

LICENSING COMMITTEE

Minutes of a meeting of the Licensing Committee held on Wednesday 13th March 2013 at 6.00 pm in the Wrekin Room, The Business Development Centre, Stafford Park 4, Telford

PRESENT

Councillors: C Mason (Chair), R Picken, T Hope, A Mackenzie, L Murray, J Seymour, J Thompson, and C Turley.

Officers in attendance: Jonathan Eatough – Assistant Director: Law, Democracy and Public Protection, Lorraine Fowkes – Solicitor, Suzanne Fisher – Public Protection Team Leader and Wendy Buckley - Democratic Services Support Officer.

LC - 31 MINUTES

RESOLVED – that the minutes of the Licensing Committee meetings held on 16th January and 23rd January 2013 be confirmed and signed by the Chair.

LC- 32 APOLOGIES FOR ABSENCE

Councillors – R Scammell.
Officers – J Revell.

LC- 33 DECLARATIONS OF INTEREST

None.

LC – 34 THE POLICE REFORM AND SOCIAL RESPONSIBILITY ACT 2011 AND CONSIDERATION OF THE LATE NIGHT LEVY AND EARLY MORNING RESTRICTION ORDER

The Public Protection Team Leader informed Members about new licensing powers including the possible options to use Late Night Levy and Early Morning Restriction Orders. The Officers' recommendation was not to implement either within the Borough as Telford & Wrekin had no evidence of high level alcohol related crime and disorder issues. West Mercia Police and West Mercia Licensing Authorities have also stated that they would not support the introduction of a Late Night Levy.

The Late Night Levy is an annual charge that can be made by the Licensing Authority on premises which are licensed to sell alcohol between midnight and 6am. This includes all licensed outlets including supermarkets, small shops and off licences regardless of whether they contribute to problems in the late night economy. The Police would receive up to 70% of the proceeds with no restriction as to where the money was spent. The Local Authority would receive up to 30% to be spent on policing the night-time economy.

Members commented that the income raised by the Late Night Levy could assist with vital funding issues such as for taxi marshalls and it was thought that a one off fee would be accepted by premises.

The Public Protection Team Leader advised Members that the Late Night Levy, if Members recommended implementing, would be paid by all licensed premises that had a licence to sell alcohol after midnight. A Late Night Levy could potentially affect the smaller licensed premises incomes.

Solicitor to the Licensing Committee made reference to the statutory guidance on Late Night Levy. If a Late Night Levy was introduced without the support of the Police the chances of a legal challenge by way of a Judicial Review are increased. It was also confirmed to the Committee that if Members agreed not to implement the use of Late Night Levy or Early Morning Restriction Orders the matter was not required to be determined by Full Council.

RESOLVED – that Members note the content of the Police Reform and Social Responsibility Act 2011 report and agree that, at the present time, this Authority does not implement the use of Late Night Levy or Early Morning Restriction Orders within the Borough.

Meeting closed at 6.30pm.

Chairman:

Dated:

Telford & Wrekin Council

Licensing Committee 26th March 2013

Licence Fees and Taxi Licensing Issues

Report of: Service Delivery Manager - Public Protection

1. Purpose

- 1.1 For Members to consider proposed level of Licence Fees and charges affecting the Hackney Carriage, Private Hire trades, Gambling and other licences.

2. Recommendations

2.1 It is recommended that Members

2.1.1. approve the level of proposed fees to come into force on 1st May 2013, subject to any consultation responses received;

2.1.2 consider whether or not, in the light of consultation, to resolve to remove the option for either a Hackney Carriage Driver Licence, or a Private Hire Driver Licence or a Dual Licence and in their place have one "Driver Licence".

2.1.3 resolve to remove the option for a 6 month and 12 month Driver Licence.

2.1.4 resolve to remove the option for a 6 month vehicle licence.

3. Summary

- 3.1 The level of fees and other charges for Hackney Carriage/Dual and Private Hire were last reviewed in 2011/2012 and implemented on 1st August 2012
- 3.2 The level of fees and other charges for Premises Licences under the Gambling Act 2005 and for other licences were last reviewed in 2009/2010 and implemented on 1st June 2010.
- 3.3 Directly linking to the Council priority of protecting and creating jobs and being a business supporting and business winning Council the Licensing team is radically reviewing the way that it provides its service to ensure that costs to the business

community that require licenses to do business are minimised.

- 3.4 Members can see that very few fees are being increased and 16.67% of the fees are actually being reduced, by as much as 53% with 79.4% staying the same. It is proposed to increase the licence fee for Pleasure Boats as this fee has not been reviewed since 2003. Although the Council has not to-date issued any Pleasure Boat licences, there should be a licence fee in place which will cover the cost of an application should one be submitted. It is proposed to increase the cost of compliance tests for Hackney Carriages and Private Hire Vehicles by £1 which directly reflects the increase to the Council of third party charges.
- 3.5 Working closely with the new Business Support team the Licensing Team will focus on pro-actively attracting and supporting potential licensees to make sure that the licensing process is as easy as possible for them to use.
- 3.6 It is very unfortunate that the Council has, for several years, been losing taxis, drivers and operators to a neighbouring Council. Members and officers have been engaging with the trade to understand why this is happening and officers are undertaking a lot of work to address the concerns of the trade which does have, it is fair to say, different views about what the Council can do to improve the service to the trade **and** ensure that the public are protected.
- 3.7 The Licensing Committee has been very clear that it views local licensing of a local taxi service as a priority – the significant reductions in Operators fees and drivers and vehicles fees, along with service improvements, is a definite response to the feedback from the trade and Members' concerns to encourage those providing a taxi service in our Borough, an absolutely essential public and business service, to come back and be locally regulated.

