



Licensing Committee agenda

Date: Tuesday 23 March 2021

Time: 6.30 pm

Venue: via video conference

Membership:

C Jackson (Chairman), S Renshell (Vice-Chairman), D Barnes, M Hussain JP, S Lambert, J Lowen-Cooper, N Marshall, I McEnnis, S Morgan, G Powell, J Read, J Rush, N Southworth, B Stanier Bt and H Wallace

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Agenda Item	Page No
1 Apologies for absence	
2 Declarations of interest	
3 Minutes of the previous meeting	3 - 6
To approve as a correct record the Minutes of the meeting held on 3 February 2021.	

Part A - Statutory Functions

None.

Part B - Other Licensing Functions

- | | | |
|----------|--|----------------|
| 4 | Taxi and Private Hire Licensing Fees and Charges | 7 - 12 |
| | Appendix 1 - Existing legacy district council taxi licensing fees and charges | 13 - 18 |
| | Appendix 2 - Proposed hackney carriage and private hire licence fees | 19 - 20 |
| 5 | Verbal update on a change to the implementation date of the Taxi and Private Hire Licensing Policy
Lindsey Vallis (Transition Head of Licensing, Cemeteries & Crematoria Services) to provide a verbal update. | |
| 6 | Provisional date of next meeting
Provisional date of next meeting is 30 June 2021 at 6.30pm | |

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Agenda Item 3
Buckinghamshire Council
Licensing Committee

Minutes

**MINUTES OF THE MEETING OF THE LICENSING COMMITTEE HELD ON WEDNESDAY 3 FEBRUARY 2021
IN VIA VIDEO CONFERENCE, COMMENCING AT 6.30 PM AND CONCLUDING AT 7.19 PM**

MEMBERS PRESENT

C Jackson (Chairman), S Renshell (Vice-Chairman), D Barnes, M Hussain JP, J Lowen-Cooper, N Marshall, I McEnnis, S Morgan, G Powell, J Read, J Rush, N Southworth, B Stanier Bt and H Wallace

Agenda Item

1 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 2 November 2020 were agreed as an accurate record.

4 IMPLEMENTATION OF THE DEPARTMENT FOR TRANSPORT'S STATUTORY TAXI & PRIVATE HIRE VEHICLE STANDARDS

The Committee received a report which set out the actions taken by the Council's Licensing Service in response to the Department for Transport's Statutory Taxi & Private Hire Vehicle Standards.

In accordance with the Policing and Crime Act 2017, the Department for Transport published new standards for taxi and private hire vehicles in July 2020 with the aim of safeguarding children and vulnerable adults from abuse and exploitation. Councils must have regard to these new standards and it was expected that they were to be adopted unless there was compelling local reason not to.

The publication of the new standards coincides with the preparation of the new Buckinghamshire Council Taxi and Private Hire Licensing Policy. The majority of the recommended standards had been included in the draft copy of the Policy which had been subject to recent consultation. A separate report was due to be presented to the Licensing Committee with results of the Policy consultation.

This report had been prepared in respect of the Secretary of State's expectation that licensing authorities publish their response to the standards, with details of the policies and plans to deliver the recommended measures. A summary of each recommended standard was provided

in the report, together with an indication whether the standard would be adopted and how the Licensing Service plans to ensure the standard would be met. The content of the report was without prejudice to the final decision in respect of the new Policy and it was acknowledged that measures might need to be revised should alternative policy decisions be made.

Members were invited to ask questions of officers. In response to a query regarding how the informed consent of the booker of a PSV vehicle was recorded, officers advised that the operating conditions set out comprehensive requirements in terms of operator record keeping. Officers agreed to double check the wording of the requirement in the operating conditions.

