

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### LICENSING AND REGULATORY AFFAIRS COMMITTEE

**Date:** Tuesday, 28 January 2025

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor Mrs P M Bryant (Chairman)

Councillor Mrs J Needham (Vice-Chairman)

Councillors C A Bainbridge  
I J Bastable  
Mrs S M Bayford  
F L Burgess  
J M Englefield  
G Furnivall  
Mrs P K Hayre  
S P Ingram  
A M J Murphy  
A West  
L J Whittle

**Deputies:** S Dugan



D J Hamilton

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
Tel: 01329 236100  
democraticservices@fareham.gov.uk**

**1. Apologies for Absence**

**2. Committee Minutes (Pages 5 - 8)**

To confirm as a correct record the minutes of the meeting of the Committee held on 26 November 2024.

**3. Licensing Panel Minutes**

To agree, as a correct record, the minutes of the meetings of the Licensing Panels held since the last meeting of the Committee.

**(1) Minutes of meeting Wednesday, 20 November 2024 of Licensing Panel (Pages 9 - 18)**

To confirm as a correct record the minutes of the meeting of the Licensing Panel held on 20 November 2024.

**(2) Minutes of meeting Wednesday, 18 December 2024 of Licensing Panel (Pages 19 - 24)**

To confirm as a correct record the minutes of the meeting of the Licensing Panel held on 18 December 2024.

**4. Chairman's Announcements**

**5. Declarations of Interest**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

**6. Deputations**

To receive any deputations of which notice has been lodged.

**7. Opportunities Plan Update (Pages 25 - 30)**

To receive a report by the Assistant Director (Finance & ICT) which will present an update for Members on the Opportunities Plan.

**8. Actual Revenue Expenditure 2023/2024 (Pages 31 - 36)**

To receive a report by the Assistant Director (Finance & ICT) which sets out details of the actual revenue expenditure for 2023/24 in respect of the services for which this Committee is responsible.

**9. Spending Plans and Fees & Charges 2025/26 (Pages 37 - 56)**

To receive a report by the Assistant Director (Finance & ICT) which presents the Spending Plans 2025/26 and the Fees and Charges 2025/26 for consideration by the Committee before being recommended to Council for approval.

**10. Licensing and Regulatory Affairs Committee Work Programme (Pages 57 - 64)**

To receive a report by the Head of Environmental Health which presents the Committee's Work Programme 2024/25 for review and the Committee's draft Work Programme 2025/26 for preliminary consideration.



A WANNELL  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
17 January 2025

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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

**Date:** Tuesday, 26 November 2024

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** Mrs P M Bryant (Chairman)

**Councillor** Mrs J Needham (Vice-Chairman)

**Councillors:** C A Bainbridge, I J Bastable, Mrs S M Bayford, F L Burgess,  
G Furnivall, S P Ingram, A M J Murphy, A West and S Dugan  
(deputising for Mrs P K Hayre)

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs P Hayre and L Whittle.

**2. COMMITTEE MINUTES**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 10 June 2024 be confirmed and signed as a correct record.

**3. LICENSING PANEL MINUTES**

**(1) Minutes of meeting Tuesday, 2 July 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on 2 July 2024 be confirmed and signed as a correct record.

**(2) Minutes of meeting Tuesday, 30 July 2024 of Licensing Panel**

RESOLVED that the minutes of the Licensing Panel held on 30 July 2024 be confirmed and signed as a correct record.

**(3) Minutes of meeting Tuesday, 6 August 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on 6 August 2024 be confirmed and signed as a correct record.

**(4) Minutes of meeting Wednesday, 14 August 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on 14 August 2024 be confirmed and signed as a correct record.

**(5) Minutes of meeting Wednesday, 16 October 2024 of Licensing Panel**

RESOLVED that the minutes of the meeting of the Licensing Panel held on 16 October 2024 be confirmed and signed as a correct record.

**4. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**5. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**6. DEPUTATIONS**

There were no deputations made at this meeting.

## **7. PARLIAMENTARY POLLING DISTRICTS & POLLING PLACES: CONSULTATION RESPONSES AND PROPOSALS**

The Committee received a report by the Assistant Director (Democracy) which presented the responses to the Parliamentary Polling Districts & Polling Places consultation and put forward details of proposed changes.

The Chairman, and several other members of the Committee put forward their thanks to officers for the hard work that has gone into completing such a challenging task.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the consultation responses as set out in Appendix A to the report;
- (b) considered the proposals set out in the report; and
- (c) recommends the final scheme for Polling Places and Polling Districts 2024 to Council for adoption for the next four years, as shown in Appendix C to the report.

## **8. REVIEW OF GAMBLING STATEMENT OF PRINCIPLES**

The Committee received a report by the Head of Environmental Health which presented the Gambling Statement of Principles for review.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) having considered the draft document, and noted the result of the statutory consultation exercise, makes no amendments to the draft policy statement; and
- (b) recommends to the Executive that the final draft Gambling Act 2005 Statement of Principles 2025-2028, as attached at Appendix A to the report be recommended for adoption by the Council.

## **9. REVIEW OF HACKNEY CARRIAGE TARIFF**

The Committee received a report by the Head of Environmental Health which presented a review of the Hackney Carriage Tariff for consideration.

Members discussed the level of increase requested, noting that during the Covid-19 Pandemic the Taxi Trade had not requested an increase to the Tariff due to concerns that it would discourage people from using their services.

It was also noted that the Taxi Trade does not ask for an increase every year and only does so when it is felt appropriate. Members felt that the level of increase requested was reasonable, with some members suggesting that, given the recent cost of living crisis, a higher increase would be justified. The Committee concluded that, under the circumstances, the Taxi Trade is best placed to judge what the Taxi Tariff should be.

RESOLVED that the Licensing & Regulatory Affairs Committee:

- (a) considered the proposal as detailed in the report;
- (b) agrees that a change to the tariff is appropriate; and
- (c) recommends to the Executive that the proposed Hackney Carriage Tariff, as detailed at Appendix F to the report, be agreed.

**10. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee received a report by the Head of Environmental Health which presented the Committee's Work Programme for 2024/25 for consideration.

During the discussion on this item it was agreed that the Police Licensing Officer be invited to one of the remaining meetings in the municipal year to update the Committee on local police licensing matters.

RESOLVED that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 10 June 2024, attached as Appendix A to the report;
- (b) agrees the updated Work Programme for the 2024/25 municipal year as attached at Appendix B to the report.

(The meeting started at 6.01 pm  
and ended at 6.42 pm).

..... Chairman

..... Date



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing Panel

(to be confirmed at the next meeting)

**Date:** Wednesday, 20 November 2024

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Pamela Bryant (Chairman)

**Councillors:** C A Bainbridge and S P Ingram



## 1. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that the public and representatives of the press be excluded from the meeting in accordance with Section 100(A) of the Local Government Act 1972, on the grounds that the matters to be dealt with involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12 of the Act.

## 2. HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE DRIVING LICENCES

The Panel considered a report by the Licensing Officer which contained exempt information in respect of private hire vehicle licences. A copy of the report was circulated to all Members and participants in advance of the meeting.

### Case 1 – Mr I

The Licensing Officer presented the circumstances of the case, as supported by the documentary evidence.

Questions and points for clarification were invited from the Applicant and Members of the Panel on the Licensing Officer's statement which were answered accordingly.

The Applicant presented the circumstances of his case and answered questions from Members of the Panel thereon.

The Licensing Officer and the Applicant left the hearing whilst the Panel considered its decision in private.

Following the Panel's deliberations, the Licensing Officer and the Applicant returned to the hearing, whereupon the Chairman announced the Panel's decision as follows:

### LICENSING PANEL

#### DECISION OF THE MEETING HELD ON 20 November 2024

#### PRIVATE HIRE TAXI DRIVER'S LICENCE

#### Case 1 – Mr I

The Panel has considered very carefully the report of the Licensing Officer and all the evidence presented today.

It has given due regard to the Local Government (Miscellaneous Provisions) Act 1976 ("the Act"), Fareham Borough Council Taxi Policy including the guidelines relating to the application of the "fit and proper person" test and other considerations of character. The Human Rights Act has been borne in mind whilst making the decision.

Mr I attended the hearing and with the permission of the Chairman addressed the Panel. Mr I provided further information regarding the offence of driving a motor vehicle with excess alcohol which he was convicted for on 12 January 2017.

The Panel considered all the facts and has decided that Mr I is a fit and proper person in accordance with the Act and therefore his private hire taxi drivers' licence is allowed. The reasons for this decision are outlined as follows:

#### Reasons for Decision

The Licensing Officer addressed the panel highlighting the reasons for the hearing. The panel was referred to the Taxi Policy and guidance around the fit and proper test as it relates to convictions, complaints, and patterns of behaviour.

The Panel were concerned about the conviction directly concerned with his private hire licence. The policy around driving convictions of this nature provides that a driver should be conviction free for at least 7 years after the completion of any sentence. Mr I was convicted in January 2017 and fined £362. Mr I advised that he undertook a drunk driving awareness course that shortened his driving ban from 12 months to 9 months. According to policy Mr I should not be licensed until 13 September 2024 at the earliest.

The Panel took into consideration that Mr I has had no other convictions or penalty point endorsements. Mr I explained the circumstances surrounding his conviction and demonstrated great remorse and regret for the events that occurred. Since then, Mr I has gone on to become a British Citizen.