4. Previous Minutes

- 4.1 LC-131 – Licensing Committee 29th March 2010
- 4.1.2 LC-19 – Licensing Committee 13th March 2012
- 4.1.3 LC-04 – Licensing Committee 27th June 2012

5 Information

5.1 Background

- 5.1.1 The current level of fees and other charges for Hackney Carriage/Dual and Private Hire were implemented by the Licensing Authority on 1st August 2012.
- 5.1.2 The current level of fees for Premises Licences issued under the Gambling Act 2005 and for General Licences were implemented on 1st June 2010.
- 5.1.3 A local authority may recover the costs of administering Hackney Carriage/Private Hire, Gambling and other licences. When setting fees the Council must have regard to the impact that any increase may have upon the livelihood of licence holders. However, it is also important not to subsidise this service area to the detriment of front line services that are in line with other Council priorities. However, the Licensing Team owe it to licensees that its service is as efficient and

effective as it can be to reduce the burden on business. in these difficult economic times.

- 5.1.4 The Licensing Service is not able to fully recover the costs of delivering the Licensing Service. Only certain statutorily defined costs can be recovered, for example the service cannot recover the costs of enforcement except in relation to Hackney Carriage/Private Hire Vehicle Licensing Cinema Licensing or Gambling Licensing.
- 5.1.5 There are also permits, registrations and licences where the level of fees are either set by statute or statutory instrument and many of these have not historically recovered the Council's cost of administering the service..
- 5.1.6 A review of Licence fees has been carried out following discussions with, particularly the taxi trade, and in the light of an ongoing review of administrative processes to make them as efficient as possible.
- 5.1.7 One such efficiency is the proposed removal of the option for a new driver to have a six month licence and for existing drivers to have either a 12 month or 3 year licence. Officers propose to harmonise licensing requirements to maximise efficiencies and reduce costs by issuing a 3 year licence and to bring renewals of medicals and criminal record disclosures in line with the licence renewal date..
- 5.1.8 Proposed new licence fee levels for Hackney Carriage and Private Hire Licences are attached at Appendix A. Other charges which are not listed are for third party costs which will be charged to the trade at cost, having been subject to robust procurement to ensure value for money . The table of proposed licence fees show the current fee in Column A, and the proposed fee, which has either stayed the same or gone down, is shown in Column B.
- 5.1.9 There are separate fees listed for compliance testing for Private Hire Vehicles and for Hackney Carriages. Hackney Carriage compliance tests also include the testing of the meter on the measured mile and this makes the test more lengthy and thus more expensive for Hackney Carriages.
- 5.1.10 Fee bands for Gambling premises licences have been set by The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007. Licensing Authorities are not permitted to exceed the maximum fees specified in the Regulation. Having reviewed the fees it is proposed to keep them at the current levels, attached in Appendix B
- 5.1.11 The Council's current and proposed new licence fee levels for other Licences are attached at Appendix C. The table of proposed licence fees show the current fee in Column A, and the proposed fee, which has either stayed the same or gone down, is shown in Column B.
- 5.1.12 The Council's Licensing Service has carried out a benchmarking exercise with Local Authorities who are in the Council's benchmarking group and also with neighbouring authorities. The benchmarking information is attached at Appendix D.

5.2 Equal Opportunities

5.2.1 A Community Impact Assessment has been carried out on the review of Licence fees and charges. A copy is attached at Appendix E.

5.3 Environmental Impact

5.3.1 Not applicable for the purposes of this report.

5.4 Legal Comment

5.4.1 Any licence fees that are set at the discretion of the authority should be reasonable and proportionate.

5.4.2 Section 53(2) Local Government (Miscellaneous Provisions) Act 1976 deals with Licence fees for drivers of hackney carriages and private hire vehicles. A council may demand and recover for the grant to any person of a licence to drive a hackney carriage or a private hire vehicle such fee as they consider reasonable with a view to recovering the cost of issue and administration.

5.4.3 Section 70 Local Government (Miscellaneous Provisions) Act 1976 deals with licence fees for the grant of vehicle and operators' licences as may be resolved from time to time and as may be sufficient to cover in whole or in part the reasonable costs of

- a) carrying out the inspections of hackney carriages and private hire vehicles for the purpose of determining whether any such licence should be granted or renewed
- b) the reasonable cost of providing hackney carriage stands; and
- c) any reasonable administrative or other costs in connection with the above and with the control and supervision of hackney carriages and private hire vehicles.

5.4.4 Section 6 Local Government (Miscellaneous Provisions) Act 1982 deals with applications for licences for sex establishments. Section 19 deals with fees in relation to grant, variation, renewal or transfer which shall be reasonable as determined by the appropriate authority.

5.4.5 Section 7 Local Government (Miscellaneous Provisions) Act 1982 Part III deals with street trading consents. A council may charge such fees as they consider reasonable for the grant or renewal of a street trading consent.

5.4.6 Section 184 Gambling Act 2005 deals with annual fees. An annual fee means a fee of such amount as may be prescribed and "prescribed" means prescribed by regulations made – a) in relation to premises licences issued by authorities in England and Wales, by the Secretary of State. Regulations prescribing the annual fee may, in particular, make different provision for – (a) licenses authorising different classes of activity, or (b) different circumstances.

5.4.7 Section 1(2) Animal Boarding Establishments Act 1963 deals with applications for boarding establishments for animals for which there is provision for payment of such fee as may be determined by the local authority.

