

04 January 2022 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 22.12.21



The meeting will also be livestreamed to YouTube here https://www.youtube.com/channel/UCIT1f_F5OfvTzxjZk6Zqn6g. Members of the public who wish to attend in person, are requested to wear face masks and observe social distancing procedures. For health and safety reasons access may be limited and will be on a first come first served basis

Licensing Committee

Membership:

Chairman, Cllr. Clack; Vice-Chairman, Cllr. Abraham
Cllrs. Bonin, Dr. Canet, Carroll, Coleman, Edwards-Winsler, Hunter, Layland,
Parkin, Pett, Raikes and Waterton

Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

	Pages	Contact
Apologies for Absence		
1. Minutes To agree the Minutes of the meeting of the Committee held on 2 November 2021, as a correct record	(Pages 1 - 4)	
2. Declarations of interest Any interests not already registered		
3. Actions from the previous meeting (if any)		
4. Hackney Carriage and Private Hire Licensing: Licence Fees and Charges 2022/2023	(Pages 5 - 20)	Sue Lindsey Tel: 01732227491
5. Hackney Carriage and Private Hire Licensing: Hackney Carriage Fare Tariff	(Pages 21 - 30)	Sue Lindsey Tel: 01732227491
6. Gambling Act 2005: Licence Fees From April 2022	(Pages 31 - 36)	Jessica Foley Tel: 01732227480
7. Sexual Entertainment Licensing Fees	(Pages 37 - 40)	Jessica Foley Tel: 01732227480

8. **Work Plan**

(Pages 41 - 42)

EXEMPT INFORMATION

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or democratic.services@sevenoaks.gov.uk.

LICENSING COMMITTEE

Minutes of the meeting held on 2 November 2021 commencing at 7.00 pm

Present: Cllr. Clack (Chairman)

Cllr. Abraham (Vice Chairman)

Cllrs. Dr. Canet, Coleman, Edwards-Winsor, Hunter, Layland, Pett, Raikes and Waterton

Apologies for absence were received from Cllrs. Bonin and Carroll

Cllrs. Osborne-Jackson was also present.

Cllr. Parkin was present via a virtual media platform which does not constitute attendance as recognised by the Local Government Act 1972.

12. Minutes

Resolved: That the Minutes of the Licensing Committee meeting held on 8 September 2021 be agreed and signed by the Chairman as a correct record.

13. Declarations of interest

No additional declarations of interest were made.

14. Actions from the previous meeting

There were none.

15. Licensing Gambling Policy Final Report

The Senior Licensing Officer presented the consultation responses to the Council's draft Statement of Principles Gambling Policy.

Members considered and discussed the consultation responses.

Resolved: That following consultation with the Chairman and Vice Chairman of the Licensing Committee, delegated authority be given to the Head of the Licensing Partnership to make minor amendments to the Statement of Principles Gambling Policy consistent with the comments from the Gambling Commission and Members, together with minor typographical and presentational amendments.

16. Hackney Carriage - Fees and Charges 2022-23

Agenda Item 1

Licensing Committee - 2 November 2021

Members considered the report which proposed an increase to Hackney Carriage and Private Hire Licence fees from April 2022. If there were adverse comments received, the fees would come back to a future meeting of the Committee.

It was noted that in the 2020/21 year, a £40,000 loss in taxi income occurred due to a decrease in the number of driver, vehicle and operator applications processed due to Covid-19. Members considered whether they would consider further increasing fees to recover the costs.

Members discussed the proposed fees and further proposed additions to those fees in order to recover costs. It was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that the £40,000 loss was due to extraordinary circumstances.

Resolved: That

- a) no further additions are made to the proposed 2022-2023 fees;
- a) the levels set out below be approved for consultation with the taxi trade;

Fees for 2022-2023 Hackney Carriage Driver Licence

	Proposed Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Dual Driver Licence

	Proposed Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Hackney Carriage Vehicle Licence

Agenda Item 1

Licensing Committee - 2 November 2021

	Proposed Cost
New and Renewal Application	£325 for one year

Private Hire Operator Licence

	Proposed Cost
New application for 5 year licence	£747
Renewal for 5 year licence	£586
New application for 3 year licence	£534
Renewal for 3 year licence	£374
New application for 1 year licence	£324
Renewal for 1 year licence	£164

Private Hire Driver Licence

	Proposed Cost
Knowledge Test	£51.50
EQUO Online Test	£66 per test
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Private Hire Vehicle Licence

	Proposed Cost
New and Renewal Application	£297 for one year

Additional Costs

	Proposed Cost
DBS application	£40
DBS administration fee	£30
Change of Driver Licence type	£54
Replace Vehicle Plate	£18
Replace Driver Badge	£24
Change of Ownership of licensed vehicle	£27
Duplicate paper licence	£10

Agenda Item 1

Licensing Committee - 2 November 2021

	Proposed Cost
Temporary Replacement	£33
Add or remove a name from a vehicle licence	£18
Change of name and address (driver badge not included)	£18
Private hire exemption certificate	£42
General Admin Fee	£30

If a vehicle licence is surrendered within 6 months of issue, a refund of £113 will be issued; and

- c) if, following consultation, there are no adverse comments to the proposed fee levels, the proposed fees and charges are implemented from 1 April 2022.