The Panel felt that Mr I is a fit and proper person to hold a licence, and his application is allowed for a period of 12 months. The Panel seek to emphasise that any further instances (convictions, complaints and patterns of behaviour) would be reviewed in accordance with the policy, and the licensing authority reserves the right to take the application and discussions today into account for any future decisions.

There is a statutory right of appeal to the Magistrate's Court of the decision which must be made within 21 days of formal notice.

RESOLVED that the Licensing Panel considered that the Applicant was a fit and proper person to hold a private hire vehicle licence and that the licence therefore be granted.

#### **Case 2 - Mr H**

The Licensing Officer presented the circumstances of the case, as supported by the documentary evidence.

Questions and points for clarification were invited from the Applicant and Members of the Panel on the Licensing Officer's statement. None were forthcoming.

The Applicant presented the circumstances of his case and answered questions thereon from Members of the Panel and the Legal Advisor.

The Licensing Officer and the Applicant left the hearing whilst the Panel considered its decision in private.

At the request of the Chairman, the Licensing Officer returned to the hearing to answer a point for clarification. The Licensing Officer confirmed that drug testing had been carried out as part of the application process. The Licensing Officer then left the hearing and the Panel continued its deliberations in private.

Following the Panel's deliberations, the Licensing Officer and the Applicant returned to the hearing, whereupon the Chairman announced the Panel's decision as follows:

**LICENSING PANEL**  
**DECISION OF THE MEETING HELD ON 20 November 2024**  
**PRIVATE HIRE TAXI DRIVER'S LICENCE**  
**Case 2 – Mr H**

The Panel has considered very carefully the report of the Licensing Officer and all the evidence presented today.

It has given due regard to the Local Government (Miscellaneous Provisions) Act 1976 ("the Act"), Fareham Borough Council Taxi Policy including the guidelines relating to the application of the "fit and proper person" test and other considerations of character. The Human Rights Act has been borne in mind whilst making the decision.

Mr H attended the hearing and with the permission of the Chairman addressed the Panel. Mr H provided further information regarding the offences outlined below:

1. Conviction on 27 February 2017 for possession of a Class B controlled drug
2. Conviction on 9 May 2017 for causing serious injury by dangerous driving
3. Conviction on 18 July 2017 for using threatening/abusive words/behaviour or disorderly behaviour likely to cause harassment/alarm
4. 6 penalty points endorsement for exceeding statutory speed limit on a public road on 31 January 2023

The panel considered all the facts and has decided that Mr H is not a fit and proper person in accordance with the Act and therefore his private hire taxi drivers' licence is refused. The reasons for this decision are outlined as follows:

**Reasons for Decision**

The Licensing Officer addressed the panel highlighting the reasons for the hearing. The panel was referred to the Taxi Policy and guidance around the fit and proper test as it relates to convictions, complaints, and patterns of behaviour.

### **Possession of a Class B controlled drug**

Guidance on Suitability 2024 states at section 4.46 that:

*“Where an applicant has a conviction for possession of drugs, or related to the possessions of drugs, a licence will not be granted until at least 5 years have elapsed since the completion of any sentence imposed. In these circumstances, any applicant will also have to undergo drugs testing at their own expense to demonstrate that they are not using controlled drugs.”*

The Panel were concerned about the conviction directly concerned with his private hire licence. The policy around convictions of this nature provides that a driver should be conviction free for at least 5 years after the completion of any sentence. Mr H was convicted in February 2017 and fined £135. According to policy Mr H should not be licensed until February 2022 at the earliest. The Panel heard from the licensing officer that drugs testing is required from all new applicants and no issues in relation to this were raised in this case.

### **Causing serious injury by dangerous driving**

Guidance on Suitability 2024 states at section 4.55 that:

*“Any offence which resulted in injury to any person or damage to any property (including vehicles), or any insurance offence then a licence will not be granted until at least 7 years have elapsed since the completion of any sentence.”*

The Panel were concerned about the conviction directly concerned with his private hire licence. The policy around convictions of this nature provides that a driver should be conviction free for at least 7 years after the completion of any sentence. Mr H was convicted in May 2017. According to policy Mr H should not be licensed until 9 May 2024 at the earliest.

The Panel heard from the Applicant that in this event he had picked up a group of five friends in a four seated car. Mr H allowed the fifth person to be sat on the external part of the boot of the car, with Mr H as the driver. Mr H drove the car down a back road, and the fifth person fell off of the car and was seriously injured. The Panel heard that an ambulance was called and Mr H was charged with causing serious injury by dangerous driving. Mr H did not demonstrate any remorse for his actions, simply stating that it was a very long time ago and he was subjected to peer pressure.

Whilst allowing Mr H to have a licence would not be outside of the minimum policy for this type of offence, the Panel felt that Mr H acted recklessly in allowing someone he cared about to ride on top of the boot of his car, and calls into question whether he is fit and proper person to hold a licence. The Panel also recognised that Mr H was not a child at the time of the offence, and was a 20 year old man with a driving licence.

**Using threatening/abusive words/behaviour or disorderly behaviour likely to cause harassment/alarm or distress**

Guidance on Suitability 2024 states at section 4.36 that:

*'Where an applicant or licensee has been convicted of a crime involving, related to, or has any connection with abuse, exploitation, use or treatment or criminal harassment of another individual irrespective of whether the victim or victims were adults or children, they will not be licensed.'*

The Panel were concerned about the conviction directly concerned with his private hire licence. The policy around convictions of this nature provides that a driver should be conviction free for at least 7 years after the completion of any sentence. Mr H was convicted in July 2017 and fined £100. According to policy Mr H should not be licensed.

The Panel heard from Mr H that the offence occurred in a McDonalds car park at approximately 3am when he was trying to bring his partner home. Mr H stated that his partner was making a scene and was not clothed appropriately to be left in the car park that late at night, so he became verbal with her. Mr H agreed with the panel that he got angry, and emphasised how long ago it was. Mr H submitted that he now has children and a good partner, and is much more calm and professional now. Mr H stated that he has since dealt with many drunk passengers as a Hackney Driver in Reading and understands what is expected of him.

The Panel were concerned with the lack of remorse shown by Mr H in describing these events. Allowing Mr H to have a licence would be outside of the Suitability Guidance and the Panel heard no evidence to allow them to make a decision outside of policy on this occasion.

**Exceeding Speed Limit and 6 Penalty Points**

The Panel were concerned with the penalty points endorsements found on Mr H's driving licence. Penalty points (and the underlying offence) will be relevant and taken into consideration for 4 to 11 years from the date of conviction, or date of offence depending on the type of offence. By attaining 7 or more penalty points, a driver is demonstrating they may not be a fit and proper person, and the Suitability Guidance states that the authority should assess their suitability. While Mr H does not have 7 penalty points, he did receive 6 penalty points for one offence, indicating that he was going considerably above the speed limit. The Panel asked Mr H what speed he was going, but Mr H stated he could not remember. Mr H agreed with the panel it was considerably above 30mph.

The Panel were concerned that Mr H could not remember how fast he was going when the offence occurred only last year. Mr H showed no remorse for the offence and did not seem to recognise the significance of the situation. While the guidance pertains to 7 points, the Panel did not feel that Mr H provided any further evidence or justification as to why he is a fit and proper person to hold a licence in these circumstances.

There is a statutory right of appeal to the Magistrate's Court of the decision which must be made within 21 days of formal notice.

RESOLVED that the Licensing Panel considered that the Applicant was not a fit and proper person to hold a private hire vehicle licence and that the licence therefore be refused.

### **Case 3 – Mr H**

The Licensing Officer presented the circumstances of the case, as supported by the documentary evidence.

Questions and points for clarification were invited from the Applicant and Members of the Panel on the Licensing Officer's statement. None were forthcoming.

The Applicant presented the circumstances of his case and answered questions from Members of the Panel thereon.

The Licensing Officer and the Applicant left the hearing whilst the Panel considered its decision in private.

Following the Panel's deliberations, the Licensing Officer and the Applicant returned to the hearing, whereupon the Chairman announced the Panel's decision as follows:

**LICENSING PANEL**  
**DECISION OF THE MEETING HELD ON 20 November 2024**  
**PRIVATE HIRE TAXI DRIVER'S LICENCE**

**Case 3 – Mr H**

The Panel has considered very carefully the report of the Licensing Officer and all the evidence presented today.

It has given due regard to the Local Government (Miscellaneous Provisions) Act 1976 ("the Act"), Fareham Borough Council Taxi Policy including the guidelines relating to the application of the "fit and proper person" test and other considerations of character. The Human Rights Act has been borne in mind whilst making the decision.

Mr H attended the hearing and with the permission of the Chairman addressed the Panel. Mr H provided further information regarding the offence of robbery which he was convicted of on 3 August 2001. Mr H also provided further information regarding the penalty points obtained on 19 May 2021.

The panel considered all the facts and has decided that Mr H is a fit and proper person in accordance with the Act and therefore his private hire taxi drivers' licence is allowed. The reasons for this decision are outlined as follows:

**Reasons for Decision**

The Licensing Officer addressed the panel highlighting the reasons for the hearing. The panel was referred to the Taxi Policy and guidance around the fit and proper test as it relates to convictions, complaints, and patterns of behaviour.

