

**REPORT TO: LICENSING COMMITTEE 21 NOVEMBER 2014**

**REPORT BY: LICENSING MANAGER**

**REPORT AUTHOR: NICKII HUMPHREYS**

## **ANNUAL REVIEW OF LICENSING FEES**

### **1. PURPOSE OF REPORT**

The purpose of this report is for the Committee to consider a review of the non-statutory fees charged for licences/registrations which are administered by the Licensing Committee.

### **2. RECOMMENDATIONS**

#### **RECOMMENDED:-**

- a) That the Licensing Committee note the contents of this report, consider the proposed options and determine the level of fee to be adopted;**
- b) That the approved fees be implemented with immediate effect; and**
- c) That the Head of Health, Safety and Licensing be given authority to advertise, (where appropriate) such fees and charges that are subject to any formal public statutory consultation.**

### **3. BACKGROUND INFORMATION**

- 3.1 It has always been the aim of the Committee to work towards total cost recovery, where possible in undertaking the various licensing functions. For some licences/permits, no fee is payable or the licensing fees are controlled centrally by Government. In these cases, the Council cannot vary the fees to take into account local administrative on-costs.
- 3.2 However, members should be aware that the EU Services Directive 2009 and recent case law (Hemming v Westminster City Council) prohibits the Licensing Authority from recovering the cost of enforcement activity in respect of unlicensed traders.
- 3.3 On 5 November 2008, the Licensing Committee resolved that these fees are to be reviewed on an annual basis to take into account inflationary and other increased costs (Minute No. 15/08 refers).
- 3.4 Due to increasing budget pressures on the Council, the Committee should consider whether it wishes to work towards the licensing service achieving total cost recovery and no longer carries a deficit which has to be met by the Council tax payer.

3.5 To achieve this position, in 2013 a thorough analysis was undertaken of the costs associated with each of the various licensing functions and what increases are necessary to the existing licence fees to meet total cost recovery. This analysis took into account the on-costs for employees, supplies and services, agency and other contracted services so that the licensing budget meets the cash limit requirement as set down in the Council's budget and rectifies the current deficit.

3.6 At the formal meeting of the Licensing Committee on 10 January 2014, it was determined that a staged approach over 5 years to achieve cost recovery would be implemented in respect of hackney carriage and private hire subject to annual review.

The fees in respect of amenities on the highway were to be implemented with immediate effect to achieve cost recovery.

The fees in respect of street trading and sex establishments were implemented as per previous year's report.

3.7 The proposed fees as set out in Appendix A to this report will ensure that full cost recovery can be achieved, where possible, in relation to the cost of administration and compliance checks for the various licensing functions.

Members should note that the figures have altered from the previous year's projection. This is because updated analysis has been undertaken with regard to the examination of time spent by officers on those individual licensing functions.

Attached as Appendix B is a summary of the analysis of the Licensing Budget which identifies both revenue and expenditure under each licensing function.

3.8 The Committee have again been provided with three options for consideration when determining the appropriate level of fees to be charged. These options are based upon the following precepts:

### **Option 1**

This option is to introduce an immediate increase in fees to achieve full cost recovery. This option means that increases are "front loaded" with the charge to the licence holders being immediate and significant in order to fully recover costs and eliminate service deficit/Council subsidy.

This does not provide any retrospective cost recovery as previous years deficits have been absorbed by PCC budgets. The immediate rise to full cost recovery is based on current budgeted expenditure as per 2014/15 cash limits. The revised fee will recover these costs in year and will be subject to continuing annual review in order to balance further budgets as time progresses.

## Options 2 and 3

These options are based on a phased increase of fees in line with cost recovery in order to reduce the deficit and meet the expectations of the Licensing Committee that the cost of administering the various licensing functions is met fully from the fees charged.

This option does not meet full cost recovery immediately but instead staggers the increase to this level over the course of a period of years until such time that the fee covers costs of the cash limit dependent upon which phased period the Committee would wish to implement.

The phased approach takes into account rises in operating costs into the required fee.

