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**North East
Derbyshire
District Council**

Contact: Alan Maher
Tel: 01246 217391
Email: Alan.maher@ne-derbyshire.gov.uk
Date: Thursday, 7 September 2023

To: **Members of the General Licensing Committee**

Please attend a meeting of the General Licensing Committee to be held on **Friday, 15 September 2023 at 10.00 am in the** District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG.

Yours sincerely

A handwritten signature in black ink that reads "Sarah Steuberg".

Assistant Director of Governance and Monitoring Officer

Members of the Committee

Conservative Group	Labour Group
Councillor Michael Roe Councillor Martin E Thacker MBE JP Councillor Richard Welton	Councillor Clive Fletcher Councillor Daniel Higgon Councillor Carol Lacey - Chair Councillor Fran Petersen

For further information about this meeting please contact: Alan Maher, Governance Manager 01246 217391

AGENDA

1 Apologies for Absence

2 Declarations of Interest

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

3 Minutes of the Last Meeting (Pages 4 - 6)

To approve as a correct record and the Chair to sign the Minutes of the meeting of the General Licensing Committee held on 7 February 2023.

4 CCTV Policy Update

Presentation of the Environmental Team Manager (Licensing)

5 Taxi Policy Implementation Update

Presentation of the Environmental Team Manager (Licensing)

6 Matters of Urgency

To consider any other matter which the Chair of the Committee is of the opinion should be considered as a matter of urgency.

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GENERAL LICENSING COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY, 7 FEBRUARY 2023

Present:

Councillor Heather Liggett (Chair) (in the Chair)
Councillor Michael Roe (Vice-Chair)

Councillor Pat Antcliff
Councillor Stephen Pickering
Councillor Philip Wright

Councillor Mark Foster
Councillor Pam Windley

Also Present:

L Ingram	Legal Team Manager & Deputy Monitoring Officer
C Terry	Environmental Health Team Manager (Licensing)
P Denton	Environmental Protection Team Manager
A Maher	Governance Manager
A Bond	Governance Officer
T Scott	Governance and Scrutiny Officer

GLC/ Apologies for Absence

8/22-

23

Apologies were received from Councillors Michelle Emmens, Pat Kerry, Tracy Reader and Martin E Thacker MBE JP.

GLC/ Declarations of Interest

9/22-

23

None.

GLC/ Minutes of Last Meeting

10/2

2-23

Councillor Pickering wished to clarify his attendance was not listed at the 25 July 2022 meeting.

RESOLVED - That the Minutes of the meeting held on 25 July 2022 were approved as a correct record and signed by the Chair.

GLC/ General Licensing Act Committee and Sub-Committee Meeting Arrangements

11/2

2-23

The Committee considered the arrangements for General Licensing Committee and General Licensing Sub-Committee meetings for the forthcoming 2023-24 Municipal Year.

The report included proposals for meeting dates, an addition to the scheme of delegation, and changes to procedures for Sub Committee meetings.

Two questions were also included in the report for discussion:

- (1) Would it be appropriate to ask for additional confirmation of identity from Licence Holders and Applicants, and if so, what form might this take?
- (2) Should all those Licence Holders and Applicants called to Sub Committee be given the opportunity to attend remotely, through the electronic conference call system?

The report proposed that with these points in mind, the most appropriate approach would be for each case to continue to be judged on its merits. In particular, when advance notice had been given of the applicant not attending, the Chair of Committee could be asked to determine if it would be appropriate for the hearing to take place, following advice from the appropriate officers. When no notice or very short notice was given then this could be decided by the Sub Committee Members by a simple majority, again following advice from the appropriate officers. Members agreed that this proposed approach offered the Sub Committees the most flexibility.

RESOLVED –

- (1) That Committee noted the schedule of draft dates for the General Licensing Committee during the 2023-24 Municipal Year.
- (2) That Committee noted the schedule of draft dates for General Licensing Sub Committee meetings for the 2023-24 Municipal Year.
- (3) That the Assistant Director of Governance and Monitoring Officer would continue to appoint Members to serve on scheduled and unscheduled meetings of the General Licensing Sub-Committee and that Committee recommends to Standards Committee that a specific delegation be included in the Scheme of Delegation in the Constitution.
- (4) Committee considered the Procedural Arrangements for General Licensing Sub Committee meetings, and agreed that each case would continue to be judged on its merits. In particular, when advance notice had been given of the applicant not attending, the Chair of Committee could be asked to determine if it would be appropriate for the hearing to take place, following advice from the appropriate officers. When no notice or very short notice was given then this could be decided by the Sub Committee Members by a simple majority, again following advice from the appropriate officers.

GLC/ CCTV in Taxis - Update

12/2

2-23

The Environmental Health Team Manager (Licensing) updated Members on the progress of the CCTV in Taxis policy and the rolling out of the installations. Members were informed that Camera installations were now being implemented. Applications for exemptions from the policy would be dealt with by the General Licensing Sub Committee.

Members discussed the update. As part of this they heard about the number of installations which had taken place and those installations which remained

outstanding. They also heard about the cost of camera installation and how this had been explained to drivers as part of the consultation process on the Policy.

Committee considered the Derbyshire County Council School Contract policy and the ongoing dialogue to address any safeguarding concerns about the installation of the CCTV equipment in vehicles contracted by the County Council.

RESOLVED – That the update be noted.

GLC/ Matters of Urgency

13/2

2-23 None.