The Suitability Guidance 2024 states at section 4.38:

*“Where an applicant has a conviction for an offence of violence, or connected with any offence of violence, a licence will not be granted until at least 10 years have elapsed since the completion of any sentence imposed. Where the offence of violence was committed against a child or vulnerable adult a licence will never be granted.”*

The Panel were concerned about the conviction of robbery, which Mr H provided further details of in his written submissions. Mr H explained in his written submission that when he was 16 years old, him and some friends went out ‘to find vulnerable people with mobile phones and money to take.’ Mr H went on to state that one of the victims sustained an injury to their shoulder after being pushed to the ground.

The Panel raised further queries regarding these points with Mr H, who clarified that vulnerable was not the correct term to use in his submission. Mr H confirmed that none of the victims involved were elderly or children, and that the victims were adults in their 30s or 40s. While the Panel did not take this to diminish the seriousness of the conviction, the Panel were in agreement that there was no evidence to suggest that the offence was committed against any vulnerable adults or children. The Panel therefore adopted the guidance that a licence will not be granted until at least 10 years have elapsed since completion of any sentence imposed. Mr H was convicted in August 2001 and received a 10 month detention and training order. According to policy Mr H should not be licensed until 4 June 2012 at the earliest.

The Panel heard from Mr H his remorse for the events that led to his conviction. He reiterated that he was 16 years old and regrets his actions. He went on to state that he was young and immature at the time. The Panel noted that he has had no further convictions for the past 24 years, and Mr H also advised that he has since set up a local community hub for under 16s to guide them post education. He expressed a particular interest in helping them through athletic careers.

The Panel were also concerned with the penalty points endorsements found on Mr H’s driving licence. Penalty points (and the underlying offence) will be relevant and taken into consideration for 4 to 11 years from the date of conviction, or date of offence depending on the type of offence. The Panel noted that the 3 penalty points on his licence are now expired, and Mr H confirmed that he was going approximately 35mph in a 30mph road. The Panel noted, but did not have any concerns, in relation to the expired points in the granting of this decision.

There is a statutory right of appeal to the Magistrate’s Court of the decision which must be made within 21 days of formal notice.



RESOLVED that the Licensing Panel considered that the Applicant was a fit and proper person to hold a private hire vehicle licence and that the licence therefore be granted.

(The meeting started at 10.05 am  
and ended at 1.10 pm).

..... Chairman

..... Date



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Licensing Panel

(to be confirmed at the next meeting)

**Date:** Wednesday, 18 December 2024

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Pamela Bryant (Chairman)

**Councillors:** I J Bastable and G Furnivall



**1. EXCLUSION OF THE PUBLIC AND PRESS**

RESOLVED that the public and representatives of the press be excluded from the meeting in accordance with Section 100 (A) of the Local Government Act 1972, on the grounds that the matters to be dealt with involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12 of the Act.

**2. HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE DRIVING LICENCES**

The Panel considered a report by the Licensing Officer which contained exempt information in respect of hackney carriage/private hire vehicle driving licences. A copy of the report was circulated to all parties in advance of the meeting.

**Case 1 – Mr S**

As the Applicant was unable to attend the hearing in person, the Chairman agreed that the case be postponed to the hearing scheduled to take place on 26 February 2025.

**Case 2 – Mr H**

At the invitation of the Chairman, the Licensing Officer presented the circumstances of the case, as supported by the documentary evidence and as outlined in the report. There were no comments or questions for clarification.

The Applicant was invited to present the circumstances of his case and did so accordingly. He also answered questions from Members of the Panel and the Legal Adviser thereon.

The Applicant made a closing statement in support of his case and as a result the Licensing Officer answered questions for clarification from Members of the Panel.

At the recommendation of the Legal Adviser, the Panel sought clarification from the Applicant regarding the non-disclosure of a licence held with another Authority.

The Applicant and the Licensing Officer left the hearing whilst the Panel considered its decision in private.

Following the Panel's deliberations, the Applicant and the Licensing Officer returned to the hearing to hear the Chairman announce the Panel's decision as follows:

**LICENSING PANEL****DECISION OF THE MEETING HELD ON 18 DECEMBER 2024****PRIVATE HIRE TAXI DRIVER'S LICENCE****MR H**

The Panel has considered very carefully the report of the Licensing Officer and all the evidence presented today.

It has given due regard to the Local Government (Miscellaneous Provisions) Act 1976 (“the Act”) and the Council policy and guidelines relating to the application of the “fit and proper person” test and other considerations of character. The Human Rights Act has been borne in mind whilst making the decision.

Mr H attended the hearing and with the permission of the Chairman addressed the Panel. Clarification was provided regarding the plying for hire offence and his speeding offence.

The Panel considered all the facts and has decided that Mr H is not a fit and proper person in accordance with the Act and therefore his private hire taxi drivers’ licence application is rejected. The reasons for this decision are outlined as follows:

#### Reasons for Decision

The Licensing Officer addressed the panel highlighting the circumstances of the application. The Panel was referred to the Taxi Policy and guidance around the fit and proper test as it relates to convictions, complaints, and patterns of behaviour.

The Panel noted that Mr H had failed to disclose his conviction for plying for hire on his application form and also failed to disclose he had been licensed by South Oxfordshire. Whatever the reason for this it is a serious omission particularly where it relates to a conviction directly related to the role of a private hire driver. At best it demonstrates a serious lack of understanding around the licensing regime and its requirements.

The speeding offence alone would not have prevented the application from proceeding but the offence of plying for hire is one that goes against the fundamental basis of taxi licensing. Guidance previously stated that a period of at least 7 years should elapse before a licence should be granted for a conviction of this nature. The latest guidance states that serious consideration should be given as to whether an applicant can be regarded as safe and suitable to hold a licence.

In all those circumstances and with the safety of the public as the Panel’s primary concern, it does not feel able to allow this application at this time.

There is a statutory right of appeal to the Magistrate’s Court of the decision which must be made within 21 days of formal notice.

RESOLVED that the Panel does not consider the Applicant to be a fit and proper person to hold a private hire vehicle driving licence and that the licence therefore be refused.

#### **Case 3 – Ms M**

At the invitation of the Chairman, the Licensing Officer presented the circumstances of the case, as supported by the documentary evidence and as outlined in the report. There were no comments or questions for clarification.

The Applicant was invited to present the circumstances of her case and did so accordingly. She also answered questions from Members of the Panel and the Licensing Officer thereon.

The Applicant was invited to make a closing statement in support of her case and did so accordingly.

The Applicant and the Licensing Officer left the hearing whilst the Panel considered its decision in private.

Following the Panel's deliberations, the Applicant and the Licensing Officer returned to the hearing to hear the Chairman announce the Panel's decision as follows:

**LICENSING PANEL**  
**DECISION OF THE MEETING HELD ON 18 DECEMBER 2024**  
**PRIVATE HIRE TAXI DRIVER'S LICENCE**  
**Ms M**

The Panel has considered very carefully the report of the Licensing Officer and all the evidence presented today.

It has given due regard to the Local Government (Miscellaneous Provisions) Act 1976 ("the Act") and the Council policy and guidelines relating to the application of the "fit and proper person" test and other considerations of character. The Human Rights Act has been borne in mind whilst making the decision.

Ms M attended the hearing and with the permission of the Chairman addressed the Panel. Clarification was provided regarding the offence of driving without insurance.

The Panel considered all the facts and has decided that Ms M is a fit and proper person in accordance with the Act and therefore her private hire taxi drivers' licence application is approved. The reasons for this decision are outlined as follows:

**Reasons for Decision**

The Licensing Officer addressed the Panel highlighting the circumstances of the application. The Panel was referred to the Taxi Policy and guidance around the fit and proper test as it relates to convictions, complaints, and patterns of behaviour.

Whilst the Panel were concerned about the previous conviction being as it was for driving without insurance, the Panel was satisfied with the explanation given by Ms M. It accepted that she was at the time in a very stressful situation. The policy and guidance expects the Panel to

consider offences leading to endorsements. The Panel has done so and for the reasons given is satisfied that this application can be approved.

There is a statutory right of appeal to the Magistrate's Court of the decision which must be made within 21 days of formal notice.

RESOLVED that the Panel considered that the Applicant is a fit and proper person to hold a private hire vehicle driving licence and that the licence therefore be granted.

(The meeting started at 10.06 am  
and ended at 12.05 pm).

..... Chairman

..... Date





# FAREHAM

## BOROUGH COUNCIL

### **Report to the Licensing and Regulatory Affairs Committee**

**Date**                    28 January 2025

**Report of:**            Assistant Director (Finance and ICT)

**Subject:**                OPPORTUNITIES PLAN UPDATE

#### **SUMMARY**

A detailed update to the Opportunities Plan is being developed for 2025/26 to help ensure that we can continue to balance the Council's budgets. This report presents an overall update on the current Opportunities Plan including projects linked to the Licensing and Regulatory Affairs Committee. Members are asked to consider and comment on the projects. They were also asked to propose any new ideas they may have in a workshop preceding the meeting. These comments and ideas will be presented as part of the Opportunities Plan 2025/26 report at the 3 February 2025 Executive.

#### **RECOMMENDATION**

It is recommended that the Licensing and Regulatory Affairs Committee consider and comment on the progress of the current Opportunities Plan projects.

## **INTRODUCTION**

1. This report provides an update on the progress of the Council's current Opportunities Plan, including General Fund projects linked to the Council's Licensing and Regulatory Affairs provision.