The time period options are full recovery:

- over 3 years (2015/16, 2016/17 & 2017/18); or
- over the current 5 year model where 2015/16 is year 2 of the 5 year period of achieving cost recovery (i.e. recovery over 4 the remaining 4 years, 2015/16, 2016/17, 2017/18, 2018/19).

## 4. CURRENT FEES AND CHARGES

Set out below are the existing fees charged for those licensing functions where the authority has discretion to set the fees.

4.1

<b>Licence Type:</b>	<b>Existing Fee: £</b>
<b>Private Hire and Hackney Carriage Licences</b>	
<b>Private Hire Operators:</b>	
Grant or renewal	418.00
<b>Private Hire Vehicles:</b>	
Grant or renewal	150.00
Renewal – Extension	246.00
Grant – January only	75.00
Car-to-car transfer fee	126.00
Car-to-car transfer – Admin fee	26.00
Temporary car-to-car transfer fee	64.00
Vehicle re-test fee	49.00
Certificate of Compliance - Duplicate Copy	10.00

<b>Private Hire Drivers:</b>	
Grant or renewal	78.00
Replacement badge	13.00
DBS Administration Fee	11.00
Drugs Test	44.00
Geography Test – Each Separate Attempt	12.00
<b>Hackney Carriage Vehicles:</b>	
Grant or renewal	196.00
Renewal – Extension	331.00
Car-to-car transfer fee	132.00
Car-to-car transfer – Admin fee	27.00
Temporary car-to-car transfer fee	66.00
Vehicle re-test fee	52.00
Certificate of Compliance - Duplicate Copy	10.00
<b>Hackney Carriage Drivers:</b>	
Grant or renewal	88.00
Replacement badge	13.00
DBS Administration Fee	11.00
Drugs Test	44.00
Geography Test – Each Separate Attempt	12.00
<b>Street Trading Consents:</b>	
Grant or renewal	1736.00
<b>Amenities on the Highway Permits:</b>	
<b>Goods on the Highway:</b>	
Grant	279.00
Renewal	159.00
Variation	73.00
<b>Tables and chairs on the Highway:</b>	
Initial application fee	120.00
Additional fee and subsequent renewal fee:	
Highway area up to 5 m2	230.00
Highway area between 5 m2 and 10 m2	456.00
Highway area between 10 m2 and 15 m2	687.00
Highway area between 15 m2 and 20 m2	911.00
Highway area greater than 20 m2	1139.00

<b>Sex Establishments</b>	
Grant	12000.00
Renewal	4000.00
Transfer	1000.00
Variation	1000.00
<b>Scrap Metal Dealers</b>	
Site Licence - Grant and Renewal	1000.00
Site Licence - Variation	100.00
Collector's Licence - Grant and Renewal	300.00
Collector's Licence - Variation	100.00
Replacement Licence	25.00

## 5. CONCLUSION

- 5.1 The fees as outlined in the attached appendix provide members with 3 options as to how it may achieve cost recovery;

**Option 1** - Front load fees with a view to full recovery of operating costs and remove the current deficit immediately.

**Option 2** - Implement a staged approach over a 3 year period allowing for expected rises in expenditure.

**Option 3** - Continue with the current staged approach, where 2015/16 is year 2 of a 5 year period model (pursuing the previously agreed phased approach), allowing for expected rises in expenditure.

- 5.2 We recommend that we continue with the current staged approach of recovery of the fees for private hire and hackney carriage over the remaining 5 year period, where 2015/16 will be year 2 of the 5 year period.

We recommend fees for amenities on the highway and street trading continue to be on an immediate recovery basis.

We recommend fees for sex establishments decreases by 5% in 2015/16 and remains constant over the remaining 5 year period.

- 5.3 The Committee should be aware that the proposed fees have been calculated using the latest data and analysis to justify the proposals put forward for consideration, having regard to statutory limitations and case law. Any arbitrary deviation from the fees prepared that cannot be shown to be justified or reasonable may result in legal challenge by licence holders. Any proposed amendments by the Committee to either option should be accompanied by full and comprehensive reasons for those changes.

