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A meeting of **General Licensing Committee** will be held in Committee Rooms, East Pallant House on **Wednesday 28 February 2024** at **9.30 am**

MEMBERS: Mrs T Bangert, Mr G Evans, Mr H Potter, Mr I Ballantyne (Chairman), Mr B Brisbane, Ms J Brown-Fuller, Mx R Chant (Vice-Chairman), Mr T Johnson, Mr T O'Kelly and Ms V Weller

AGENDA

1 **Chairman's Announcements**

Any apologies for absence that have been received will be noted at this point.

2 **Minutes** (Pages 1 - 3)

To approve as a correct record the minutes of the General Licensing Committee meeting held on Wednesday 12 October 2022.

3 **Urgent Items**

The Chairman will announce any urgent items that due to special circumstances are to be dealt with under the agenda item below relating to Late Items.

4 **Declarations of Interests**

Details of members' personal interests arising from their membership of parish councils or West Sussex County Council or from their being Chichester District Council or West Sussex County Council appointees to outside organisations or members of outside bodies or from being employees of such organisations or bodies.

Such interests are hereby disclosed by each member in respect of agenda items where the Council or outside body concerned has been consulted in respect of that particular item or application.

Declarations of disclosable pecuniary interests, personal interests and prejudicial interests are to be made by members of the Committee in respect of matters on the agenda or this meeting.

5 **Public Question Time**

Questions submitted by members of the public in writing by noon on the previous working day (for a period of up to 15 minutes).

6 **Proposed fees and charges for Hackney Carriage and Private Hire Licensing** (Pages 5 - 49)

The Committee is requested to consider the report and appendices and make the following recommendation:

3.1 That Members adopt the proposed revised fees and charges in relation

to hackney carriage and private hire licensing as shown at Appendix 1 to take effect from 1st April 2024.

7 Consideration of any late items as follows:

- (a) Items added to the agenda papers and made available for public inspection;
- (b) Items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting.

8 Exclusion of the press and public

Part 2

(Items for which the press and public are/may be excluded)

That in accordance with section 100A of the Local Government Act 1972 (the Act) the public and the press be excluded from the meeting during the consideration of the following item on the agenda for the reason that it is likely in view of the nature of the business to be transacted that there would be disclosure to the public of "exempt information" being information of the nature described in Paragraph 1 (information relating to any individual) of Part I of Schedule 12A to the Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

There are no restricted items for consideration by the General Licensing Committee at this meeting.

NOTES

NOTES

- 1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
- 2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at Chichester District Council - Minutes, agendas and reports unless they contain exempt information.
- 3) Subject to Covid-19 Risk Assessments members of the public are advised of the following;
 - Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
 - You are advised not to attend any face to face meeting if you have symptoms of Covid.
- 4) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these

should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's Constitution]

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Minutes of the meeting of the **General Licensing Committee** held in Committee Room 2, East Pallant House on Wednesday 12 October 2022 at 9.30 am

Members Present: Mr G McAra (Chairman), Mrs T Bangert, Miss H Barrie, Mr H Potter and Mr A Sutton

Members not present: Mr A Moss, Mr J Elliott, Mr G Evans, Mr C Page and Mrs S Taylor

In attendance by invitation:

Officers present: Mr N Bennett (Divisional Manager for Democratic Services), Miss K Davis (Democratic Services Officer) and Mr D Knowles-Ley (Licensing Manager)

64 **Chairman's Announcements**

The Chairman welcomed everyone to the meeting.

Apologies for absence were received from Cllr Evans, Cllr Moss, Cllr Page and Cllr Taylor.

65 **Minutes**

RESOLVED

That the minutes of the General Licensing Committee held on 8 June 2022 be approved and signed as a correct record.

66 **Urgent Items**

There were no urgent items.

67 **Declarations of Interests**

There were no declarations of interest.

68 **Public Question Time**

There were no public questions.

69 **Proposed increase to Hackney Carriage Table of Fares**

Mr Knowles-Ley introduced Ms Courtney, the team's new Licensing Technician. He then outlined the report.

