

TAXI LICENSING FEES AND CHARGES 2012/2013

SUMMARY

- 1.1 The report provides information on the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2012/13.

RECOMMENDATION

- 2.1 To approve, subject to the consideration of representations, the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2012/13.
- 2.2 To request the Strategic Director of Neighbourhoods to advertise the proposed variation of fees.
- 2.3 To authorise the Strategic Director of Neighbourhoods, in consultation with the Chair of Taxi Licensing and Appeals Committee, to consider any representations received within the required period and take appropriate action if required.
- 2.4 To approve the new licence fees to become effective from 2 April 2012 subject to the consideration of any representations received during the required period.

REASONS FOR RECOMMENDATION

- 3.1 Any changes to the licensing fees and charges must be approved and in place prior to the commencement of the new financial year.

SUPPORTING INFORMATION

- 4.1 The hackney carriage and private hire licensing fees and charges are reviewed annually. These licensing functions are self-financing and non-profit making. The aim is to set the fees and charges at a level to recover the total costs incurred in providing the service.

- 4.2 If a trading surplus occurs in any financial year, this is transferred into a taxi licensing holding account which can be used to either offset a shortfall in fees and charges in the following financial year or fund specific development projects within the taxi licensing team.
- 4.3 The taxi licensing budget working paper for 2012/13 is attached at Appendix 2. The expenditure (the cost of providing the service) will be £313,372 which is a decrease of approximately £5,500 from the previous year.
- 4.4 Fee levels have been calculated on the basis of the proportion of licensing resources (principally officer time/costs) allocated to each licence type, and is based upon a 'cost accounting' exercise. A breakdown of this exercise and the accounting process is set out at Appendix 3.
- 4.5 For 2012/13, the proposed licences fees will need to increase to cover the anticipated shortfall in income. For drivers the proposed annual fee will be £151.00, vehicles will be £109.00 and operators will be £33.00 per vehicle.
- 4.6 The proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2012/13 are set out in Appendix 4. If approved, they will come into effect on 2 April 2012.

OTHER OPTIONS CONSIDERED

- 5.1 Not applicable.

This report has been approved by the following officers:

Legal officer	Olu Idowu
Financial officer	Russell Sexton
Human Resources officer	-
Service Director(s)	-
Other(s)	-

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Background papers:	None

List of Appendices:	Appendix 1 - Implications Appendix 2 - Taxi Licensing Budget Working Paper 2012/13 Appendix 3 - Taxi Licensing Fees Calculation 2012/13 Appendix 4 – Proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2012/13
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IMPLICATIONS

Financial

- 1.1 The proposed fees have been set at a level to recover the full cost of providing the taxi licensing service.

Legal

- 2.1 The Council may charge such fees for the granting of licences to cover the whole or part of the recoverable costs of administering the licensing function.
- 2.2 The Council is required to publish in a local newspaper the proposals for changes to the level of driver, vehicle and operator fees. Any objections or representations must be lodged within 28 days from the date of the publication and considered by the Council.

Personnel

- 3.1 None directly arising from this report.

Equalities Impact

- 4.1 Fees are calculated using a 'cost accounting' exercise which reflects the actual licensing resources being used by each licence type. The exercise is repeated periodically to ensure it remains relevant and fair. The exercise has been undertaken this year.

Health and Safety

- 5.1 None directly arising from this report.

Carbon commitment

- 6.1 None directly arising from this report.

Value for money

- 7.1 None directly arising from this report.

Corporate objectives and priorities for change

- 8.1 The proposal supports the corporate priority of **providing good quality services that meet local needs.**

