

## **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.