



Email: [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)  
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# Licensing Committee

Tuesday, 24th January, 2023 at 12.00 pm  
Conference Room. Parkside, Chart Way, Horsham

Councillors:

John Blackall (Chairman)	
Richard Landeryou (Vice-Chairman)	
Alan Britten	Jon Olson
Karen Burgess	Louise Potter
Peter Burgess	Josh Potts
Billy Greening	Kate Rowbottom
Lynn Lambert	Clive Trott
Mike Morgan	Diana van der Klugt
Roger Noel	

You are summoned to the meeting to transact the following business

Jane Eaton  
Chief Executive

## Agenda

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>Minutes</b>	3 - 6
To approve as correct the minutes of the meeting held on 20 December 2022 <i>(Note: If any Member wishes to propose an amendment to the minutes they should submit this in writing to <a href="mailto:committeeservices@horsham.gov.uk">committeeservices@horsham.gov.uk</a> at least 24 hours before the meeting. Where applicable, the audio recording of the meeting will be checked to ensure the accuracy of the proposed amendment.)</i>	
3. <b>Declarations of Members' Interests</b>	
To receive any declarations of interest from Members of the Committee	
4. <b>Announcements</b>	
To receive any announcements from the Chairman of the Committee or the Chief Executive	
5. <b>Hackney Carriage Fares – Rate Increase</b>	7 - 16
To receive the report of the Head of Environmental Health & Licensing	
6. <b>Urgent Business</b>	

Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as urgent because of the special circumstances

## Licensing Committee 20 DECEMBER 2022

- Present: Councillors: John Blackall (Chairman), Richard Landeryou (Vice-Chairman), Karen Burgess, Peter Burgess, Lynn Lambert, Jon Olson, Josh Potts, Kate Rowbottom and Diana van der Klugt
- Apologies: Councillors: Billy Greening, Mike Morgan, Roger Noel, Louise Potter and Clive Trott
- Absent: Councillors: Alan Britten

### LI/8 MINUTES

The minutes of the meeting of the Committee held on 14 June were approved as a correct record and signed by the Chairman.

### LI/9 DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of interest.

### LI/10 ANNOUNCEMENTS

Councillor John Blackall, Chairman of the Committee, made two announcements:

He commented on the excellence of the recent Licensing training given by John Fitzsimons of Cornerstone Barristers and stated that it has been noted to invite him back to give training to the newly formed Licensing Committee in the new Municipal Year.

He thanked Councillor Karen Burgess for chairing the recent sub-committee so well.

### LI/11 MINUTES OF LICENSING SUB-COMMITTEE

The minutes of the Sub-Committee held on 23 November were noted by the Committee.

### LI/12 ENVIRONMENTAL HEALTH AND LICENSING - LICENCE FEES FOR 2023/2024

The Head of Environmental Health & Licensing introduced the report on proposed Licence Fees for 2022/24. Members noted the proposed fees set out in Appendix 1 for Licences issued by the Environmental Health and Licensing Department. Once approved, the new fees would take effect from 1st April 2023.

The Head of Environmental Health & Licensing advised that this was the first increase in fees for three years because of the challenges of Covid. The individual licence fees were calculated to recover the cost of issuing the licence and ensuring compliance with the requirements of the legislation. He confirmed that the 10% increase generally applied was required because of increased costs and that the Council would not make a surplus. The increase was in line with similar nearby local authorities.

RESOLVED

- (i) To approve the fees set out at Appendix 1 to this report to take effect from 1st April 2023.
- (ii) TO RECOMMEND TO COUNCIL the approval of the licensing fees set out at Appendix 1 and that such revised fees take effect from 1st April 2023.

REASON

- (i) The setting of fees for licences is the responsibility of the Licensing Committee.
- (ii) The approval of fees is the responsibility of Full Council.
- (iii) To ensure openness and transparency in decision-making.

LI/13 **HACKNEY CARRIAGE FARES - RATE INCREASE**

The Licensing Inspector outlined the proposed increases in tariffs, as set out in the report. This was the first increase in rates for 10 years and was due to the significant increase in the price of fuel and the general cost of living.