5.4 Representatives from the hackney carriage and private hire trade have been informed on the proposals contained within this report and have been invited to make representations to the Committee in relation to the proposals put forward for consideration.

In discussions with Officers, the trade representatives have given a clear indication that they would wish the Committee to implement Option 3 which continues the staged approach towards cost recovery over 5 years which was agreed in January this year.

## **6.0 LEGAL IMPLICATIONS**

The legal implications are embodied within this report and are endorsed by Legal Services.

**THE COMMITTEE ARE REQUESTED TO DETERMINE THIS MATTER**

## **7.0 APPENDICES**

Appendix A - Proposed Options for increases to existing licence fees.  
Appendix B - Summary of Analysis of Licensing Budget

Licensing Manager

## PROPOSED FEES - OPTIONS FOR CONSIDERATION

OPTION 1

This option is an immediate increase in line with full cost recovery where appropriate.

All fee increases are 'front loaded' with the charge to the trade being immediate and sharp in order to fully recover costs and eliminate service deficit / Council subsidy

<u>Licence Type</u>	Proposed Fee £	Officer Comments
<b>Private Hire and Hackney Carriage Licences</b>		
<b>Private Hire Operators:</b>		
Grant or Renewal	700.00*	This is a 67.5% increase in fees from 2014/15.
<b>Private Hire Vehicles:</b>		
Grant or renewal	164.00*	This is a 9.4% increase in fees from 2014/15.
Renewal – Extension	269.00*	This is a 9.4% increase in fees from 2014/15.
Grant – January only	75.00*	No change in fee from 2014/15.
Car-to-car transfer fee	126.00	No change in fee from 2014/15.
Car-to-car transfer – Admin fee	26.00	No change in fee from 2014/15.
Temporary car-to-car transfer fee	64.00	No change in fee from 2014/15.
Vehicle re-test fee	49.00	No change in fee from 2014/15.
Certificate of Compliance - Duplicate Copy	10.00	No change in fee from 2014/15.

<b><u>Licence Type</u></b>	<b>Proposed Fee £</b>	<b>Officer Comments</b>
<b>Private Hire Drivers:</b>		
Grant or renewal	95.00	This is a 21.3% increase in fees from 2014/15.
Replacement badge	13.00	No change in fee from 2014/15.
DBS Administration Fee	11.00	No change in fee from 2014/15.
Drugs Test	44.00	No change in fee from 2014/15.
Geography Test – Each Separate Attempt	12.00	No change in fee from 2014/15.
<b>Hackney Carriage Vehicles:</b>		
Grant or renewal	303.00*	This is a 54.5% increase in fees from 2014/15.
Renewal – Extension	520.00*	This is a 57% increase in fees from 2014/15.
Car-to-car transfer fee	132.00	No change in fee from 2014/15.
Car-to-car transfer – Admin fee	27.00	No change in fee from 2014/15.
Temporary car-to-car transfer fee	66.00	No change in fee from 2014/15.
Vehicle re-test fee	52.00	No change in fee from 2014/15.
Certificate of Compliance - Duplicate Copy	10.00	No change in fee from 2014/15.
<b>Hackney Carriage Drivers:</b>		
Grant or renewal	176.00	This is a 100% increase in fees from 2014/15.
Replacement badge	13.00	No change in fee from 2014/15.
CRB Administration Fee	11.00	No change in fee from 2014/15.
Drugs Test	44.00	No change in fee from 2014/15.
Geography Test – Each Separate Attempt	12.00	No change in fee from 2014/15.
<b>Street Trading Consents:</b>		
Grant or renewal	1736.00	No change in fee from 2014/15.