Following a concern raised regarding the proposal, as set out 2.42 of the report, to slightly reduce the test pass mark of the English language assessment currently used by Aylesbury Vale, the Committee were assured that the safeguarding objectives would still be achieved with the slight reduction in the pass mark. It was noted that it was anticipated that with the additional training and slight reduction in test pass mark that the pass rate of existing drivers would be 75%. Officers advised that if the Policy was adopted, a further report would be presented to the Committee at a later date with more detailed information on the pass mark level. In response to a question regarding what the procedure would be for those drivers who were unsuccessful in passing their English Language test, officers explained that those drivers would be directed to additional sources of support to help improve their English language skills. They would also have the opportunity to take further tests for which an additional cost would be incurred.

In response to a question regarding how the identity of a driver undertaking an English language assessment via the use of an automated telephone system would be confirmed, officers advised that there would be visual confirmation of the driver to ensure their identity.

With regards to basic DBS disclosures, the Committee were advised that the Policy requires operators to require basic DBS disclosures from any new member of staff and confirm that they comply with their own Policy for Employing Ex-Offenders. Furthermore, operators were required to ensure that staff produce a new basic disclosure from the DBS on an annual basis.

It was confirmed that a report on the proposed new fee levels would be presented to the Licensing Committee following the approval of the Buckinghamshire Council Taxi and Private Hire Licensing Policy.

Resolved that the report be noted.

Councillor Dominic Barnes joined the meeting at 6.56pm

5 BUCKINGHAMSHIRE COUNCIL TAXI AND PRIVATE HIRE LICENSING POLICY - REVIEW OF CONSULTATION RESPONSES AND PROPOSED POLICY CHANGES

The Committee received a report on the final draft Buckinghamshire Council Taxi and Private Hire Licensing Policy.

Officers from the Licensing Service have drafted a new policy in collaboration with the Council's policy team. The new policy, as set out in appendix 1, had been benchmarked against existing policies and the new Statutory Taxi and Private Hire Vehicle Standards which were published in July 2020 (see appendix 2). Measures proposed in the new policy would impact on the existing licensed trade to varying degrees depending on the legacy area within which they currently operate and on their own current operational arrangements (e.g. current age and specification of vehicles), with some potentially more significantly affected than others. New entrants to the trade would also be impacted as a result of higher standards required of vehicles, drivers and

operators. The policy also considers the application of “grand-father” rights in respect of the existing trade.

Pre-engagement consultation with stakeholders had been carried out including an online survey, which ran from the 7th – 27th September, and the associated communications plan which included targeted communication with the taxi trade. Licensing Committee member workshops were held on 15th and 16th September and the responsible Cabinet Member and the Chair of the Licensing Committee have also been fully engaged throughout the process. A progress update paper was presented at the Environment & Localism Select Committee on the 24th September. Feedback received throughout the pre-engagement period was incorporated into the draft policy which was presented to the Licensing (Regulatory) Committee on the 2nd November who tasked officers with carrying out a full public consultation on the Policy as drafted.

A public consultation on the Policy was undertaken between 10th November 2020 and 4th January 2021. The consultation period was extended for a further 2 weeks from the initial proposed end date of the 21st December by agreement with the Cabinet Member for Regulatory Services and the Chair of the Licensing Committee following requests from the taxi trade and the Licensed Private Hire Car Association. During the consultation period officers carried out meetings with the taxi trade, as well as providing an Executive Summary of the Policy, a summary of key policy areas and providing a video Q&A session which were made available on the website and sent directly to the taxi trade via email and SMS where correct contact information was held. A copy of the full consultation executive summary and survey report was attached as appendix 3, a copy of a response from the Licensed Private Hire Car association (LPHCA) was attached as appendix 4 and a copy of the pre-engagement summary public survey results was attached as appendix 5. The Consultation raised a number of minor Policy wording amendments which have been considered and changes made where required. Details of all wording changes made to the Policy following the consultation were attached as appendix 6 to this report.

A key policy issue concerns hackney carriages and the proposal that the five current geographical hackney zones, with their own byelaws, vehicle specifications and wheelchair accessibility, ranks, limitation policy (in respect of Aylesbury Town), licence fee and fares should be removed and replaced with one single new hackney zone across the Buckinghamshire Council area.