17. Work Plan

The work plan was noted.

THE MEETING WAS CONCLUDED AT 7.48 PM

CHAIRMAN

**HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING: LICENCE FEES AND CHARGES
2022/2023**

Licensing Committee - Tuesday 4 January 2022

Report of: Chief Officer Planning & Regulatory Services

Status: For Decision

Key Decision: No

Portfolio Holder: Cllr. McArthur

Contact Officer: Susan Lindsey Ext.7491

Recommendation to Licensing Committee:

That, having taken into account the responses received (shown in **Appendix A**) the proposed fees and charges listed in **Appendix B** be adopted with effect from 1 April 2022.

Reason for recommendation:

To ensure that the Council complies with its statutory duty and to ensure that the 'taxi licensing' service remains self-financing, in accordance with the Council's Service and Budget Plan.

Introduction and Background

- 1 At the Licensing Committee on 2nd November 2021, members approved the proposed fees (set out in **Appendix B**) for publication, consultation and implementation with effect from 1st April 2022, subject to consideration of any unresolved written objections.
- 2 The proposed fees were advertised and the Authority received 10 responses from individual licence holders, as well as a petition signed by 44 licence holders (set out in **Appendix A**) which include concerns that this is not an appropriate time to increase fees. Therefore, this matter must be considered by the Licensing Committee and a decision be made as to whether to adopt or modify the proposed fees for implementation from 1st April 2021.

Agenda Item 4

- 3 For Members reference, the current 2021/22 fees are attached at **Appendix C**.
- 4 It is brought to the attention of Members that the matter of increasing the Hackney Carriage Tariff (raised in the petition signed by 44 licence holders in **Appendix A**) will be brought for your attention as a separate report.
- 5 The taxi licensing service is required to be self-financing and the proposed increases to fees will ensure this is maintained.
- 6 Careful monitoring of income and expenditure has been carried out over the current financial year and the income from licence fees and associated costs, together with expenditure has been in accordance with the objectives laid out in the budget plan.
- 7 The type of tasks involved in taxi licensing applications include: assistance to applicant, checking of an application upon receipt, processing the application. Once processed, determining the licence or arranging a hearing and holding and attending a hearing, notification of the decision, preparation and issue of the licence, updating records and registers, appeal preparation and appearing at an appeal hearing. The training of Officers and Members has also been included, as well as the cost of consumables.

Key Implications

Financial

The cost of licence fees takes into account the need to maintain a 'self-financing' position for the service. The proposals contained in this report will achieve this.

Legal Implications and Risk Assessment Statement

Should parts of the industry believe the Authority's fees are at a level which is greater than the costs of the statutory function, then it is open to them to undertake a 'judicial review proceeding'. Should this arise, the Authority would need to evidence how it arrived at the fee levels to demonstrate that they have been calculated on a cost recovery basis only.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or

supporting the resilience of the natural environment.

Appendices

Appendix A - Responses received to proposed fees 2022/23

Appendix B - Fees & Charges for 2022/23

Appendix C - Current Fees & Charges (for 2021/22)

Background Papers

None

Richard Morris

Chief Officer Planning and Regulatory Services

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APPENDIX A

Responses to Fees and Charges 2022/2023 Consultation

Response 1

I object to any increase in fees. I think that considering most taxi drivers in Sevenoaks are barely managing to keep a roof over their heads after having almost zero income for the past 18 months, another extortionate increase in fees and no increase to our income (in fact still currently far less than pre covid) is quite frankly disgusting. We get absolutely nothing extra every time these prices increase. Please for goodness sake stop with the annual increases and let us catch a break! The larger firms might be able to swallow these fees but you're alienating your smaller independent drivers, who are the ones who actually provide the best service to people in Sevenoaks.

Also, it really is about time Sevenoaks DC rewarded adoptees of electric vehicles for taxis. Please explain why this is the only district I know of to not do this? I personally have taken the step to drive the first fully electric vehicle as a taxi in sevenoaks (possibly still the only one) and I have not received a single benefit from it.

Private hire prices should also be in line with hackney carriage as the vehicle test is the same. The only difference is that we complete a knowledge. Our taxi meters don't even get road tested anymore yet we get overcharged for the privilege.

Back to point, this is NOT the time to increase charges, we pay over any above already. Give us a break please.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

Your comments will be placed before the Licensing Committee in January 2022 for consideration.

Rewards for those proprietors licensing electric vehicles is certainly something we can take forward to the Licensing Committee for consideration and I am happy to investigate various ways of doing this further with a view to possible implementation of this at Sevenoaks District Council.

This is not something I will be able to do in time for the 2022/23 fee structure : but will look into submitting my findings to the Licensing Committee for consideration in time for setting the 2023/24 fees.

The reasoning behind the Hackney Carriage Vehicle cost being higher than that of a Private Hire Vehicle, is that this will cover any work we undertake involving the Hackney Ranks, and the Hackney Fee Tariffs.

