

**LICENSING REGULATORY  
COMMITTEE**

**1.00 P.M.**

**23RD MARCH 2017**

**PRESENT:** Councillors Colin Hartley (Chairman), Margaret Pattison (Vice-Chairman), Alan Biddulph, Susie Charles, Joan Jackson, Terrie Metcalfe and Robert Redfern

Apologies for Absence:

Councillors Mel Guilding and Tim Hamilton-Cox

Officers in Attendance:

|                      |                            |
|----------------------|----------------------------|
| Stephen Sylvester    | Food and Safety Manager    |
| David Lingard        | Licensing Manager          |
| Malcolm Hetherington | Assistant Accountant       |
| Luke Gorst           | Solicitor                  |
| Jane Glenton         | Democratic Support Officer |

**59 MINUTES**

The Minutes of the meeting held on 9<sup>th</sup> February 2017 were signed by the Chairman as a correct record.

**60 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIRMAN**

In accordance with Section 100B (4) of the Local Government Act 1972, the Chairman ruled that the Committee should consider the procedure in relation to the variation of the Hackney Carriage Table of Fares as a matter of urgency, because a report seeking the recommendation of the Committee on fare proposals should have been submitted to the March meeting of the Committee and an immediate decision was needed (Minute No. 62 refers).

**61 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**62 ITEM OF URGENT BUSINESS - VARIATION OF HACKNEY CARRIAGE FARES**

Members were advised that at its meeting on 13<sup>th</sup> February 2014, the Committee had resolved that the procedure in relation to the variation of the Hackney Carriage Table of Fares be amended.

As part of the resolution, it had been resolved that Hackney Carriage proprietors be consulted in March each year on whether a fare increase in line with RPI was required that year or not.

It was proposed by Councillor Metcalfe and seconded by Councillor Redfern:

“That Hackney Carriage Proprietors be consulted on whether there should be a fare increase in line with RPI or not in 2017/18.”

Upon being put to the vote, Members voted unanimously in favour of the proposition, whereupon the Chairman declared the proposal to be clearly carried.

***Resolved:***

That Hackney Carriage Proprietors be consulted on whether there should be a fare increase in line with RPI or not in 2017/18.

**63 PROPOSED LICENSING FEES 2017/18**

The Committee received the report of the Food & Safety Manager, which provided detailed budget information for the Licensing Service, and set out proposed fee levels to enable Members to consider setting fees for 2017/18.

The Food & Safety Manager outlined information on the service budget, which had been requested by Members at the previous meeting of the Committee to enable them to reach a decision. This included data for the financial year 2016/17 and projected data for the financial year 2017/18.

A table in the report provided a budget breakdown for the Licensing function covering the year 2016/17, together with a forward estimate for 2017/18 and projections to 2020/21.

*Appendix A* to the report provided an analysis of fee charges arising from the time monitoring exercise undertaken by the former Licensing Manager.

*Appendix B* to the report listed the present fees in relation to Hackney Carriage and Private Hire licensing.

*Appendix C* to the report listed the present fees in relation to Miscellaneous licensing.

Members were informed that the analysis of the budget carried out by the former Licensing Manager, in conjunction with the Finance Officer, had indicated that the proposed fees would reasonably cover the costs, where permissible.

Officers recommended that there be no increase in the fees either for Hackney Carriage and Private Hire licensing or for Miscellaneous licences for 2017/18, as the existing fees reflected the cost of providing the service, in accordance with the statutory provisions on licence fees.

It was proposed by Councillor Metcalfe and seconded by Councillor Pattison:

“That the recommendation set out in the report be approved.”

Upon being put to the vote, Members voted unanimously in favour of the proposition, whereupon the Chairman declared the proposal to be clearly carried.

***Resolved:***

That for the financial year 2017/18, there be no increase in the fees charged by the Council for fees relating to Hackney Carriages and Private Hire vehicles, and Miscellaneous licences.

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Chairman

(The meeting ended at 1.15 p.m.)

**Any queries regarding these Minutes, please contact  
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