

Runnymede Borough CouncilREGULATORY COMMITTEE10 November 2020 at 8.10pm on MS Teams

Members of the Committee Present: Councillors D Cotty (Chairman), Councillor D Clarke (Vice-Chairman), T Burton, J Furey and M Harnden

Members of the Committee Absent: None

Councillors L Gillham and J Olorenshaw also attended the meeting.

285 NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

The Committee noted that Councillor M Harnden had replaced Councillor E Gill on the Committee.

286 ELECTION OF VICE-CHAIRMAN

Councillor D Clarke was elected as Vice-Chairman.

287 MINUTES

The Minutes of the meeting of the Committee held on 23 June 2020 were confirmed as a correct record. As the meeting was being held remotely via Microsoft Teams, these would be signed when the Chairman was physically able to do so.

288 REGULATORY FEES AND CHARGES 2021/2022

The Committee's approval was sought of the proposed fees and charges for the services under the Regulatory Committee for 2021/2022.

Members noted that despite setting fees locally on a cost recovery basis, there was an estimated deficit of £74,000 for 2021/2022, £10,000 of which was for non-rechargeable costs. A further sum of £9,000 was the estimated deficit for the Gambling regime, under which the fees were set by statute and had remained unchanged since 2005.

Officers reported that the total income for Taxi Licensing in 2020/2021 was estimated as £67,000. It was regrettable that income was reducing as the number of licensed drivers and vehicles was also falling. Fewer new drivers were joining the trade and competition from out of borough private hire operators had an effect as well.

The Committee discussed how fees and charges might be increased in the context of the current fee setting process and within the remit of Regulation 18 of the Provision of Services Regulations 2009, but recognised the need for balance and retaining the trade.

In terms of benchmarking, Officers were currently preparing a spreadsheet comparing fees, charges and number of other items which could be shared with the Committee in due course. It was confirmed that ways of reducing costs across the county were being explored.

**RESOLVED that –**

**the proposed fees and charges, as detailed in the report, be approved, to be effective from the dates within the appendix or as soon as practical thereafter.**

289 CHARITY COLLECTIONS POLICY 2020 – 2023

The Committee's approval was sought for the Council's Charity Collections Policy following a review and consultation exercise that took place over the summer.

Members noted that in the current pandemic reaching a wide audience for the consultation was difficult. However, it was agreed that all had been done in the circumstances, Officers were disappointed only to get two replies to the survey monkey, although a number of other replies and comments were received from the people consulted.

Officers reported that the main changes to the policy were the same as proposed in June and summarised as

- making the section on equalities more robust
- clarifying where collections cannot take place
- strengthening the onus on collectors to abide by 'no cold calling' instructions
- to support the transformation agenda by accepting 'real' electronic signatures, but not those generated using a handwriting font
- some administrative updates regarding Data Protection and record keeping
- allowing use of social media by a charity to report on collection outcomes

Members were advised that as a result of the consultation, three further points had been considered. Officers had added direct debit appeals to those subject to supplementary guidance, particularly at the current time when it was important to discourage people going round door to door and the policy continued not to allow direct debit appeals in any of the borough's town or village centres.

In addition, a statement approved by the Council's Covid panel required all the people the Council licenced as well as those not requiring a licence, being holders of the national exemption order, to declare they were working safely. Members agreed it was in order that if a charity required a licence, one would not be issued until they had returned their signed declaration.

Lastly Officers had investigated whether right to work and DBS checks should be conducted. The Committee was content that as there was no legal requirement and considered that any obligation for such checks to be made rested with the charity or third party fundraiser.

The policy's aim was to provide a balanced programme of charitable activities in the borough, to promote equalities and give a clear framework to the public and applicants about our approach to licensing. On this basis the Committee approved the charity collections policy, to be effective from 16 November 2020 to 15 November 2023.

**RESOLVED that –**

**The revised Charity Collections Policy 2020 – 2023 be approved, to be effective from 16 November 2020 to 15 November 2023.**

Chairman

(The meeting ended at 8.39pm)