<b><u>Licence Type</u></b>	<b>Proposed Fee £</b>	<b>Officer Comments</b>
<b>Amenities on the Highway Permits:</b>		
<b>Goods on the Highway:</b>		
Grant	296.00	This is a 6% increase in fees from 2014/15.
Renewal	169.00	This is a 6% increase in fees from 2014/15.
Variation	73.00	No change in fee from 2014/15.
<b>Tables and chairs on the Highway:</b>		
Initial application fee	127.00	This is a 6% increase in fees from 2014/15.
<i>Additional fee and subsequent renewal fee:</i>		
Highway area up to 5 m2	244.00	This is a 6% increase in fees from 2014/15.
Highway area between 5 m2 and 10 m2	483.00	This is a 6% increase in fees from 2014/15.
Highway area between 10 m2 and 15 m2	728.00	This is a 6% increase in fees from 2014/15.
Highway area between 15 m2 and 20 m2	966.00	This is a 6% increase in fees from 2014/15.
Highway area greater than 20 m2	1207.00	This is a 6% increase in fees from 2014/15.
<b>Sex Establishments</b>		
Grant	11,400.00	This is a 5% decrease in fees from 2014/15.
Renewal	3800.00	This is a 5% decrease in fees from 2014/15.
Transfer	1000.00	No change in fee from 2014/15.
Variation	1000.00	No change in fee from 2014/15.
<b>Scrap Metal Dealers</b>		
Site Licence - Grant and Renewal	1000.00	No change in fee from 2014/15.
Site Licence - Variation	100.00	No change in fee from 2014/15.
Collector's Licence - Grant and Renewal	300.00	No change in fee from 2014/15.
Collector's Licence - Variation	100.00	No change in fee from 2014/15.
Replacement Licence	25.00	No change in fee from 2014/15.
*Denotes fees that are subject to statutory public consultation		

## Option 2

This option is based on a phased increase of fees over three years in line with cost recovery in order to reduce deficit and meet the expectations of the Licensing Committee.

This means that the cost of administering the licensing function is met fully from the fees charged. This takes into account rises in operating costs and offsets these costs using the phased increase over 3 years.

<b>THREE YEARS</b>				
<b>Licence Type</b>	<b>Fee Year 1</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Officer Comments</b>
<b>Private Hire and Hackney Carriage Licences</b>				
<b>Private Hire Operators:</b>				
Grant or Renewal	497.00*	590.00*	700.00*	This is an 18.7% increase in fees each year from 2014/15.
<b>Private Hire Vehicles:</b>				
Grant or renewal	155.00*	159.00*	164.00*	This is a 3.05% increase in fees each year from 2014/15.
Renewal – Extension	254.00*	261.00*	269.00*	This is a 3.05% increase in fees each year from 2014/15.
Grant – January only	75.00*	75.00*	75.00*	No change in fee from 2014/15.
Car-to-car transfer fee	126.00	126.00	126.00	No change in fee from 2014/15.
Car-to-car transfer – Admin fee	26.00	26.00	26.00	No change in fee from 2014/15.
Temporary car-to-car transfer fee	64.00	64.00	64.00	No change in fee from 2014/15.
Vehicle re-test fee	49.00	49.00	49.00	No change in fee from 2014/15.
Certificate of Compliance - Duplicate Copy	10.00	10.00	10.00	No change in fee from 2014/15.

<b>THREE YEARS</b>				
<b>Licence Type</b>	<b>Fee Year 1</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Officer Comments</b>
<b>Private Hire Drivers:</b>				
Grant or renewal	83.00	89.00	95.00	This is a 6.8% increase in fees each year from 2014/15.
Replacement badge	13.00	13.00	13.00	No change in fee from 2014/15.
DBS Administration Fee	11.00	11.00	11.00	No change in fee from 2014/15.
Drugs Test	44.00	44.00	44.00	No change in fee from 2014/15.
Geography Test – Each Separate Attempt	12.00	12.00	12.00	No change in fee from 2014/15.
<b>Hackney Carriage Vehicles:</b>				
Grant or renewal	227.00*	262.00*	303.00*	This is a 15.55% increase in fees each year from 2014/15.
Renewal – Extension	385.00*	447.00*	520.00*	This is a 16.2% increase in fees each year from 2014/15.
Car-to-car transfer fee	132.00	132.00	132.00	No change in fee from 2014/15.
Car-to-car transfer – Admin fee	27.00	27.00	27.00	No change in fee from 2014/15.
Temporary car-to-car transfer fee	66.00	66.00	66.00	No change in fee from 2014/15.
Vehicle re-test fee	52.00	52.00	52.00	No change in fee from 2014/15.
Certificate of Compliance - Duplicate Copy	10.00	10.00	10.00	No change in fee from 2014/15.
<b>Hackney Carriage Drivers:</b>				
Grant or renewal	110.00	139.00	176.00	This is a 26.2% increase in fees each year from 2014/15.
Replacement badge	13.00	13.00	13.00	No change in fee from 2014/15.
CRB Administration Fee	11.00	11.00	11.00	No change in fee from 2014/15.
Drugs Test	44.00	44.00	44.00	No change in fee from 2014/15.
Geography Test – Each Separate Attempt	12.00	12.00	12.00	No change in fee from 2014/15.