The Policy if approved aims to deliver benefits in terms of improving public safety as well as ease of operation for the taxi trade. Officers have sought to balance the impacts of the proposed changes on those who might be negatively impacted, alongside the wider improvements to public safety and the benefits to service users and the taxi trade that aligning licensing service provision would bring.

Members were invited to ask questions of officers. In response to a query regarding whether the Council had to still use European legislative provision, the Committee were advised that until there was a replacement UK legislative provision, the Council would need to continue to use the EU provision as it remains in force. Where possible new UK legislation and provision had been stated in the Policy, but where this had not been finalised the European requirement had been referenced instead.

In response to a question regarding the requirement to carry out 6 month DBS checks on drivers, officers advised that this was a requirement as set out in the Department for Transport’s Statutory Taxi and Private Hire Vehicle Standards. It was confirmed that all licensing authorities

were required to implement the statutory standards unless there was a compelling local reason not to.

Following a query regarding wheelchair accessible vehicles (WAVs) availability across Buckinghamshire, the Committee were advised that the proposal for the removal of existing hackney carriage zones would enable hackney carriage vehicles to operate across the whole of the Buckinghamshire Council area. This open market approach should increase the availability of WAVs, balancing up to some extent the differences in legacy Council area WAV availability for users and maintaining a mixed fleet. This requirement should be reviewed again by the Licensing (Regulatory) Committee following implementation of the new Policy and a suitable 'settling down period', when market forces should have determined longer term supply issues. It was also noted that the policy as drafted proposes that all new additional licensed hackney carriage vehicles must be wheelchair accessible vehicles.

It was noted that the Policy was proposing to put operators as well as drivers through safeguarding training as operators also play a key role in identifying and reporting safeguarding concerns at the point of booking.

Following a request for information on COVID-19 infection and mortality rates of drivers, officers agreed they would look into this and would provide this information, via email, to Members of the Committee if it was available. The Committee were advised that the Council had carried out a lot of work to get Covid information and messages out to operators and drivers. The Council regularly sends out guidance from Public Health England and from local public health colleagues by email and SMS to operators and drivers. The Council had also produced bespoke messages through the creation of posters along with providing advice on cleaning, precautionary measures and the legal requirements that the taxi trade need to comply with. The Council was also at the early stages of contacting operators to ascertain whether there would be any interest in introducing lateral flow testing for drivers.

It was proposed by Cllr Rush, seconded by Cllr Renshell and **resolved** that

1. the content of the report be noted;
2. the final draft of the Buckinghamshire Council Taxi and Private Hire Licensing Policy be agreed and that it be recommended for approval and adoption by Full Council with an implementation date of the 1st August 2021;
3. it be recommended that the Council remove the existing licensing zones for taxi and private hire vehicles and authorise officers to undertake the necessary associated administrative and legal work for this; and
4. if adopted, the approval of minor amendments of the Policy by the Head of Service for Licensing in agreement with the Chair of the Licensing (Regulatory) Committee and Cabinet Member for Regulatory Services be authorised.

6 DATE OF NEXT MEETING

The date of the next meeting is Tuesday 23 March 2021 at 6.30pm.



Report to Licensing (Regulatory) Committee

Date: 23 March 2021

Title: Taxi and Private Hire Licensing Fees and Charges

Author: Caroline Steven, Licensing Team Leader (Wycombe and Chiltern and South Bucks areas)

Recommendations:

That the proposed fees and charges set out at Appendix 2 are agreed for consultation purposes and statutory advertising requirements.

