

**Telford & Wrekin Council****Licensing Committee 16th January 2018****Licence Fees Review****Report of: Service Delivery Manager - Public Protection****1. Purpose**

- 1.1 For Members to consider the proposed level of Licence Fees and charges affecting Park Homes licences. The licence fees for the Hackney Carriage, Private Hire trades, Gambling and general licences remain unchanged for 2018/19.

**2. Recommendations**

- 2.1. Approve the level of proposed fees to come into force for Park Homes on 1<sup>st</sup> April 2018, subject to any responses received following the posting of notices as required by legislation.
- 2.2 To note that all other license fees and charges remain unchanged for the forth coming financial year.

**3. Summary**

- 3.1 The level of fees and other charges for Hackney Carriage, Private Hire, Gambling and General Licences we subject to a substantial review in 2016/17 and were subsequently implemented on 1<sup>st</sup> June 2017. Fees for Park Homes were approved on 19<sup>th</sup> July 2016 and implemented on 1<sup>st</sup> February 2017.
- 3.2 As a result it is proposed to keep licence fees for Hackney Carriages, Private Hire, General and Gambling Licences at the current level for the forthcoming financial year to allow all licence inspections to have been completed and for the improvements through a much leaner application process for Dual Driver Applications to take effect. A further review of licence fees will therefore be undertaken at the end of 2018.
- 3.3 The compliance test fees for Hackney Carriages and Private Hire Vehicles are charged at cost to the trade. The test fees will be increased by Telford & Wrekin Services in line with the Retail Price Indexation.

A reminder of the current fees for licenses are attached at **Appendix A**.

- 3.4 Since licence fees for Park Homes were implemented in February 2017, the administration and enforcement of Park Homes has since moved from the Environmental Health Team to the Licensing Service. The Public Protection Service Delivery Manager, together with the Council's Finance Officer, have undertaken a further review of the licence fees in light of this change. The current fees, together with the proposed fees are attached at **Appendix B** for members approval

#### **4.0 Financial Comment**

- 4.1 As stated in this report a detailed review of Hackney Carriage, Private Hire, Gambling and General license fees was undertaken during 2016/17 which resulted in revised licence fees being implemented from 1<sup>st</sup> June 2017. Licence fees have been calculated based on the principles of full cost recovery whilst having regard for statutory defined costs that can be included.
- 4.2 The Park Home fees detailed in the policy have also been calculated using the principle of total cost recovery. Hourly rates for officers include salary costs plus on costs and an amount to cover overheads. An estimate of officer time taken for each activity was made and then applied to the relevant hourly rate in order to arrive at a suitable fee.
- 4.3 Income generated from Licence Fees will go towards existing Public Protection income targets.  
MLB 15.12.17

#### **5.0 Legal Comment**

- 5.1 The Committee's responsibilities are set out in the Council's Constitution and include setting and reviewing licensing fees other than those set by statute.
- 5.2 The power to levy fees is contained in the legislation relevant to each function or otherwise in the Local Government Act 2003 in relation to discretionary services.
- 5.3 Licensing is not a revenue raising function and licensing fees should cover the costs associated with the licensing process but not generate a profit.
- 5.4 The EU Services Directive requires non-discriminatory, justified, proportionate, clear, objective, public, transparent and accessible process for the setting of fees.

#### **6.0 Equal Opportunities**

- 6.1 A Community Impact Assessment has been carried out on the review of Licence fees and charges. A copy is attached at **Appendix C**.

#### **7.0 Environmental Impact**

- 7.1 Not applicable for the purposes of this report.

## **8.0 Links with Corporate Priorities**

8.1 This report has links to the following priorities:

Protect and Support our Vulnerable Children and Adults  
Protect and create jobs as a “Business Supporting, Business Winning Council”

## **9.0. Ward Implications**

9.1 This report has Borough wide Implications

## **10.0. Background Papers**

Local Government (Miscellaneous Provisions) Act 1976  
Local Government (Miscellaneous Provisions) Act 1982  
Town Police Clauses Act 1847  
Transport Act 1981  
Gambling Act 2005  
Animal Boarding Establishments Act 1963  
Breeding of Dogs Act 1973  
Pet Animals Act 1951  
Performing Animal’s (regulation) Act 1925  
Dangerous Wild Animals Act 1976  
Zoo Licensing Act 1981  
Riding Establishments Act 1970  
The Caravan Site and Control of Development Act 1960.  
Mobile Homes Act 2013

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