



DERBY CITY COUNCIL

**Taxi Licensing and Appeals Committee
5 December 2013**

Report of the Strategic Director of
Neighbourhoods

ITEM 7

TAXI LICENSING FEES AND CHARGES 2014/15

SUMMARY

- 1.1 The report provides information on the proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2014/15.

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 2014/15.
- 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 2014 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 2014/15 is attached at Appendix 2.
- 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 The proposed licence fees and charges for driver, vehicle and operator licences and other charges for 2014/15 are set out in Appendix 4. If approved, they will come into effect on 1 April 2014.

OTHER OPTIONS CONSIDERED

- 5.1 Not applicable.

This report has been approved by the following officers:

Legal officer	Olu Idowu
Financial officer	Amanda Fletcher
Human Resources officer	-
Service Director(s)	John Tomlinson
Other(s)	-

For more information contact:	Michael Kay Tel 01332 641940 e-mail michael.kay@derby.gov.uk
Background papers:	None
List of Appendices:	Appendix 1 – Implications Appendix 2 – Taxi Licensing Budget Working Paper 2014/15 Appendix 3 – Taxi Licensing Fees Calculation 2014/15 Appendix 4 – Proposed licence fees and charges for driver, vehicle and

	operator licences and other charges for 2014/15
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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.
- 1.2 For 2014/15, expenditure costs are lower and we have been able to transfer funds from the taxi licensing holding account. Subsequently we have been able to reduce the main fees and charges.

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 during 2013.

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 2014/15

COST CENTRE	DETAIL CODE	DESCRIPTION	2012/13 BUDGET	2013/14 BUDGET	2014/15 BUDGET
4000902	B1001	OPERATIONAL SALARIES-GENERAL	148,577	155,679	167,498
4000902	B1002	OPERATIONAL SALARIES-ER N.I.	10,698	11,209	12,060
4000902	B1003	OPERATIONALSALARIES-ER LGSUPN	26,447	27,711	31,490
4000902	B8011	TRAINING EXPENSES	2,000	2,000	405
4000902	D1007	TESTING OF VEHICLES	12,000	12,000	12,268
4000902	D3001	HIRE OF VEHICLES	1,000	1,000	810
4000902	D4003	CAR ALLOWANCES-MILEAGE ALLOW	2,000	2,000	1,061
4000902	E1001	OFFICE EQUIPMENT	3,000	3,000	8,950
4000902	E1002	OFFICE FURNITURE	1,250	500	840
4000902	E1036	PUBLICATIONS/GUIDES	120	120	150
4000902	E2001	CLOTHING & UNIFORMS	250	300	175
4000902	E2501	PHOTOCOPYING	1,500	1,500	357
4000902	E2502	PRINTING	12,000	10,000	991
4000902	E2504	STATIONERY	750	500	368
4000902	E3502	COURT FEES	500	2000	933
4000902	E3523	SECURITY SERVICES	3,500	0	3,138
4000902	E4001	TELEPHONES-BT PHONES	600	600	252
4000902	E4005	MOBILE PHONE	180	1000	145
4000902	E4012	COMPUTER SYSTEMS	6,000	8,000	0
4000902		IT DEVELOPMENT	-	4,000	0
4000902	E4017	POSTAGES	1,800	1,800	562
4000902	E4501	TRAVEL & SUBSISTENCE	200	200	76
4000902	E6501	NON-RECRUITMENT ADVERTISING	1,000	1,000	694
4000902	E6574	MISCELLANEOUS EXPENDITURE	8,000	9,000	11,241
		MGT & ADMIN RECHARGE	70,000	55,000	28,078
		SUBTOTAL OF EXPENDITURE	313,372	310,119	282,542
4000902	S2001	PRIVATE HIRE OPERATORS LICENCE	(20,000)	(20,000)	(16,066)
4000902	S1003	FEES - ADMINISTRATION	0	(50)	0
4000902	S4001	HACKNEY DRIVERS LICENCE	(50,000)	(50,000)	(37,356)
4000902	S4002	HACKNEY VEHICLE LICENCE	(30,000)	(30,000)	(23,538)
4000902	S4003	PRIVATE HIRE DRIVERS LICENCE	(110,000)	(115,000)	(87,164)
4000902	S4004	PRIVATE HIRE VEHICLE LICENCE	(65,000)	(75,000)	(63,639)
4000902	S4005	TRANSFER VEHICLE LICENCE	(2,500)	(2,000)	0
4000902	S4006	HACKNEY ENQUIRY RECORD	(200)	(200)	(500)
4000902	S4007	HIGHWAY CODE KNOWLEDGE TEST	(15,000)	(9,000)	(17,287)
4000902	S4008	DOCUMENTATION REPLACEMENT	(300)	(300)	(200)
4000902	S4009	KNOWLEDGE DRIVE TEST	(300)	(300)	(242)
4000902	S4011	MOGO BRACKET	(700)	(700)	(800)
4000902	S4012	REPLACE HACKNEY SIGNS - INTERNAL	(350)	0	0
4000902	W7037	OTHER MISC INCOME	(100)	(100)	(750)
		SUBTOTAL OF INCOME	(294,450)	(302,650)	(247,542)
		Taxi licensing Reserve c/f	(0)	(7,469)	35,000

		TOTAL BUDGET SHORTFALL	18,922	0	0
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TAXI LICENSING FEES CALCULATION 2014/15

Overall Expenditure and Income

Total Expenditure	282,542
c/f from trading surplus	35,000
Income required	247,542

Income (other charges)	19,779
Licence fee income	227,763
Income Expected	247,542

Apportionment of Fees

Licence fee income required	227,763
Less vehicle licence specific charges:	
• Vehicle test charges	12,268
• Vehicle plate costs	11,241
• Vehicle transfer costs	3,416
Remainder (to be recovered from all licences)	200,838

	Drivers	Vehicles	Operators
% officer time/cost	62% (62)	30% (30)	8% (8)
Proportion of £200,838	124,520	60,252	16,066
Licence specific charges	-	26,925	-
Total recoverable	124,520	87,177	16,066
Number of licence 'units'	1150 (1150)	950 (950)	680(680)
Unit cost (i.e. licence fee) £	108(145)	91(107)	23/vehicle (31)

(Previous figures shown in brackets where applicable)

Appendix 4

PROPOSED LICENCE FEES & CHARGES FOR DRIVER, VEHICLE & OPERATOR LICENCES & OTHER CHARGES FOR 2014/15

DRIVERS

Hackney Carriage	£108.00
Private Hire	£108.00
Hackney Carriage or Private Hire Driver Knowledge Test	£65.00 per test
Hackney Carriage Drive Test	£25.00 per test
Disclosure & Barring Check (formerly CRB) (based on cost recovery and subject to change)	£44.00

PRIVATE HIRE OPERATOR'S LICENCE

Per vehicle operated	£23.00
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VEHICLE LICENCES

Private Hire (New& Renewal)	£91.00
Hackney Carriage (New – inc. ¼ light stickers & internal sticker)	£116.00
Hackney Carriage (Renewal)	£91.00

CHANGES& ALTERATIONS

Changing dates of knowledge tests	£5.00
Change of vehicle registration details	£20.00

ENQUIRIES FROM VEHICLE/DRIVER RECORDS

Subject access data request for information	£10.00
Other requests for information that fall outside subject access data request requirements	£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