5.4.8 Section 1(1) Breeding of Dogs Act 1973 deals with applications for the licensing of

breeding establishments for dogs for which there is provision for payment of such reasonable sum as the authority may determine .

- 5.4.9 Section 2 Pet Animals Act 1951 deals with applications for licensing pet shops for which there is provision for payment of such fee as may be determined by the local authority.
- 5.4.10 Section 2 Performing Animals (Regulation) Act 1925 deals with applications for registration to exhibit or train any performing animals for which there is provision for payment of such fee as appears to the authority to be appropriate.
- 5.4.11 Section 1(2) Dangerous Wild Animals Act 1976 deals with applications for a Licence for which there is provision for such fee as the local authority may stipulate.
- 5.4.12 Section 1 Zoo Licensing Act 1981 deals with applications for grant, renewal, alteration and transfer which there is provision of such reasonable fee as they determine and reasonable expenses.
- 5.4.13 Section 1 Riding Establishments Act 1964 deals with applications to keep a riding establishment for which there is provision for such fee as may be determined by the local authority.
- 5.4.14 Vehicle (Crimes) Act 2001 deals with registration for motor salvage operators. A local authority may set the level of fees to be charged in respect of applications—
- (a) with a view to recovering the reasonable costs incurred by them in connection with the administration; and
 - (b) so that different fees are payable in different circumstances.
- 5.4.15 Section 94 Public Health Acts Amendment Act 1907 deals with the licensing of pleasure boats and pleasure vessels and the local authority may charge for each type of licence such annual fee as appears to them to be appropriate.
- 5.4.16 Only administration and issue costs can be recovered (not enforcement) R (app Simply Pleasure and Ors) v Westminster City Council [2012] EWCH 1260 Admin for licences which are part of the EU Services Directive. This does not apply to Hackney Carriage/Private Hire Licensing, Cinema Licensing or Gambling Licensing which are not covered by the EU Services Directive.
- 5.4.17 A Council cannot make a profit from its Licence fees R v Manchester City Council ex parte King 89 LGR 696 and R (app Simply Pleasure and Ors) v Westminster City Council [2012] EWCH 1260 Admin.

5.5 Links with Corporate Priorities

- 5.5.1 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”

5.6 Financial Comment

- 5.6.1 The licensing service has an income budget of £381.6k in respect of license fees which has not been adjusted over the years to reflect the shortfalls experienced in licensing income. The cost of the licensing service is £266.8k leaving the service with a bottom line surplus of £114.8k which contributes to the Council's overall budget position.
- 5.6.2 The proposed license fees, which have been calculated around a cost recovery model, will result in the service recovering £202.9k in income in 2013/14. This leaves £63.9k of the service costs unfunded. Of this £43.9k relates to enforcement costs which are non chargeable and therefore can not be recovered through income. The licensing service are intending to review enforcement activity in order to reduce these costs and also look for further savings to reduce the remaining £20k gap.
- 5.6.3 The income figures above have been calculated using information around the current number of licenses. Should the number of licenses increase then income levels will also increase, however income will reduce if further licenses are not renewed with the Council of which there is a significant risk in 2013/14 if fees remain the same. There is an overall budget shortfall of £178.7k against income for the licensing service for 2013/14 when applying the proposed fees set out in this report against the current number of licenses. This compares to an income shortfall of £128.7k for licenses in 2012/13 mainly as a result of the loss of income from taxi licenses. In setting fees as proposed in this report there is a possibility that the number of licenses will increase which will reduce the income shortfall. Finance have been working closely with the Licensing Team to try and reduce the budget gap by establishing the proposed fees and through identification of further savings.

MLB 15.03.13

5.7 Risks and Opportunities

- 5.7.1 The following key risks and opportunities associated with this report have been identified and assessed and arrangements will be put in place to manage them.
- a failure to publish Licence Fees as prescribed by Regulation could give rise to a judicial review of the process leading to that failure.
 - The level of fees set being unreasonable arising to a challenge by judicial review.

6. Ward Implications

- 6.1 This report has Borough wide Implications

7. Background Papers

- 7.1 Local Government (Miscellaneous Provisions) Act 1976
7.2 Local Government (Miscellaneous Provisions) Act 1982
7.3 Town Police Clauses Act 1847
7.4 Transport Act 1981
7.5 Gambling Act 2005

- 7.6 Animal Boarding Establishments Act 1963
- 7.7 Breeding of Dogs Act 1973
- 7.8 Pet Animals Act 1951
- 7.9 Performing Animal's (regulation) Act 1925
- 7.10 Dangerous Wild Animals Act 1976
- 7.11 Zoo Licensing Act 1981
- 7.12 Riding Establishments Act 1970
- 7.13 Vehicle (Crimes) Act 2001

Report prepared by, Suzanne Fisher, Public Protection Team Leader, Licensing Services, Darby House - For further information please telephone 01952-383261 or email Licensing@telford.gov.uk

Appendix A - Proposed Licence Fees for Private Hire/Hackney Carriage

	A	B
Licence	Current Fee £	Proposed Fees for Financial Year 2013/14 £
Driver (HC&PH) 3yr licence – New Application	170 (1yr)	170
Driver (HC&PH) 3yr licence – Renewal Application	170 (1yr)	160
Street Knowledge Repeat Test	10	10
Private Hire Vehicle/Hackney Carriage (12mth licence) – New Application	195	170
Private Hire Vehicle/Hackney Carriage (12mth licence) – Renewal Application	195	160
Vehicle Transfer	40	40
Private Hire Operator - New Application	200 plus 43 per vehicle	220
Private Hire Operator – Renewal Application	200 plus 43 per vehicle	200
Hackney Carriage Compliance Test	60	61
Hackney Carriage Retest	59	0
Private Hire Vehicle Compliance Test	47	48
Private Hire Vehicle Retest	36	0