1. Background

- 1.1 Taxi licensing fees are currently being charged separately in the legacy district council areas, with different licence fees, charges and fee structures being applied. A table of the existing fees charged in the legacy district council areas is provided at Appendix 1. Further to the approval of the new Taxi and Private Hire Licensing Policy at the Council meeting on the 24th February 2021, it is now necessary to align all fees and charges relating to taxi licensing to enable full implementation of the policy and consistency across the Council area. New fees would come into effect from the implementation date of the Policy, currently scheduled to be the 6th September 2021.
- 1.2 Taxi fees are required by law to be cost neutral and the relevant legislation and case law set out the elements of the licensing process which can be included in the calculation of fees.
- 1.3 The relevant legal provisions are set out in the Local Government (Miscellaneous Provisions) Act 1976 ('the Act') and specifically section 53 with respect to driver licences and section 70 in relation to vehicle and operator licences, both of which permit the recovery of a reasonable fee for the grant of a licence.
- 1.4 Despite an apparent disparity between sections 53 and 70 of the Act regarding whether the power to set fees is an executive or non-executive function, Regulation 2(6) of the Local Authority (Functions and Responsibilities) (England) Regulations 2000 requires that *"where a charge is made for any such approval, consent, licence, permit or registration, the amount of the charge, is not to be the responsibility of an*

executive of the authority". As a result, fee setting for taxi licensing is a non-executive function.

- 1.5 This report seeks the approval of proposed fee levels for the purposes of consultation and statutory advertising requirements. If approved, a further report will be brought before this Committee with a recommendation to implement the final proposed new fees and charges, subject to any amendments following consultation.

2. Main content of report

- 2.1 Section 53 of the Act specifies that the costs related to issue and administration of licences can be recovered in driver's licence fees. In respect of vehicle and operator licences, section 70 specifies that the reasonable cost of inspecting vehicles, the reasonable cost of providing hackney carriage stands and any reasonable administrative costs in connection with the foregoing and with the control and supervision of hackney carriages and private hire vehicles can be included in the fees.
- 2.2 Until recently, the costs of enforcement could not be included in the calculation of fees for driver licences. The judgment in the Court of Appeal case of *R (app Rehman) v Wakefield City Council [2020] R.T.R. 11 (2019)*, however, determined that "administration" can include the cost of enforcement or compliance against licensed drivers. The same principles also apply to the enforcement of vehicles and operators.
- 2.3 Licence fees cannot, however, be used for enforcement activities against unlicensed operators and it is therefore necessary for the cost of enforcement of unlicensed drivers, vehicles and operators to be met out of general funds. This work forms a very small part of the overall work of the taxi licensing service with the vast majority of activity directed at the licensed trade.
- 2.4 The Council cannot make a profit from licence fees and any surplus or deficit must be carried forward and form part of any subsequent review of fees. The legacy council budget position for taxi licensing differs considerably by council area with Aylesbury Vale area carrying a small budget surplus of £100K in 2020/21 and Chiltern, South Bucks and Wycombe carrying a historical combined budget deficit of £186k over the 2018/19 and 2019/20 period. The Aylesbury Vale area reserve fund is routinely used at financial year end to offset staffing costs within the service and to fund service improvements including IT and digital development which represents an appropriate and legitimate approach and is in accordance with the associated requirements in the Act. Current budget projections indicate that any Aylesbury Vale surplus will be fully utilised within the service by the 6th September 2021 when the new Taxi and Private Hire Licensing Policy is implemented. Should this not be the

case then it will be included in the rolling review of fees and charges within the service going forward.

- 2.5 The Council has the option to seek to recover the deficit in the taxi licensing budgets within the Chiltern, South Bucks and Wycombe areas by including this in the new fees and charges proposed. Given that the deficit budget position pre-dates the formation of Buckinghamshire Council, and that the licensed trade will see some increases in fees and charges associated with the implementation of the new statutory standards and Policy changes, it is not proposed that this option is pursued. However it is clearly necessary that the service moves to a cost neutral budget position where the cost recovery process adequately funds the service that must be provided.
- 2.6 The general methodology behind this review of fees has been determined by the Act and the document 'Open for business: Local Government Association (LGA) guidance on locally set licence fees'. This guidance has been used as a starting point only because it does not take into account the specific statutory restrictions applicable to taxi and private hire fees and therefore not all the costs listed as recoverable in the guidance have been included in the fees. It was last revised in June 2017 and so also does not take into account the decision in the recent Wakefield case in relation to enforcement costs.
- 2.7 The LGA guidance acknowledges that the EU Services Directive, applicable to most forms of licensing, does not apply in the case of taxi and private hire licensing but the principles, however remain helpful. The core principles are that fees should be non-discriminatory; justified; proportionate; clear; objective; made public in advance; transparent; and accessible.
- 2.8 The LGA guidance draws attention to two important judicial decisions in relation to fees. The first is *R (Cummings) v Cardiff [2014]* which rules that the charges within a licensing regime for different categories of licence should be accounted entirely separately and should not subsidise each other.
- 2.9 The second is *Hemming v Westminster*. Strictly speaking this does not apply to taxi and private hire licensing as this case proceeded under the auspices of the EU Services Directive from which transport services are specifically excluded. The principle ruling was that application fees relate solely to the costs of authorisation i.e. reviewing the application and granting or refusing it. Successful applicants should subsequently be charged an additional fee relating to the costs of on-going maintenance and enforcement. Whilst this is not necessarily applicable to taxi and private hire licensing it would be prudent to bear in mind the principle and might inform the Council's refund policy in respect to unsuccessful applications.
- 2.10 The LGA guidance acknowledges that Councils are free to design their licensing service in a manner that best serves the needs of their community and recover the