Horsham Licensed Carriage Association and many of the independent hackney drivers had proposed an increase and the Head of Environmental Health & Licensing confirmed that the new rates were in line with what the trade felt was fair. It was noted that the proposal would not affect Private Hire Vehicles as they set their own fare rates.

RESOLVED

- (i) To agree the changes to Tariffs 1 – 6 as set out at Appendix 1 and the addition of a soiling charge, for statutory consultation with the hackney trade and public.
- (ii) To agree to advertise the proposed fare increases contained in Appendix 1.

- (iii) That, subject to satisfactory consultation procedure and there being no representations TO RECOMMEND TO COUNCIL the approval of the fares contained in Appendix 1.

REASON

- (i) To set standard fares throughout the district.
- (ii) To prevent fraud and overcharging of passengers.
- (iii) To ensure openness and transparency in decision-making.

LI/14 **URGENT BUSINESS**

There was no urgent business.

*The meeting closed at 5.50 pm having commenced at 5.30 pm*

CHAIRMAN

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## Report to Licensing Committee

Tuesday, 24 January 2023

By the Head of Environmental Health and Licensing



**Horsham  
District  
Council**

### DECISION REQUIRED/INFORMATION REPORT

Not Exempt

#### **Hackney Carriage Fares – Rate Increase**

### Executive Summary

Due to the significant increase with the price of fuel and general cost of living, a proposal has been made by the Horsham Licensed Carriage Association and many of the independent hackney drivers to increase the taxi fares.

Set out at Appendix 1 to this report are the proposed increases in Tariffs 1 through to 6 equating to an increase from £6.20 to £7.00 (12.9%) over an average 2-mile journey.

This proposal would see the fares set by Horsham District Council in line with other neighbouring authorities for a 2-mile journey – particularly, Arun and Mid Sussex who impose charges of £7.20 and £7.40 respectively.

A proposed change to Tariff 2 is also made to adjust the hours effective for hiring from 23:30 to 23:00 hours in line with other neighbouring authorities. The expiry time would remain at 06:59 hours.

A soilage charge of £100 is proposed to be added in writing to the tariff card.

### Recommendations

The Committee is recommended:

- i) To agree the changes to Tariffs 1 – 6 as set out at Appendix 1 and the addition of a soilage charge, for statutory consultation with the hackney trade and public;
- ii) To agree to advertise the proposed fare increases contained in Appendix 1; and
- iii) That, subject to satisfactory consultation procedure and there being no representations to recommend to Council the approval of the fares contained in Appendix 1.

### Reasons for Recommendations

- i) To set standard fares throughout the district
- ii) To prevent fraud and overcharging of passengers
- iii) To ensure openness and transparency in decision making.

## **Background Papers**

N/A

**Wards affected:** (All Wards);

**Contact:** Marc Rankin, Head of Environmental Health & Licensing, email: [marc.rankin@horsham.gov.uk](mailto:marc.rankin@horsham.gov.uk), Tel 01403215178



## **Background Information**

### **1 Introduction and Background**

- 1.1 The purpose of this report is to bring forward a request from the Horsham Licensed Carriage Association and independent drivers to propose a rise in fares which would increase the flag rate (initial price shown on the meter) and reduce the distance travelled for each 10p charged.
- 1.2 Set out at Appendix 1 to this report, for the Committee's consideration, are a comparison between the current and proposed charges. The proposals would affect Hackney Carriages licensed within the Horsham District. The proposal would not affect Private Hire Vehicles as these set their own fare rates.

### **2 Relevant Council policy**

#### **Statutory background**

- 2.1 The Council is responsible for licensing of hackney carriage and private hire driver's, vehicles, and operators.

#### **Relevant Government policy**

- 2.2 Fares for hackney carriage can only be agreed following consultation with the trade and public - Local Government (Miscellaneous Provisions) Act 1976

#### **Relevant Council policy**

- 2.3 Council policy is that fares to be set for hackney carriages following consultation with the trade and public. Under the Council's constitution the setting of fares is the responsibility of Full Council to determine.