<b>THREE YEARS</b>				
<b>Licence Type</b>	<b>Fee Year 1</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Officer Comments</b>
<b>Street Trading Consents:</b>				
Grant or renewal	1736.00	1736.00	1736.00	No change in fee from 2014/15.
<b>Amenities on the Highway Permits:</b>				
<b>Goods on the Highway:</b>				
Grant	296.00	296.00	296.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Renewal	169.00	169.00	169.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Variation	73.00	73.00	73.00	No change in fee from 2014/15.
<b>Tables and chairs on the Highway:</b>				
Initial application fee	127.00	127.00	127.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Additional fee and subsequent renewal fee:				
Highway area up to 5 m2	244.00	244.00	244.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Highway area between 5 m2 and 10 m2	483.00	483.00	483.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Highway area between 10 m2 and 15 m2	728.00	728.00	728.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Highway area between 15 m2 and 20 m2	966.00	966.00	966.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.
Highway area greater than 20 m2	1207.00	1207.00	1207.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1.

<b>THREE YEARS</b>				
<b>Licence Type</b>	<b>Fee Year 1</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Officer Comments</b>
<b>Sex Establishments</b>				
Grant	11,400.00	11,400.00	11,400.00	This is a 5% decrease in fees from 2014/15 and then remains static for 2 years.
Renewal	3800.00	3800.00	3800.00	This is a 5% decrease in fees from 2014/15 and then remains static for 2 years.
Transfer	1000.00	1000.00	1000.00	No change in fee from 2014/15.
Variation	1000.00	1000.00	1000.00	No change in fee from 2014/15.
<b>Scrap Metal Dealers</b>				
Site Licence - Grant and Renewal	1000.00	1000.00	1000.00	No change in fee from 2014/15.
Site Licence - Variation	100.00	100.00	100.00	No change in fee from 2014/15.
Collector's Licence - Grant and Renewal	300.00	300.00	300.00	No change in fee from 2014/15.
Collector's Licence - Variation	100.00	100.00	100.00	No change in fee from 2014/15.
Replacement Licence	25.00	25.00	25.00	No change in fee from 2014/15.
<p>*Denotes fees that are subject to statutory public consultation. For this option, any public consultation will only be in respect of year 1 and years 2 and 3 will be subject to review by the Committee on an annual basis prior to any public consultation.</p> <p>Members should note that increases in fees for years 2 and 3 would be subject to review and amendment depending on any further budget pressures, increase in revenue, rate of inflation etc.</p>				

### Option 3

This option is based on a phased increase of fees over the existing five year model (updated to show the remaining 4 years from 2015/16) in line with cost recovery in order to reduce deficit and meet the expectations of the Licensing Committee.

This means that the cost of administering the licensing function is met fully from the fees charged. This takes into account rises in operating costs and offsets these costs using the phased increase over 5 years.

