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The Chair and Members of Appeals
and Regulatory Committee

22 November 2023

Dear Councillor,

Please attend a meeting of the APPEALS AND REGULATORY COMMITTEE to be held on WEDNESDAY, 29 NOVEMBER 2023 at 10.30 am in Committee Room 1 Town Hall Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the agenda
2. Apologies for Absence
3. Review of Licence and Registration Fees 2024-25 (Pages 3 - 12)
4. Hackney Carriage and Private Hire Licensing Policy (Pages 13 - 16)

Yours sincerely,

A handwritten signature in black ink, appearing to be "Liz Athorn", written over a white background.

Head of Regulatory Law and Monitoring Officer

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REVIEW OF LICENCE AND REGISTRATION FEES 2024/5

MEETING: APPEALS AND REGULATORY COMMITTEE

DATE: 29 NOVEMBER 2023

REPORT BY: LICENSING MANAGER

WARDS: ALL

COMMUNITY FORUMS: ALL

1.0 **PURPOSE OF REPORT**

1.1 To seek approval for revised licence and registration fees for 2024/25.

2.0 **RECOMMENDATION**

Approval is given to an increase in fees and charges as outlined in Appendix A from 1 April 2024.

3.0 **BACKGROUND**

3.1 In accordance with the Council's financial regulations it is necessary for all fees to be annually reviewed.

3.2 The services relate to the regulation, control and administration of the following areas:

- Private Hire and Hackney Carriage fees;
- Scrap Metal collectors and sites;
- Miscellaneous licensing fees.

3.3 Fees for the Licensing Act 2003 are set nationally and cannot be altered by the Council.

3.4 Fees under the Gambling Act and for sexual entertainment venues are considered by the Licensing committee.

- 3.5 Members are reminded that these are statutory services and as such are not subject to market forces. The Council has discretion about the setting of fees.
- 3.6 The proposed increases are in line with the current level of inflation at 7%.

4.0 **SCOPE**

- 4.1 An increase is required for all fees and charges in the current circumstances. A summary of proposed fees is provided at Appendix A, which sets out the fees and charges that were agreed in 2023/24 and the proposed increase; the figures have been rounded up or down to assist with cash handling.
- 4.2 Legal precedents dictate that licensing authorities should not make a profit from the delivery of these services. The proposed increases will maintain a cost-neutral position.

5.0 **EXCEPTIONAL ITEMS**

- 5.1 In December 2022 members decided to retain the limit of 110 hackney carriages. The committee also decided to commission another unmet demand survey in 2025, the survey to be funded by hackney carriage licence holders, for which licence holders are charged £10 at each six-month renewal.
- 5.2 The consumable licensing items are subject to price changes by our supplier. Appendix A shows the costs recharged on the current stock but prices will be adjusted when suppliers alter the costs to us.
- 5.3 Appendix B shows the comparison of taxi and private hire fees within Derbyshire but does not indicate what increase, if any, those authorities are proposing.

6.0 **FINANCIAL IMPLICATIONS**

- 6.1 At present these budgets have averaged out to where there is a growing deficit, an increase in line with those proposed at appendix A will move them closer to being cost-neutral.

7.0 **RECOMMENDATION**

7.1 Approval is given to an increase in fees and charges as outlined in Appendix A from 1 April 2024.

Further information on this report can be obtained from the licensing manager, Trevor Durham at trevor.durham@chesterfield.gov.uk

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DRIVERS			
Licence type	Current fee	Proposed fee for 2023/24	Notes
Application	250	268	
Renewal	250	268	
Application pack	80	86	
Knowledge test	60	64	
DBS disclosure	32	34	
Badge holder	4	4	At cost from supplier
Replacement badge	4	4	At cost from supplier
Lanyard	1	1	At cost from supplier
Dashboard badge holder	1	1	At cost from supplier
VEHICLE			
New application - Private Hire	180	193	
New Application - Hackney Carriage	180	193	No new applications anticipated due to limit set on hackney licences
Vehicle change	45	48	
Vehicle detail change	40	43	
Hackney survey fee	10	10	tri-annual survey paid on licence renewal.
Renewal Private Hire	125	134	
Hackney Renewal	125	134	
Executive hire new application	80	86	
Executive hire renewal	70	75	
Front plate	9	9	At cost from supplier
Rear plate	9	9	At cost from supplier
Transfer	17	18	
Change of details	17	18	
Duplicates	1	1	Reduction in fee
OTHER			