Agenda Item 4

Response 2

In these hard times I think it's very unfair that you are putting up the prices

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation. Your comments will be placed before the Licensing Committee in January 2022 for consideration.

Response 3

Inflation is less than 5%. How an earth can you justify the increases !
Hackney Driver renewal is going up from £112. To £183. An increase of 63 %
This is ridiculous profiteering. Drivers have no choice but to pay what you demand
Please provide detailed explanation of what on the face of it appear to be the outrageous increases

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation. The fee structure for 2022/23 has been based on expenditure during 2020/2021. This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service. An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent. During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances. Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year. Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 4

This is outrageous. How can you justify an increase of this magnitude?
The last 18 months have been testing for everyone and now just as there is a glimmer of normality in sight you propose a huge increase in license fees... I for one strongly oppose this increase.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation. The fee structure for 2022/23 has been based on expenditure during 2020/2021.

This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service.

An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent.

During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances.

Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year.

Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 5

OUTRAGEOUS! Virtually no work over the past 2 years and now you want to bleed even more money out of us.

I find the scale of the increase in these fees completely out of proportion. At a time when the media are reporting just today a shortage of Taxi drivers it's easy to see why increases in fees like this are driving people away from the trade. Most drivers have just endured a lean couple of years due to the pandemic and we have all experienced a severe cut in income. Many are self employed so no furlough money from the government was forthcoming, and now with excruciating timing you announce a hike in fees way above any semblance of inflation. You will drive many drivers out of the industry. Maybe you feel there are too many taxis in Sevenoaks and that is your intention, if not do not lament in a few years time that, like HGV drivers, you suddenly find you have too few taxi drivers in Sevenoaks. With the laws of supply and demand those remaining will be able to charge a premium fee which will be to the detriment of all Sevenoaks residents that need to use a taxi service.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

The fee structure for 2022/23 has been based on expenditure during 2020/2021.

This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service.

An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent.

During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances.

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Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year.

Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 6

After looking at the fee increase for 2022/2023. The fee it self not justify the pandemic we are in ! Living cost gone up our livelihood has gone down for past two years. Each year the licensing is increasing the fee where's the write in that ! As we haven't had any increase over three years , so why should we accept the increase in fee licensing are proposing. The taxi business been down for 24th months, no one could work. Everyone part from taxi drivers are living the dream and getting paid , where people are struggling to pay rent and trying to put food on the table for the family and paying bills and many more .

Every other council round uk been help business and taxi drivers during the pandemic and we haven't had any help from Sevenoaks licensing.

We had to take on another job to put food on the table last year and doing volunteering work helping the community.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

The fee structure for 2022/23 has been based on expenditure during 2020/2021.

This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service.

An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent.

During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it

was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances.

Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year.

It is unclear in your email where you state 'we haven't had any increase over 3 years' whether this is referring to the Hackney Carriage Tariff ?

Whilst it is for the Licensing Authority to administer any review on taxi fares, the proposed increase should come from the trade (evidencing and explaining any reasoning behind the proposal).

To date, I have not been in receipt of any proposals from the trade and would obviously urge any drivers wishing an increase to make contact with me detailing the matters to be considered.

Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 7

Hi, council put taxi fee up every year, how about the taxi fare, the last time we had taxi fare up it was about 5 years ago.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

In response, I can confirm that the most recent Hackney Tariff increase came into effect on 1st January 2019 having been agreed at the Licensing Committee held on 1st November 2018.

Whilst it is for the Licensing Authority to administer any review on taxi fares, the proposed increase should come from the trade (evidencing and explaining any reasoning behind the proposal).

To date, I have not been in receipt of any proposals from the trade and would obviously urge any drivers wishing an increase to make contact with me detailing the matters to be considered.

Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 8

Considering what a very tough time drivers and companies have had since the beginning of covid and the ongoing drop in work levels since pre pandemic levels, increases in fees at all are a further kick in the teeth to the hard working, low earning drivers of sevenoaks and swanley. The increase of 50 % for renewals is absurd and will only help to drive more drivers away from the industry and encourage outer area private hire companies such as uber to carry on their plans to capture as much of the cash business that they can.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

The fee structure for 2022/23 is based on expenditure during 2020/2021.

This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service.

An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent.

During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances.

Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year.

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Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 9

Whilst I fully appreciate that you need to cover costs increasing the fees as shown below by such an amount is untimely. The whole taxi industry has had a very difficult time over the last 18 months which has seen many drivers and companies leaving the taxi business and diversifying into other more profitable work. If we are to keep taxi's running and the public moving and safe we need to encourage drivers and operators into the industry and not put them off. Increasing some fees in excess of 30% is not going to help anyone. Just imagine the outrage if we put some of the fares up by 30%!

I feel index linked increases across the board will be far more acceptable to everyone concerned and would lead to a better more sustainable taxi businesses. Implementing these fees will result in negative press from the already less than happy taxi companies. This will only damage our industry yet further.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

The fee structure for 2022/23 is based on expenditure during 2020/2021.

This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service.

An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent.

During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances.

Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year.

Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response 10

I would like to strongly oppose to this proposal.

As the council would be aware that since the pandemic and the lifting of lockdown, the business has been severely effected. As more and more people are working from home the business is not the same. It is a struggle to make a reasonable living Income to survive.