<b>FIVE YEARS</b>					
<b>Licence Type</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Fee Year 4</b>	<b>Fee Year 5</b>	<b>Officer Comments</b>
<b>Private Hire and Hackney Carriage Licences</b>					
<b>Private Hire Operators:</b>					
Grant or Renewal	476.00*	541.00*	616.00*	700.00*	This is a 13.88% increase in fees each year from 2014/15.
<b>Private Hire Vehicles:</b>					
Grant or renewal	153.00*	157.00*	161.00*	164.00*	This is a 2.29% increase in fees each year from 2014/15.
Renewal – Extension	252.00*	257.00*	263.00*	269.00*	This is a 2.29% increase in fees each year from 2014/15.
Grant – January only	75.00*	75.00*	75.00*	75.00*	No change in fee from 2014/15
Car-to-car transfer fee	126.00	126.00	126.00	126.00	No change in fee from 2014/15
Car-to-car transfer – Admin fee	26.00	26.00	26.00	26.00	No change in fee from 2014/15
Temporary car-to-car transfer fee	64.00	64.00	64.00	64.00	No change in fee from 2014/15
Vehicle re-test fee	49.00	49.00	49.00	49.00	No change in fee from 2014/15
Certificate of Compliance - Duplicate Copy	10.00	10.00	10.00	10.00	No change in fee from 2014/15

<b>FIVE YEARS</b>					
<b>Licence Type</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Fee Year 4</b>	<b>Fee Year 5</b>	<b>Officer Comments</b>
<b>Private Hire Drivers:</b>					
Grant or renewal	82.00	86.00	90.00	95.00	This is a 4.95% increase in fees each year from 2014/15.
Replacement badge	13.00	13.00	13.00	13.00	No change in fee from 2014/15
DBS Administration Fee	11.00	11.00	11.00	11.00	No change in fee from 2014/15
Drugs Test	44.00	44.00	44.00	44.00	No change in fee from 2014/15
Geography Test – Each Separate Attempt	12.00	12.00	12.00	12.00	No change in fee from 2014/15
<b>Hackney Carriage Vehicles:</b>					
Grant or renewal	219.00*	244.00*	272.00*	303.00*	This is an 11.5% increase in fees each year from 2014/15.
Renewal – Extension	371.00*	415.00*	464.00*	520.00*	This is an 11.95% increase in fees each year from 2014/15
Car-to-car transfer fee	132.00	132.00	132.00	132.00	No change in fee from 2014/15
Car-to-car transfer – Admin fee	27.00	27.00	27.00	27.00	No change in fee from 2014/15
Temporary car-to-car transfer fee	66.00	66.00	66.00	66.00	No change in fee from 2014/15
Vehicle re-test fee	52.00	52.00	52.00	52.00	No change in fee from 2014/15
Certificate of Compliance - Duplicate Copy	10.00	10.00	10.00	10.00	No change in fee from 2014/15
<b>Hackney Carriage Drivers:</b>					
Grant or renewal	105.00	124.00	148.00	176.00	This is an 18.9% increase in fees each year from 2014/15
Replacement badge	13.00	13.00	13.00	13.00	No change in fee from 2014/15
CRB Administration Fee	11.00	11.00	11.00	11.00	No change in fee from 2014/15
Drugs Test	44.00	44.00	44.00	44.00	No change in fee from 2014/15
Geography Test – Each Separate Attempt	12.00	12.00	12.00	12.00	No change in fee from 2014/15

<b>FIVE YEARS</b>					
<b>Licence Type</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Fee Year 4</b>	<b>Fee Year 5</b>	<b>Officer Comments</b>
<b>Street Trading Consents:</b>					
Grant or renewal	1736.00	1736.00	1736.00	1736.00	No change in fee from 2014/15
<b>Amenities on the Highway Permits:</b>					
<b>Goods on the Highway:</b>					
Grant	296.00	296.00	296.00	296.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
Renewal	169.00	169.00	169.00	169.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
Variation	73.00	73.00	73.00	73.00	No change in fee from 2014/15
<b>Tables and chairs on the Highway:</b>					
Initial application fee	127.00	127.00	127.00	127.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
<b>Additional fee and subsequent renewal fee:</b>					
Highway area up to 5 m2	244.00	244.00	244.00	244.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
Highway area between 5 m2 and 10 m2	483.00	483.00	483.00	483.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1