costs accordingly. It provides a number of elements that Councils may wish to consider. These include administration, visits, third party costs, liaison with interested parties, management costs, local democracy costs, staffing on-costs, development, determination and production of licensing policies, web material, advice and guidance, setting and reviewing fees, monitoring and inspection visits and maintaining statutory registers.

- 2.11 The legislation does not require the Council to make a precise calculation so as to arrive at an income which exactly meets the cost of the administration of the various licences. Councils are required, however, to take a reasonable and proportionate approach and should aim to set a fee level that is sufficient to cover the cost but not make a surplus. On that basis it is proposed that a full service review of fees is carried out on a rolling three year basis, thus affording the opportunity to reconcile any surplus or deficit accrued. In addition to this, the fees will be reviewed annually in relation to any increase in RPI and where appropriate an increase will be applied to the fee to recover related increased costs to the Council. The Government are currently reviewing RPI and may replace it with another inflationary measure. If this is the case an annual increase in relation to any new measure prescribed, where appropriate, will be applied to the fee to recover related increased costs to the Council.
- 2.12 A comprehensive review of the cost of delivering taxi licensing services has been carried out and new fees are proposed that reflect both the full staffing costs of running the service as well as the support service costs. As required this review has factored in recoverable costs incurred by the Council such as Democratic Services and Committees, corporate governance, office accommodation, IT provision, administration, supplies and services etc. It does not include Freedom of Information requests, Data Protection Act requests or activity related to unlicensed drivers, operators or vehicles. A fee schedule of the new proposed fees and charges is provided at Appendix 2.
- 2.13 The cost of implementing the provisions of the Statutory Taxi and Private Hire Vehicle Standards, which were published in July 2020 and which have been included within the new policy, have also been taken into consideration. The Standards impose various significant new requirements on both the trade and the Council and as a result their implementation will inevitably affect fee levels.
- 2.14 A full report setting out the requirements of the new Statutory Standards and their impact was presented to this committee on the 3rd February 2021.
- 2.15 Where the fee pays for a service provided to the Council by a supplier, such as DVLA checks, or a physical item such as a plate or bracket for a vehicle, this has been factored into the fee. DBS fees are set partly by the DBS and partly by our supplier and vary to a small extent annually. The DBS fee is therefore detailed separately and

will be increased annually to reflect supplier cost increases. This will not require a formal approval process. The cost of physical supplies also varies dependent on supplier costs and will be increased annually to reflect supplier cost increases. This will not require a formal approval process.

- 2.16 Fees which are paid directly to an external supplier for services required as part of the application or licensing process, such as medical examinations and testing for driving standards and English language, have not been included.
- 2.17 Currently licensed vehicle inspection arrangements differ within the legacy council areas. As such separate fees have been calculated for the cost of carrying out vehicle inspections. Work is currently being carried out with the aim of aligning testing processes for all licensed vehicles for the future.