Appendix B – Gambling Fees

TELFORD & WREKIN COUNCIL								
TABLE OF FEES FOR THE GAMBLING ACT 2005								
<i>Column 1</i>	<i>Column 2</i>	<i>Column 3</i>	<i>Column 4</i>	<i>Column 5</i>	<i>Column 6</i>	<i>Column 7</i>	<i>Column 8</i>	<i>Column 9</i>
Classes Premises Licence	Non-Conversion Application Fee in respect of Provisional Statement Premises	Non-Conversion Application Fee in respect of other Premises	First Annual Fee (Payable within 30 Days of Issue of Licence)	Annual Fee	Fee for Application to Vary a Licence	Fee for Application to Transfer a Licence	Fee for Application for Reinstatement of a Licence	Fee for Application for Provisional Statement
Regional Casino Premises Licence	£6,960	£13,050	£9,790	£13,050	£6,530	£5,660	£5,660	£13,050
Large Casino Premises Licence	£4,350	£8,700	£6,530	£8,700	£4,350	£1,870	£1,870	£8,700
Small Casino Premises Licence	£2,610	£6,960	£3,260	£4,350	£3,480	£1,570	£1,570	£6,960
Converted Casino Premises Licence			£1,960	£2,610	£1,740	£1,180	£1,180	
Bingo Premises Licence	£1,040	£3,050	£650	£870	£1,520	£1,040	£1,040	£3,050
Adult Gaming Centre Premises Licence	£1,040	£1,740	£650	£870	£870	£1,040	£1,040	£1,740
Betting Premises (Track) Licence	£830	£2,180	£650	£870	£1,090	£830	£830	£2,180
Family Entertainment Centre Premises Licence	£830	£1,740	£490	£650	£870	£830	£830	£1,740
Betting Premises (other) Licence	£1,040	£2,610	£390	£520	£1,310	£1,040	£1,040	£2,610

Appendix B – Gambling Fees

Gambling Act 2005 – Other Fees	
Application type	Fee
Annual Renewal Fee	£20.00
Change of Details (Circumstance) Fee	£42.00
Fee For Copy Of Licence	£21.00

Appendix C – Proposed General Fees

Licence Type	Column A Current Fee £	Column B Proposed Fee £
Animal Boarding – New Application	195	195
Animal Boarding – Renewal Application	£195	175
Dangerous Wild Animals – New Application (2yrs licence)	275 Plus Vet's Fee	275 plus vet's fee
Dangerous Wild Animals – Renewal Application (2yr licence)	£275 Plus Vet's Fee	250 plus vet's fee
Dog Breeding – New Application	195	195
Dog Breeding – Renewal Application	195	175
Motor Salvage Operator – New Application (3yr licence)	205	150
Motor Salvage Operator – Renewal Application (3yr Licence)	205	130
Performing Animal Registration (for life of animal, i.e. no renewal)	55	55
Pet Shop – New Application	195	195
Pet Shop – Renewal Application	195	175
Pleasure Boats	25	£100
Riding Establishment – New Application	195 Plus Vet's Fee	195 plus vet's fee
Riding Establishment – Renewal Application	195 Plus Vet's Fee	175 plus vet's fee
Sex Establishment - New Application	3000	3000
Sex Establishment -Renewal	1500	3000
Sex Establishment -Transfer	590	700
Street Trading Consent – New Application	300	300
Street Trading Consent – Renewal Application	300	280
Zoo – New Application	890 plus Zoo Inspector's Fee	890 plus vet's fee
Zoo – Renewal Application	890 plus Zoo Inspector's Fee	890 plus vet's fee
Change of Details on a Licence		40
Transfer of a Licence		40

Street Collection & House to House Collections – No Fee
Scrap Metal Dealers – No Fee

Appendix E - Community Impact Assessment

It is intended that you complete this form if you have identified a high negative impact to our communities and employees.

Sections 1 & 2 should be completed early in policy development and before any consultation/engagement activity takes place

Sections 3 & 4 should be completed before policy approval.

You will find the information from this assessment useful for the Equality Implications section of any report you are completing.

Section 1 – Overview

1. What is the title of the policy?

Annual Review of the Council's Licence fees for licences issued by the Licensing Service.

The current level of fees and other charges for Hackney Carriage and Private Hire Licences were implemented by the Licensing Authority on 1st August 2012.

The current level of fees for Premises Licences issued under the Gambling Act 2005 and for General Licences were implemented on 1st June 2010.

A Council, when setting fees, should have regard to the impact that any increase may have upon the livelihood of licence holders.

It is lawful for a local authority to recover the costs of administering, and in some cases, enforcing the licensing regime. The principal aim is to protect the public and to provide an efficient and effective service to licence holders and stakeholders

2. This policy affects

- Customers/service-users
- Partners
- Licence holders

3. What period does the policy cover?

The increase in licence fees will cover the next financial year and comes into effect on 1st May 2013.

4.

Name of person completing impact assessment and their post	Suzanne Fisher
Telephone	01952 383261
Date	12 th December 2012

DRAFT

Section 2 – Impact Assessment

a) Community Impact

1. Will the policy contribute to specific Priority Plan objective(s)?
Yes (go to Q2)
2. The policy contributes to the Priority Plan for Community, Protection and Cohesion.

Provide information and advice on new legislation/guidance to regulated trade and businesses.

