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To: Chair & Members of the General
Licensing Committee

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Tuesday, 13th February 2024

Dear Councillor

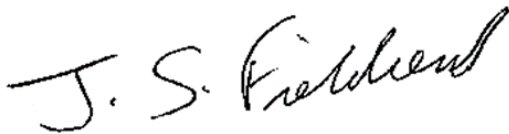
GENERAL LICENSING COMMITTEE

You are hereby summoned to attend a meeting of the General Licensing Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Thursday, 22nd February, 2024 at 10:15 hours or at the conclusion of the Licensing & Gambling Acts Committee.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 3 onwards.

Yours faithfully



Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

**GENERAL LICENSING COMMITTEE
AGENDA**

***Thursday, 22nd February, 2024 at 10:15 hours taking place in the Council Chamber, The
Arc, Clowne***

Item No.		Page No.(s)
1.	Apologies For Absence	
2.	Urgent Items of Business	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes	4 - 6
	To consider the minutes of the last meeting held on 20 th December 2022.	
5.	CCTV in Taxis' Update	Verbal Report

GENERAL LICENSING COMMITTEE

Minutes of a meeting of the General Licensing Committee of Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Tuesday 20th December 2022 at 10:00 hours.

PRESENT:-

Members:-

Councillor Ray Heffer in the Chair

Councillors: Maxine Dixon, Mary Dooley, Evonne Parkin and Rita Turner

Officers: Louise Arnold (Legal Team Manager (Deputy Monitoring Officer)), Charmaine Terry (Environmental Health Team Manager – Licensing) and Lindsay Harshaw (Governance & Civic Officer)

GLC01-22/23 APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors Rose Bowler, Tricia Clough and Andrew Joesbury.

GLC02-22/23 URGENT ITEMS OF BUSINESS

There were no urgent items of business to be considered.

GLC03-22/23 DECLARATIONS OF INTEREST

There were no declarations of interest made.

GLC04-22/23 MINUTES – 10TH FEBRUARY 2022

Moved by Councillor Ray Heffer and seconded by Councillor Mary Dooley
RESOLVED that the minutes of a General Licensing Committee held on 10th February 2022 be approved as a correct record.

GLC05-22/23 CCTV UPDATE

The Environmental Health Team Manager – Licensing, reminded Members that the policy to make CCTV mandatory in Hackney Carriages & Private Hire Vehicles had been approved by Council at its meeting held on 18th May 2022 (Minute No. CL23-22/23 refers) and that all drivers had been advised of the change to the policy which would be implemented during October 2022. A procurement exercise had been undertaken and two suppliers had responded, however, one of the suppliers could not meet the Council's required specification. A supplier, 4eyez, had been contracted to provide and install the CCTV units which would cost in the region of

GENERAL LICENSING COMMITTEE

£500 - £800 dependent on the vehicle. Unfortunately, due to contracting issues, there had been a slight delay in implementing the policy until the end of November and all drivers had been notified accordingly.

The installation of the CCTV units was being undertaken on a rolling basis when vehicles were booked in for MoTs. It was hoped that all vehicles would have CCTV units installed by May 2023.

Liaison was taking place with the Council's Communications Team in order to undertake a public relations exercise in the near future to promote businesses with the CCTV. It was also intended to provide information to drivers and businesses to assist with advising customers that CCTV was installed and the Data Protection requirements.

It was noted that some concerns had been received from taxi drivers regarding the cost of having the CCTV units installed, however, since the implementation of the policy on 28th November 2022 the number of enquiries regarding this had reduced.

A Member queried the information provided to taxi drivers. The Environmental Health Team Manager – Licensing, advised that it was a requirement that CCTV units be installed on renewal of vehicle licences. Some requests for exemptions had been received and these would need to be submitted to Committee for consideration.

A Member queried the grounds for an exemption. The Environmental Health Team Manager – Licensing, stated that some taxi drivers had raised concerns regarding affordability. She advised that anyone applying for an exemption would need to submit a legitimate business case detailing the reasons for the application, e.g. loss of business due to confidentiality of high profile passengers. All applications for exemptions would be submitted to Committee for consideration.

A Member asked who was responsible for advising passengers that CCTV was installed in the vehicles. The Environmental Health Team Manager – Licensing, stated that both the businesses (when making the booking) and taxi drivers were responsible for advising passengers of the CCTV. There was also signage placed within vehicles.

Another Member queried if grant funding was available to assist with the cost of CCTV installation. The Environmental Health Team Manager – Licensing, responded that, unfortunately, there was no funding available at this moment in time.

A Member asked if the Procurement Team had been involved in procuring the supply of CCTV units to ensure best value for money was achieved. The Environmental Health Team Manager – Licensing, advised that a procurement exercise had been undertaken to the Council's specification and that the appointed supplier had provided an element of discount. However, due to the drop in the value of the pound, there had been a significant impact on the supplier's prices and their ability to acquire the products. It was noted that the bespoke CCTV system had been developed specifically for the Council's requirements.

GENERAL LICENSING COMMITTEE

Another Member commented that she had received feedback regarding the expense to be incurred by vehicle licence holders. The Environmental Health Team Manager – Licensing, advised that a consultation exercise had taken place during 2021 and all relevant information had been provided to businesses/taxi drivers. It was noted that there had not been an overwhelming response from the trade regarding the cost of the CCTV units during the consultation period.

A Member queried whether the information captured on the CCTV units could be used as evidence if required. The Legal Team Manager (Deputy Monitoring Officer) advised that the Council was the Data Controller of the footage and the footage could be used in line with the agreed policy.

Moved by Councillor Ray Heffer and seconded by Councillor Maxine Dixon
RESOLVED that the verbal update be noted.

The meeting concluded at 10:26 hours.