3. Next steps and review

- 3.1 If approved, the proposed fees will be subject to a full consultation process with the licensed trade and other relevant parties. Section 70 of the Act sets out statutory advertising requirements in relation to vehicle and operator licences which require that an advert must be published within a local newspaper and at least 28 days provided for comments to be made. It is proposed that this consultation period will begin after the May elections have taken place and the purdah period has ended.
- 3.2 Following the statutory consultation process, a further report will be presented to this committee at the next meeting on 30th June 2021, setting out the results of the consultation and any amendments made to the proposed fees as a result.
- 3.3 If approved, the final proposed fees will take effect across the whole Council area from the current scheduled date of the implementation of the new taxi policy, 6th September 2021.

4. Other options considered

None. Taxi licensing is required by law to be cost neutral and so a reasonable fee must be charged to cover the cost of the service.

5. Legal and financial implications

Sections 53 and 70 of the Act allow for the recovery of a reasonable fee for the grant of a driver, operator and vehicle licence. The fees must be set at a level which ensures that the Council does not make a profit and any deficit or surplus should be taken into consideration in subsequent fee reviews, to be recovered or refunded over a rolling three year cycle.

6. Corporate implications

- 6.1 Protecting the vulnerable – The licensed trade provide an important service in transporting members of the public, some of which are vulnerable due to their age or for other reasons. Taxi fees should be set at a level which ensures that all necessary checks and testing can be carried out to ensure that new applicants are “fit and proper” to hold a licence and for compliance checks and appropriate enforcement measures to be undertaken with existing licence holders where required.
- 6.2 Property – N/A
- 6.3 HR – N/A
- 6.4 Climate change – N/A
- 6.5 Sustainability – N/A
- 6.6 Equality – a full equalities impact assessment has been carried out
- 6.7 Data – N/A
- 6.8 Value for money – while the paramount consideration is passenger safety, the Licensing Service will ensure that the costs involved in delivering the service is kept to a minimum.

Key documents:

DfT Taxi and Private Hire Vehicle Licensing: best practice 2010

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/212554/taxi-private-hire-licensing-guide.pdf

“Open for Business”, LGA Guidance on locally set fees:

<https://www.local.gov.uk/open-business-lga-guidance-locally-set-licence-fees>

Appendix 1 Existing legacy district council taxi licensing fees and charges:

Service	Aylesbury Vale	Chiltern & South Bucks	Wycombe
Taxi Vehicle Licence (fee set by Zone)			
12 months (under 6 years old)	N/A	N/A	£266.00
6 months (6 years old and over)	N/A	N/A	£154.00
Temporary Licence	N/A	N/A	£105.00
Private Hire Vehicle Licence (fee set by Zone)			
12 months (under 6 years old) without door stickers	N/A	N/A	£250.00
12 months (under 6 years old) with door stickers	N/A	N/A	£261.00
6 months (6 years old and over) with door stickers	N/A	N/A	£154.00
6 months (6 years old and over) without door stickers	N/A	N/A	£143.00
Additional Charge for Executive Licence Plates	N/A	N/A	£41.00
Temporary Licence	N/A	N/A	£105.00
Knowledge Test Fee	N/A	N/A	£26.00
Hackney Carriages/Private Hire Vehicle Licences (fee set by Zone)			
One year Hackney Carriage Vehicle Licence Grant	£300.00	£399.00	£266.00
One year Hackney Carriage Vehicle Licence Renewal	£300.00	£300.00	£266.00