I feel the council should be more understanding and supportive towards self-employed individuals and small taxi companies to get through this difficult

time. An increase in fees will put a huge amount of pressure on us and might put us out of business totally.

Therefore, I would appeal to the council to postpone such increase and allow individuals in this trade to get back in their feet again.

Officer comment

Many thanks to your response to the 2022/23 taxi fee consultation.

The fee structure for 2022/23 is based on expenditure during 2020/2021.

This expenditure has been split between the different types of taxi application we either know, or predict, will be received for the service.

An increased amount of work was attributed to the taxi licensing service during 2020/2021 due to the changes which needed to be implemented as a result of the introduction of new Statutory Taxi & Private Hire Standards, and it is expected that this increased workload will continue to some extent.

During 2020/21 a £40,000 loss in taxi income occurred which Members agreed (at the Licensing Committee held on 2nd November 2021) would not be recovered as it was noted that taxi drivers were likely to have been financially impacted by the Covid-19 pandemic and that this loss was due to extraordinary circumstances.

Where fees charged result in a surplus, this surplus will be used to reduce the fees charged the following year.

Please be assured that your response to the fee consultation will be placed before the Licensing Committee in January 2022 for their consideration.

Response from 44 Licence Holders

As per the email dated 4th November 2021 regarding the proposed increase of fees for Taxi and Private Hire Licesing 2022/23, on behalf of taxi drivers in Sevenoaks, we strongly object the increase in fees.

For the past year and a half, taxi drivers have been severely affected by the COVID-19 pandemic and some are still trying to make up for the losses they incurred during lockdowns. The increased fees will contribute as an additional financial burden to many taxi drivers in the local area as for many that is their only source of income. Nevertheless, driving costs are also constantly increasing with petrol and service charges becoming increasingly more expensive. That is why we believe that the Council, in addition to scrapping the proposed increased fees, should also implement new increased rates for taxi and private hire drivers.

Our proposed new rate are as follows

Charge for the first 880 yards (5/10 mile) or part thereof Pounds 4 Pence 20 Then each additional 176 yards aprox (1/10 mile) Pounds 0 Pence 30

Waiting time for each period of 1 minute Pounds 0 Pence 50

For hiring begun between 10pm and 7am (except all Bank & Public holidays)

Agenda Item 4

Overall, we feel that the Licensing Department Committee proposed changes are not in the best interest of the taxi drivers in Sevenoaks.

We strongly urge you to consider our proposals

Sincerely Sevenoaks Hackney Carriage Drivers and Private Hire Drivers

**FEES FOR 2022-2023
Hackney Carriage Driver Licence**

	Proposed Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Dual Driver Licence

	Proposed Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Hackney Carriage Vehicle Licence

	Proposed Cost
New and Renewal Application	£325 for one year

Private Hire Operator Licence

	Proposed Cost
New application for 5 year licence	£747
Renewal for 5 year licence	£586
New application for 3 year licence	£534
Renewal for 3 year licence	£374
New application for 1 year licence	£324
Renewal for 1 year licence	£164

Private Hire Driver Licence

	Proposed Cost
Knowledge Test	£51.50
EQUO Online Test	£66 per test
New Driver application	£264 for three years
Driver Renewal application	£183 for three years

Private Hire Vehicle Licence

	Proposed Cost
New and Renewal Application	£297 for one year

Agenda Item 4

Additional Costs

	Proposed Cost
DBS application	£40
DBS administration fee	£30
Change of Driver Licence type	£54
Replace Vehicle Plate	£18
Replace Driver Badge	£24
Change of Ownership of licensed vehicle	£27
Duplicate paper licence	£10
Temporary Replacement	£33
Add or remove a name from a vehicle licence	£18
Change of name and address (driver badge not included)	£18
Private hire exemption certificate	£42
General Admin Fee	£30

If a vehicle licence is surrendered within 6 months of issue, a refund of £113 will be issued.

Appendix C

FEES FOR 2021-2022

Hackney Carriage Driver Licence

	Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
Fee on initial application	£204 for three years
Total New Licence	£321.50
On Renewal	£112 for three years
Total Renewal Licence	£112 for three years

Dual Driver Licence

	Cost
Knowledge Test	£51.50 per test
EQUO online test	£66
Fee on initial application	£204 for three years
Total New Licence	£321.50
On Renewal	£112 for three years
Total Renewal Licence	£112 for three years

Hackney Carriage Vehicle Licence

	Cost
New and Renewal Application	£244 for one year

Private Hire Operator Licence

	Cost
Initial application for 5 year licence	£530 for five years
Renewal for 5 year licence	£514 for five years
Initial application for 3 year licence	£364 for three years
Renewal for 3 year licence	£348 for three years
Initial application for 1 year licence	£200 for one year
Renewal for 1 year licence	£187 for on year

Private Hire Driver Licence

	Cost
Knowledge Test	£51.50
EQUO Online Test	£66 per test
Fee on initial application	£204 for three years
Total New Licence	£321.50
On Renewal	£112 for three years
Total Renewal Licence	£112 for three years

