Telford & Wrekin Co-operative Council

Protect, care and invest to create a better borough

REGULATORY COMMITTEE

Minutes of a meeting of the Regulatory Committee held on Thursday 26 March 2026 at 6.00 pm in Council Chamber, Third Floor Southwater One, Telford TF3 4HS

Present: Councillors C Chikandamina, J Jones, N Page, R Tyrrell and P J Scott

In Attendance: J Clarke (Senior Democracy Officer (Democracy)), S Hardwick (Managing Solicitor: Litigation & Regulatory), A Lowe (Director: Policy & Governance), R Phillips (Head of Registrars, Public Protection, Legal & Democracy) and A Singh (Licensing & Night-Time Economy Manager)

Apologies: Councillor I Preece, G H Cook, H Rhodes, R Sahota and K L Tomlinson

7 Election of Chair

RESOLVED – that Cllr Nathalie Page is elected as chair for the meeting.

8 Declarations of Interest

None.

9 Minutes of the Previous Meeting

RESOLVED – that the minutes of the meeting of the Regulatory Committee held 20 October 2025 be confirmed as a correct record and signed by the Chair.

10 Review of Regulatory Licensing Fees and Proposed Changes to Taxi Licensing Policy

The Director: Policy and Governance presented the report which set out the review of the Regulatory Licensing Fees and proposed changes to Taxi Licensing Policy. Committee was being asked to consider the report, and to agree a consultation on the proposed fees and charges and the amendments to the Taxi Licensing Policy.

Members were asked to note that the original Appendix A had been published in error, something which had now been corrected in the up-to-date agenda pack for the meeting.

Members were informed of the introduction of a new licence fee relating to the keeping of primates as pets. It was explained that primates must be kept in conditions equivalent to zoo-level welfare standards and that establishments would be subject to compliance checks. If conditions were not met, penalties may include a fine, removal of the animal or up to nine months imprisonment.

Licence fees overall had generally reduced as the law did not permit the Council to realise a profit from licensing fees. At the same time, conscious of the rising costs across the economy, the Council was business-winning and business-supporting.

In respect of the draft conditions of licence, the revised policy sought to bring the Council in line with the most recent Department for Transport guidance and to ensure that efforts made across the region to harmonise standards where possible were continued. The Director: Policy and Governance set out some of the key changes which included the removal of the requirement to carry a first-aid kit and also a fire extinguisher. With the advent of electric cars and an uptake in their use, the need for licenced vehicles to carry one had started to reduce. In respect of the criteria for licenced drivers, some of the periods which an applicant would need to have for an offence-free period had been increased, reflecting the Council's commitment to keep residents safe.
In addition, Licensing Officers had been given more flexibility to enable swift action where personal safety was considered to be at risk, without the need to refer the matter to Committee if time was of the essence.

During the debate, some Members asked if there was any data available on the levels of private primate ownership. Other Members asked how the new requirement would be monitored whether the team had capacity to undertake the work and what plans had been developed to publicise the requirements.
Some Members enquired about the removal of veterinarian fees from some licences, which in future would be met by the applicant ensuring that residents were not covering these costs.

Officers confirmed that the removal of the fees from the licence reflected standard practice across the country and would make it easier to manage for the team

The Director: Policy & Governance explained that ownership data was not currently available but Committee would be informed in future of the number of applications received. She confirmed that the team had capacity to take on the administration of the new licences and set out plans for raising awareness about the new requirements. In relation to the removal of the fees from the licence price, this measure reflected standard practice across the country and would make it easier to manage for the team. The process of working out the

cost of each licence and the detailed review undertaken by the finance team was explained.

The Head of Registrars, Public Protection, Legal & Democracy confirmed that in relation to primates, all local vets had been contacted as they were likely to be the first people to be notified if there were any animal health concerns.

Upon being put to the vote it was, unanimously:-

RESOLVED – that

a) a consultation on the proposed fees and charges be approved: and

b) a consultation on the amendments to the Hackney Carriage and Private Hire Policy be approved.

The meeting ended at 6.21 pm

Chairman: .....

Date: Friday 17 July 2026

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