3. Will this policy have a significant impact on any of the following groups of people? Please mark all boxes indicating whether an impact has occurred, this could be **positive** or **negative**. Mark **None** if there is no impact. Help boxes are available to assist.

People of different ages

[Helpbox - Age](#)

People with ill health or people with a disability

[Helpbox - Disability](#)

People of different gender

[Helpbox - Gender \(Sex\)](#)

People who are transgender

[Helpbox - Transgender](#)

Different racial groups

[Helpbox - Race](#)

People with different religion or beliefs

[Helpbox - Religion or Beliefs](#)

People of different sexual orientation

[Helpbox - Sexual Orientation](#)

Women who are pregnant or breast-feeding

[Helpbox -Pregnancy and Maternity](#)

People that are married or in a civil partnership

[Helpbox - Marriage or Civil Partnership](#)

People affected by deprivation

[Helpbox - people affected by deprivation](#)

	Impact (X)		
	Positive	Negative	None
People of different ages Helpbox - Age	X		
People with ill health or people with a disability Helpbox - Disability	X		
People of different gender Helpbox - Gender (Sex)	X		
People who are transgender Helpbox - Transgender			X
Different racial groups Helpbox - Race	X		
People with different religion or beliefs Helpbox - Religion or Beliefs			X
People of different sexual orientation Helpbox - Sexual Orientation			X
Women who are pregnant or breast-feeding Helpbox -Pregnancy and Maternity			X
People that are married or in a civil partnership Helpbox - Marriage or Civil Partnership			X
People affected by deprivation Helpbox - people affected by deprivation	X		

4. What is the expected impact?

People of Different Ages

Community

In many cases licence holders will pay the same or a reduced licence fee which could lead to a positive impact of a reduction in taxi fares for the community. We have no local data, however, national data, according to the Department for Transport Best Practice Guidance on Taxi and Private Hire Vehicle Licensing, says that low-income young women are one of the largest groups of users of taxis and private hire vehicles.

Licence Holders

The equality data collected by the Licensing Service shows that there is a variety of ages across the numbers of licence holders and any decrease in licence fee will therefore not impact on any particular age group.

People with Ill Health or People with a Disability

Community

In many cases licence holders will pay the same or a reduced licence fee which could lead to a decrease in taxi fares for disabled communities. Hackney Carriages and Private Hire Vehicles provide a door to door service for those disabled members of the community who are not able to use other forms of public transport. An overall decrease in fares resulting from a decrease in licence fee will have a positive impact on this characteristic.

People of Different Gender

In many cases licence holders will pay the same or a reduced licence, which could lead to a decrease in taxi fares for men and women. According to the Department for Transport Best Practice Guidance on Taxi and Private Hire Vehicle Licensing, low-income young women (amongst whom car ownership is low) are one of the largest groups of users of taxis and private hire vehicles.

Different Racial Groups

The equality data collected by the Licensing Service shows that there is a variety of ethnicities across the numbers of licence holders who will be paying a reduction in some licence fees. The policy could have a positive impact on this group of people if the proposed license fees see an increase in the numbers of drivers continuing with employment.

People affected by Deprivation

This policy will have a positive impact if taxi/private hire fares are reduced as a result of the decrease in licence fees. According to the Department for Transport Best Practice Guidance on Taxi and Private Hire Vehicle Licensing, low-income young women are one of the largest groups of users of taxis and private hire vehicles.

5. What engagement and consultation have you already carried out?

The Licensing Service has carried out a benchmarking exercise with other local authorities in Telford & Wrekin Council's family group. This information is attached

to a public report which will be considered by the Council's Licensing Committee on 26th March 2013.

At a meeting of the Taxi and Private Hire Forum held at Civic Offices on 10th October 2012, members of the Forum were informed of the review being carried out on the costs of administering Taxi and Private Hire Licences and that a report would be going to the Council's Licensing Committee in due course.

There will be the publication of a 28 day legal notice in the local press and on the Council's website advertising the proposed level of licence fees before any change in licence fees is implemented. Representations received resulting from the 28 day legal notice will be considered by Members of the Council's Licensing Committee before the fees are implemented.

You are at the end of Section 2 - have you completed all questions in this section?

Please ensure all questions are answered and then send your information to;
Equalityanddiversity@telford.gov.uk

The Equality and Diversity Team will help you address/respond to any issues in
Section 3 – Mitigating Actions

Section 3 – Mitigating Actions

1. For any significant **negative** impacts identified in Section 2 (Questions 3 & 4), what action have you taken or will you be taking to reduce/manage these impacts?
2. For any significant positive impacts you identified in Section 2 (Questions 3 & 4) what action have you taken or will you be taking to maximise the opportunity?

The Licensing Service will be informing licence holders of the level of fees implemented on 1st May 2013 and will be monitoring the numbers of new applications received.

3. How do any of the above actions contribute to aims of the General Equality Duty;
 - **eliminate unlawful discrimination, harassment and victimisation**
 - **advance equality of opportunity**
 - **foster good relations between different groups**

The actions taken following publication of a 28 legal notice will ensure that members of the community who might be affected by the level of fees will have the opportunity to have their say, have their concerns listened to and responded to. This will also contribute to fostering good relations between different groups. By setting a review date of licence fees before the end of the next financial year, this will be monitored and reviewed.

Section 4 – Review and Monitoring

1. From what date will this policy be implemented?

1st May 2013

2. When will the actual impacts of the policy be monitored and reviewed?

Date . December 2013

3. How will the actual impact of the policy be monitored and reviewed?

The increase in licensing fees was calculated at a cost recovery level from the financial year 2012/13. Licence fees will be further reviewed by the Council in December 2013 by the Public Protection Service Delivery Manager and the Council's Finance Officer in relation to the financial year 2013/14, the numbers of licences issued and the effects of the levels of fees implemented on 1st May 2013. The impact that these changes will have on the community will also be monitored by reviewing the numbers of licensed vehicles in the Borough.

