

EAST RENFREWSHIRE COUNCILCABINET4 March 2021Report by Chief Officer – Legal & ProcurementCHARGING FOR SERVICES 2021/22**PURPOSE OF REPORT**

1. The purpose of this report is to submit for approval the proposed licensing fees and charges for 2021/22.

**RECOMMENDATIONS**

2. It is recommended that the Cabinet:-
- (a) Alters charges for 2021/22 in accordance with the table in Appendix 1. Where an increase occurs, the increases are approximately 1.9% being the inflation rate advised by the Chief Accountant ;
  - (b) Reduces charges for Wheelchair Accessible Vehicles (WAVs) Licences for the purpose of encouraging the increased availability of these vehicles; and
  - (c) Removes the difference between business and employee rates for some licences.

**BACKGROUND**

3. The licensing section of legal services currently administers approximately 1,300 licences across various Civic Government and miscellaneous licensing categories. In terms of Civic Government legislation, the licensing service must recover all the costs of providing the service through the fees charged. This requirement ensures that council tax payers, through mainstream revenue budgets are not being asked to subsidise the service. However, total licensing income is not permitted to exceed the total cost of the service.

**REPORT**

4. Licensing is a regulatory function of the Council imposed on it by various statutory provisions. Some licences are optional but others are not so the Council is unable to choose whether or not to provide this service.

5. The main purpose of licensing is to protect the public by regulating certain activities and making sure that those activities are carried out by appropriate persons in accordance with the terms of their licence.

6. The licensing section recovered costs in full for 19/20 and is expected to recover its costs in full for the period 2020/21 but the impact of the Coronavirus pandemic may mean this is not achieved.

7. Overall, the service aims to balance all costs of licensing to maximise the utilisation of the staff, minimise costs and maximise service availability.

8. The Council presently has a policy of accepting only wheelchair accessible vehicles as new taxi and private hire vehicles. The policy is due for review and may require to be adjusted to remove private hire vehicles from this requirement due to numbers reaching adequate levels and the move towards ultra-low emission vehicles. A financial incentive is suggested to keep existing and encourage new wheelchair accessible vehicles in circulation should the policy be amended.

9. A review of the cost of some business licences has highlighted a discrepancy with neighbouring local authorities. Due to the small number of these licences, and a potential saving in administration, it is proposed to discontinue having two levels of fees.

### **FINANCE AND EFFICIENCY**

10. It is anticipated that the changes suggested will allow the Council to continue to recover the costs of licensing in full from licensing fees and charges. Legal Services will continue to update and seek efficiencies in licensing where appropriate.

### **IMPLICATIONS OF THE PROPOSALS**

11. There are no implications in terms of staffing, property, legal, IT, equalities and sustainability.

### **RECOMMENDATIONS**

12. It is recommended that the Cabinet:-

- (a) Alters charges for 2021/22 in accordance with the table in Appendix 1. Where an increase occurs, the increases are approximately 1.9% being the inflation rate advised by the Chief Accountant ;
- (b) Reduces charges for Wheelchair Accessible Vehicles (WAVs) Licences for the purpose of encouraging the increased availability of these vehicles; and
- (c) Removes the difference between business and employee rates for some licences.

### **REPORT AUTHOR**

Report by: Chief Officer (Legal and Procurement), Gerry Mahon, Tel: 0141 577 3801  
e-mail: [gerry.mahon@eastrenfrewshire.gov.uk](mailto:gerry.mahon@eastrenfrewshire.gov.uk)

Report author Principal Solicitor, Joe Abrami  
e-mail: [joe.abrami@eastrenfrewshire.gov.uk](mailto:joe.abrami@eastrenfrewshire.gov.uk)