### **3 Details**

- 3.1 Due to the significant increase in the price of fuel and living expenses; notwithstanding the table of fares have remained unchanged since 2012, a proposal has been made by the Horsham Licensed Carriage Association and most of the independent hackney drivers to increase the taxi fares.

- **Tariff 1**  
The proposed rise in fares would increase the flag rate (initial price shown on the meter) from £3.80 to £4.20. The distance travelled on the flag rate would remain at 1,200 metres with the journey distance travelled being changed from 10p for each 85 metres to 10p for each 73 metres covered. This means that the first mile of each journey would increase from £4.30 to £4.80, and each mile thereafter increasing from £1.90 to £2.20.

This equates to an increase of 12.9% increase over a 2-mile journey

- **Tariff 2**  
A proposed change to adjust the hours effective for hiring from 23:30 to 23:00 hours. The expiry time would remain at 06:59 hours.
- **Tariff 3 & 5**  
To reflect the proposed change to Tariff 2 hours it is proposed to adjust the hours effective for hiring of Tariff 4 & 5 from 07:00 to 22:59
- **Tariffs 2, 3, 4, 5 & 6**  
Fare rates to rise proportionally, in line with the proposed changes to Tariff 1
- **Soilage Charge**  
A soilage charge of £100 is proposed to be added, in writing, to the tariff card.

## **4 Next Steps**

- 4.1 Set out at Appendix 2 to this report is an advert to be placed in the West Sussex County Times at the earliest opportunity detailing the proposed fare increase. The public and any other members of the taxi trade have not less than 14 days from the date of the advert to make any representations to the Council about the proposed increases.
- 4.2 If any representations are received, they will be considered by the Licensing Committee before any final decision is made. It is proposed that subject to the statutory consultation procedure the new fares will take effect at the earliest opportunity.
- 4.3 Once the new fares have been agreed, arrangements will be put in place to recalibrate and reseal all hackney carriage meters.

## **5 Views of the Policy Development Advisory Group and Outcome of Consultations**

- 5.1 Consultation with the trade and members of the public who will be affected by the new fares will be carried out during the last week of February and the first week of March 2023. If adverse comments are received from that consultation exercise, then these will be considered by the Licensing Committee.

## **6 Other Courses of Action Considered but Rejected**

- 6.1 Not increasing the fares

## **7 Resource Consequences**

- 7.1 None

## **8 Legal Considerations and Implications**

- 8.1 The Council has discretion to set fare rates and charges for Hackney Carriages pursuant to section 65 of the Local Government (Miscellaneous Provisions) Act 1976

## **9 Risk Assessment**

- 9.1 Not to increase the fares would risk further reduction in licensed taxi provision within the district.

## **10 Procurement implications**

- 10.1 None

## **11. Equalities and Human Rights implications / Public Sector Equality Duty**

- 11.1 The proposals will not have a particular impact on any groups with protected characteristics and therefore an EIA is not required.

## **12 Environmental Implications**

- 12.1 There are no environmental implications associated with these proposals

## **13 Other Considerations**

- 13.1 None

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## Appendix 1 – Tariff Changes 1 to 6

### Proposed Taxi Rate

#### For vehicles carrying 1-4 passengers

##### Tariff 1

Effective for hiring begun between 07.00am and 10.59pm

	Current Rate	Proposed Rate
Flag Rate	£3.80	£4.20
Flag Rate Distance	1200m	1200m
Increment Distance	85m	73
Increment rate	£0.10	£0.10

Journey Length (Miles)	Current Rate	Proposed Rate
Flag Rate Only	£3.80	£4.20
1	£4.30	£4.80
2	£6.20	£7.00
3	£8.10	£9.20
4	£10.00	£11.40
5	£11.90	£13.60
10	£21.40	£24.60
Running Mile	£1.90	£2.20

##### Tariff 2

Effective for hiring begun between 11.00pm and 06.59am

Flag Rate - £6.30

Increment Rate - £0.15p

##### Tariff 3

Effective from midnight to midnight on Bank Holidays, Public Holidays, Christmas Day and Good Friday and from 6pm New Year's Eve

Flag Rate £8.40

Increment Rate - £0.20p

#### Effective for carrying 5-8 passengers

##### Tariff 4

Effective for hiring begun between 07.00am and 10.59pm.

