



## **TAXI LICENSING FEES AND CHARGES 2013/14**

### **SUMMARY**

- 1.1 The report provides information on the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2013/14.

### **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 2013/14.
- 2.2 To request the Service Director of Environment and Regulatory Services to advertise the proposed variation of fees.
- 2.3 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 1 April 2013 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 2013/14 is attached at Appendix 2. The expenditure (the cost of providing the service) will be £310,119 which is slightly less than 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 2013/14, the proposed licences fees will be less than is currently charged. For drivers, the proposed annual fee will be £145.00 (currently £151.00), vehicles will be £107.00 (currently £109.00) and operators will be £31.00 per vehicle (currently £33.00 per vehicle).
- 4.6 The proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2013/14 are set out in Appendix 4. If approved, they will come into effect on 1 April 2013.

## OTHER OPTIONS CONSIDERED

- 5.1 Not applicable.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	Olu Idowu Russ Sexton N/A John Tomlinson
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<b>For more information contact:</b> <b>Background papers:</b> <b>List of Appendices:</b>	Michael Kay Tel 01332 641940 e-mail michael.kay@derby.gov.uk None Appendix 1 - Implications Appendix 2 - Taxi Licensing Budget Working Paper 2013/14 Appendix 3 - Taxi Licensing Fees Calculation 2013/14 Appendix 4 – Proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2013/14
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<b>IMPLICATIONS</b>
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**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 was last undertaken in 2012/13.

**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.**

## TAXI LICENSING BUDGET WORKING PAPER 2013/14

COST CENTRE	DETAIL CODE	DESCRIPTION	2011/12 BUDGET	2012/13 BUDGET	2013/14 BUDGET
4000902	B1001	OPERATIONAL SALARIES-GENERAL	161,935	148,577	155,679
4000902	B1002	OPERATIONAL SALARIES-ER N.I.	11,659	10,698	11,209
4000902	B1003	OPERATIONALSALARIES-ER LGSUPN	28,824	26,447	27,711
4000902	B8011	TRAINING EXPENSES	1,000	2,000	2,000
4000902	D1007	TESTING OF VEHICLES	10,000	12,000	12,000
4000902	D3001	HIRE OF VEHICLES	1,000	1,000	1,000
4000902	D4003	CAR ALLOWANCES-MILEAGE ALLOW	2,500	2,000	2,000
4000902	E1001	OFFICE EQUIPMENT	2,225	3,000	3,000
4000902	E1002	OFFICE FURNITURE	1,250	1,250	500
4000902	E1036	PUBLICATIONS/GUIDES	120	120	120
4000902	E1501	PROVISIONS	100	0	0
4000902	E2001	CLOTHING & UNIFORMS	250	250	300
4000902	E2501	PHOTOCOPYING	1,500	1,500	1,500
4000902	E2502	PRINTING	12,000	12,000	10,000
4000902	E2504	STATIONERY	750	750	500
4000902	E2506	PHOTOGRAPHY	100	0	0
4000902	E3502	COURT FEES	500	500	2000
4000902	E3523	SECURITY SERVICES	3,500	3,500	0
4000902	E4001	TELEPHONES-BT PHONES	600	600	600
4000902	E4005	MOBILE PHONE	180	180	1000
4000902	E4012	COMPUTER SYSTEMS	6,000	6,000	8,000
4000902		IT DEVELOPMENT	-	-	4,000
4000902	E4017	POSTAGES	1,800	1,800	1,800
4000902	E4501	TRAVEL & SUBSISTENCE	200	200	200
4000902	E6501	NON-RECRUITMENT ADVERTISING	1,000	1,000	1,000
4000902	E6574	MISCELLANEOUS EXPENDITURE	5,000	8,000	9,000
		MGT & ADMIN RECHARGE	64,850	70,000	55,000
		<b>SUBTOTAL OF EXPENDITURE</b>	<b>318,843</b>	<b>313,372</b>	<b>310,119</b>
4000902	S2001	PRIVATE HIRE OPERATORS LICENCE	(19,634)	(20,000)	(20,000)
4000902	S1003	FEES - ADMINISTRATION	0	0	(50)
4000902	S4001	HACKNEY DRIVERS LICENCE	(57,444)	(50,000)	(50,000)
4000902	S4002	HACKNEY VEHICLE LICENCE	(31,106)	(30,000)	(30,000)
4000902	S4003	PRIVATE HIRE DRIVERS LICENCE	(122,068)	(110,000)	(115,000)
4000902	S4004	PRIVATE HIRE VEHICLE LICENCE	(69,236)	(65,000)	(75,000)
4000902	S4005	TRANSFER VEHICLE LICENCE	(2,500)	(2,500)	(2,000)
4000902	S4006	HACKNEY ENQUIRY RECORD	(200)	(200)	(200)
4000902	S4007	HIGHWAY CODE KNOWLEDGE TEST	(15,000)	(15,000)	(9,000)
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)	0
4000902	W7037	OTHER MISC INCOME	(100)	(100)	(100)
		<b>SUBTOTAL OF INCOME</b>	<b>(318,938)</b>	<b>(294,450)</b>	<b>(302,650)</b>
		Taxi licensing Reserve c/f	(0)	(0)	(7,469)
		<b>TOTAL BUDGET SHORTFALL</b>	<b>(95)</b>	<b>18,922</b>	<b>0</b>

**TAXI LICENSING FEES CALCULATION 2013/14****Overall Expenditure and Income**

Total Expenditure	310,119
c/f from trading surplus	7,469
Income required	302,650

Income (other charges)	12,650
Licence fee income	290,000
Income Expected	302,650

**Apportionment of Fees**

Licence fee income required	290,000
Less licence specific charges (vehicle test charges £12,000 and plate costs £9,000)	21,000
Remainder (to be recovered from <b>all</b> licences)	269,000

	Drivers	Vehicles	Operators
% officer time/cost	62% (62)	30% (30)	8% (8)
Proportion of £269,000	166,780	80,700	21,520
Licence specific charges	-	21,000	-
Total recoverable	166,780	101,700	21,520
Number of licence 'units'	1150 (1200)	950 (1000)	680 (700)
<b>Unit cost (i.e. licence fee) £</b>	<b>145 (151)</b>	<b>107 (109)</b>	<b>31/vehicle (33)</b>

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

## **PROPOSED LICENCE FEES & CHARGES FOR DRIVER, VEHICLE & OPERATOR LICENCES & OTHER CHARGES FOR 2013/14**

### **DRIVERS**

Hackney Carriage	£145.00
Private Hire	£145.00
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	£31.00
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### **VEHICLE LICENCES**

Private Hire (New)	£107.00
Private Hire (Renewal)	£107.00
Hackney Carriage (New)	£107.00
Hackney Carriage (Renewal)	£107.00

### **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