

## Licensing Committee

**Minutes of the meeting held in Room 209/210 on the Second Floor, The Marine Workshops, Railway Quay, Newhaven, East Sussex, BN9 0ER, on 22 June 2023 at 10:30am**

**Present:**

Councillor Sean MacLeod (Chair); Councillor Roy Clay (Deputy-Chair);  
Councillors Ian Alexander, Christine Brett, Paul Davies, Nikki Fabry, Freddie Hoareau,  
Nick Kortalla-Bird, Wendy Maples, Paul Mellor and Joa Saunders

**Officers in attendance:**

Jo Dunk (Regulatory Services Lead), Jennifer Norman (Committee Officer, Democratic Services) and Michele Wilkinson (Lawyer, Housing & Regulatory)

**Also in attendance:**

Inspector Burrows (Sussex Police)

**1 Election of Deputy-Chair**

Councillor Roy Clay was elected as the Deputy-Chair of the Licensing Committee for the remainder of the 2023/24 municipal year.

**2 Minutes**

The minutes of the meeting held on the 12 January 2023 were submitted and approved and the Chair authorised to sign them as a correct record.

**3 Apologies for absence**

There were none.

**4 Declarations of interest**

There were none.

**5 Urgent items**

There were none.

**6 Written questions from councillors**

There were none.

## **7 Amendments to the Hackney Carriage and Private Hire Licensing Guidance**

The Committee considered the report which detailed the proposed changes to the Hackney Carriage and Private Hire Licensing Guidance, as set out in Section 2 of the report and Appendix 1, and a proposed six-week public consultation.

The Lead for Regulatory Services (LRS) summarised the report, highlighting the proposed changes to the Guidance as set out Section 2 of the report and in Appendix 1, and recent feedback which had been received about the Trade in relation to the inclusion of audio in licensed vehicles with the CCTV systems.

Members discussed with Officers and Sussex Police Inspector Burrows the financial, legal and GDPR implications regarding the possible inclusion of audio in licensed vehicles with the CCTV systems in Lewes District, as well as the proposed changes to the Hackney Carriage and Private Hire Licensing Guidance.

Further discussions included queries surrounding data control, safeguarding and GDPR training, DBS checks, WAV vehicles and the number of Hackney Carriage and Private Hire Drivers currently operating within the District.

The Committee queried when the proposed public consultation would begin and how long it would last. Officers confirmed that the proposed public consultation would begin in July 2023 and it was proposed that the consultation period should be six weeks.

### **Resolved:**

- 1) That the proposed amendments to the Lewes District Council Hackney Carriage and Private Hire Licensing Guidance as set out in Section 2 of the report and Appendix 1, be approved for consultation, subject to:
  - The addition of questions relating to Safeguarding training to be undertaken every 3 years, GDPR training and the inclusion of audio recording in licensed vehicles, to be included in the public consultation;
- 2) That the Senior Specialist Advisor be authorised to begin a six-week consultation with the taxi trade and the public on the proposed Guidance as set out in Appendix 1; and
- 3) That the results of the public consultation be reported to a subsequent meeting of the Licensing Committee, unless only minor changes are proposed as a result of the consultation responses, in which case the Lead for Regulatory Services be authorised, in consultation with the Chair of the Licensing Committee, to make any minor changes to the Guidance.

**8 Date of next meeting**

That it be noted that the next meeting of the Licensing Committee was scheduled to be held on Thursday, 14 December 2023, in Room 209/210 on the Second Floor, The Marine Workshops, Railway Quay, Newhaven, East Sussex, BN9 0ER, commencing at 10:30am.

It was also discussed and noted that an additional meeting would be held to consider the results of the public consultation prior to the next scheduled meeting on Thursday, 14 December 2023, at a date later to be agreed.

The meeting ended at 11:40am.

Councillor Sean MacLeod (Chair)