

Minutes of a meeting of the General Purposes Licensing Committee on Monday 20 May 2024



Committee members present:

Councillor Mundy (Chair)	Councillor Lygo
Councillor Ottino	Councillor Upton
Councillor Waite	Councillor Jupp
Councillor Miles	Councillor Sandelson
Councillor Max Morris	Councillor Muddiman
Councillor Yeatman	Councillor Rehman
Councillor Azad	

Officers present for all or part of the meeting:

Alison Daly, Legal Adviser
Anna Dumitru, General Licensing Team Leader
Joshua Curnow, Supervising Senior Licensing Officer
David Stevens, Business Regulation Principal Lead Officer
Celeste Reyeslao, Committee and Member Services Officer

Apologies:

Councillor(s) Clarkson and Qayyum sent apologies.

1. Appointment of Chair for the Council Year 2024-25

Before inviting nominations, it was explained that the Committee Chair and Vice-Chair traditionally alternated as Sub-Committee chairs, provided the Sub-Committees comprising three members remained politically balanced. The Committee was informed that any of its members may be nominated and elected Committee Chair, however the Chair may not sit on Sub-Committees if it did not meet the political balance requirements.

Councillor Miles proposed and Councillor Lygo seconded the nomination of Councillor Mundy to be elected as Chair of the Committee for 2024/25.

Following questions from Councillor Rehman and Councillor Muddiman, the Committee was referred to Section 14.2 of the Constitution and noted that deviation from the political proportionality requirement for its Sub-Committees could be considered in exceptional circumstances with reasons.

Cllr Lygo left the meeting and did not return.

In discussion, the Committee agreed that deviating from political balance requirements would alleviate the logistical burden on members belonging to small groups and mitigate the impacts on Council operations.

Councillor Muddiman proposed and Councillor Jupp seconded a motion to disapply the political proportionality requirement for its Sub-Committees. Having applied Section 17 of the Local Government and Housing Act 1989, the motion was put to the vote and with all members present voting in favour, the motion was agreed.

There were no other nominations.

The General Purposes Licensing Committee resolved that Councillor Mundy be elected as the Chair for 2024/25.

Cllr Rehman left the meeting and did not return.

2. Appointment of Vice-Chair for the Council Year 2024-25

Councillor Upton proposed and Councillor Sandelson seconded the nomination of Councillor Waite to be elected as Vice-Chair of the Committee for 2024/25.

There were no other nominations.

The General Purposes Licensing Committee resolved that Councillor Clarkson be elected as Vice-Chair for 2024/25.

3. Declarations of interest

There were no declarations of interest.

4. Appointment of Sub-Committees

The Committee considered the report of the Head of Law and Governance setting out the establishment of four sub-committees for the 2024/25 council year to deal with casework flowing from the Committee's own responsibilities.

Councillor Muddiman proposed that Sub-Committees A, B, C, and D each consist of three members from different political groups to enhance diverse representation. She also suggested that substitutes must come from a political group not already represented in each Sub-Committee. However, concerns were raised about the constraints this might place on selecting available substitutes, given the Committee had agreed to deviate from strict political balance requirements.

The Committee and Member Services Officer suggested considering substitutes from the pool of members not appointed to any Sub-Committee before seeking substitutes from those already appointed. The Committee agreed, highlighting a preference for ensuring diverse political group representation where possible.

The General Purposes Licensing Committee resolved to:

1. **Agree** that the casework hearings for taxi, private hire or other driver or vehicle licences, street trading consents and sex establishment licences should be

determined by sub-committees on the basis of the Powers and Duties of GPL Sub-Committees at Appendix A.

2. **Establish** four ~~politically-balanced~~ sub-committees of three members, and **agree** the membership, each to undertake the casework of the General Purposes Licensing Committee as set out in Appendix A:
 - Sub-Committee A: Councillor Ed Mundy, Councillor Lois Muddiman, Councillor Simon Ottino
 - Sub-Committee B: Councillor Mary Clarkson, Councillor Jo Sandelson, Councillor Ian Yeatman
 - Sub-Committee C: Councillor Ed Mundy, Councillor Katherine Miles, Councillor Naomi Waite
 - Sub-Committee D: Councillor Mary Clarkson, Councillor Max Morris, Councillor Theo Jupp
3. **Agree** that substitution is permitted on each of the four Sub-Committees but that substitutes must be from the General Purposes Licensing Committee. Substitutes will be sought from the pool of members not appointed to any Sub-Committee before seeking substitutes from those already appointed, with a preference for ensuring diverse political group representation where possible.
4. **Agree** the meeting dates and time as set out in the report.

5. Update for the General Purposes Licensing Committee

The Committee noted the update report.

6. Miscellaneous Licensing Update Report

In addition to the submitted report, and at the request of the Chair, David Stevens, Principal Lead Officer, provided the Committee with a summary background to the Little Blue Van street trading case. He then highlighted the following related updates:

- The deficiencies in the consultation and response process between the City and County Councils, which had been highlighted by this case, had now been addressed.
- The resulting improved joint working between the councils had identified several other city centre sites which are on parking / traffic-restricted locations. Officers had set a programme to review and regularise each trading site no later than March 2025.
- Both City and County Council members had started to engage at a corporate level, recognising the need to work to shared visions for place-making as well as regulatory constraints within the city.
- A workstream to support outdoor furniture and street trading was being developed under the Central Oxfordshire Movement and Place Framework (COMPF), which would help ensure that joint working would consider traffic regulations, street trading consents, and placemaking aspects together.
- The County Council had decided to indefinitely withhold traffic enforcement action against the Little Blue Van. This decision necessitated a review of the existing TRO by the County Council, a process which would eventually involve public consultation. Once this process had taken place, a final decision on the TRO review would be made by a County Council Cabinet member.
- It was hoped that the final decision would permanently change the TRO to enable street trading to continue at the location in question.
- Progress had been made towards proper regulation of existing sites.

The Committee noted the update report.

7. Minutes of the previous meeting

The Committee resolved to **approve** the minutes of the meeting held on 5 February 2024 as a true and accurate record.

8. Dates and times of meetings

The Committee noted the dates and times of future meetings.

The meeting started at 6:20 pm and ended at 7:16 pm

Chair

Date: Monday 23 September 2024

*When decisions take effect:
Cabinet: after the call-in and review period has expired
Planning Committees: after the call-in and review period has expired and the formal decision notice is issued
All other committees: immediately.
Details are in the Council’s Constitution.*