moore

Cllr B Castle
Cllr A Chapmanlaw
Cllr M Dower
Cllr G Farquhar

Cllr A Filer
Cllr E Harman
Cllr P Hilliard
Cllr M Howell

Cllr A Keddie
Cllr C Matthews
Cllr J Richardson
Cllr L Williams

All Members of the Licensing Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=5453>

If you would like any further information on the items to be considered at the meeting please contact: Jill Holyoake in 01202 127564 or email democratic.services@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email press.office@bcpCouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

29 November 2023

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app

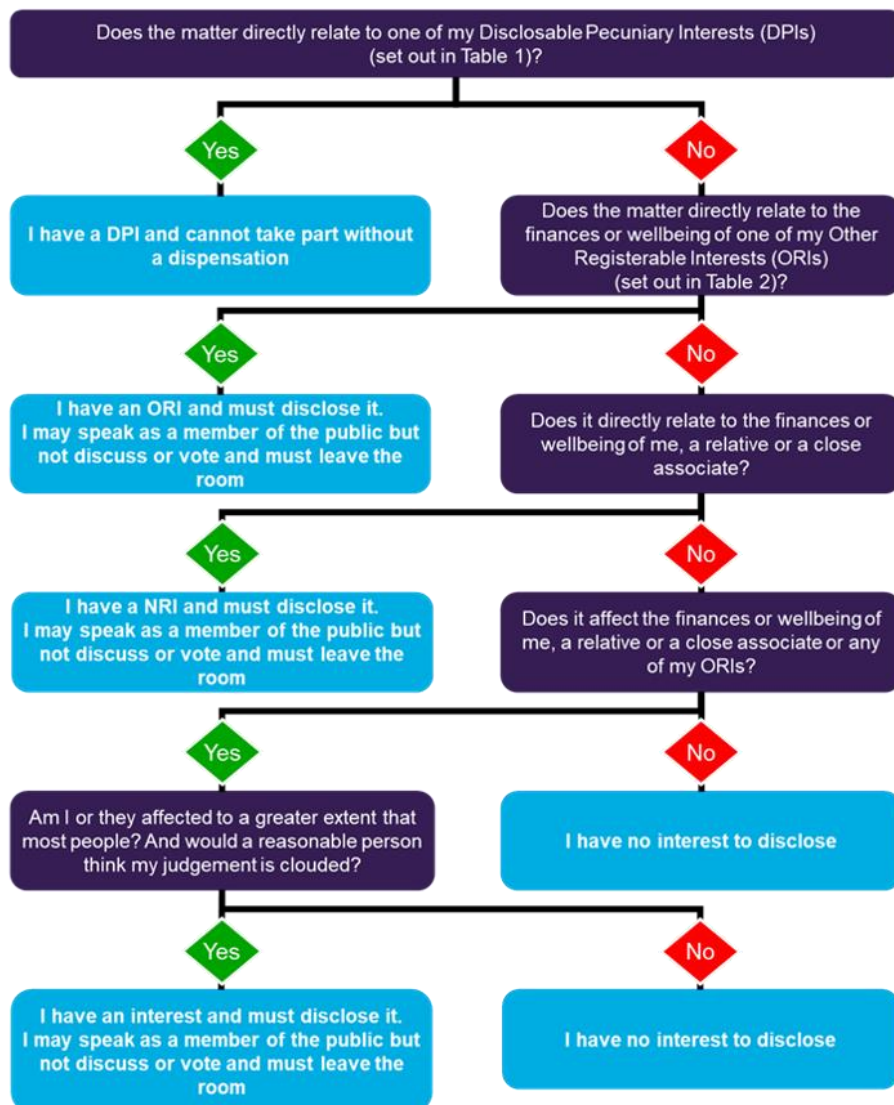


Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(richard.jones2@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. Apologies

To receive any apologies for absence from Councillors.

2. Substitute Members

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

4. Confirmation of Minutes

To confirm and sign as a correct record the minutes of the Licensing Committee held on 14 September 2023 and the Licensing Sub Committees held on 13 and 28 September, 11 and 26 October 2023.

The exempt section of the minutes where relevant are also appended as restricted documents.

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5. Public Issues

To receive any public questions, statements or petitions submitted in accordance with the Constitution, which is available to view at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of a public question is midday 3 clear working days before the meeting.

The deadline for the submission of a public statement is midday the working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

6. Update on Provision and Positioning of Taxi Ranks

At the Licensing Committee meeting on 9 March 2023 members asked for an update on the audit of all taxi ranks in BCP area which had been

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completed by the Licensing Team and Taxi Trade jointly.

The members requested the following:-

- To review the progress of Highways in programming the necessary works summarised in the report of 9 March 2023
- To receive a response from the Director of Infrastructure to provide the proposed schedule of works.
- To receive a response from the Director of Infrastructure on the number of Penalty Charge Notices issued over the last 12 months as a result of parking of non licensed vehicles on taxi ranks.

7. To agree a draft Pleasure Boat and Boatperson Policy for public consultation

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The licensing of pleasure boats and boatperson licences is currently outside the scope of any policy.

The draft policy as presented will provide a clear framework for the determination of any applications.

8. Administrative Arrangements for Licensing Sub Committees

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This report responds to informal feedback from Licensing Committee members around procedural arrangements for Licensing Sub Committees. It sets out the preferred options for attendance at meetings and asks members to consider any changes they may wish to make to the chairing of Sub Committees.

In reviewing these procedures, there is also an opportunity to update the existing protocols for public speaking at Licensing Committee and Sub Committees to reflect current arrangements and bring these together into one composite document for ease of reference.

9. Forward Plan

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To consider, amend as required and approve the Committee's forward plan of work.

The Committee is also asked to confirm the membership of its working groups in respect of the forthcoming review of the statement of licensing policy and the review of hackney carriage and private hire vehicle, driver and operator policies.

No other items of business can be considered unless the Chair decides the matter is urgent for reasons that must be specified and recorded in the Minutes.