Agenda Item 4
Appendix C

Private Hire Vehicle Licence

	Cost
New and Renewal Application	£244 for one year

Additional Costs

	Cost
DBS application	£40
DBS administration fee	£50
Change from Hackney Carriage to Private Hire	£78
Change from Private Hire to Hackney Carriage	£99
Replace Vehicle Plate	£26
Replace Driver Badge	£11.50
Vehicle test/re-test/partial re-test to be paid direct to the garage so not set by Sevenoaks District Council	
Change of Ownership of licensed vehicle	£77
Copy of existing paper licence	£13.50
Change of address details for a replacement licence	£13.50
Change of name for a vehicle or operator licence	£13.50
Change of name and address for a driver badge	£24
Vehicle exemption certificate	£50
General Admin Fee	£50
Medical fee to be paid directly to GP or other medical practitioner	

Replacement Vehicles

If a vehicle licence is surrendered within 6 months of issue, a refund of £60 will be issued.

If a licensed vehicle is replaced temporarily for up to 2 months because of damage to it then the fee will be £95 to licence the replacement vehicle.

Vehicle garage test costs will be taken separately (see fees above)

**HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING: HACKNEY CARRIAGE FARE
TARIFF**

Licensing Committee - 4 January 2022

Report of: Chief Officer Planning & Regulatory Services

Status: For Decision

Key Decision: No

Portfolio Holder: Cllr. McArthur

Contact Officer: Susan Lindsey Ext.7491

Recommendation to Licensing Committee:

That the Committee advise on the way forward as detailed in paragraph 5 of the report.

Reason for recommendation:

A request accompanied by a petition from licensed drivers has been received to increase the charges set out in the Council's current approved tariff.

Introduction and Background

- 1 The Council exercises a discretionary power to set the maximum fares for Hackney Carriages within the District. The Council has no power to control the fares charged by Private Hire Vehicle Operators.
- 2 Please note that the fare set will be the maximum fare that can be charged and that Hackney carriage drivers have the right to charge a lower amount should they wish to do so.
- 3 The current fare tariffs have been in operation since 1 January 2019 and are displayed in **Appendix A**.
- 4 During consultation in relation to the setting of taxi fees, a proposal was put forward supported by 44 license holders to increase the current Hackney Carriage fare tariff.
- 5 The reasons set out in this proposal for an increase are:
 - a) to assist the trade in making up for losses incurred during covid lockdowns, and

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b) that driving costs are constantly increasing with petrol and service charges becoming increasingly more expensive.

6 This proposal is at **Appendix C**

7 The changes proposed are:

- Charge for the first 880 yards (5/10 mile) or part thereof Pounds 4 Pence 20.
- Then each additional 176 yards approx (1/10 mile) Pounds 0 Pence 30
- Waiting time for each period of 1 minute Pounds 0 Pence 50
- For hiring begun between 10pm and 7am (except all Bank & Public holidays)

8 The proposed changes are highlighted in the fare tariff at **Appendix B**.

Options for review or change

9 It is suggested that two options are available:

To direct the Licensing Service to carry out a consultation with all Hackney Carriage drivers to ascertain their views on any proposed increase and/or changes.

or

The Committee may decide that the request should not be considered at this time and decline to consult and leave the tariff as it is at present

Key Implications

Financial

The change in fare tariff agreed by the Committee will be formally advertised both on the Sevenoaks District Council website, and in a local newspaper, as well as notices erected both at the Argyle Road Reception and Dunbrik Garage.

Legal Implications and Risk Assessment Statement

The Council is following the appropriate process for determining applications for increases in the maximum fares chargeable by Hackney carriage proprietors. Any changes to the fare tariffs must be publicised for 14 days. Any unresolved objections to the proposal will be reported to a future meeting of this Committee.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment.

Appendices

Appendix A - Current Hackney Carriage Tariff

Appendix B - Proposed Hackney Carriage Tariff

Appendix C - Written proposal supported by 44 licence holders

Background Papers

None

Richard Morris

Chief Officer Planning and Regulatory Services

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**HACKNEY CARRIAGE PERMITTED MAXIMUM FARES
as from 1st January 2019**

(a)	DISTANCE	
	Charge for the first 1232 yards (7/10 mile) or part thereof	£ 4.20
	Then for each additional 176 yards approx. (1/10 mile)	£ 0.22
(b)	WAITING TIME	
	for each period of 1 minute	£ 0.45
(c)	WAITING TIME (WITH INDICATED EXTRA CHARGES APPLIED AS BELOW)	
	for each period of 1 minute	
(d)	(ii)	£ 0.65
(d)	(iii)	£ 0.65
(d)	(iv)	£ 0.90
	EXTRA CHARGES	
(i)	Additional Passengers	
	For each person in excess of four persons	25% of prescribed fare
(ii)	For hiring begun between 11pm and 7am (except all Bank & Public holidays)	£ 2.00 per fare
(iii)	For hiring on Public & Bank Holidays (other than Christmas & New Year holidays)	£ 2.20 per fare
(iv)	For hiring on Christmas & New Year Holidays (commencing 6pm on Christmas Eve to 6am 27 December and 6pm New Year's Eve to 6am 2 January)	100% of prescribed fare
(v)	For carriage of pets (other than dogs for registered disabled people)	£ 3.30
(e)	SPOILAGE	
	Any claim for damage causing spoilage to the interior of the vehicle MUST be a matter between the proprietor of the vehicle and the passenger.	