Service	Aylesbury Vale	Chiltern & South Bucks	Wycombe
Hackney Carriage Vehicle issue(CNG or LPG).	N/A	£199.50	£199.50
Hackney Carriage Vehicle Renewal(CNG or LPG).	N/A	£150.00	£199.50
One year Private Hire Vehicle Licence Grant	£307.00	£329.00	£261.00
One year Private Hire Vehicle Licence Renewal	£307.00	£230.00	£250.00
Private Hire Vehicle Issue (CNG or LPG - standard Plate).	N/A	£164.50	£195.75
Private Hire Vehicle Renewal (CNG or LPG - standard Plate).	N/A	£115.00	£187.50
Returnable plate deposit	N/A	£55.00	N/A
Returnable plate deposit	N/A	£20.00	N/A
One year Dispensation Certificate (per vehicle)	N/A	£65.00	£41.00
Replacement internal licence	£22.00	£15.00	N/A
Replacement plate	£34.00	£25.00	£26.00
Transfer of Vehicle (from one owner to another)	£102.00	£90.00	£67.00
Insurance vehicle/change of vehicle	£180.00	£67.00	N/A
Change of details	£16.00	N/A	N/A
Vehicle retest	£26.00	N/A	N/A
Operators Licence (fee set by Zone)			
New Applications and Renewals	£677.00	see below	£124.00
One year Private Hire Vehicle Operator's Licence	£677.00	see below	see below

Service	Aylesbury Vale	Chiltern & South Bucks	Wycombe
(One vehicle only) One year	£677.00	£155.00	£124.00
(One vehicle only) Five years	£677.00	£663.00	£494.00
(Two to four vehicles C&SB; two to five vehicles Wycombe) Five Years	£677.00	£913.00	£762.00
(Two to four vehicles C&SB; two to five vehicles Wycombe) One Year	£677.00	£205.00	£190.00
(Five to ten vehicles C&SB; six to 10 vehicles Wycombe) Five Years	£677.00	£1,163.00	£968.00
(Five to ten vehicles C&SB; six to 10 vehicles Wycombe) One Year	£677.00	£255.00	£242.00
11 to 20 vehicles Five Years	£677.00	£1,413.00	£1,200.00
11 to 20 vehicles One Year	£677.00	£305.00	£299.00
21 - 50 Vehicles - Five Years	£677.00	£1,413.00	£1,940.00
21 - 50 Vehicles - One Year	£677.00	£305.00	£484.00
50+ Vehicles - Five Years	£677.00	£1,413.00	£2,150.00
50+ Vehicles - One Year	£677.00	£305.00	£721.00
Knowledge Test Fee (1st test free)	N/A	£25.00	£46.00
Disclosure and Barring Scheme	N/A	N/A	N/A
DBS volunteers	N/A	N/A	N/A
Applications in Company names - additional charge	N/A	N/A	£50.00
Amendment to Licence	N/A	N/A	£60.00
Drivers' Licences (fee set by Zone)			
One Year Hackney Carriage Drivers Licence Grant	N/A	£161.00	N/A

Service	Aylesbury Vale	Chiltern & South Bucks	Wycombe
One Year Hackney Carriage Drivers Licence Renewal	N/A	£95.00	N/A
Three Year Hackney Carriage Drivers Licence Grant	£193.00	£332.00	£187.00
Three Year Hackney Carriage Drivers Licence Renewal	£175.00	£256.00	£187.00
One Year Private Hire Vehicle Drivers Licence Grant	N/A	£161.00	N/A
One Year Private Hire Vehicle Drivers Licence Renewal	N/A	£95.00	N/A
Three Year Private Hire Vehicle Drivers Licence Grant	£193.00	£332.00	£187.00
Three Year Private Hire Vehicle Drivers Licence Renewal	£175.00	£256.00	£187.00
One year new dual	N/A	£196.00	N/A
One year renewal dual	N/A	£145.00	N/A
Three year dual	£193.00	£394.00	£240.00
Three year renewal dual	£175.00	£297.00	£240.00
Knowledge Test Fee	N/A	£25.00	£26.00
Extension of licence (visa)	£53.00	N/A	£50.00
English language test	£46.00	N/A	N/A
Change of details	£16.00	N/A	N/A
Enhanced DBS	£44.00	£48.50	£40.00
Other Vehicle Fees (fee set by Zone)			
Transfer (with door stickers)	£102.00	£90.00	£67.00
Transfer (without door stickers)	N/A	£90.00	£41.00
Replacement Licence Plate	£22.00	£20.00	£26.00