<b>FIVE YEARS</b>					
<b>Licence Type</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Fee Year 4</b>	<b>Fee Year 5</b>	<b>Officer Comments</b>
Highway area between 10 m2 and 15 m2	728.00	728.00	728.00	728.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
Highway area between 15 m2 and 20 m2	966.00	966.00	966.00	966.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
Highway area greater than 20 m2	1207.00	1207.00	1207.00	1207.00	This is a 6% increase in fees from 2014/15 and all the AOH fees are recovered in year 1
<b>Sex Establishments</b>					
Grant	11,400.00	11,400.00	11,400.00	11,400.00	This is a 5% decrease in fees from 2014/15 and then remains static for 2 years.
Renewal	3800.00	3800.00	3800.00	3800.00	This is a 5% decrease in fees from 2014/15 and then remains static for 2 years.
Transfer	1000.00	1000.00	1000.00	1000.00	No change in fee from 2014/15.
Variation	1000.00	1000.00	1000.00	1000.00	No change in fee from 2014/15.
<b>Scrap Metal Dealers</b>					
Site Licence - Grant and Renewal	1000.00	1000.00	1000.00	1000.00	No change in fee from 2014/15.
Site Licence - Variation	100.00	100.00	100.00	100.00	No change in fee from 2014/15.
Collector's Licence - Grant and Renewal	300.00	300.00	300.00	300.00	No change in fee from 2014/15.
Collector's Licence - Variation	100.00	100.00	100.00	100.00	No change in fee from 2014/15.
Replacement Licence	25.00	25.00	25.00	25.00	No change in fee from 2014/15.

<b>FIVE YEARS</b>					
<b>Licence Type</b>	<b>Fee Year 2</b>	<b>Fee Year 3</b>	<b>Fee Year 4</b>	<b>Fee Year 5</b>	<b>Officer Comments</b>
<p>*Denotes fees that are subject to statutory public consultation. For this option, any public consultation will only be in respect of year 2 and years 3, 4 and 5 will be subject to review by the Committee on an annual basis prior to any public consultation.</p> <p>Members should note that increases in fees for years 3, 4 and 5 would be subject to review and amendment depending on any further budget pressures, increase in revenue, rate of inflation etc.</p>					

APPENDIX B

SUMMARY OF ANALYSIS OF LICENSING BUDGET

		PRIVATE HIRE			HACKNEY CARRIAGE							
		<u>PHO</u>	<u>PHV</u>	<u>PHD</u>	<u>HCV</u>	<u>HCD</u>	<u>AOH</u>	<u>ST</u>	<u>SE</u>	<u>OTHER</u>		
			<u>Renewal</u>	<u>Extension</u>	<u>Renewal</u>	<u>Extension</u>						
<b>TOTAL EXPENDITURE (2014/15)</b>	<b>£773,156</b>	<b>£16,804</b>	<b>£105,577</b>	<b>£69,319</b>	<b>£118,955</b>	<b>£45,385</b>	<b>£36,925</b>	<b>£61,394</b>	<b>£34,234</b>	<b>£33,529</b>	<b>£15,080</b>	<b>£235,955</b>
<b>1 YEAR RECOVERY</b>												
TOTAL INCOME (RECOVERY ALL IN YEAR 1)		(16,800)	(134,992)	(39,867)	(118,908)	(61,807)	(20,557)	(61,285)	34,322	(36,456)	(15,200)	N/A
Deficit/(Surplus) (RECOVERY ALL IN YEAR 1)		4	(29,415)	29,453	46	(16,423)	16,368	109	0	(2,927)	(120)	N/A
<b>3 YEAR RECOVERY</b>												
TOTAL INCOME (YEAR 1 OF 3 YR MODEL)		(11,921)	(127,315)	(37,711)	(106,057)	(46,749)	(15,704)	(40,432)	0	(36,447)	(15,200)	N/A
TOTAL INCOME (YEAR 2 OF 3 YR MODEL)		(14,151)	(131,115)	(38,778)	(112,292)	(53,731)	(17,948)	(49,632)	0	(36,447)	(15,200)	N/A
TOTAL INCOME (YEAR 3 OF 3 YR MODEL)		(16,797)	(135,031)	(39,877)	(118,952)	(61,798)	(20,556)	(61,243)	0	(36,447)	(15,200)	N/A
Deficit/(Surplus) (RECOVERY OVER 3 YR MODEL)		7	(29,454)	29,442	3	(16,414)	16,369	151	0	(2,918)	(120)	N/A
<b>5 YEAR RECOVERY (Yr 2 of 5)</b>												
TOTAL INCOME (YEAR 2 OF 5 YR MODEL)		(11,416)	(126,396)	(37,453)	(104,816)	(45,120)	(15,189)	(38,590)	0	(36,456)	(15,200)	N/A
TOTAL INCOME (YEAR 3 OF 5 YR MODEL)		(12,992)	(129,228)	(38,248)	(109,294)	(50,096)	(16,783)	(44,879)	0	(36,456)	(15,200)	N/A
TOTAL INCOME (YEAR 4 OF 5 YR MODEL)		(14,785)	(132,125)	(39,062)	(113,993)	(55,644)	(18,568)	(52,356)	0	(36,456)	(15,200)	N/A
TOTAL INCOME (YEAR 5 OF 5 YR MODEL)		(16,825)	(135,088)	(39,894)	(118,925)	(61,831)	(20,566)	(61,246)	0	(36,456)	(15,200)	N/A
Deficit/(Surplus) (RECOVERY OVER 3 YR MODEL)		(21)	(29,511)	29,426	30	(16,446)	16,360	148	0	(2,927)	(120)	N/A