ANY COMPLAINT REGARDING A DRIVER OR VEHICLE PLEASE CONTACT THE TAXI LICENSING OFFICER (01732 227004) : PLEASE QUOTE THE VEHICLE PATE AND/OR REGISTRATION NUMBER

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HACKNEY CARRIAGE PERMITTED MAXIMUM FARES

as from

(a)	DISTANCE	
	Charge for the first 880 yards (5/10 mile) or part thereof	£ 4.20
	Then for each additional 176 yards approx. (1/10 mile)	£ 0.30
(b)	WAITING TIME	
	for each period of 1 minute	£ 0.50
(c)	WAITING TIME (WITH INDICATED EXTRA CHARGES APPLIED AS BELOW)	
	for each period of 1 minute	
	(d) (ii)	£ 0.65
	(d) (iii)	£ 0.65
	(d) (iv)	£ 0.90
	EXTRA CHARGES	
	(i) Additional Passengers	
	For each person in excess of four persons	25% of prescribed fare
	(ii) For hiring begun between 10pm and 7am (except all Bank & Public holidays)	£ 2.00 per fare
	(iii) For hiring on Public & Bank Holidays (other than Christmas & New Year holidays)	£ 2.20 per fare
	(iv) For hiring on Christmas & New Year Holidays (commencing 6pm on Christmas Eve to 6am 27 December and 6pm New Year's Eve to 6am 2 January)	100% of prescribed fare
	(v) For carriage of pets (other than dogs for registered disabled people)	£ 3.30
(e)	SPOILAGE	
	Any claim for damage causing spoilage to the interior of the vehicle MUST be a matter between the proprietor of the vehicle and the passenger.	

ANY COMPLAINT REGARDING A DRIVER OR VEHICLE PLEASE CONTACT THE TAXI LICENSING OFFICER (01732 227004) : PLEASE QUOTE THE VEHICLE PATE AND/OR REGISTRATION NUMBER

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To: Licensing Department
Sevenoaks District Council,
Argyle Road
Sevenoaks
Kent
TN13 1HG

Sevenoaks 28/11/2021

Sevenoaks District Council

29 NOV 2021

Received by Reception

As per the email dated 4th November 2021 regarding the proposed increase of fees for Taxi and Private Hire Licensing 2022/23, on behalf of taxi drivers in Sevenoaks, we strongly object the increase in fees.

For the past year and a half, taxi drivers have been severely affected by the COVID-19 pandemic and some are still trying to make up for the losses they incurred during lockdowns. The increased fees will contribute as an additional financial burden to many taxi drivers in the local area as for many that is their only source of income. Nevertheless, driving costs are also constantly increasing with petrol and service charges becoming increasingly more expensive. That is why we believe that the council, in addition to scrapping the proposed increased fees, should also implement new increased rates for taxi and private hire drivers. Our proposed new rates are as follows:

- Charge for the first 880 yards (5/10 mile) or part thereof
Pounds 4 Pence 20 Then each additional 176 yards approx
(1/10 mile) Pounds 0 Pence 30
- Waiting time for each period of 1 minute Pounds 0 Pence 50
- For hiring begun between 10 pm and 7 am
(except all Bank & Public holidays)

Overall, we feel that the Licensing Department Committee proposed changes are not in the best interest of the taxi drivers in Sevenoaks.
We strongly urge you to consider our proposals.

Sincerely Sevenoaks Hackney Carriage Drivers and Private Hire Drivers

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GAMBLING ACT 2005: LICENCE FEES FROM APRIL 2022

Licensing Committee - 4 January 2022

Report of: Chief Officer, Planning & Regulatory Services

Status: For consideration and decision

Key Decision: No

Portfolio Holder: Cllr. Margot McArthur

Contact Officer: Jessica Foley Ext. 7480

Recommendation to Licensing Committee:

That it be recommended to approve the level of fees and charges with effect from 1 April 2022 as set out in Appendix A.

Reason for recommendation: To ensure the Council complies with its statutory duty and ensures the licensing of gambling premises is self-financing.

Introduction and Background

- 1 The Gambling Act 2005 Section 212 gives the Secretary of State power to make regulations prescribing the fees payable to the Licensing Authority. It also gives the power to devolve to Licensing Authorities in England and Wales the freedom to set fees for premises licence applications, subject to any constraints the Secretary of State may prescribe which includes a maximum fee level. The government has decided that for England and Wales, Licensing Authorities will determine their own fees for gambling premises licences but that the Secretary of State will prescribe the maximum fee payable for each category of licence.
- 2 The maximum levels have been included in Appendix A in brackets for comparison purposes. The previous year's fees are printed in italics for your information. Those cells that are shaded in the body of the table are where we have reached the maximum fee level that may be set.
- 3 There is an initial fee to cover the cost of application and an annual fee.
- 4 Licensing Authorities have been asked to set fees to ensure full cost recovery and that the fee levels represent fairness and value for money for the gambling industry. All Licensing Authorities must set their fees upon a

Agenda Item 6

cost recovery basis only and will be required to review their fee levels on an annual basis to ensure this.

