

Runnymede Borough CouncilREGULATORY COMMITTEE15 November 2016 at 4.12 pm

Members of the Committee present: Councillors Mrs J Gracey (Chairman), D W Parr (Vice-Chairman), Mrs D V Clarke, R J Edis and Mrs E Gill.

Members of the Committee absent: None.

Councillor N M King attended part of the meeting.

329. FIRE PRECAUTIONS

The Committee noted the Fire Precautions.

330. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

The Group mentioned below had notified the Chief Executive of their wish that the change listed below be made to the membership of the Committee. The change was for a fixed period ending on the day after the meeting and thereafter the Councillor removed would be reappointed.

| <u>Group</u> | <u>Remove From Membership</u> | <u>Appoint Instead</u> |
|----------------------------------------|-------------------------------|------------------------|
| Runnymede Independent Residents' Group | Councillor Mrs M T Harnden | Councillor Mrs E Gill |

The Chief Executive had given effect to this request in accordance with Section 16(2) of the Local Government and Housing Act 1989.

331. MINUTES

The Minutes of the meeting of the Committee held on 2 June 2016 were confirmed and signed as a correct record.

332. FEES AND CHARGES 2017/18

The Committee's approval was sought for the fees and charges for 2017/18 for Regulatory Services. Members were reminded that a new fee setting process had been put in place in 2014. This demonstrated a consistent and transparent approach to setting fees, giving a clear breakdown of costs and justification of any increases and decreases proposed as well as where no change to the fees and charges was being recommended.

Officers confirmed no changes to fees under the Gambling Act 2005, as these were set by statute.

With regard to Taxi Licensing, the Council set charges so as to recover costs, where possible. The fee structure had three main elements; administration, application processing and compliance (vehicles only). Each element was calculated using an hourly rate (constructed from salary costs and non-salary costs) of the staff involved in Customer Services and Environmental Health and Licensing. When setting the fees, Officers had made a detailed analysis of all the functions and service delivery processes, taking into account the time spent on each process, materials involved and any other relevant factors.

Officers confirmed that to comply with the Immigration Act 2016, from 1 December 2016 new and more detailed checks on drivers would be necessary which would add to the cost of processing applications. However, Officers had tried to reduce costs in other areas where possible. For example using email and scanning documents. Officers agreed to circulate Home Office guidance with regard to the practical implementation of the Immigration Act.

The Committee was advised that Regulatory Services were running at an estimated deficit of £43,000 which was disappointing. Increases in some of the fees and charges were proposed. For example the cost of renewing a three year Hackney Carriage or Private Hire driver licence would increase by £11 to £396.00, but there was no increase proposed for Hackney Carriage vehicle licences. Private Hire vehicle licences would increase by £1 to £241.00.

Members noted that over the last three years there were 30 fewer drivers and vehicles licensed by the Council but that this figure was thought to be stabilising.

The Chairman reported that she had received written representations pertaining to the fees and some other issues. These would be addressed by Officers in due course.

The full set of fees and charges for taxi licensing would be advertised in accordance with Sections 70(3) (a) and (b) of the Local Government (Miscellaneous Provisions) Act 1976. It was confirmed that if representations were received during the consultation period the fees and charges would be re-considered at the next meeting of the Committee in January 2017.

Officers reported that an update on training in respect of Child Sex Exploitation (CSE) awareness would be brought to a future meeting of the Committee. A meeting with other boroughs in Surrey would be taking place shortly with the objective of having a county-wide standard which could be delivered on-line with funding from Surrey County Council or the Police and Crime Commissioner.

333. HACKNEY CARRIAGE FARE REVIEW

The Committee's approval was sought to make no changes to the Hackney Carriage Fare tariffs for 2017/18.

Officers had carried out the annual review of Hackney Carriage fares and had not received any requests from the Trade or the public to alter them. It was noted that the current set of fares had remained unchanged since June 2014.

The Committee noted a reduction in average fuel prices in the South East according to figures published by the AA and the low level of inflation published by the Office for National Statistics. These demonstrated no case to increase fares at the current time and Members concurred with this view.

It was noted that as no change was being proposed there was no specific requirement to advertise in accordance with Section 65 of the Local Government (Miscellaneous Provisions) Act 1976.

RESOLVED that –

Hackney Carriage fare tariffs remain unchanged for 2017/18.

Chairman

(The meeting ended at 4.26 pm)