## **BACKGROUND**

2. The Council has a long history of prudent financial management and of responding to fiscal challenges whilst continuing to provide a wide range of customer focused services.
3. The Council's original Opportunities Plan was approved at the 7 January 2019 Executive meeting, in response to a predicted funding shortfall by 2020/21. The Plan ran until the end of 2022/23.
4. It contained a number of successful projects such as the introduction of a Garden Waste Subscription Service and Coastal Parking Charges. These projects and other initiatives across the Council managed to close the predicted budget gaps from 2020/21 to 2022/23
5. The Medium-Term Finance Strategy (MTFS) presented at the 9 January 2023 Executive forecast a further budget gap for each of the following 5 years, rising from a £0.4m gap in 2023/24 to £2.4m in 2025/26.
6. The use of our limited general reserves would have enabled balanced budgets in 2023/24 and 2024/25. However, the Council's reserves would then have run out and we would not have been able to plug the then predicted £2.4m budget gap in 2025/26.
7. In response to this, a new Opportunities Plan for 2023/24 was developed and approved by the Executive on 18 September 2023. There were no opportunities included on the scale of introducing Garden Waste subscriptions or coastal parking charges.
8. An initial progress update was presented to the 22 January 2024 Policy and Resources Scrutiny Panel and MTFS projections were updated in early 2024. This showed that the Opportunities Plan projects helped us to plug the predicted £0.4m budget gap for 2023/24 and resulted in £0.1m being added to our general fund reserves that year.

## **CURRENT FINANCIAL POSITION**

9. For the Council's General Fund, the updated projections in January 2025 show that we had sufficient reserves, based on the assumption that we raise Council Tax by the 2.99% allowed each year, to bridge the £0.29m budget gap in 2024/25 and £0.06m gap in 2025/6 and £1.29m budget gap in 2026/7. However, our useable reserves would then run out and we would not be able to balance the predicted £1.25m budget gap in 2027/8.
10. We also have in place the recently reviewed Corporate Strategy 2023-29. This contains 42 projects in total, with 12 of these added or significantly updated as part of the December 2024 review. Many of these projects have not been fully costed. It must therefore also be remembered that part of the Opportunities Plan work is to release funding needed to deliver the Council's priorities over the coming months.

## OVERALL OPPORTUNITIES PLAN UPDATE

11. Work has progressed well on many of the 94 projects in the 2023/24 Opportunities Plan. In the 2023/24 revised budget £498,500 of opportunity savings were used to reduce the need to draw on reserves to balance the budget. In addition £260,000 of savings were fed into the base budget for 2024/25.
12. Further to the Opportunities Plan projects, a number of wider activities have been added to the work plan to deal with the forecast budget gap. Projects included reviews of all vacant posts in the establishment, unused budgets and deep monitoring of spend in targeted areas by the Senior Leadership Team.
13. The table below summarises the tangible budget savings that have been built into the revised 2024/25 and base 2025/26 budgets as a result of the project delivery during 2024/5:

	<b>Additional Savings 2024/25 Revised</b>	<b>Savings 2025/26 Base Budget</b>
Opportunity Plan Projects – Annual	250,940	195,190
Opportunity Plan Projects – One off	36,700	5,000
Vacant Post Review - Annual	425,839	-
Unspent budget review - Annual	146,500	-
Senior Leadership Team targeted monitoring - Annual	885,000	-
	<b>1,744,979</b>	<b>200,190</b>

## LICENSING AND REGULATORY AFFAIRS ORIGINAL OPPORTUNITIES

14. The 2023/24 Opportunities Plan projects reported to the 22 January 2024 included one Licensing and Regulatory Affairs focused project. Progress updates on these, alongside updates for projects can be seen in Appendix A, with figures highlighted in green included in budget setting. Members are asked to consider and comment on project progress.

## UPDATED OPPORTUNITIES PLAN FOR 2025/6

15. This work has had a positive impact overall. However, as discussed earlier there are several identified ongoing budget pressures and budget growth areas across the Council. In order to respond to these and to ensure balanced budgets going forward an updated Opportunities Plan is being created for 2025/6 onwards.
16. Potentially difficult policy decisions will likely need to be made regarding elements of discretionary service provision to help ensure we can continue to balance our budgets whilst meeting our statutory duties.

## MEMBER INVOLVEMENT IN DEVELOPING THE NEW OPPORTUNITIES PLAN

17. Executive Members took part in a workshop in November 2024 to assess the top-level feasibility of potential income generation or cost saving opportunities based on some difficult decisions. Relevant opportunities identified in this session were then presented to Licensing and Regulatory Affairs Committee members at a workshop held immediately preceding today's, 28 January 2025 Committee Meeting.

18. Feedback from this session will be considered by the Executive when the proposed Opportunities Plan 2025/26 is presented for approval at the 3 February 2025 Executive.

### **RISK ASSESSMENT**

19. There are no significant risk considerations in relation to this report

### **CONCLUSION**

20. The Licensing and Regulatory Affairs Opportunities Project presented for consideration helps the Council to have balanced budgets whilst meeting our statutory requirements

**Background Papers:** None

**Reference Papers:** 22 January 2024, Policy and Resources Scrutiny Panel – Opportunities Plan 2023/24 Update

### **Enquiries:**

For further information on this report please contact Roy Brown 01329 824 489

Appendix A – 2023/24 Opportunities Update  
 (Green highlight denotes that this has been fed into the budgets)

Key: Savings/income highlighted in green are included in the Budget for that year

No.	Licensing	Projects to Be Costed/Business as Usual Notes				
33	Statutory Licensing Charges	Potential for Government to increase charges.				



# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                    **28 January 2025**

**Report of:**            **Assistant Director (Finance & ICT)**

**Subject:**                **ACTUAL REVENUE EXPENDITURE 2023/24**

#### **SUMMARY**

This report sets out for the information of Members details of the actual revenue expenditure for 2023/24 in respect of the services for which this Committee is responsible.

#### **RECOMMENDATION**

It is recommended that the Licensing & Regulatory Affairs Committee notes the content of the report.

## INTRODUCTION

1. The final accounts for the financial year 2023/24 for this Committee show that the actual expenditure of £468,385 represented an underspend of £27,316 compared with the revised budget of £495,700 that was approved by this Committee in January 2024.
2. The actual revenue expenditure for the year analysed over the main service headings is shown in the following table:

	<b>Budget</b>	<b>Actual</b>	<b>Variation</b>
	<b>2023/24</b>	<b>2023/24</b>	<b>2023/24</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Licensing &amp; Regulatory Affairs Committee</b>			
Hackney Carriage & Private Hire Vehicles	0	3,472	3,472
Licensing	3,500	-1,552	-5,052
Health and Safety	154,700	135,800	-18,900
Election Services	337,500	326,276	-11,224
	<u>495,700</u>	<u>463,996</u>	<u>-31,704</u>
Accounting Adjustments in service	0	4,389	4,389
	<u><b>495,700</b></u>	<u><b>468,385</b></u>	<u><b>-27,316</b></u>

3. The main variations reflect a total increased spending on employees as a result of pension and leave adjustments. This is amended overall in the accounts so doesn't affect the bottom-line position of the council and is illustrated as a single accounting adjustment line in the table above.
4. Supplies and services were overspent and this is due to additional spend in Health & Safety and Elections, the reasons for this are outlined further in the report.
5. This has been partly offset by lower expenditure against budget from third party payments that reflect the cost of the Environmental Health Partnership that is charged to this committee.
6. The income generated through sales, fees and charges and Grants was showing a surplus against the revised budget, as well as additional grant income received in year.
7. A detailed breakdown of the actual cost of the individual services is shown in Appendix A. The main variations from the approved budgets are examined in the following paragraphs.
8. The information above does not reflect the cost of providing member support to the committee. This cost is shown within the Executive's Policy and Resources Portfolio and has a cost for the whole council of £1,048,118 for the 2023/24 financial year.

## ENVIRONMENTAL HEALTH PARTNERSHIP

9. One of the main areas of spend for this committee comes as a recharge from the



Environmental Health Partnership. The partnership charge attributable to Fareham was £64,236 underspent which is mainly as a result reduced spend of supplies and services alongside reduced staffing costs for 2023/24, and this is reflected in the charges to the services provided by this committee.

10. The cost of the Environmental Health Partnership totalled £1,593,621 of which £882,154 was attributable to Fareham.

### **HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES**

11. This service was overspent by £3,472 for the financial year, this was due to a reduction in the expected fees income received in year by £6,800. The charges from the Environmental Health Partnership were lower than the budget by £3,089 which helped to offset the income shortfall.

### **LICENSING**

12. This service was showing an underspend of £5,052 for the financial year. Charges from the Environmental Health Partnership were below budget by £3,271.

### **HEALTH AND SAFETY**

13. This service was underspent by £18,900 for the financial year. The underspend is linked to additional recovered costs of £23,768 partially offsetting a small overspend on expenditure. Charges from the Environmental Health Partnership were below budget by £5,142.

### **ELECTION SERVICES**

14. This service was underspent by £11,224 for the financial year. The underspend relates to additional grant income received offsetting additional expenditure.

15. During this year there were no elections.

### **RISK ASSESSMENT**

16. There are no significant risk considerations in relation to this report

### **CONCLUSION**

17. The cost of the services provided by this Committee was £27,316 lower than anticipated when the revised budgets were prepared and the reasons for this are set out in this report.