- 5 Fees must be set for all types of premises licence and Temporary Use Notices (TUNs):

Premises Types:

- Casino
- Bingo
- Betting Office (off-course)
- Tracks (on-course betting)
- Adult Gaming Centres
- Family Entertainment Centres

- 6 Fees must be set by each Licensing Authority for the following:

- Application for a (new) premises licence
- Application to vary a premises licence
- Application to transfer the licence
- Application for re-instatement of the premises licence
- Application for a provisional statement
- Application for a premises licence for a premises which already has a provisional statement
- Fee to accompany a request for a copy of the premises licence
- Fee to accompany a notification of change of circumstances (only relevant change is that of address)
- Fee to accompany a temporary use notice

- 7 The District currently has six betting premises. There are no other gambling premises currently operating in the District.

The betting premises are:

- William Hill - Swanley
- Betfred - Swanley
- Ladbrokes - Swanley
- Coral - St John's Hill, Sevenoaks
- Coral - London Road, Sevenoaks
- Coral - Edenbridge

- 8 The type of tasks involved in Gambling premises application include assistance to applicant, checking of an application upon receipt, processing the application, assess representations for relevance, undertake informal mediation, undertaking site visits where necessary. Once processed determining the licence or arranging a hearing and holding a hearing,

notification of the decision, prepare and issue the licence, update the records/register, appeal preparation and holding an appeal hearing.

- 9 The result of the calculations is set out in Appendix A of the report. There are three figures for each licence type/fee. The figure in bold font is the new proposed fee, the figure in brackets is the maximum fee set by the legislation and the figure in italics is the existing fee. Those cells that are shaded in the body of the table are where we have reached the maximum level of fee that can be set.
- 10 The fees have been set for 2022-2023 to include the current inflationary cost of 2% set by Sevenoaks District Council.

Other options Considered and/or rejected

If the Licensing Committee were minded not to approve these fees the Council would not be able to meet the Council's Service and Budget Plan or ensure the licensing of Gambling premises was self-financing.

Key Implications

Financial

The cost of licence fees takes into account the need to maintain a 'self financing' position for the service. The proposals contained in this report will achieve this.

Legal Implications and Risk Assessment Statement

Should parts of industry believe the authority's fees are at a level which is greater than the costs of the statutory functions then it would be open to them to undertake a 'judicial review proceeding'. Should this arise, the authority would need to evidence how it arrived at the fee levels to demonstrate that they have been calculated on a cost recovery basis only.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment.

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Appendices

Appendix A - Gambling Act 2005 Fees

Background Papers

None

Richard Morris
Chief Officer Planning and Regulatory Services

APPENDIX A

SEVENOAKS DISTRICT COUNCIL: GAMBLING ACT 2005 - FEES

From April 2022

The proposed new fees as shown in bold type in the table above. For ease of reference the maximum fees identified by DCMS that could be charged are shown in brackets and last year's fees are in italics. Those cells that are shaded in the body of the table are where we have reached the maximum level of fee that can be set.

	New Application proposed fee	New Application maximum fee possible	New Application current fee	Annual Fee proposed	Annual Fee maximum possible	Annual Fee currently
Existing Casinos	n/a	n/a	n/a	n/a	n/a	n/a
New Small Casino	8000	(8000)	<i>8000</i>	4619	(5000)	<i>4528</i>
New Large Casino	9579	(10000)	<i>9391</i>	7455	(10000)	<i>7309</i>
Bingo Club	2362	(3500)	<i>2316</i>	829	(1000)	<i>813</i>
Betting Premises (excluding Tracks)	2969	(3000)	<i>2911</i>	600	(600)	<i>589</i>
Tracks	1851	(2500)	<i>1815</i>	829	(1000)	<i>813</i>
Family entertainment Centres	1851	(2000)	<i>1815</i>	681	(750)	<i>668</i>
Adult Gaming centre	1851	(2000)	<i>1815</i>	750	(750)	<i>750</i>
Temporary Use Notice	239	(500)	<i>234</i>	n/a	n/a	n/a

	Application to Vary	Application to Transfer	Application for Re-Instatement	Application for Provisional Statement	Licence Application (provisional Statement holders)	Copy Licence	Notification of Change
	£	£	£	£	£	£	£
Existing Casinos	n/a	n/a	n/a	n/a	n/a	n/a	n/a
New Small Casino proposed fee	4000	1800	1800	8000	2990	12	30
New Small Casino maximum fee possible	(4000)	(1800)	(1800)	(8000)	(3000)	(25)	(50)
New Small Casino current fee	<i>3986</i>	<i>1771</i>	<i>1771</i>	<i>8000</i>	<i>2931</i>	<i>12</i>	<i>30</i>
New Large Casino proposed fee	4549	2150	2150	9584	4389	12	30
New Large Casino maximum fee possible	(5000)	(2150)	(2150)	(10000)	(5000)	(25)	(50)
New Large Casino current fee	<i>4460</i>	<i>2150</i>	<i>2150</i>	<i>9396</i>	<i>4303</i>	<i>12</i>	<i>30</i>

