

**REPORT FROM: PLANNING, BUILDING CONTROL & LICENSING SERVICES  
MANAGER**

**TO: EXECUTIVE**

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## **LICENCE FEES FOR VEHICLES, DRIVERS AND OPERATORS**

### **PURPOSE OF REPORT**

To consider the results of the consultation on proposed licence fees.

### **RECOMMENDATION**

- (1) That the fees as set out be submitted to Council to be set from 1<sup>st</sup> November 2016.
- (2) That private hire operators and drivers licences be issued for a lesser period if there are exceptional reasons for doing so.

### **REASON FOR RECOMMENDATION**

In order to comply with requirements of Sections 53 and 70 of the Local Government (Miscellaneous Provisions) Act 1976 and Sections 10 and 11 of the Deregulation Act 2015.

### **BACKGROUND**

1. At the last meeting of the Executive it was agreed that the fee structure as set out at Appendix 1 in the report be agreed and a consultation on the proposed fees structure be undertaken.
2. Consultation was carried out with private hire operators and vehicle proprietors and an advertisement was placed in the local newspapers with 12 August 2016 being the last day for any objections.

3. The fees agreed at the last meeting are set out below:

Licence Type	Existing Cost £		Proposed Cost
<b>Drivers</b>			
Drivers - PH/Combi	187.5		261.55
Drivers - Hackney Carriage	141		261.55
Drivers – Private Hire	141		261.55
Knowledge Test	47		29.90
Knowledge Test - resit/missed appointment	10		29.90
Admin charge for changing type of licence	na		14
<b>Vehicles</b>			
Private Hire			
4 mths	74.5		74.52
6 mths	113.5		99.75
12 mths	211		181.44
Hackney			
4 mths	87		89.28
6 mths	129.5		118.44
12 mths	237.5		211.93
<b>Operators</b> (Figures are averaged)	1 Yr	5 Yr	
1 Vehicle	282	1410	1,144.82
2 - 5 Vehicles	282	1410	1,430.49
6 - 10 Vehicles	352	1760	1,971.23
11 - 15 Vehicles	352	1760	2,552.78
16 + Vehicles	352	1760	3,226.15

4. No objection to the proposed fees has been received.

## ISSUES

5. An informal request was made that a direct debit scheme is considered when applying for a five year private hire operator's licence and a three year driver's licence.
6. The feasibility of administering needs to be considered as there are concerns about being able to properly administer such a scheme.
7. Should a direct debit scheme be offered and defaults made on payments we would need to identify that a payment had been missed and then chase payment. If no payment was then forthcoming it would be an extremely onerous task to administer as licences would have to

be suspended until such time as the amount outstanding was paid. This would then mean additional administration time in recovering the fees. If this increased overall operating costs, which it would do, there would be a need to increase fees overall.

8. Our IT systems at present do not cater for situations where fees are not paid up front. There would need to be investment in IT systems in order to be able to deal with payments that would be automatically paid to Pendle.
9. The Deregulation Act requires licenses to be given for 5 years for operators and three years for drivers. There is the ability to issue a licence for a lesser period but only in exceptional circumstances. Were a driver or operator not be able to pay a fee in full it could be viewed that this would be an exceptional circumstance and a license be issued for a year.
10. Exceptional circumstance would have to be proved and each application would be looked at on an individual basis. However this is a preferable approach to trying to administer a direct debit process that will result in additional resources needed to administer and which will not be likely to be able to be administered within existing resources available.

## CONCLUSION

10. A direct debit scheme is not manageable and the full licence fee must be paid up front for a licence to be issued. Any person who cannot pay the full licence fee and has given exceptional reasons as to why should have a one year licence issued.

## IMPLICATIONS

**Policy:** None arising directly from the report.

**Financial:** The changes to the fees does not have a financial benefit to the Council. There would be additional resources needed ~~to set~~ to set up and administer a direct debit scheme.

**Legal:** None arising directly from the report.

**Risk Management:** None arising directly from the report.

**Health and Safety:** None arising directly from the report.

**Sustainability:** None arising directly from the report.

**Community Safety:** None arising directly from the report.

**Equality and Diversity:** None arising directly from the report.