Flexi plate front	3	3	At cost from supplier
Flexi-plate rear	5	5	At cost from supplier
Licence type	Current fee	Proposed fee for 2023/24	Notes
Key/button set	2	2	At cost from supplier
Extension brackets	8	8	At cost from supplier
Q/L pouch	2	2	At cost from supplier
Back rear bracket	7	7	At cost from supplier
Back rear bracket kit	2	2	At cost from supplier
2XQ/L replacements	2	2	At cost from supplier
Dash pouch	2	2	At cost from supplier
Dash card	2	2	At cost from supplier
ABO signs	5	5	At cost from supplier
Security key	0.25	0.25	At cost from supplier
High bond pad	2	2	At cost from supplier

OPERATORS

Fee	790	845	5 year licence
plus per vehicle	35	37	
vehicle test	60	60	Not CBC income
Retest – within 10 days	15	15	Not CBC income
Retest – after 10 days	35	35	Not CBC income
Limousine test	25	25	Not CBC income

Scrap Metal

Licence Type	Current fee	Proposed fee for 2023/24	Notes
Site licence (3 yearly licence)	520	556	
Licence type	Current fee		Notes
Collectors licence (3 yearly licence)	220	235	
Licence Type	Current fee	Proposed fee for 2023/24	Notes
Addition of new site	260	278	
Change of site manager	15	16	

Add person to a site licence who has not previously been checked.	85	91	
Sexual Establishment Licence (Sex Shop)			
Grant /renewal	1,875	2,006	
Transfer	935	1,000	
Pleasure Boats			
New & renewal of boat licence	75	80	
Renewal of Skipper's licence	20	21	

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2024-25: Comparison of proposed fees with other Derbyshire authorities.

At the time of writing it is not known if other authorities plan to increase their fees.

Authority	Private Hire / Hackney Drivers Licence 3 years	Hackney Vehicle Licence	Private Hire Vehicle Licence
Amber Valley	£223	£338 (renewal) – 1 year £409 (new) – 1 year	£293.50 (renewal) – 1 year £409 (new) – 1 year
Bolsover	£180	£ 92 – 6 months	£92 – 6 months
Chesterfield (Showing proposed fees)	£268	£193 new £134 renewal 6 monthly	£193 new, £134 renewal 6 monthly
Derby City	£361	£211 new, £124 renewal for 12 months. (Vehicles over 5 years old to be licensed every 6 months)	£161 new & renewal for 12 months (Vehicles over 5 years old to be licensed every 6 months)
Derbyshire Dales	£205	£380 – 12 months	£380 – 12 months
Erewash	£203	£325 – 12 months £260 – 12 months for low emission vehicle	£325 – 12 months £260 – 12 months for low emission vehicle
High Peak	£225	£183.50 – 12 months	£183.50 - 12 months
North East	£180	£92 - 6 months	£92 – 6 months

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For publication

Hackney Carriage and Private Hire Licensing Policy -

Meeting: Appeals and Regulatory Committee

Date: November 2023

Cabinet portfolio: Health and Wellbeing

Report by: Licensing Manager

Policy Amendments

For publication

1 PURPOSE OF REPORT

- 1.1 To consider amendments to the Hackney Carriage and Private Hire Licensing Policy.

2.0 RECOMMENDATION

- 2.1 The proposed amendments are adopted with immediate effect.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 The amendments will provide greater clarity in terms of taxi regulation and will not adversely affect public safety.

4.0 BACKGROUND

- 4.1 Disclosure & Barring Service (DBS)
- 4.2 The proposal is to amend paragraph 1.10 of the council's policy, which states that as the council is an approved body under DBS rules the application should be made direct to them, to a

requirement whereby applicants make their application to the approved body as indicated by the council.

- 4.3 In the short term this will have no material effect, but it opens the door to engaging a third-party to administer DBS checks on behalf of the council.
- 4.4 DBS certificates obtained via an authorised and regulated third party can reduce costs to the council in both time & money, they can also provide the umbrella body status for the council to obtain DBS certificates for employees.
- 4.5 Any such move will be with the agreement of senior leadership at the council and be subject to procurement rules.
- 4.6 Vehicle Side-Steps
- 4.7 To remove the requirements in paragraph 2.1 as they have become outdated. Type approval now covers these requirements and ensures that any such equipment is safe and fit for use.
- 4.8 Vehicle Signage
- 4.9 Paragraph 2.11 is amended to clarify that no signage or advertising is permitted on the front or side windows. This was requested by the committee after a recent case.

5.0 EQUALITIES IMPACT ASSESSMENT

- 5.1 A preliminary equalities impact assessment has been conducted and is attached at Appendix A. The conclusion was that a full assessment was not required as the proposed changes to the policy will not have any adverse impact with regard to the protected characteristics.

6.0 RISK MANAGEMENT

- 6.1 A full risk management assessment has not been completed but this measure will not endanger public safety and reflects current practice.

7.0 RECOMMENDATION

7.1 The amendments are approved with immediate effect.

For more information on this report please contact Trevor Durham
trevor.durham@chesterfield.gov.uk

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