Appendix 2

TAXI LICENSING BUDGET WORKING PAPER 2012/13

COST CENTRE	DETAIL CODE	DESCRIPTION	2010/11 BUDGET	2011/12 BUDGET	2012/13 BUDGET
4000902	B1001	OPERATIONAL SALARIES-GENERAL	161,935	161,935	148,577
4000902	B1002	OPERATIONAL SALARIES-ER N.I.	11,659	11,659	10,698
4000902	B1003	OPERATIONALSALARIES-ER LGSUPN	28,824	28,824	26,447
4000902	B8011	TRAINING EXPENSES	1,000	1,000	2,000
4000902	D1007	TESTING OF VEHICLES	10,000	10,000	12,000
4000902	D3001	HIRE OF VEHICLES	1,000	1,000	1,000
4000902	D4002	CAR ALLOWANCES-LUMP SUM ALLOW	2,500	0	0
4000902	D4003	CAR ALLOWANCES-MILEAGE ALLOW	3,000	2,500	2,000
4000902	E1001	OFFICE EQUIPMENT	2,450	2,225	3,000
4000902	E1002	OFFICE FURNITURE	1,500	1,250	1,250
4000902	E1036	PUBLICATIONS/GUIDES	120	120	120
4000902	E1501	PROVISIONS	120	100	0
4000902	E2001	CLOTHING & UNIFORMS	300	250	250
4000902	E2501	PHOTOCOPYING	1,750	1,500	1,500
4000902	E2502	PRINTING	15,000	12,000	12,000
4000902	E2504	STATIONERY	900	750	750
4000902	E2506	PHOTOGRAPHY	300	100	0
4000902	E3502	COURT FEES	400	500	500
4000902	E3523	SECURITY SERVICES	3,500	3,500	3,500
4000902	E4001	TELEPHONES-BT PHONES	600	600	600
4000902	E4005	MOBILE PHONE	180	180	180
4000902	E4012	COMPUTER SYSTEMS	6,000	6,000	6,000
4000902	E4017	POSTAGES	1,800	1,800	1,800
4000902	E4501	TRAVEL & SUBSISTENCE	250	200	200
4000902	E6501	NON-RECRUITMENT ADVERTISING	1,000	1,000	1,000
4000902	E6574	MISCELLANEOUS EXPENDITURE	8,000	5,000	8,000
		MGT & ADMIN RECHARGE	64,850	64,850	70,000
		SUBTOTAL OF EXPENDITURE	328,938	318,843	313,372
4000902	S2001	PRIVATE HIRE OPERATORS LICENCE	(19,634)	(19,634)	(20,000)
4000902	S4001	HACKNEY DRIVERS LICENCE	(57,444)	(57,444)	(50,000)
4000902	S4002	HACKNEY VEHICLE LICENCE	(31,106)	(31,106)	(30,000)
4000902	S4003	PRIVATE HIRE DRIVERS LICENCE	(122,068)	(122,068)	(110,000)
4000902	S4004	PRIVATE HIRE VEHICLE LICENCE	(69,236)	(69,236)	(65,000)
4000902	S4005	TRANSFER VEHICLE LICENCE	(2,500)	(2,500)	(2,500)
4000902	S4006	HACKNEY ENQUIRY RECORD	(200)	(200)	(200)
4000902	S4007	HIGHWAY CODE KNOWLEDGE TEST	(15,000)	(15,000)	(15,000)
4000902	S4008	DOCUMENTATION REPLACEMENT	(300)	(300)	(300)
4000902	S4009	KNOWLEDGE DRIVE TEST	(300)	(300)	(300)
4000902	S4010	REPLACE HACKNEY SIGNS - EXTERNAL	0	0	0
4000902	S4011	MOGO BRACKET	(700)	(700)	(700)
4000902	S4012	REPLACE HACKNEY SIGNS - INTERNAL	(350)	(350)	(350)
4000902	W7037	OTHER MISC INCOME	(100)	(100)	(100)
		SUBTOTAL OF INCOME	(318,938)	(318,938)	(294,450)

		Taxi licensing Reserve c/f	(10,000)	(0)	(0)
		TOTAL BUDGET SHORTFALL	0	(95)	18,922

TAXI LICENSING FEES CALCULATION 2012/13

Overall Expenditure and Income

Total Expenditure	313,372
c/f from trading surplus	-
Income required	313,372

Income (other charges)	19,450
Licence fee income	275,000
Income Expected	294,450

Apportionment of Fees

Licence fee income required	313,372
Less licence specific charges (vehicle test charges £12,000 and plate costs £9,000)	21,000
Remainder (to be recovered from all licences)	292,372

	Drivers	Vehicles	Operators
% officer time/cost	62% (64)	30% (29)	8% (7)
Proportion of £292,372	181,271	87,712	23,390
Licence specific charges	-	21,000	-
Total recoverable	181,271	108,712	23,390
Number of licence 'units'	1200 (1300)	1000 (1090)	700 (727)
Unit cost (i.e. licence fee) £	151 (138)	109 (92)	33/vehicle (27)

(Previous year's figures shown in brackets where applicable)

Appendix 4

PROPOSED LICENCE FEES & CHARGES FOR DRIVER, VEHICLE & OPERATOR LICENCES & OTHER CHARGES FOR 2012/13

DRIVERS

Hackney Carriage	£151.00
Private Hire	£151.00
Hackney Carriage or Private Hire Driver Knowledge Test	£65.00
For each Hackney Carriage Drive Test	£25.00
Standard Criminal Records Bureau Check (based on cost recovery)	£26.00

PRIVATE HIRE OPERATOR'S LICENCE

Per vehicle operated	£33.00
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VEHICLE LICENCES

Private Hire (New)	£109.00
Private Hire (Renewal)	£109.00
Hackney Carriage (New)	£109.00
Hackney Carriage (Renewal)	£109.00

TRANSFERS & ALTERATIONS

Transfer of Vehicle Licence	£52.00
Changing dates of knowledge tests	£5.00
Change of vehicle registration details	£20.00

ENQUIRIES FROM VEHICLE/DRIVER RECORDS

Enquiries from proprietors, drivers, accountants, solicitors etc.	£25.00
Document replacement	£20.00

DEPOSITS

Badges	£5.00
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REPLACEMENTS

Plates	£25.00
Internal Signs	£45.00
Quarter Light Stickers (x2) inc. fitting	£51.00