BUDGET CATEGORY	TOT BUDGET	PRIVATE HIRE											TOTAL
		PHO	PHV		PHD	HCV		HCD	AOH	ST	SE	OTHER	
			Renewal	Extension		Renewal	Extension						
Employment Costs	£408,111	7,730	27,856	39,092	83,989	16,088	22,853	38,023	20,947	19,586	7,453		
Transport Costs	£8,700	870	435	435	870	435	435	870	585	585	585		
Supplies & Services	£54,629	5,579	2,742	2,742	5,555	2,742	2,742	5,579	4,157	4,157	4,157		
Department Recharges	£77,700	1,000	500	500	6,140	500	500	6,140	1,000	1,000	1,000		
Agency	£105,000	0	67,200	16,800	0	16,800	4,200	0	0	0	0		
<b>TOTAL CASH LIMITED EXPENDITURE</b>	<b>£654,140</b>	<b>15,179</b>	<b>98,733</b>	<b>59,569</b>	<b>96,553</b>	<b>36,565</b>	<b>30,730</b>	<b>50,611</b>	<b>26,689</b>	<b>25,328</b>	<b>13,196</b>	<b>200,986</b>	<b>654,140</b>
Employees	£15,704	251	1,059	1,508	3,233	599	873	1,436	819	766	291		
Support Services	£85,812	1,374	5,785	8,242	17,668	3,271	4,772	7,847	4,476	4,185	1,593		
Other Costs	£17,500	£0	£0	£0	£1,500	£4,950	£550	£1,500	£2,250	£3,250	£0		
<b>TOTAL NON CASH LIMITED EXPENDITURE</b>	<b>£119,016</b>	<b>£1,625</b>	<b>£6,844</b>	<b>£9,750</b>	<b>£22,401</b>	<b>£8,819</b>	<b>£6,195</b>	<b>£10,782</b>	<b>£7,545</b>	<b>£8,201</b>	<b>£1,884</b>	<b>£34,969</b>	<b>119,016</b>
<b>TOTAL EXPENDITURE</b>	<b>£773,156</b>	<b>16,804</b>	<b>105,577</b>	<b>69,319</b>	<b>118,955</b>	<b>45,385</b>	<b>36,925</b>	<b>61,394</b>	<b>34,234</b>	<b>33,529</b>	<b>15,080</b>	<b>235,955</b>	<b>773,156</b>

Key:

- PHO - Private Hire Operators
- PHV - Private Hire Vehicles
- PHD - Private Hire Drivers
- HCV - Hackney Carriage Vehicles
- HCD - Hackney Carriage Drivers
- AOH - Amenities on the Highway
- ST - Street Traders
- SE - Sex Establishments

The fees for the 'Other' Column are statutory fees such as Licensing and Gambling Act.