### **Appendices: APPENDIX A - Actual Cost of Individual Services 2023/24**

**Enquiries:** For further information on this report please contact Neil Wood (01329 824506) or Katie Grist (01329 824331)

## Appendix A

	Revised Budget 2023/24 £	Actual 2023/24 £	Variation £
<b><u>HACKNEY CARRIAGES &amp; PRIVATE HIRE VEHICLES</u></b>			
Transport Expenditure	2,000	1,350	-650
Supplies and Services Expenditure	0	-67	-67
Third Party Payments	83,600	80,511	-3,089
<b>Gross Expenditure</b>	<b>85,600</b>	<b>81,794</b>	<b>-3,806</b>
Government Grants	-600	-597	3
Sales	-500	0	500
Fees and Charges	-84,500	-77,725	6,775
<b>Gross Income</b>	<b>-85,600</b>	<b>-78,222</b>	<b>7,278</b>
<b>Net Expenditure</b>	<b>0</b>	<b>3,472</b>	<b>3,472</b>

	Revised Budget 2023/24 £	Actual 2023/24 £	Variation £
<b><u>LICENCING</u></b>			
Supplies and Services Expenditure	300	535	235
Third Party Payments	88,700	85,429	-3,271
<b>Gross Expenditure</b>	<b>89,000</b>	<b>85,964</b>	<b>-3,036</b>
Other Grants	0	-1,600	-1,600
Fees and Charges	-85,500	-85,916	-416
<b>Gross Income</b>	<b>-85,500</b>	<b>-87,516</b>	<b>-2,016</b>
<b>Net Expenditure</b>	<b>3,500</b>	<b>-1,552</b>	<b>-5,052</b>

	<b>Revised Budget 2023/24 £</b>	<b>Actual 2023/24 £</b>	<b>Variation £</b>
<b><u>HEALTH &amp; SAFETY</u></b>			
Employee Expenditure	3,600	3,573	-27
Premises	0	80	80
Supplies and Services Expenditure	11,800	19,246	7,446
Third Party Payments	139,300	134,158	-5,142
Internal Recharges	0	51	51
<b>Gross Expenditure</b>	<b>154,700</b>	<b>157,108</b>	<b>2,408</b>
Other Charges	0	-21,308	-21,308
<b>Gross Income</b>	<b>0</b>	<b>-21,308</b>	<b>-21,308</b>
<b>Net Expenditure</b>	<b>154,700</b>	<b>135,800</b>	<b>-18,900</b>

	<b>Revised Budget 2023/24 £</b>	<b>Actual 2023/24 £</b>	<b>Variation £</b>
<b><u>ELECTION SERVICES</u></b>			
Employee Expenditure	181,300	184,914	3,614
Premises Expenditure	500	0	-500
Transport Expenditure	900	952	52
Supplies and Services Expenditure	111,500	121,819	10,319
Internal Recharges	48,500	50,296	1,796
<b>Gross Expenditure</b>	<b>342,700</b>	<b>357,980</b>	<b>15,280</b>
Other Grants	-3,700	-25,426	-21,726
Sales	-1,500	-1,890	-390
<b>Gross Income</b>	<b>-5,200</b>	<b>-27,316</b>	<b>-22,116</b>
<b>Net Expenditure</b>	<b>337,500</b>	<b>330,664</b>	<b>-6,836</b>
<b>TOTAL LICENSING COMMITTEE</b>	<b>495,700</b>	<b>468,385</b>	<b>-27,316</b>



# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date**                    **28 January 2025**

**Report of:**            **Assistant Director (Finance and ICT)**

**Subject:**              **SPENDING PLANS AND FEES & CHARGES 2025/26**

#### **SUMMARY**

This report sets out the overall level of revenue spending on this Committee's services and seeks agreement for the revised revenue budget for 2024/25 and the base budget for 2025/26 before being recommended to Council for approval.

The report additionally sets out the level of fees and charges for this Committee's services and seeks agreement for them before being recommended to Council for approval.

#### **RECOMMENDATION**

It is recommended that the Licensing and Regulatory Affairs Committee:

- (a) reviews and agrees the revised budget for 2024/25;
- (b) reviews and agrees the base budgets for 2025/26;
- (c) reviews and agrees the fees and charges for 2023/24; and
- (d) recommends both the budget and the fees and charges to Full Council for approval.

## INTRODUCTION

1. The Council has a co-ordinated strategic, service and financial planning process and this report allows the Committee to consider in detail these plans for the provision of Licensing and Regulatory Affairs services during the next financial year.
2. This report and the revenue budgets have been prepared in accordance with the Medium-Term Finance Strategy that was presented to the Executive on 13<sup>th</sup> January 2025 and will cover the capital programme and the revenue budget, as well as the fees and charges for this committee.

## CAPITAL PROGRAMME

3. For this Committee there are no capital projects planned.

## REVENUE BUDGET

4. Appendix A analyses the overall budget total for the individual Licensing and Regulatory Affairs Committee services and by the different types of expenditure and income.

### Base Budget 2024/25

5. The base budgets for 2024/25 were considered by this Committee in January 2024 and were confirmed by the Full Council on 24 February 2024. The base budget for 2024/25 amounted to £699,100.

### Revised Budget 2024/25

6. The overall revised budget for 2024/25 is £593,200 a decrease of £105,900 or 15.2% from the base budget which is mainly due to anticipated additional grant and fees income.

### Base Budget 2025/26

7. The overall base budget for 2025/26 is £619,900 a decrease of £79,200 or 11% from the base budget for 2024/25.

## Revenue Budget Comparisons

8. The major variations in the individual service budgets are summarised in the following table:

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Licensing &amp; Regulatory Affairs Committee</b>			
Hackney Carriage & Private Hire Vehicles	100	-40,900	-38,700
Licensing	4,300	8,200	12,700
Health and Safety	155,000	168,500	175,300
Election Services	539,700	457,400	470,600
	<u>699,100</u>	<u>593,200</u>	<u>619,900</u>

9. Appendix A of this report shows the analysis of expenditure and income for individual services and the following paragraphs of this report set out issues affecting individual services that have arisen in the current year, to explain the variations between the base and revised budgets for 2024/25 and the base budget for 2025/26.
10. The budgets for this committee do not reflect the cost of providing members services support to this committee and to the panels that are held during the year. This overall cost to the council is shown within the Executive Portfolio for Policy and Resources and is just over £1million a year.

## **SERVICES ISSUES**

### **Environmental Health Partnership**

11. From 1 April 2014 the Environmental Health service has been provided by way of a Partnership between Fareham and Gosport Councils in order to provide a more resilient service and to bring savings to both Councils under the control of the Environmental Health Panel.
12. Under this arrangement, the direct costs for the service have been combined into a single Trading Account. This is where expenditure under the headings of employees, premises, supplies and services and third-party payments incurred by the Partnership are recorded and recharged to both Fareham and Gosport Councils on the basis of a 50: 50 split.
13. Internal Recharges and income attributable to Fareham and Gosport Councils are recorded directly in the respective service areas of the two local authorities, along with the cost of DVLA Licence checks under supplies and services.
14. The overall budget for 2025/26 for the EHP has increased by £136,900 in comparison the previous year to a total of £1,791,800.
15. The percentage charges from the Environmental Health Partnership to this committee are reviewed annually. The percentages are shown in the table:

<b>Service</b>	<b>Recharge Percentage</b>
HACKNEY CARRIAGE LICENSES	9%
LICENSING	10%
HEALTH AND SAFETY	15%

### **Hackney Carriage Licences**

16. There has been a decrease in the budget for this service of £38,700, although the partnership payment budget has increased the fees and charges budget has also been uplifted to offset this.

### **Licensing**

17. There has been an increase in the budget for this service of £12,700, this is due to an increase in partnership costs.

### **Health & Safety**

18. There has been an increase of £20,300 from 2024/25 base budget linked to an increase in partnership costs.

### **Election Services**

19. There has been a decrease in the budget of £69,100. Although expenditure budgets have a small increase of £1,400 the sales and income budgets have been uplifted from 2024/25 base budget by £70,500.

## **FEES AND CHARGES**

20. The fees and charges under the control of this Committee are shown at Appendix B. Where possible a comparison with charges set by Gosport Borough Council is shown. It is worth noting that Gosport Borough Council increases its charges on 1 January each year so the charges shown are already being applied

21. There are a number of fees that are statutory charges and are therefore outside the control of this Committee. These include lotteries, fees under the Gambling Act 2005, some fees under the Licensing Act 2003 which haven't been increase since the acts were introduced.

22. Other Licences and Fees (Discretionary) – this discretionary element of the fees and charges are under the control of this Committee. Proposed increases to these fees and charges are set out at Appendix A for this Committee's approval.

23. Private Hire and Hackney Carriage Drivers - the requirement to introduce 3 year licences for Private Hire and Hackney Carriage Drivers and 5 year licences for Private Hire Operators along with fee setting recommendations was reported to this Committee on 22 September 2015.

24. The charges for Private Hire and Hackney Carriage Drivers were increased from April 2023, prior to this last time there was an increase in the main elements of these charges was April 2010.

25. The current fees and charges, reflecting the changes approved in January 2024 and the proposed charges for 2025/26 are set out in Appendix B. The comparison with neighbouring Authorities is shown at Appendix C

26. Members may also wish to consider whether, for certain services, there could be scope to generate additional income to pay for service improvements.

27. The proposed fees and charges for 2025/26 takes into account the current impact of inflation, CPI was published in October 2024 at **2.3%**.