Tel: 0141 577 3012

## APPENDIX 1

## Charging Classification and Policy for 2021/22

	Service	Current Charge 2020/21	Proposed Charge 2021/22	Proposal
<b>Licensing</b>				
1 (Cat 1)	Taxi Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£210 £400 £568	£214 £408 £579	Change inflation
2. (Cat 1)	Taxi Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£210 £400 £568	£100 £190 £280	Change to encourage WAVs
3. (Cat 4)	Taxi Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£ 94 £179 £254	£ 96 £182 £259	Change inflation
4. (Cat 1)	Private Hire Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£210 £400 £568	£214 £408 £579	Change inflation
5. (Cat 1)	Private Hire Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£210 £400 £568	£100 £190 £280	Change to encourage WAVs
6. (Cat 4)	Private Hire Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£ 94 £179 £254	£ 96 £182 £259	change inflation
7 (Cat 3)	Street Trader's Licence (business/multiple owner) 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£N/A £N/A £N/A	Remove this category
8. (Cat 4)	Street Trader (employee)	£ 94 £179 £254	£ 96 £182 £259	Change inflation Change name
9. (Cat 3)	Window Cleaner's Licence (business/multiple owner/trader) 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£N/A £N/A £N/A	Remove this category
10.	Window Cleaner (employee or single trader)	£ 94	£ 96	Change Inflation

(Cat 4)		£179 £254	£182 £259	Inflation only

	Service	Current Charge 2018/19	Proposed Charge 2019/20	Proposal
11. (Cat 2)	Public Entertainment Licence 1 yr/(Temp not an event) 2 yrs 3 yrs Temp for event up to 2000 attendees at one time Up to 5000 attendees at one time Over 5000 attendees at one time  Approved community group (on application)	£274 £520 £739  £350 £500 £700  £0	£279 £530 £753  £357 £509 £713  £0	Change inflation only
12. (Cat 3)	Market Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£182 £347 £493	Change inflation
14. (Cat 3)	Late Hours Catering Licence 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£182 £347 £493	Change inflation
15. (Cat 3)	Second Hand Dealer's Licence 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£182 £347 £493	Change inflation
16. (Cat 2)	Indoor Sports Entertainment Licence 1 y /(Temp) 2 yrs 3 yrs	£274 £520 £739	£279 £530 £753	Change inflation
17. (Cat 3)	Skin Piercing 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£182 £347 £493	Change inflation
18.	Theatre Licence (1 year)	£153	£156	change Inflation only
19.	Vehicle Inspection Fee (Admin) (Annual)	£ 29	£ 30	change Inflation only
20.	Vehicle Partial Retest Fee (Admin)	£ 13	£ 13.50	change

				Inflation only
21.	ID Badge Replacement	£ 13	£ 13.50	Inflation only change
22.	Vehicle Substitution Fee	£ 57	£ 58	Change inflation
23.	Licence Variation Fee	£ 57	£ 58	change inflation
24.	Front Vehicle Licence Plate Inserts	£ 8.50	£ 8.50	No change
25.	Rear Vehicle Licence Plate Inserts	£ 9.50	£ 9.50	No change
26.	Number Plate Bracket Kit	£ 9.50	£ 9.50	No change
27.	Number Plate Bracket Rigid Bridge Kit	£ 4.50	£ 4.50	No change
28.	Number Plate Platform Kit Flat	£ 6.50	£ 6.50	No change
29.	Platform Flexiplate Kit Size 2	£ 8.50	£ 8.50	No change
30.	Platform Flexiplate Kit Size 4	£ 9.50	£ 9.50	No change
31.	Strapping Accessory Kit	£ 6.50	£ 6.50	No change
32.	Quick Release Button & Key Set	£ 2	£ 2	No change
33.	No Smoking Sticker	£ 3	£ 3	No change
	<b>Service</b>	<b>Current Charge 2020/21</b>	<b>Proposed Charge 2021/22</b>	<b>Proposal</b>
34.	Tariff Sheet	£ 4	£ 4.50	change inflation
35.	Taxi Driver Test	£ 50	£ 51	change inflation
36. (Cat 2)	Taxi/Private Hire Booking Offices 1 yr /(Temp) 2 yrs 3 yrs	£274 £520 £739	£279 £530 £753	Change inflation
37. (cat 4)	Knife Dealer's Licence 1 yr /(Temp) 2 yrs 3 yrs	£94 £179 £254	£96 £182 £259	Change inflation
38. (cat 3)	Metal Dealer 1 yr/(Temp) 2 yrs 3 yrs	£179 £341 £484	£182 £347 £493	Change inflation
39.	Notification of changes and alterations Civic Government Licences	£ 20	£ 20	Change inflation
40.	Same day service surcharge (where applicable)	£45	£ 46	Change inflation
41.				

#### Basis of Charging- Cost Recovery

Charges under £20 rounded to next 50p over £20 rounded to nearest pound.

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