

### Attendance

#### Members of the Non-Statutory Licensing Committee

Cllr Alan Bolshaw (Chair)  
Cllr Greg Brackenridge  
Cllr Keith Inston  
Cllr Rita Potter  
Cllr Anwen Muston  
Cllr Jonathan Crofts  
Cllr Zee Russell

#### Employees

Donna Cope	Democratic Services Officer
Sarah Hardwick	Senior Solicitor
Jaswinder Kaur	Democratic Services Manager
Chris Howell	Commercial Regulation Manager
Greg Bickerdike	Section Leader Licensing
Lorraine Jones	Section Leader Licensing
Alison Stephens	Senior Food and Consumer Safety Officer

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## Part 1 – items open to the press and public

*Item No.*      *Title*

- 1 Apologies for absence**  
Apologies were received from Councillor Milkinderpal Jaspal and Councillor Obaida Ahmed.
- 2 Declarations of interest**  
There were no declarations of interest.
- 3 Minutes of previous meeting**  
Resolved:  
That the minutes of the meeting of the Non-Statutory Licensing Committee held on 27 May 2020 be confirmed as a true record and signed by the Chair.

4 **Matters arising**

There were no matters arising.

5 **Pavement Licences**

Greg Bickerdike, Section Leader Licensing, presented a report on the Pavement Licence Regime, introduced by The Business and Planning Act 2020.

He stated that since the report was written, advice had been received from legal colleagues that Pavement Licences were an executive function and as such, Recommendation 4 should be noted and read:

*4. The delegations referred to in this report includes further proposed delegations from the Director for City Environment.*

The Section Leader outlined the regime and explained that it was a temporary measure introduced by The Business and Planning Act 2020 to support businesses in operating safely whilst social distancing was in place.

The Section Leader responded to questions asked and Members of the Committee welcomed the report.

Councillor Inston commended the regime and proposed the recommendations. Councillor Muston seconded the recommendations.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Adopted the Pavement Licence regime;
2. Approved the implementation of the Pavement Licence Policy;
3. Approved the setting of a £25 application fee for a Pavement Licence;
4. Noted that the delegations referred to in the report included further proposed delegations from the Director for City Environment.
5. Noted that the activity regulated by Table and Chairs Permits was regulated by Pavement Licences, with a reduced public consultation period of seven days.

6 **'My Driver Portal' and Online Registers**

Lorraine Jones, Section Leader Licensing, presented a report to inform Councillors of the introduction of the 'My Driver Portal' and Online Register for all drivers, vehicle proprietors and operators licensed by of City of Wolverhampton Council.

She shared a power point presentation outlining the initiatives, but due to technical issues, not all Members were able to view it. She therefore discussed the initiatives verbally and it was agreed that the presentation would be appended to the minutes of the meeting.

The Commercial Regulation Manager responded to questions asked and Members welcomed the report.

Councillor Brackenridge commended Licensing on their work and fully supported the introduction of the 'My Driver Portal' and Online Register.

Councillor Crofts proposed the recommendations and Councillor Russell seconded the recommendations.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Noted the introduction of an online 'My Driver Portal' and register for all drivers, vehicle proprietors and operators licensed by of City of Wolverhampton Council.

7 **Sports Ground Safety Advisory Group - Policy for Sports Ground Safety and Molineux Stadium Terms of Reference.**

Chris Howell, Commercial Regulation Manager, presented a report to update the Committee on the new terms of reference and policy document in relation to managing safety at sports grounds.

He outlined the role of the Molineux Stadium Safety Advisory Group and responded to questions asked.

Alison Stephens, Senior Food and Consumer Safety Officer, shared a power point presentation on Sports Ground Safety. She discussed the Sports Ground Safety Certificate and responded to questions asked.

Councillor Greg Brackenridge commended the Molineux Safety Advisory Group for their hard work and proposed the recommendations. Councillor Potter seconded the recommendations.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Approved the amended Molineux Stadium Safety Advisory Groups constitution and term of reference.
2. Noted the managing safety at sports grounds policy and that it has been subject to consultation.

The Chair commended Officers on the report and a discussion developed concerning the use of face coverings in licensed vehicles.

Following the discussion, it was agreed that the Chair and Vice Chair of the Non-Statutory Licensing Committee, the Commercial Regulation Manager, and Public Health would agree on and implement a policy regarding the use of face coverings in licensed vehicles. This course of action was agreed unanimously by the Committee.

8 **Exclusion of press and public**

Resolved:

To pass the following resolution:

That, in accordance with Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as they involve the likely disclosure of exempt information falling within paragraph 3 of Schedule 12A to the Act relating to the financial or business affairs of any particular person (including the authority holding that information).

9 **Surveillance Cameras in Private Hire and Hackney Carriage Vehicles**  
Greg Bickerdike, Section Leader Licensing, presented a report informing the Non-Statutory Licensing Committee of the situation relating to the use of surveillance cameras in licensed private hire vehicles and hackney carriage vehicles.

He outlined the proposed consultation exercise and Members welcomed the report.

Resolved:

That Members of the Non-Statutory Licensing Committee:

1. Approved a full public consultation on surveillance cameras in licensed private hire vehicles and hackney carriage vehicles.

At the invitation of the Chair, Colin Parr, Head of Business Services, joined the meeting. He informed the Committee of his impending move to another local authority and thanked Members for their support over the years. The Chair reciprocated on behalf of the Committee.