Service	Aylesbury Vale	Chiltern & South Bucks	Wycombe
Replacement Door Sticker	£23.00 EACH	£20.00	£13.00
Licence Plate Platform	N/A	£10.00	£10.00
Licence Plate Brackets	£11.00	£17.50	£20.00
Replacement Identity Badge	£10.00	£10.00	£16.00
Non- Attendance Fee	£75.00	N/A	£15.00
Replacement Paperwork	£10.00	£10.00	£10.00
Admin charge should licence not be granted	N/A	£47.00	N/A

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Appendix 2 – Proposed hackney carriage and private hire licence fees

Driver licence fees – hackney carriage, private hire and dual

Driver licences are usually granted for 3 years, but may be granted for a shorter duration in certain circumstances. Application costs include safeguarding and disability awareness training and the enhanced Disclosure and Barring Service (DBS) check.

Following the Enhanced DBS check Applicants are required to sign up to the DBS updater service and pay the DBS directly for this service. Applicants are required to pay suppliers directly for required tests and documents including cabology, knowledge tests, English language tests and medicals.

- New private hire driver licence - £320.00
- New hackney carriage driver licence - £320.00
- New dual private hire/hackney carriage driver licence - £320.00
- Renewal driver licence (all types) - £320.00
- Extension of licence (visa) - £53.00
- Initial Enhanced Disclosure and Barring Service check - £55.00 (included in licence fee)
- Admin charge for change of details - £22.00
- Replacement identity badge - £42.00
- Replacement paperwork - £14.00
- DBS check and administration charge - £55.00

Vehicle licence fees – private hire

Vehicle licences only run for 1 year and the vehicle must pass a mechanical inspection before the licence is issued. Applicants are required to pay suppliers directly for required tests including vehicle inspections.

- New private hire vehicle licence - £195.00
- Renewal private hire vehicle licence - £171.00
- Vehicle transfer - £64.00
- Insurance vehicle/change of vehicle - £51.00
- Non-attendance of a booked vehicle inspection - £75
- Mot/compliance test at Pembroke Road testing centre £56.00
- Vehicle retest at Pembroke Road testing centre if failed (not tested within statutory free retest period) - £26.00
- Admin charge for change of details - £18.00
- Replacement internal licence - £18.00
- Replacement plate - £24.00
- Replacement plate, holder and door stickers - £33.00
- Replacement paperwork - £18.00

Vehicle licence fees – hackney carriage

Vehicle licences only run for 1 year and the vehicle must pass a mechanical inspection before the licence is issued. Applicants are required to pay suppliers directly for required tests including vehicle inspections

- New hackney carriage vehicle licence - £188.00
- Renewal hackney carriage vehicle licence - £164.00
- Vehicle transfer - £64.00
- Insurance vehicle/change of vehicle - £51.00
- Non-attendance of a booked vehicle inspection - £75.00
- Mot/compliance test at Pembroke Road testing centre - £56.00
- Vehicle retest at Pembroke Road testing centre if failed (not tested within statutory free retest period) - £26.00
- Admin charge for change of details - £18.00
- Replacement internal licence - £18.00
- Replacement plate - £24.00
- Replacement paperwork - £18.00

Operator licence fees

If you run a private hire firm, you need an operator licence. Operator licences are usually granted for 5 years. In exceptional circumstances the Council may grant a 1 year operator licence at its discretion, but this will not normally be the case.

5 year licence

- Owner operator licence (1 vehicle) - £297.00
- Operator licence (under 10 vehicles) - £571.00
- Operator licence (under 50 vehicles) - £940.00
- Operator licence (more than 50 vehicles) - £1,469.00

1 year licence

- Owner operator licence (1 vehicle) - £241.00
- Operator licence (under 10 vehicles) - £316.00
- Operator licence (under 50 vehicles) - £354.00
- Operator licence (more than 50 vehicles) - £392.00

Operators who increase the number of vehicles during the course of a licence and exceed their existing fee bracket level will be required to pay the difference between the two fee brackets for the remainder of the existing licence period.

- Variation of licence - £55.00
- Replacement licence - £18.00
- Replacement paperwork - £18.00