



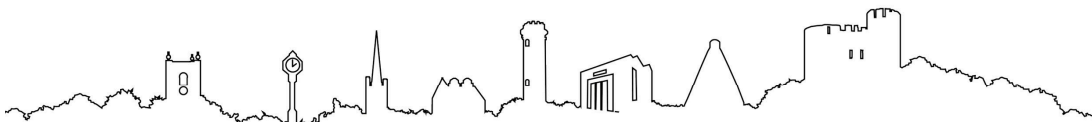
## **Meeting of the Licensing and Safety Committee**

**Wednesday 22<sup>nd</sup> May, 2024 at 7.00pm (or upon conclusion of the  
Licensing and Safety Committee Member Training)  
In Committee Room 2 at the Council House, Priory Road, Dudley**

### **Agenda - Public Session**

**(Meeting open to the public and press)**

1. Apologies for absence.
2. To report the appointment of any substitute members serving for this meeting of the Committee.
3. To receive any declarations of interest under the Members' Code of Conduct.
4. To confirm and sign the minutes of the meeting held on 5<sup>th</sup> February, 2024 as a correct record (Pages 4 - 7).
5. Appointment of Licensing Sub-Committees for the 2024/2025 Municipal Year (Pages 8 - 11).
6. To consider any questions from Members to the Chair where two clear day's notice has been given to the Monitoring Officer (Council Procedure Rule 11.8).





**Chief Executive**

**Dated: 14<sup>th</sup> May, 2024**

**Distribution:**

To prospective Members of the Committee:

(Subject to your appointment to the Committee at the Annual meeting of the Council to be held on 16<sup>th</sup> May, 2024)

**Please note the following information when attending meetings:-**

**Health and Safety**

- In view of ongoing health and safety requirements in the workplace, you are asked to comply with any safety instructions applicable to the venue. Various mitigating actions are in place to minimise any risks and to ensure we adhere to the latest guidance.

**Public Seating**

- Seating is subject to limits on capacity and will be allocated on a 'first come' basis.

**Toilets**

- Toilet facilities are available on site and are subject to safety measures that are in place. All the toilets have hand washing facilities.

**No smoking**

- There is no smoking on the premises in line with national legislation. It is an offence to smoke in or on the premises. You cannot use e-cigarettes and/or similar vaping devices.

**In Case of Emergency**

- In the event of the alarms sounding, please leave the building by the nearest exit. There are Officers who will assist you in the event of this happening, please follow their instructions.

### **Submitting Apologies for Absence**

- Elected Members can submit apologies by contacting Democratic Services (see our contact details below).

### **Private and Confidential Information**

- Any agendas containing reports with 'exempt' information should be treated as private and confidential. It is your responsibility to ensure that information containing private and personal data is kept safe and secure at all times. Confidential papers should be handed to Democratic Services for secure disposal. If you choose to retain the documents you should ensure that the information is securely stored and destroyed within six months.

### **General**

- Public Wi-Fi is available
- The use of mobile devices or electronic facilities is permitted for the purposes of recording/reporting during the public session of the meeting. The use of any such devices must not disrupt the meeting – Please turn off any ringtones or set your devices to silent.
- Information about the Council and our meetings can be viewed on the website [www.dudley.gov.uk](http://www.dudley.gov.uk)

### **If you need advice or assistance**

If you (or anyone you know) requires assistance to access the venue, or if you have any other queries, please contact Democratic Services - Telephone 01384 815238 or E-mail [Democratic.Services@dudley.gov.uk](mailto:Democratic.Services@dudley.gov.uk)

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