Ensure that appropriate confirmation has been given by your line manager.

Line Manager/Head of Service Agreement

Community Impact Assessments will be published online and available on request. This will include the subject document, equality analysis, data sources and consultation evidence.

Please make sure that your Line Manager/Head of Service has been made aware of the content of the impact assessment and that they agree with it.

Arrange for your Line Manager/Head of Service to e-mail confirmation of agreement to; equalityanddiversity@telford.gov.uk

The Equality and Diversity team will create a summary for ease of access, please make sure that you forward any relevant documentation you have referred to with the e-mail.

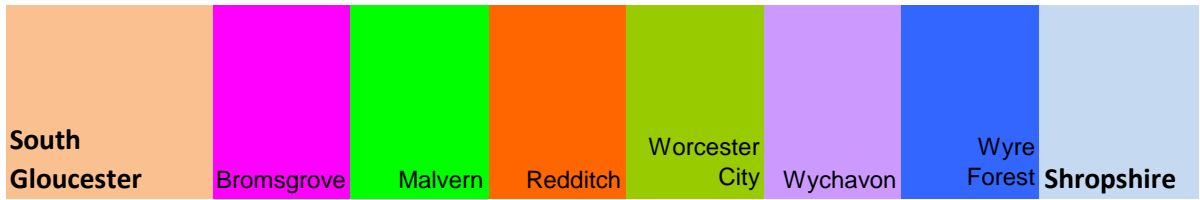
Thank you conducting this Community Impact Assessment, should you have any questions please contact 01952 382104 or e-mail equalityanddiversity@telford.gov.uk



	Telford & Wrekin C	Thurrock C	Bath & North East Somerset	East Staffs	Cannock	Derby
Licence Fee - New App	£170.00	£120.00	£116	122.4	£263.45	£151.00
Duration of Licence	1yr	1yr	12 months			
Licence Fee - New Application	£340.00					
Duration of Licence	3ys					
Licence Fee Renewal	£170.00					
CRB and Admin Fee if charged (if charged seperately to licence fee)		£100.00	£79.00 included in renewal fee	£95.70	£121.45	
SKT Fee (if charged seperately to licence fee)	£44.00				£27.50	£65.00
Badge Fee (if charged seperately to licence fee)	£0.00	£20.00	£15			
Any other Fee payable by the Applicant	£2.00	£20.00				
Driving Assessment	medical		medical		£98 medical	
					£90.00	

	Telford & Wrekin C	Thurrock C	Bath & North East Somerset	East Staffs	Cannock	Derby
--	--------------------	------------	----------------------------	-------------	---------	-------

Licence Fee - New Application	£170.00	£180.00	£116	£122.40	£263.45	£151.00
Duration of Licence	1yr	1yr	12 months			
Licence Fee - New Application	£340.00					
Duration of Licence	3ys					
Licence Fee Renewal	£170.00	£150.00		£95.70		
CRB and Admin Fee if charged (if charged seperately to licence fee)			£79.00 included in renewal fee		£121.45	
SKT Fee (if charged seperately to licence fee)	£44.00				£27.50	
Badge Fee (if charged seperately to licence fee)	£0.00	£20.00		£36.00		£65.00
Any other Fee payable by the Applicant	£2.00		£15			
Driving Assessment			medical		£98 medical	
					£90.00	



1yr	£159.20	£92.00	£100.00	£83.00	£263.00	£88.00	£281.00	£153.58
-----	---------	--------	---------	--------	---------	--------	---------	---------

3yrs	£382.08							120.67
£114.90 1yr		89				£66.00	£281.00	
£275.76 3yrs				£56.85	£126.00			

£42.00

£30.00

£51.50

14.5

£20.00

£11.00

£17.00

£11.00

£24.00

£5

£32.91

New Application**Telford & Wrekin C** **Thurrock C**

Licence Fee	Licence Fee - New Application	£195.00	£325.00
Duration of Licence	Licence Fee - Renewal	£195.00	£275.00
Transfer Fee	Duration of Licence 1yr		1yr
MOT/Compliance Test Fee (if charged seperately to licence fee)	Transfer Fee	£40.00	£40.00
Plate Fee (if charged seperately to licence fee)	MOT/Compliance Fee (if charged seperately to licence fee)	£47.00	
Any other Fee payable by the Applicant	Plate Fee (if charged seperately to licence fee)	£5.00	£25.00
	Any other Fee payable by the Applicant		

Bath & North East Somerset	Tamworth	East Staffs	Cannock	Derby	South Gloucester	Bromsgrove	Malvern
----------------------------	----------	-------------	---------	-------	------------------	------------	---------

£284	£284.22	£106.00	£304.05	£109.00	£306.80	£280.00	£278.00
------	---------	---------	---------	---------	---------	---------	---------

£256.00				£109.00			
12 months	1yr	1yr	1yr				
£284.00		£49.30	£15.00	£52.00	£152.15	£23.00	£35.00

Included in fee - new applications.			£59.20		£45.00		
Fee paid by applicants - renewals							
£50			£12.45	£25.00	£14.50	£11.50	£30.00

Knowledge Retest, Roofsign

Redditch	Worcester City	Wychavon	Wyre Forest	Shropshire
----------	----------------	----------	-------------	------------

