

Private Hire Operator (2-10 vehicles) – Fee Calculations

<u>Function</u>	<u>Cost</u>
<p><u>Process Application</u></p> <p>Includes staff salaries and support costs (i.e. other council departments such as IT, Council Information Centre, accountancy etc.). It should be noted that ‘staff salaries are not what individuals are paid but what it cost the Borough Council to employ that person.</p> <p>The process of the application has been mapped using an average time it takes to process the application to printing the licence.</p>	£32.00
<p><u>On-Going Administration</u></p> <p>Includes a contribution to the time spent by staff on maintaining and updating the Conditions & Procedures booklet, conducting research into taxi legislation, time spent calculating fees, dealing with complaints and reports to Licensing & Appeals Board. Also includes updating records of change of driver etc.)</p>	£47.00
<p><u>Training & Meetings</u></p> <p>A contribution to the time spent by staff attending taxi related training and meetings.</p>	£2.00
<p><u>Compliance</u></p> <p>A contribution to the time spent by staff on routine inspection of operator records.</p>	£35.00
<p><u>Enquiries</u></p> <p>A contribution to the time spent by staff dealing with routine enquires</p>	£7.00
Total for New 1 year Private Hire Operator (2-10 Vehicles):	£123.00
Total for New 5 year Private Hire Operator (2-10 Vehicles):	£265.00
<p><u>Renewal</u></p> <p>The renewal fee is the ‘grant’ fee with an adjustment for the process, as some of the details remain the same. 5-year licence includes additional costs for on-going administration and compliance inspections.</p>	
Total for Renewal of 1 year Private Hire Operator (2-10 Vehicles):	£113.00
Total for Renewal of 5 year Private Hire Operator (2-10 Vehicles):	£260.00