

**Minutes of a Meeting of the
WBC Licensing and Control Committee 'A' of
Worthing Borough Council**

Gordon Room, Town Hall, Chapel Road, Worthing

Monday 27 March 2017

Councillor Paul High (Chairman)

Paul Baker	*Susan Jelliss
Keith Bickers	*Luke Proudfoot
*Joan Bradley	Jane Sim
Callum Buxton	Bob Smytherman
Edward Crouch	Paul Westover
Lionel Harman	Steve Wills
Joshua High	Tom Wye

*Absent

LCCA/16-17/26 Declarations of Interest / Substitute Members

Nil.

LCCA/16-17/27 Confirmation of Minutes

Resolved: that the minutes of the Licensing and Control Committee A meeting of held on the 30 January 2017 be approved as amended.

LCCA/16-17/28 Public Question Time

There were no questions

LCCA/16-17/29 Findings of the Hackney Carriage and Private Hire Handbook Working Group

Before the Committee was a report by the Director for Communities, copies of which had been circulated to all Members, a copy of which is attached to the signed copy of these minutes as item 5. The report detailed for Members the outcome of investigations following concerns raised during public question time at the Committee's meeting on the 30 January 2017.

Councillor Paul Baker summarised the work of the group and presented three recommendations to the Committee.

The Committee were satisfied that with the exception of one inconsistency, that the handbook was congruent with decisions made by the Licensing and Control Committee A at the meetings held on the 26 September 2016 and the 15 December 2016.

Members agreed with the suggestion that there should be regular six monthly meetings with the trade and the Chair asked that the Chair and Vice Chair be invited.

Members noted that the handbook, when approved, was due for review after five years but agreed that in the first instance a review in two years time would be a suitable timeframe (initially) to assess the operation of the handbook.

A Member commented that feedback from users would be useful and the Committee discussed ways in which this information could be collated.

Resolved:

- i) That the Hackney Carriage and Private Hire Handbook be reviewed after 24 Months of operation or as required, and it be reviewed on a five year basis thereafter;
- ii) That the Licensing and Control Committee A recommends that a regular 6 monthly timetabled meeting be set up between the Trade and Licensing Officers;
- iii) That the Licensing and Control Committee A note the minor amendment to the handbook.

LCCA/16-17/30 CCTV Impact assessment for Private Hire and Hackney Carriage licensed vehicles

Before the Committee was a report by the Director for Communities , a copy of which had been circulated to all Members, a signed copy of which is attached as item 6. The report detailed for the outcome of a CCTV Impact Assessment following the Committee's meeting on the 26 September 2016, when it was resolved by Members to approve a new Hackney Carriage and Private Hire Licensing Handbook and the issue of the installation of CCTV be brought back to the Committee following completion of the assessment.

Members discussed the recording of audio as well as CCTV and heard evidence that despite trade members wanting permanent audio recording, its implementation could breach human rights and data protection legislation. Members were told about a case involving Southampton City Council where the Information Commissioner had cited the use of constant audio recording in vehicles as disproportionate. The report before Members recommended the installation of a 'panic button' so that audio could be recorded on 'rare occasions' when it might be necessary.

The Lawyer confirmed to Members that individual drivers would be the responsible data controllers in relation to the use of CCTV in their vehicles.

Resolved: that the CCTV conditions as set out in appendix C of the report be adopted and included within the Hackney Carriage and Private Hire Licensing Handbook.

The meeting was declared closed at by the Chairman at 7.40pm, it having commenced at 6.30pm.

Chairman