## **RISK ASSESSMENT**



28. There are no significant risk considerations in relation to either elements of this report

### **CONCLUSION**

29. A number of Licensing and Regulatory Affairs Committee services are partly funded from fees and charges and other types of income. After taking service income into account investment income and the Council's share of business rate income will reduce the overall cost of services to be met by council taxpayers.
30. These sources of income are generally outside the Council's control and do not reflect changes in the overall level of spending on local services. With these sources of income effectively "fixed", members need to be aware that, unless it can be matched by increased service income, additional spending on services has to be fully funded by council taxpayers.
31. It is important that a balance is kept between raising income and affordability of charges for the users of the services.
32. It follows that members must give full weight to the Council's overall position and future council tax levels when the revenue budgets for 2025/26 are considered.

### **Appendices**

**A:** Revised budgets for 2024/25 and Base Budgets for 2025/26

**B:** Fees and Charges 2025/26

**C:** Fees and Charges Comparison 2024/25

**Background Papers:**

**Reference Papers:**

**Enquiries:**

For further information on this report please contact Neil Wood (01329 824506) or Katie Grist (01329 824331)

## ESTIMATE OF EXPENDITURE AND INCOME FOR THE COUNCIL TAX 2025/26

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Licensing &amp; Regulatory Affairs Committee</b>			
Hackney Carriage & Private Hire Vehicles	100	-40,900	-38,700
Licensing	4,300	8,200	12,700
Health and Safety	155,000	168,500	175,300
Election Services	539,700	457,400	470,600
	<b>699,100</b>	<b>593,200</b>	<b>619,900</b>

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Licensing &amp; Regulatory Affairs Committee</b>			
Employee Expenditure	199,500	197,100	199,000
Premises Expenditure	20,500	25,500	20,500
Transport Expenditure	3,500	1,500	1,500
Supplies and Services Expenditure	390,500	674,000	398,000
Third Party Payments	312,100	323,200	338,300
Internal Recharges	49,900	50,700	53,000
<b>Gross Expenditure</b>	<b>976,000</b>	<b>1,272,000</b>	<b>1,010,300</b>
Government Grants	-600	-600	-600
Other Grants	-105,000	-465,000	-175,000
Sales	-2,000	-2,000	-2,500
Fees and Charges	-169,300	-211,200	-212,300
<b>Gross Income</b>	<b>-276,900</b>	<b>-678,800</b>	<b>-390,400</b>
<b>Net Expenditure</b>	<b>699,100</b>	<b>593,200</b>	<b>619,900</b>

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Hackney Carriages &amp; Private Hire Vehicles</b>			
Transport Expenditure	2,000	0	0
Supplies and Services Expenditure	0	0	0
Third Party Payments	83,700	86,700	90,700
<b>Gross Expenditure</b>	<b>85,700</b>	<b>86,700</b>	<b>90,700</b>
Government Grants	-600	-600	-600
Sales	-500	0	-500
Fees and Charges	-84,500	-127,000	-128,300
<b>Gross Income</b>	<b>-85,600</b>	<b>-127,600</b>	<b>-129,400</b>
<b>Net Expenditure</b>	<b>100</b>	<b>-40,900</b>	<b>-38,700</b>

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Licensing</b>			
Supplies and Services Expenditure	300	400	400
Third Party Payments	88,800	92,000	96,300
<b>Gross Expenditure</b>	<b>89,100</b>	<b>92,400</b>	<b>96,700</b>
Fees and Charges	-84,800	-84,200	-84,000
<b>Gross Income</b>	<b>-84,800</b>	<b>-84,200</b>	<b>-84,000</b>
<b>Net Expenditure</b>	<b>4,300</b>	<b>8,200</b>	<b>12,700</b>

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Health &amp; Safety</b>			
Employee Expenditure	3,600	3,600	3,600
Supplies and Services Expenditure	11,800	20,300	20,300
Third Party Payments	139,600	144,500	151,300
Internal Recharges	0	100	100
<b>Gross Expenditure</b>	<b>155,000</b>	<b>168,500</b>	<b>175,300</b>
<b>Net Expenditure</b>	<b>155,000</b>	<b>168,500</b>	<b>175,300</b>

	<b>Budget 2024/25 £</b>	<b>Revised 2024/25 £</b>	<b>Budget 2025/26 £</b>
<b>Election Services</b>			
Employee Expenditure	195,900	193,500	195,400
Premises Expenditure	20,500	25,500	20,500
Transport Expenditure	1,500	1,500	1,500
Supplies and Services Expenditure	378,400	653,300	377,300
Internal Recharges	49,900	50,600	52,900
<b>Gross Expenditure</b>	<b>646,200</b>	<b>924,400</b>	<b>647,600</b>
Other Grants	-105,000	-465,000	-175,000
Sales	-1,500	-2,000	-2,000
<b>Gross Income</b>	<b>-106,500</b>	<b>-467,000</b>	<b>-177,000</b>
<b>Net Expenditure</b>	<b>539,700</b>	<b>457,400</b>	<b>470,600</b>

## LICENSING FEES

The charges shown are currently not subject to VAT, except where indicated.

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
<b>Lotteries</b>				
Registration	Statutory Charge	40.00	40.00	NIL
Renewal	Statutory Charge	20.00	20.00	NIL

### Gambling Act 2005

Charges available on application to Head of Environmental Health.

### Licensing Act 2003

The service is provided to ensure public safety through the licensing of regulated activities and to ensure that they are undertaken in accordance with the relevant licence conditions.

In addition the Council are the Licensing Authority under the Licensing Act 2003. The Act replaced existing licensing regimes concerning the sale of alcohol, public entertainment, theatres, cinemas and late night refreshment with a unified system of regulation. From February 2005 the Council has dealt with applications for premises and personal licences which took effect in November 2005. From this date the Council took over all the licensing functions some of which such as liquor licensing were previously undertaken by the Magistrates Court.

The Act requires that the Council carries out its various licensing functions so as to promote the following four licensing objectives:-

- The prevention of crime and disorder
- Public Safety
- The prevention of public nuisance
- The protection of children from harm

### Premises Licences /Club Applications

The Fees for premises and personal licences are set by the Government (published in April 2012) and are detailed below:

The Fees are based on rateable values of properties:

Rateable Value	Band	Initial License Fee £	Annual Fee £
£0 - £4,300	A	100.00	70.00
£4,301 - £33,000	B	190.00	180.00
£33,001 - £87,000	C	315.00	295.00
£87,001 - £125,000	D	450.00	320.00
£125,001 and over	E	635.00	350.00

A multiplier applied to premises in Bands D and E where they are exclusively or primarily in the business of selling alcohol (mainly large town and city centre pubs) as follows:

Rateable Value	Band	City/Town Centre Pub Application Fee £	City/Town Centre Pub Annual Charge £
£87,001 - £125,000	D	900.00	640.00
£125,001 and over	E	1,905.00	1,050.00

If in addition to the conversion application the conditions in respect of alcohol are to be varied then an additional fee to those set out above becomes payable as follows:

Rateable Value	Band	Variation Fee £
£0 - £4,300	A	20.00
£4,301 - £33,000	B	60.00
£33,001 - £87,000	C	80.00
£87,001 - £125,000	D	100.00
£125,001 and over	E	120.00

## Exceptionally Large Events

A fee structure also exists for exceptionally large events starting at a capacity of 5,000 people. Please contact the Licensing Authority for details of these.

## Personal Licences, Temporary Events and Other Fees

	Fee 2025/26 £
<b>Statutory – Additional Fees are as follows :</b>	
Occasion on which Fee payable	
Personal Licence	37.00
Minor Variations	89.00
Temporary Event Notice	21.00
Application for copy of Licence or summary on theft, loss etc. of Premises Licence or summary	10.50
Notification of change of name or address	10.50
Applications to vary – to specify Individuals as premises supervisor	23.00
Application to transfer Premises Licence	23.00
The removal of conditions for community premises	23.00
Interim Authority Notice	23.00
Application for making a Provisional Statement	195.00
Application for copy of certificate or summary on theft, loss etc. of certificate or summary	10.50
Notification of change of name or alteration of club rules	10.50
Change of relevant registered address of club	10.50
Application for copy of licence on theft, loss etc. of temporary event notices	10.50
Application for copy of licence on theft, loss etc. of personal licence	10.50
Right of freeholder etc. to be notified of licensing matters	21.00

### Exemptions

Applications for premises licences or club certificates which relate to the provision of regulated entertainment only and the application is from the following then NO FEES are payable, but applications must still be made:

An educational institution which is a school or college and the entertainment is carried on by the educational institution for and on behalf of the purposes of the educational institution.

### OR

That the application is in respect of premises that are or form part of a church hall, chapel hall, or similar building or village hall, parish hall or community hall or other similar building.