Cllr Sutton asked for information relating to the cost to change a taxi meter and how many drivers it would affect. He also commented on the delay since the previous review. Mr Knowles-Ley explained that meters had previously cost around £15 each to update. He clarified the number of drivers as follows:

- 14 Hackney Carriage Drivers
- 468 Private Hire Drivers
- 31 Dual Drivers (Hackney Carriage and Private Hire Drivers)

Mr Knowles-Ley explained that all hackney carriage vehicles have a meter installed and presently the Council licensed 34 such vehicles. Cllr Sutton asked whether private hire fares were comparable. Mr Knowles-Ley explained that the Hackney Carriage rates remained competitive. He commented that whilst those operating private hire vehicles were at liberty to agree the price of a fare with passengers when taking a booking, equally those operating hackney carriage vehicles could choose to charge less than the fare shown on the meter.

Mr Knowles-Ley was asked for further information on the outcome of the consultation with existing licence holders. Mr Knowles-Ley confirmed that two drivers had initially made contact with the Council requesting that the existing Table of Fares (tariff) be reviewed. In support of this a document signed by the majority of other licence holders was provided. No negative comments had been received from existing licence holders regarding the proposed changes to the tariff and all existing holders of a hackney carriage licence had been provided with a link to the Committee papers and invited to attend the meeting.

Cllr Barrie requested information on the arrangements for those who do not want to use pre-bookable apps such as Uber. Mr Knowles-Ley explained that in respect of the Chichester district, the private hire sector has clearly increased whilst the hackney carriage sector has decreased. He also confirmed that the Council charges the same for a single driver's licence or a dual driver's licence (this authorises an individual to drive both a hackney carriage and private hire vehicle).

Cllr Bangert, Cllr Barrie and Cllr Sutton raised concerns around accommodating the hire of vehicles outside the train station.

Cllr Potter asked whether the council uses electric charging vehicles. Mr Knowles-Ley explained that the Council's current Hackney Carriage and Private Hire Policy allows for electric vehicles to be licensed.

Cllr Bangert requested information on how soiling charges are recovered. Mr Knowles-Ley explained that this is ultimately a matter between the licence holder and passenger, however he understood that often the passenger is safely returned to their destination, the fee paid then or alternatively recovered afterwards. Cllr McAra invited Mr Bennett to comment. He provided examples of recent cases relating to recovering payment and handling of data.

Following a vote the Committee made the following resolution:

That the General Licensing Committee considers and approves the proposed increase in the local Table of Fares (the ‘tariff’) as shown at Appendix A. This will take effect unless objections are received in response to a public consultation.

70 **Revised Hackney Carriage (Taxi) and Private Hire Policy 2022**

Mr Knowles-Ley outlined the report.

Cllr Sutton wished to thank officers for their work.

Cllr McAra in relation to page 31, section 12 of the report whether there is a re-test every 12 months. Mr Knowles-Ley clarified that the proposal is that once an individual has passed the Council’s Knowledge Test, that this pass is valid for 12 months. During this period is expected that the individual will have applied for and had an application for a Driver’s Licence determined. Once licensed, there is no expectation that a licence holder has to retake and pass the Council’s knowledge test every 12 months.

Following a vote the Committee made the following resolution:

That the General Licensing Committee considers, approves, and adopts for immediate use the revised Hackney Carriage and Private Hire Policy 2022 as shown at Appendix 1.

71 **Consideration of any late items as follows:**

There were no late items.

The meeting ended at 10.05 am

CHAIRMAN

Date:

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Chichester District Council

**General Licensing Committee
28th February 2024**

**Proposed fees and charges for Hackney Carriage and
Private Hire Licensing**

1. Contacts

Report Author

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Alison Courtney – Licensing Technician

Telephone: 01243 534744 E-mail: acourtney@chichester.gov.uk

2. Executive Summary

The Council is required to set application fees and charges relating to Hackney Carriage and Private Hire licensing matters. These were last set in 2016 and the proposal is to simply increase these in line with the rate of inflation published each year by the Office of National Statistics (ONS). The proposed revised fees and charges have now been the subject of public consultation. Objections to the proposed increases have been received and it is therefore necessary for these to be considered and the final fees and charges to be determined.