£323.65	£399.00	£151.00	£396.00	£159.06
---------	---------	---------	---------	---------

£258.65	£340.00	£151.00	£396.00	
---------	---------	---------	---------	--

£47.00	£144.00	£61.00	£309.00	£28.00
--------	---------	--------	---------	--------

1yr

£18.70	£34.00	£18.00	£47.00	£27.42
--------	--------	--------	--------	--------

£32.91

	Telford & Wrekin C	Thurrock C	Bath & North East Somerset	Tamworth	East Staffs	Cannock
--	--------------------	------------	----------------------------	----------	-------------	---------

Licence Fee - New Application	£195.00	£350.00	£321.00	£284.22	£106.00	£315.20
Licence Fee - Renewal	£195.00	£300.00	£298.00			
Duration of Licence	1yr	1yr				
Transfer Fee	£40.00	£40.00	£284.00		£39.30	£15.00
MOT/Compliance Fee (if charged seperately to licence fee)	£60.00		Included in fee - new applications. Fee paid by applicants - renewals			£59.20
Plate Fee (if charged seperately to licence fee)	£5.00	£25.00	£50			£12.45
Any other Fee payable by the Applicant			Knowledge Retest, Roofsign			

Derby	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon	Wyre Forest	Shropshire
£117.00	£306.80	£307.00	£278.00	£323.65	£399.00	£151.00	£396.00	£142.61
£109.00				£258.65	£340.00	£151.00	£396.00	
1yr								1yr
£52.00	£152.15 £45.00	£23.00	£35.00	£47.00	£144.00	£61.00	£309.00	£28.00
£25.00	£14.50	£11.50	£30.00	£18.70	£34.00	£18.00	£47.00	£28

Telford & Wrekin C	Thurrock Council	Newcastle-u-Lyme	Bath & North East Somerset	East Staffs
--------------------	------------------	------------------	----------------------------	-------------

Licence Fee	£200 plus £43 per veh	£100 - 1 veh £300 - 2 to 5 veh £500 6-10 veh £800 11-20 veh £1000 21+ veh	£80.00	£131.00	£181
Duration of Licence	1yr	1yr	3yrs	5yrs	
Transfer Fee				£131.00	
Renewal				£100.00	£154.00

Cannock	Derby	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon
---------	-------	------------------	------------	---------	----------	----------------	----------

£150 1st veh plus £96 each subsequent veh	£33 per veh	£228 1-5 vehs £454.45 6-10 vehs £681.90 11+ vehs	£290.00	£450 + £40 per veh	£199 + £16.40 per veh	£245 + £50 per veh	£79
--	----------------	--	---------	-----------------------	-----------------------------	-----------------------	-----

			£290.00	£450 + £40 per veh	£164 + £16.40 per veh	£245 + £50 per veh	£79
--	--	--	---------	-----------------------	-----------------------------	-----------------------	-----

£441 £120.67

1yr

£441

	Telford & Wrekin Co	Thurrock Council	Bath & North East Somerset	Tamworth	East Staffs
--	---------------------	------------------	----------------------------	----------	-------------

Licence Fee - New Application	£3,000.00	£3,000.00	£3,995	£4,203.61	£3,023.70
Licence Fee - Renewal	£1,500.00	£2,000.00		£2,101.81	£1,813.80
Duration of Licence	12mths	12mths	12mths	1yr	1yr
Transfer Fee	£590.00	£100.00		£2,101.81	£756.20

Any other Fee payable by Applicant

Cannock	Lichfield	Derby	South Gloucester	Peterborough	Bromsgrove	Malvern	Redditch
£2,920.00	£3,000.00	£5,700.00	£7,700.00	£2,260.00	£974.00	£4,000.00	£950.00
£2,560.00		£4,380.00	£1,500.00	£2,260.00	£974.00	£2,000.00	£950.00
1yr	1yr	1yr					
£620.00			£630.00	1260	-	£2,000.00	-



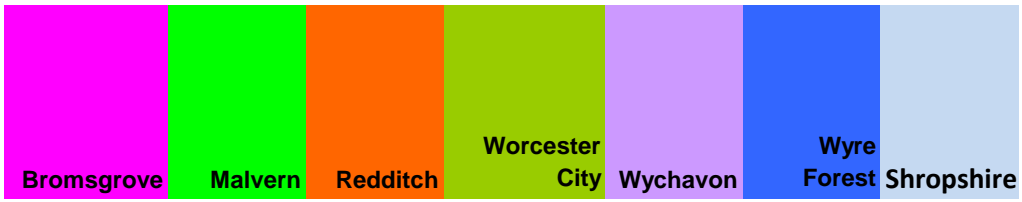
£3,798.00 £1,110.00 £4,299.00 £1,350.00

£1,813.00 £669.00 £1,650.00

- £669.00 £298.00

	Telford & Wrekin C	Thurrock C	Bath & North East Somerset	Tamworth	East Staffs	South Gloucester
--	--------------------	------------	----------------------------	----------	-------------	------------------

Licence Fee - New Application	£205.00	£70.00	£92.00	£90.92	£72.00	£111.90
Licence Fee - Renewal	£205.00	£45.00	£66.00			
Duration of Licence	3yrs	3yrs	1yr			
Transfer Fee						
Any other Fee payable by Applicant						
Certified Copy of Entry						



- £130.00 £84.00 £94.00 £86.00 £95.50 £89.00

- - - - £12.00 £4.00 + vat

	Telford & Wrekin C	Thurrock C	Cannock	Newcastle-u-Lyme	Lichfield	Tamworth
--	--------------------	------------	---------	------------------	-----------	----------

