

## Hackney Carriage Saloon – 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. It does not include the plate which is paid for separately.</p>	£42.00
<p><u>On-Going Administration</u></p> <p>Includes a contribution to the time spent by staff on maintaining and updating the Conditions &amp; Procedures booklet, conducting research into taxi legislation, time spent calculating fees, dealing with complaints and reports to Licensing &amp; Appeals Board. Also includes the processing of accident notification forms and sending reminder letters for insurance documents and 6-monthly compliance test.</p>	£44.00
<p><u>Training &amp; Meetings</u></p> <p>A contribution to the time spent by staff attending taxi related training and meetings.</p>	£2.00
<p><u>Hackney Carriage Ranks</u></p> <p>Includes a contribution to the time spent by staff on the administration and inspection of hackney carriage ranks.</p>	£6.00
<p><u>Compliance</u></p> <p>A contribution to the time spent by staff on routine inspection of vehicles.</p>	£16.00
<p><u>Enquiries</u></p> <p>A contribution to the time spent by staff dealing with routine enquires</p>	£10.00
<p><u>Hackney Carriage Fares</u></p> <p>A contribution to the time spent by staff researching, setting, consulting and publishing hackney carriage fares.</p>	£4.00
<b>Total for New Hackney Carriage:</b>	<b>£124.00</b>
<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.</p>	
<b>Total for Renewal of a Hackney Carriage:</b>	<b>£109.00</b>