3. Recommendation

- 3.1 That Members adopt the proposed revised fees and charges in relation to hackney carriage and private hire licensing as shown at Appendix 1 to take effect from 1st April 2024.**

4. Background

- 4.1 It is expected that the costs incurred by the Council in carrying out its various statutory functions relating to hackney carriage and private hire licensing matters are covered by income generated by the associated application fees and charges. In the court case *Cummings and Others v Cardiff City Council* [2014] EWHC 2544 (Admin), it was confirmed that fees set must have regard to any surplus or deficit in previous years for each regime (hackney carriage and private hire).
- 4.2 In addition, it was held in *R v Westminster City Council, ex parte Hutton* (1985) 83 L.G.R. 461 that where the fee income generated in one year fails to meet the costs of administering the licensing system, it is open to the local authority to make a proportionate increase in the licence fee for the following year(s) so as to recoup the cost of the shortfall (Hutton at p 518). This longstanding principle was confirmed in later case law.

- 4.3 The Council must also account for any surplus monies. In Hemming [2012] EWHC 1260 (Admin) and [2013] EWCA Civ 591 the court determined surpluses as well as deficits are to be carried forward. However, the Council is not entitled to make a profit. (*R v Manchester ex parte King* [1991] 89 LGR 696).
- 4.4 It is recognised in law that general anticipated calculations and costs can provide a helpful picture. The Courts have directed that Councils are not required to pin-point precision year on year. The adjustment does not have to be precise: a general calculation which is broadly correct is considered satisfactory, but a cost neutral position needs to be attained, if not immediately then over a short period of time.
- 4.5 During 2016 an extensive and thorough review of the local licensing processes in place at that time was conducted, and the financial cost of providing the hackney carriage and private hire licensing service identified. A revised set of fees/ charges was subsequently determined, widely consulted upon with stakeholders, and adopted by the Licensing Authority in 2016, now having remained unchanged for nearly 8 years.
- 4.6 Since adoption of the current fees and charges in 2016, the Council has sought continually to make its licensing processes as efficient as possible to keep the cost to licence holders to an absolute minimum. However, over the past 8 years significant changes to its Policy, practices, and procedures have had to necessarily occur. This is in part as a result of the statutory taxi and private hire vehicle standards issued by the Department for Transport during 2020, together with other statutory changes introduced by HM Government to the overall licensing framework. The Department for Transport expects that the recommendations made in the statutory guidance to be implemented unless there is a compelling local reason not to.
- 4.7 The Council is not immune to inflation when providing goods and services, and this has been felt particularly in recent years. Currently income from fees and charges does not cover the full cost of providing the hackney carriage and private hire licensing service. It is therefore now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users.
- 4.8 The power to set fees and charges with respect to vehicle and operator's licences is contained within Section 70(1) of the Local Government (Miscellaneous Provisions) Act 1976 (the 'Act'). The Act states that the Council "*may charge such fees for the grant of vehicle and operators' licences as may be resolved by them from time to time and is maybe sufficient in the aggregate to cover in whole or in part-*
- (a) *the reasonable cost of carrying out by or on behalf of the district council of inspections of hackney carriages and private hire vehicles for the purpose of determining whether any such licence should be granted or renewed;*
 - (b) *the reasonable cost of providing Hackney Carriage stands; and*
 - (c) *any reasonable administrative and other costs in connection with the foregoing and with the control and supervision of hackney carriages and private hire vehicles".*
- 4.9 With respect to driver's licences (both hackney carriage and private hire) the power to set fees are contained within Section 53(2) of the Act. The Act states that a district council "*may demand and recover for the grant to any person of a licence to drive a*

hackney carriage, or a private hire vehicle, as the case may be, such a fee as they consider reasonable with a view to recovering the costs of issue and administration and may remit the whole or part of the fee in respect a private hire vehicle in any case in which they think it is appropriate to do so.”

4.10 The Court of Appeal case: *R (on the application of Rehman) v Wakefield City Council* [2019] EWCA Civ 2166 established that costs of administration under Section 53(2) of the Act could include the costs of enforcement against drivers of hackney carriages and private hire vehicles. The Act allows for a range of costs to be recovered in the fees, including:

- The reasonable cost of carrying out vehicle inspection to decide if a licence should be granted;
- The reasonable costs of providing hackney carriage stands;
- Any reasonable administrative or other costs in connection with vehicle inspection and providing hackney carriage stands; and
- Any reasonable administrative or other costs in the control and supervision of hackney carriage and private hire vehicles.
- Regulatory and compliance matters associated with the licensed trade.