Flag Rate - £6.30

Increment Rate - £0.15p

##### Tariff 5

Effective for hiring begun between 11.00pm and 06.59am

Flag Rate - £9.45

Increment Rate - £0.20p

##### Tariff 6

Effective from midnight to midnight on Bank Holidays, Public Holidays, Christmas Day and Good Friday and from 6pm New Year's Eve.

Flag Rate - £12.60

Increment Rate - £0.30p

**Soilage Charge £100.00**

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## Appendix 2

**PUBLIC NOTICE**  
**HORSHAM DISTRICT COUNCIL**  
**Local Government (Miscellaneous Provisions) Act 1976 S65**  
**FIXING OF FARES FOR HACKNEY CARRIAGES**

NOTICE is hereby given that Horsham District Council in the exercise of its powers under Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 has made the following table of fares in connection with the rates of fares and other charges associated with the hire of a hackney carriage within the district. The figures given are a maximum.

### **Table of Maximum Fares**

#### **FOR VEHICLES CARRYING 1-4 PASSENGERS**

##### **TARIFF ONE - Effective for hiring begun between 07.00 and 22.59**

For the first 1200m or 6min 25 secs or combination of distance & time (or part)	<b>£4.20</b>
For each additional 73m or 20 secs or combination of distance & time (or part)	<b>£0.10</b>

##### **TARIFF TWO - Effective for hiring begun between 23.00 and 06.59**

For the first 1200m or 6 min 25 secs or combination of distance & time (or part)	<b>£6.30</b>
For each additional 73m or 20 secs or combination of distance & time (or part)	<b>£0.15</b>

##### **TARIFF THREE - Effective from midnight to midnight on Bank Holidays, Public Holidays, Christmas Day and Good Friday and from 18.00 to 23.59 hours New Year's Eve**

For the first 1200m or 6min 25 secs or combination of distance & time (or part)	<b>£8.40</b>
For each additional 73m or 20 secs or combination of distance & time (or part)	<b>£0.20</b>

#### **EFFECTIVE FOR CARRYING 5 - 8 PASSENGERS**

##### **TARIFF 4 - Effective for hiring begun between 07.00 and 22.59**

For the first 1200m or 6 min 25 secs or combination of distance and time (or part)	<b>£6.30</b>
For each additional 73m or 20 secs or combination of distance and time (or part)	<b>£0.15</b>

##### **TARIFF 5 - Effective for hiring begun between 23.00 and 06.59**

For the first 1200m or 6 min 25 secs or combination of distance & time (or part)	<b>£9.45</b>
For each additional 73m or 20 secs or combination of distance and time (or part)	<b>£0.20</b>

##### **TARIFF 6 - Effective for hiring from midnight to midnight on Bank Holidays, Public Holidays, Christmas Day, Good Friday and from 18.00 to 23.59 hours New Year's Eve**

For the first 1200m or 6 min 25 secs or combination of distance & time (or part)	<b>£12.60</b>
For each additional 73m or 20 secs or combination of distance or time (or part)	<b>£0.30</b>

#### **EXTRA CHARGES**

Where licensed to carry 1-4 passengers, each passenger in excess of two	<b>£0.10</b>
Where licensed to carry 5-8 passengers, each passenger in excess of six	<b>£0.10</b>
For each box or package carried outside the passenger compartment of the vehicle	<b>£0.10</b>

#### **SOILAGE CHARGE**

If this vehicle is damaged or soiled by a passenger, the driver or proprietor is entitled to charge a £100 soilage fee to recover all costs of cleaning or repairing such damage or soiling from the passenger/person responsible.

Objections to the table of fares must be made in writing and addressed to:

M Rankin, Head of Environmental Health & Licensing  
Horsham District Council, Parkside, North Street, Horsham, West Sussex, RH12 1RL.

A copy of this notice is available for public inspection at Parkside, North Street, Horsham.

The table of fares shall take effect subject to the consideration of any objections in accordance with Section 65(3) of the Local Government (Miscellaneous Provisions) Act 1976 on and from \_\_\_\_\_.

Head of Environmental Health & Licensing

## Appendix 2

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