Licence Fee - New Application	£300.00	£1000 - £2600 or £100 per day	£4,800.00	£8,745.00	£3,393.00	£10,037.50
Licence Fee - Renewal	£300.00					
Duration of Licence	12mths	12mths				
Transfer Fee		£100.00				
Replacement Veh Plate		£10.00				

East Staffs	Bath & North East Somerset	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon
£2,976.00	£131.00	£1380 Static £687.60 mobile £7.60 per day	£1,418.00	None	£1,418.00		£633.00
						£3,320.00	
		1yr	£1,301.00	None	£1,301.00	£3,320.00	£228.00

Wyre
Forest **Shropshire**

£1,740.00 £2,025

£1,654.00 £1,755

	Telford & Wrekin C	Thurrock C	Bath & North East Somerset	Tamworth	Cannock	Derby
Licence Fee - New Application	£195.00	£150.00	£252.00	£161.85	£118.30	£110.00
Licence Fee - Renewal	£195.00	£150.00	£103.00			
Duration of Licence	1yr	1yr	1yr			
Transfer Fee						
Any other Fee payable by Applicant						

South Gloucester	Peterborough	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon	Wyre Forest
£222.25	£278	£225.00	£115.00	£86.00	£1,541.00	£260.00	£291.00
£170.00 1yr	£155.00 1yr	-	£115.00	£41.00	£220.00	£130.00	£192.00

Shropshire

£125

	Telford & Wrekin C	Thurrock C	Bath & North East Somerset	Tamworth	East Staffs	Cannock
				£117.70		

Licence Fee - New

Application £195.00 £150.00 £252.00 £171.80 £118.30

Licence Fee -

Renewal £195.00 £150.00 £103.00 £98.70

Duration of Licence 1yr 1yr 1yr

Transfer Fee

Any other Fee payable by Applicant

Derby	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon	Wyre Forest	Shropshire
82.7 (£2.95 per animal)								
£130 plus vet		£225.00	£115.00	£101.50	£688.00	-	£291.00	£125
		-	£115.00	£62.00	£244.00	-	£192.00	

	Telford & Wrekin Co	Thurrock C	Bath & North East Somerset	East Staffs	South Gloucester	Bromsgrove
Licence Fee - New Application	£890.00	£150.00	£561.00	£380.80	£2,500.00	£94.00
Licence Fee - Renewal	£890.00	£150.00				-
Duration of Licence	4yrs	4yrs	3yrs			
Transfer Fee						-
Copies of register entry & licences		£5.00				

Malvern	Redditch	Worcester City	Wychavon	Wyre Forest	Shropshire
---------	----------	----------------	----------	-------------	------------

-	-	£592.00	£374.00	£1,405.00	£350
-	-	£592.00	£187.00	£1,262.00	
-	-	-	£374.00	-	



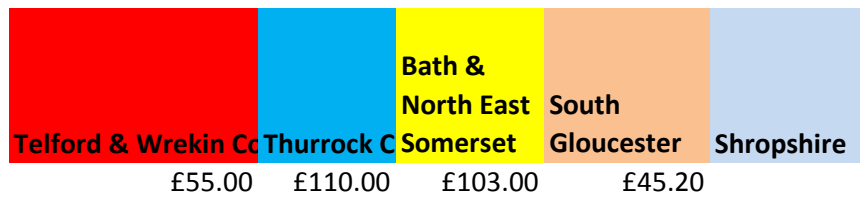
	Telford & Wrekin Co	Thurrock C	Bath & North East Somerset	Tamworth	East Staffs	Cannock
Licence Fee - New Application	£275.00	£150.00	£353.00	£263.26	£296.40	£118.30
Licence Fee - Renewal	£275.00	£150.00			217	
Duration of Licence	2yrs	1yr	2ys			
Transfer Fee						
Any other Fee payable by Applicant						

Derby	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon	Wyre Forest
£100.00	£123.85	£225.00	£260.00	£163.00	£288.00	£249.00	£291.00
	£67.75	-	£260.00	£163.00	£173.00	£249.00	£192.00
1yr							



£120.00

Licence Fee



	Telford & Wrekin	Thurrock Council	Bath & North East Somerset	Tamworth	Cannock	Derby
--	------------------	------------------	----------------------------	----------	---------	-------

Licence Fee - New Application

£195.00	£150.00	£284.00	£263.26	£150.00	£285.00
---------	---------	---------	---------	---------	---------

Licence Fee - Renewal

£195.00	£150.00	£284.00
---------	---------	---------

Duration of Licence Transfer Fee

1yr	1yr	1yr
-----	-----	-----

Any other Fee payable by Applicant

	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon	Wyre Forest
£89.10 1-6 horses							
£161 7-12 horses							
£222.25 12+horses		£225.00	£145.00	£156.00	£1,751.00	£223.00	£291.00
		-	£145.00	£156.00	£600.00	£130.00	£192.00



£120.00

	Telford & Wrekin Co	Thurrock Cou	Bath & North East Somerset	Tamworth	Cannock
Licence Fee - New Application	£195.00	£150.00		£117.70	
Licence Fee - Renewal	£195.00	£150.00			£118.30
Duration of Licence	1yr	1yr	1yr		
Transfer Fee				£103.00	
Any other Fee payable by Applicant					

Derby	South Gloucester	Bromsgrove	Malvern	Redditch	Worcester City	Wychavon	Wyre Forest
£95.00	£222.25	£225.00	£115.00	£103.60	£237.00	£260.00	£291.00
	£170.00	-	£115.00	£62.25	£118.00	£99.00	£192.00
1yr							

Shropshire

£125.00