

LICENSING COMMITTEE

Meeting to be held in Civic Hall, Leeds on
Tuesday, 21st November, 2023
at 9.30 am

MEMBERSHIP

Councillors

A Ali	-	Gipton and Harehills;
N Buckley	-	Alwoodley;
E Carlisle	-	Hunslet and Riverside;
R Downes	-	Otley and Yeadon;
L Farley	-	Burmantofts and Richmond Hill;
S Firth	-	Harewood;
J Gibson (Chair)	-	Cross Gates and Whinmoor;
S Hamilton	-	Moortown;
T Hinchcliffe	-	Bramley and Stanningley;
S Holroyd-Case	-	Ardsley and Robin Hood;
A Hutchison	-	Morley North;
L Martin	-	Roundhay;
D Seary	-	Pudsey;
A Smart	-	Armley;
I Wilson	-	Weetwood;

Please do not attend the meeting in person if you have symptoms of Covid-19 and please follow current public health advice to avoid passing the virus onto other people.

Note to observers of the meeting. To remotely observe this meeting, please click on the 'View the Meeting Recording' link which will feature on the meeting's webpage (linked below) ahead of the meeting. The webcast will become available at the commencement of the meeting.

[Council and democracy \(leeds.gov.uk\)](https://leeds.gov.uk)

Agenda compiled by:
Governance Services
Civic Hall

Helen Gray
37 88657

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2		Item 9	<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information</p>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6			<p>MINUTES</p> <p>To approve the minutes of the last meeting held on 1st August 2023.</p>	9 - 18
7	Harewood; Wetherby		<p>LEEDS FESTIVAL 2023 DEBRIEF</p> <p>To consider the report of the Chief Officer, Elections and Regulatory, which provides the Committee with an opportunity to receive a debrief following Leeds Festival 2023 in the form of a verbal report from representative of Festival Republic and from partners of the Safety Advisory Group (SAG).</p>	19 - 22
8	Harewood; Wetherby		<p>LEEDS FESTIVAL 2023 - METHOD OF APPROVAL OF THE EVENT MANAGEMENT PLAN</p> <p>To consider the report of the Chief Officer, Elections and Regulatory, which provides the Committee with an opportunity to review the process for the approval of the Event Management Plan associated with the Leeds Festival. The Premises Licence for the Leeds Festival is subject to a condition that the Event Management Plan and any revisions to the Event Management Plan must be approved each year by the Licensing Authority prior to the Festival.</p>	23 - 26

Item No	Ward	Item Not Open		Page No
9		Appendices A & B 10.4 (1, 2, 5)	<p>LICENSING ACT 2003 REGULATION 28: REPORT TO PREVENT FUTURE DEATHS</p> <p>To consider the report of the Chief Officer, Elections and Regulatory, which notes that following the Inquest into a fatality at the Leeds Festival 2022, Leeds City Council was served with a Regulation 28: Report to Prevent Future Deaths by the Senior Coroner for the Coroner area of West Yorkshire East. Leeds City Council has a duty to respond to the Regulation 28: Report for the Prevention of Future Deaths by 5th December 2023 and the report includes a proposed response for consideration by the Committee.</p> <p><i>Please note that Appendices A and B of the report have been designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4 (1), (2) and (5)</i></p>	27 - 38
10			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note the date and time of the next meeting as Tuesday 23rd January 2024 at 10.00 am.</p> <p><u>Third Party Recording</u></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ol style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

Item No	Ward	Item Not Open		Page No
			<p>We strive to ensure our public committee meetings are inclusive and accessible for all. If you are intending to observe a public meeting in-person, please advise us in advance of any specific access requirements that we need to take into account by email (FacilitiesManagement@leeds.gov.uk). Please state the name, date and start time of the committee meeting you will be observing and include your full name and contact details.</p>	