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Bingo Club proposed fee	1750	1200	430	2362	1200	12	30
Bingo Club maximum fee possible	(1750)	(1200)	(1200)	(3500)	(1200)	(25)	(50)
Bingo Club current fee	1742	1200	422	2316	1200	12	30
Betting Premises proposed fee	1500	1200	409	1851	1200	12	30
Betting Premises maximum fee possible	(1500)	(1200)	(1200)	(3000)	(1200)	(25)	(50)
Betting Premises current fee	1500	1200	401	1815	1200	12	30
Tracks proposed fee	1250	950	409	1804	950	12	30
Tracks maximum fee possible	(1250)	(950)	(1200)	(2500)	(950)	(25)	(50)
Tracks current fee	1250	950	401	1769	950	12	30
FEC's* proposed fee	1000	950	414	1846	950	12	30
FEC's maximum fee possible	(1000)	(950)	(050)	(2000)	(950)	(25)	(50)
FEC's current fee	1000	950	406	1810	950	12	30
Adult Gaming Centre proposed fee	1000	1200	414	1846	1200	12	30
Adult Gaming Centre maximum fee possible	(1000)	(1200)	(950)	(2000)	(1200)	(25)	(50)
Adult Gaming Centre current fee	1000	1200	406	1810	1200	12	30
TUN** proposed fee	n/a	n/a	n/a	n/a	n/a	12	30
TUN maximum fee possible	n/a	n/a	n/a	n/a	n/a	(25)	(50)
TUN current fee	n/a	n/a	n/a	n/a	n/a	12	30

*FECs = Family Entertainment Centres

** TUN - Temporary Use Notice

SEXUAL ENTERTAINMENT LICENSING FEES

Licensing Committee - 4 January 2022

Report of: Chief Officer, Planning & Regulatory Services

Status: For consideration and decision

Key Decision: No

Portfolio Holder: Cllr. Margot McArthur

Contact Officer: Jessica Foley Ext. 7480

Recommendation to Licensing Committee:

Members are recommended to approve the level of fees and charges with effect from 1 April 2022 as set out at item 9 of this report

Reason for recommendation: The Licensing Department has not received or processed an application for a Sexual Establishment within the Sevenoaks District, therefore the fees have not been changed from those agreed in 2021.

Introduction

- 1 The Council is required to review any charges which it makes for licences and other associated items, from time to time.
- 2 The Council must seek to recover the costs associated with processing applications for licences as well as the administration and monitoring of compliance with conditions. The fees charged should be capable of withstanding legal challenge, should the need arise.
- 3 It is not permitted to make a surplus or to subsidise licence holders so where necessary fees are adjusted in succeeding years to achieve and maintain the correct balance.
- 4 The cost to the Council of this work is regularly checked and real time costs are used in compiling the figures. Where it is possible to reduce costs by use of more efficient working this is reflected in the charges made.

Agenda Item 7

- 5 As the Licensing Department has not received or processed an application for a Sexual Establishment within the Sevenoaks District, the fees have not been changed from those agreed in 2021.

Sex Establishment Licensing:

- 6 The fees for applications made under Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982, have previously been calculated by examining the time it could take to process an application.
- 7 The tasks involved with processing an application include assisting the applicant, checking the validity of an application, assessing representations, formal mediation and site visits.
- 8 The Council does not currently have any Sexual Entertainment venues.
- 9 As the Council is unable to demonstrate any additional costs involved with the processing of applications made under this Act (due to the point raise in section 8 above), the Licensing Department proposes to keep these fees the same as those set in 2021.

Proposed Fee(s)

Type of Application	Fee
New Application	3641
Renewal Application	3641
Transfer Application	1825

Other options Considered and/or rejected

If the Licensing Committee were minded not to approve these fees the Council would not be able to meet the Council's Service and Budget Plan or ensure the licensing of Sexual Entertainment premises was self-financing.

Key Implications

Financial

There are no financial implications resulting from this report. The Council does not currently have any sexual entertainment venues within the district and we are, therefore, not currently receiving any income from this particular regime

Legal Implications and Risk Assessment Statement

Should parts of industry believe the authority's fees are at a level which is greater than the costs of the statutory functions then it would be open to them to undertake a 'judicial review proceeding'. Should this arise, the authority would need to evidence how it arrived at the fee levels to demonstrate that they have been calculated on a cost recovery basis only.

Equality Assessment

Officers have considered the impact of the proposals contained in this report and consider that there would be no, or very limited adverse or disproportionate impact on those who share a protected characteristic. This will be kept under review as part of the Council's ongoing duty.

Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment.

Appendices

None

Background Papers

None

Richard Morris
Chief Officer Planning and Regulatory Services

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Licensing Committee Work Plan 2021/22 (as at 14/12/2021)

4 January 2022

- Licensing Taxi fees and charges
- Licensing general fees and charges
- Sexual Entertainment Fees
- Gambling Act 2005 Fees

23 March 2022

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Summer 2022

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