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase

Discretionary – Other Licences and Fees				
Skin Piercers	Premises	112.00	115.00	2.7
Skin Piercers	Persons	94.00	96.00	2.1
Street Trading Consent	12 months	2,230.00	2,281.00	2.3
Street Trading Consent	6 months	1,232.00	1,260.00	2.3
Street Trading Consent	3 months	658.00	673.00	2.3
Street Trading - Tables & Chairs	New	352.00	360.00	2.3
Street Trading - Tables & Chairs	Renewal	218.00	223.00	2.3
Pavement Licence		31.00	31.00	0.0
Dangerous Wild Animal Licences	Plus any Veterinarian costs	176.00	180.00	2.3
Dog Breeders Licence	Plus any Veterinarian costs	223.00	229.00	2.7
Zoo: Initial Application (valid for 4 years)	Plus any Veterinarian costs	2,350.00	2,404.00	2.3
Zoo: Renewal (valid for 6 years)	Plus any Veterinarian costs	2,350.00	2,404.00	2.3
Sex Shops/Establishments	Initial Fee	2,350.00	2,404.00	2.3
Sex Shop/Establishment	Renewal Fee	2,350.00	2,404.00	2.3
Scrap Metal Dealer	New Application	305.00	312.00	2.3
Scrap Metal Dealer	Application Renewal	170.00	174.00	2.4
Mobile Collector	New Application	170.00	174.00	2.4
Mobile Collector	Application Renewal	124.00	127.00	2.4
Variation of Licence		162.00	166.00	2.5
Replacement Licence		27.00	28.00	3.7
Advice to commercial premises	Charge per hour or part thereof	55.00	56.00	1.8
<b>Note: Legislation states the below fees need to be split out to show application costs and grant of license separately</b>				
Riding Establishment Licences	New Application/Renewal/Variation Plus any Veterinarian costs	41.00	42.00	2.4
Riding Establishment Licences	Grant of License/Variation	10.00	10.00	0.0
Animal Boarding Establishment Licences	New Application/Renewal/Variation Plus any Veterinarian costs	140.00	143.00	2.1
Animal Boarding Establishment Licences	Grant of License/Variation	60.00	61.00	1.7
Home (Domestic) Animal Boarding Establishment Licences	New Application/Renewal/Variation Plus any Veterinarian costs	99.00	101.00	2.0
Home (Domestic) Animal Boarding Establishment Licences	Grant of License/Variation	53.00	54.00	1.9
Home Boarding Fee Franchise	New Application/Renewal/Variation Plus any Veterinarian costs	128.00	131.00	2.3



(including Day Care for Dogs)				
Home Boarding Fee Franchise (including Day Care for Dogs)	Grant of License/Variation	60.00	61.00	1.7
	Additional Dog Boarding Franchise property applied for	62.00	63.00	1.6
Pet Shop Licences	New Application/Renewal/Variation Plus any Veterinarian costs	115.00	118.00	2.6
Pet Shop Licences	Grant of License/Variation	37.00	38.00	2.7

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
<b>Discretionary – Hackney Carriage and Private Hire Licences</b>				
<b>Vehicle Licence</b>				
Hackney Carriage		215.00	235.00	9.3
Private Hire		215.00	235.00	9.3
Transfer of Licence	(Note 1)	215.00	225.00	4.7
Temporary Transfer	(Note 2,3)	215.00	225.00	4.7
Private Hire Operators Licence	1 year	215.00	225.00	4.7
Private Hire Operators Licence	3 years	520.00	550.00	5.8
Private Hire Operators Licence	5 years	945.00	995.00	5.3
Hackney Carriage Drivers Licence	1 Year	70.00	77.00	10.0
Hackney Carriage Drivers Licence	3 Years	175.00	190.00	8.6
Private Hire Drivers Licence	1 Year	70.00	77.00	10.0
Private Hire Drivers Licence	3 Years	175.00	190.00	8.6
Dual Drivers Licence	1 Year	95.00	110.00	15.8
Dual Drivers Licence	3 Years	230.00	245.00	6.5
Dual Upgrade		50.00	55.00	10.0
DVLA Drivers' Licence check	Free on-line			
Failure to attend appointment		40.00	40.00	NIL
Replacement Licence		12.00	12.00	NIL
Transfer of Ownership	(Note 1)	30.00	30.00	NIL
Knowledge Test	Per Test. Up to 2 re-tests free of charge	70.00	100.00	42.9

Driver's Badge				
Issue and Replacement	Inclusive of VAT	18.00	18.00	NIL
Vehicles				
Replacement plates	Inclusive of VAT	25.00	25.00	NIL
Replacement brackets		17.00	17.00	NIL
Interior windscreen plate		26.00	26.00	NIL

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Other				
Disclosure and Barring Service Fee		Actual Cost to the council	60.00	N/A
Drug Testing		Actual Cost to the council	45.00	N/A
Medical Consultation		Actual Cost to the council	30.00	N/A

**Notes**

- 1.This charge has been set at a level to cover the cost of administering transfers. Transfers will only be permitted in March and April in exceptional circumstances.
- 2.This charge covers the cost of temporary transfers due to the use of loan cars for insurance purposes.
- 3.This charge has been set at a level to cover the cost of administering transfers.

**APPENDIX C**

<b>Other Licences and Fees</b>	<b>FBC</b> <b>£</b>	<b>GBC</b> <b>£</b>	<b>WCC</b> <b>£</b>	<b>HBC</b> <b>£</b>	<b>EBC</b> <b>£</b>	<b>PCC</b> <b>£</b>
Skin Piercers: Premises	115.00	110.00	145.00	183.82	182.00	140.00
Skin Piercers: Persons	96.00	94.00	47.00	N/A	52.00	70.00
Street Trading Consent: 12 months	2,281.00	1,465.00	N/A	602.00	1,442.00	1,736.00
Street Trading Consent: 6 months	1,260.00	765.00	N/A	384.00	N/A	N/A
Street Trading Consent: 3 months	673.00	N/A	N/A	N/A	N/A	N/A
Street Trading - Tables and Chairs New	360.00	355.00	N/A	369.00	N/A	N/A
Street Trading - Tables and Chairs Renewal	223.00	220.00	N/A	150.00	N/A	N/A
Dangerous Wild Animal Licences (Plus Veterinarian Fees)	180.00	170.00	294.00	412.00	300.00	210.00
Riding Establishment Licences: Initial registration / renewal/variation –per horse	42 plus Veterinarian costs	255.00	300.00	537.00	370 plus £12 per horse	245.00
Riding Establishment Licences: Grant of License/Variation –per horse	10.00	33.00	N/A	N/A	N/A	N/A
Animal Boarding Establishment Licences - New Application/Renewal/Variation Plus Veterinarian Fees	143.00	245.00	300.00	533.49	323.00	175.00

Animal Boarding Establishment Licences - Grant of License/Variation	61.00	61.00	N/A	N/A	120.00	
Home (Domestic) Animal Boarding Establishment Licences	101.00	95.00	N/A	252.43	292.00	175.00
Home Boarding Fee Franchise (including Day Care for Dogs) New Application/Renewal/Variation plus veterinarian fees	131.00	150.00	280.00	409.17	135.50	175.00
Home Boarding Fee Franchise (including Day Care for Dogs) Grant of License/Variation	54.00	73.00	80.00	375.00	120.00	175.00
Pet Shop Licences - New Application/Renewal/Variation plus veterinarian fees	118.00	198.00	258.00	689.51	406.00	175.00
Pet Shop Licences -Grant of License/Variation	38.00	61.00	N/A		120.00	N/A
Dog Breeders Licence (plus veterinarian fees)	229.00	218.00	313.00	708.14	460.00	175.00
Zoo: Initial Application (valid for 4 years)	2,404.00	On request	N/A	Hourly rate exc vet inspections	N/A	280.00
Zoo: Renewal (valid for 6 years)	2,404.00	On request	N/A	Hourly rate exc vet inspections	N/A	N/A
Sex Shops/Establishments: Initial Fee	2,404.00	3,610.00	N/A	4,400.00	N/A	5,000.00
Sex Shop/Establishments: Renewal Fee	2,404.00	2,420.00	N/A	4,400.00	N/A	3,000.00
Scrap Metal Dealer: New Application	312.00	305.00	491.00	299.83	N/A	450.00
Scrap Metal Dealer: Application Renewal	174.00	170.00		299.83		450.00

Mobile Collector: New Application	174.00	170.00	251.00	126.97	N/A	300.00
Mobile Collector: Application Renewal	127.00	121.00	43.00	126.97		300.00
Variation of Licence	166.00			208.07	115.00	
Replacement Licence						
Advice to commercial premises	56.00		72.50			
<b>Hackney Carriage and Private Hire Licences –</b>						
Vehicle Licence	235.00	305.00				
Hackney Carriage	235.00	116.00	117.00	247.00	200.00	341.00
Private Hire	225.00	117.00	173.00	180.00	100.00	217.00
Transfer of Licence	225.00			113.00		145.00
Temporary Transfer			85.00	60.00	90.00	110.00
<b>Operator's Licence</b>						
Private Hire Operators Licence 1 Year	225.00	300.00	227.00	182.00	N/A	836.00
Private Hire Operators Licence 3 Year	550.00	715.00	N/A	N/A	N/A	N/A
Private Hire Operators Licence 5 Year	995.00	1,210.00	514.00	387.00	565.00	3,850.00
<b>Driver's Licence</b>						

Hackney Carriage Drivers Licence 1 Year	77.00	110.00	86.00		N/A	178.00
Hackney Carriage Drivers Licence 3 Year	190.00	265.00	245.00	267.00	190.00	418.00
Private Hire Drivers Licence 1 Year	77.00	155.00	86.00		N/A	128.00
Private Hire Drivers Licence 3 Year	190.00	265.00	245.00	267.00	190.00	336.00
Dual Drivers Licence 1 Year	110.00	N/A	N/A	N/A	N/A	N/A
Dual Drivers Licence 3 Year	245.00	N/A	N/A	267.00	N/A	N/A
<b>DVLA Drivers' Licence check - FREE ONLINE</b>						
Failure to attend appointment	40.00	N/A	N/A	N/A	N/A	N/A
Replacement Licence	12.00	N/A	N/A	13.00	10.00	N/A
Transfer of Ownership	30.00	N/A	N/A			
<b>Knowledge Test (per test)</b>	100.00	50.00	30.00	38.00	40.00	55.00
<b>Driver's Badge</b>						
Issue and Replacement	18.00	20.00	13.00	20.00	10.00	14.00
<b>Vehicles</b>						
Replacement plates	25.00	26.00	30.00	26.00	15.00	11.00
Replacement brackets	17.00			17.00		

