

Combined Driver – Fee Calculation

<u>Function</u>	Cost
<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>Also includes a contribution to the cost of time spent by staff making follow up enquiries in connection with driver applications.</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>	£65.00
<p><u>On-Going Administration</u></p> <p>The only on-going costs added to a three-year licence is for issuing reminders for when medicals and DBS are required, including on-line DBS checks and DVLA enquiries.</p>	£51.00
<p><u>Training & Meetings</u></p> <p>A contribution to the time spent by staff attending taxi related training and meetings.</p>	£0.00
<p><u>Hearings Before Panel of Licensing & Appeals Board</u></p> <p>A contribution of the cost of putting a new applicant before a Panel of the Licensing & Appeals Board. Time spent by staff writing report and attending the hearing.</p>	£9.00
<p><u>Compliance</u></p> <p>No costs have been added to an application for a driver’s licence for time spent on compliance or for dealing with complaints.</p>	£0.00
<p><u>Enquiries</u></p> <p>No costs have been added to the application fee for time spent by staff dealing with routine enquires</p>	£0.00
Total for new 3-year Driver’s Licence:	£125.00
Total new 1-year Driver’s Licence:	£74.00
<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.</p>	
Total for renewal of 3-year Driver’s Licence:	£118.00
Total for renewal of 1-year Driver’s Licence:	£67.00