Interior windscreen plate	26.00	26.00		24.00	20.00	
<b>Other</b>						
DBS Fee	60.00	At cost	N/A	N/A	49.50	12.00
Drug Testing	45.00	40.00	N/A	N/A	N/A	55.00
Medical Consultation	30.00	N/A	N/A	N/A	N/A	N/A





# FAREHAM

## BOROUGH COUNCIL

### **Report to Licensing and Regulatory Affairs Committee**

**Date** 28 January 2025

**Report of:** Head of Environmental Health

**Subject:** PRELIMINARY REVIEW OF LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME 2024/25 AND DRAFT WORK PROGRAMME 2025/26

#### **SUMMARY**

At the Committee meeting to be held on 3 March 2025, Members will be asked to review the outcome of the Work Programme for the current municipal year. Also, at that meeting, the Committee will need to finalise the draft Work Programme for the 2025/26 municipal year, prior to it being submitted to Council for approval.

This report contains details of the position of the Committee's existing Work Programme for the current year, in order to allow an early assessment of progress. It also gives some background information to assist members in drawing up the draft Work Programme for 2025/26.

#### **RECOMMENDATION**

It is recommended that the Licensing and Regulatory Affairs Committee:

- (a) notes the progress on actions arising from the meeting of the Committee held on 26 November 2024, attached as Appendix A to this report;
- (b) reviews the Work Programme 2024/25 attached as Appendix B to this report;  
and
- (c) gives initial consideration to the draft Work Programme for 2025/26 attached as Appendix C to this report.

## **INTRODUCTION**

1. At the Committee meeting on 26 November 2024, the Committee reviewed progress on actions since the last meeting and agreed the Work Programme for the remainder of the 2024/25 municipal year.

## **MONITORING**

2. Details of progress on actions arising from matters considered at the meeting held on 26 November 2024 are attached as Appendix A to this report for information.

## **WORK PROGRAMME FOR THE 2024/25 MUNICIPAL YEAR**

3. The Committee's Work Programme for 2024/25, agreed at the last meeting is attached as Appendix B to this report for consideration.

## **WORK PROGRAMME FOR THE 2025/26 MUNICIPAL YEAR**

4. Members are now invited to consider items for the draft Work Programme for 2025/26. It has previously been suggested that a few items of major significance be chosen.
5. At this stage, particular items which are known to be coming before the Committee during the next year are attached as Appendix C.
6. Other general items may arise during the year, such as responding to consultation requests by central Government.

## **RISK ASSESSMENT**

7. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

8. To summarise, Members are now invited to note the progress on matters considered by the Committee at the meeting held on 26 November 2024, as shown in Appendix A to this report, review the Work Programme for the 2024/25 municipal year, as set out in Appendix B to this report and give initial consideration to the draft Work Programme for 2025/26 attached as Appendix C to this report.

## **APPENDICES:**

Appendix A – Progress on Actions since the last meeting of the Committee

Appendix B – Licensing & Regulatory Affairs Committee Work Programme 2024/25

Appendix C – Draft Licensing & Regulatory Affairs Committee Work Programme 2025/26

**Enquiries:** For further information on this report please contact Ian Rickman. (Ext 4773)

## LICENSING AND REGULATORY AFFAIRS COMMITTEE - Progress on Actions from last meeting

<b>Date of Meeting</b>	26 November 2024
<b>Subject</b>	<b>PARLIAMENTARY POLLING DISTRICTS &amp; POLLING PLACES: CONSULTATION RESPONSES AND PROPOSALS</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee received a report by the Assistant Director (Democracy) which presented the responses to the Parliamentary Polling Districts &amp; Polling Places consultation and put forward details of proposed changes.</p> <p>The Chairman, and several other members of the Committee put forward their thanks to officers for the hard work that has gone into completing such a difficult task.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <ul style="list-style-type: none"> <li>(a) notes the consultation responses as set out in Appendix A to the report;</li> <li>(b) considered the proposals set out in the report; and</li> <li>(c) recommends the final scheme for Polling Places and Polling Districts 2024 to Council for adoption for the next four years, as shown in Appendix C to the report.</li> </ul>
<b>Outcome</b>	Approved by Council 12 December 2024
<b>Link Officer</b>	Leigh Usher
<b>Subject</b>	<b>REVIEW OF GAMBLING STATEMENT OF PRINCIPLES</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee received a report by the Head of Environmental Health which presented the Gambling Statement of Principles for review.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <ul style="list-style-type: none"> <li>(a) having considered the draft document, and noted the result of the statutory consultation exercise, makes no amendments to the draft policy statement; and</li> </ul>

	(b) recommends to the Executive that the final draft Gambling Act 2005 Statement of Principles 2025-2028, as attached at Appendix A to the report be recommended for adoption by the Council.
<b>Outcome</b>	Endorsed by the Executive 13 January 2025 & to be approved by Council 14 February 2025
<b>Link Officer</b>	Ian Rickman
<b>Subject</b>	<b>REVIEW OF HACKNEY CARRIAGE TARIFF</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee received a report by the Head of Environmental Health which presented a review of the Hackney Carriage Tariff for consideration.</p> <p>Members discussed the level of increase requested, noting that during the Covid-19 Pandemic the Taxi Trade had not requested an increase to the Tariff due to concerns that it would discourage people from using their services.</p> <p>It was also noted that the Taxi Trade does not ask for an increase every year and only does so when it is felt appropriate. Members felt that the level of increase requested was reasonable, with some members suggesting that, given the recent cost of living crisis, a higher increase would be justified. The Committee concluded that, under the circumstances, the Taxi Trade is best placed to judge what the Taxi Tariff should be.</p> <p>RESOLVED that the Licensing &amp; Regulatory Affairs Committee:</p> <ul style="list-style-type: none"> <li>(a) considered the proposal as detailed in the report;</li> <li>(b) agrees that a change to the tariff is appropriate; and</li> <li>(c) recommends to the Executive that the proposed Hackney Carriage Tariff, as detailed at Appendix F to the report, be agreed.</li> </ul>
<b>Outcome</b>	Approved by the Executive 13 January 2025
<b>Link Officer</b>	Ian Rickman

<b>Subject</b>	<b>LICENSING &amp; REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME</b>
<b>Type of Item</b>	Report
<b>Action by Committee</b>	<p>The Committee received a report by the Head of Environmental Health which presented the Committee's Work Programme for 2024/25 for consideration.</p> <p>During the discussion on this item it was agreed that the Police Licensing Officer be invited to one of the remaining meetings in the municipal year to update the Committee on local police licensing matters.</p> <p>RESOLVED that the Licensing and Regulatory Affairs Committee:</p> <p>(a) notes the progress on actions arising from the meeting of the Committee held on 10 June 2024, attached as Appendix A to the report;</p> <p>(b) agrees the updated Work Programme for the 2024/25 municipal year as attached at Appendix B to the report.</p>
<b>Outcome</b>	Complete
<b>Link Officer</b>	Ian Rickman

## LICENSING AND REGULATORY AFFAIRS COMMITTEE –WORK PROGRAMME 2024/25

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
<b>10 June 2024</b>	Presentation on the Role and Responsibilities of the Licensing & Regulatory Affairs Committee Review of current Work Programme	
<b>01 July 2024</b>		Licensing Training
<b>22 July 2024</b>	Meeting cancelled	
<b>24 September 2024</b>	Meeting cancelled	
<b>26 November 2024</b>	Parliamentary Polling Districts & Polling Places: Consultation Responses and Proposals. Review of Gambling Statement of Principles Review of Hackney Carriage Tariff Review of current Work Programme	
<b>28 January 2025</b>	Opportunities Plan Update Actual Revenue Expenditure 2023/24 Spending Plans 2025/26 Fees and Charges 2025/26 Preliminary Review of current Work Programme and Draft Work Programme 2025/26	
<b>3 March 2025</b>	Update on Fareham & Gosport Environmental Health Partnership – Presentation Final Review of current Work Programme and Draft Work Programme 2025/26	

UNALLOCATED

- Update on Police Licensing Matters

**DRAFT LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME  
2025/26**

<b><u>DATE</u></b>	<b><u>SUBJECT</u></b>	<b><u>TRAINING SESSION/ WORKSHOP</u></b>
Early in the municipal year		Licensing Training
10 June 2025	Review of Work Programme 2025/26	
29 July 2025	Review of Work Programme 2025/26	
30 September 2025	Review of Work Programme 2025/26	
18 November 2025	Review of Work Programme 2025/26	
27 January 2026	Actual Revenue Expenditure 2024/25 Spending Plans 2026/27 and Fees & Charges 2026/27 Review of Work Programme 2025/26 & preliminary consideration of draft Work Programme 2026/27	
17 March 2026	Review of Work Programme 2025/26 & approval of Work Programme 2026/27 for endorsement by Council.	

**UNALLOCATED**

- Update on Police Licensing Matters