4.11 The cost of providing and maintaining Hackney Carriage stands can be levied against those using the stands. However, given the very small number of licensed hackney carriage vehicles (currently 439 licensed private hire vehicles and only 27 licensed hackney carriage vehicles) and consequently a very small number of ranks (5), the Council to date has not felt it necessary or appropriate to levy an additional charge for the creation and maintenance of ranks. Clearly the matter remains under review and should the position significantly change, then it may become appropriate to alter the hackney carriage vehicle application fee. It is important to note that there has been a steady decline in the number of hackney carriage vehicles and a significant increase in private hire vehicles.

4.12 The fees and charges made are used to cover staffing costs, administration as well as regulatory and compliance work where appropriate. Monies are also used to fund service improvements, including IT and digital development and Policy work which represents an appropriate and legitimate approach and is in accordance with the associated requirements in the Act.

4.13 Appendix 2 shows the income and expenditure in respect of the delivery of the hackney carriage and private hire licensing service for the last eight financial years. In order to assist, the following is summary of the total expenditure minus the total income and the resulting deficit balance for the last three full financial years:

Year	Total Expenditure	Total Income	Deficit
2020/2021	£211,122.44	£108,472.00	£102,650.44
2021/2022	£238,528.11	£163,997.52	£74,530.59
2022/2023	£238,165.53	£163,281.07	£74,884.46

4.14 With respect to this current financial year, the budget monitoring that to date has been undertaken, suggests that there will be a further income deficit this year.

5. Outcomes to be Achieved

- 5.1 To ensure that the various fees and charges associated with both the hackney carriage and private hire licensing regimes are set at the appropriate level, this being that the reasonable costs of providing the service are fully recovered.
- 5.2 To ensure the continuation of a paid for hackney carriage and private hire service in the locality which is integral to and supports the local public transport infrastructure. Such provision is essential to the needs of those visiting, working or residing within the Chichester district.
- 5.3 The primary purpose of the hackney carriage and private hire licensing regimes is the provision of a safe, accessible service whereby public safety is paramount. In order to achieve this, the service needs to be adequately resourced and funded and is expected that the proposed increase in fees and charges will achieve this outcome and ultimately promote public safety.

6. Proposal

- 6.1 To calculate the proposed revised fees and charges, those agreed in 2016 have been increased by the Council's inflationary policy for each financial year since, but not implemented previously due to national crises, including the COVID pandemic, and the Council's wish to support businesses whilst they navigated and recovered from these. The table below shows the rate of inflation applied to each year. These rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. The significant inflationary pressure has arisen in the current and previous financial year, but this is expected to continue into the next financial year:

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
%	%	%	%	%	%	%	%	%
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

- 6.2 The proposed fees/ charges to be implemented from 1st April 2024 are shown at Appendix 1. Whilst the Council is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence.

7. Alternatives Considered

- 7.1 Retain the existing fees and charges, however it is projected that this will result in the continuation of a deficit in terms of the income required to cover the reasonable costs of providing the hackney carriage and private hire licensing service. In such a situation funds generated from other areas e.g., Council Tax would have to subsidise the service.
- 7.2 Determine and adopt alternative fees and charges from those proposed at Appendix 1.

8. Resource and Legal Implications

- 8.1 None

9. Consultation

- 9.1 Section 70 of the Act requires the Council to advertise its intention to change the fees and charges associated with vehicle (both hackney carriage and private hire) and private hire operator licences for a period of 28 days during which objections can be made.
- 9.2 A statutory notice was displayed at the Council offices on the public noticeboard from the 11th January 2024 until the end of the 7th February 2024. In addition, a copy of the same notice was published in the Chichester Observer on the 11th January 2024.
- 9.3 As part of the consultation process, holders of an existing hackney carriage and/or private hire licence were written to advising them of the proposed increases to fees and charges. A total of 618 emails and 3 letters were sent.
- 9.4 A total of 12 written responses were received, one of which appeared to be from the same respondent. Included at Appendix 3 are copies of all responses.
- 9.5 All responses were recorded on a 'Register and Summary of Responses' document which is at Appendix 4. All responses have been carefully considered by Officers and comments made where appropriate.

10. Community Impact and Corporate Risks

- 10.1 Private hire and hackney carriage drivers, vehicles and operators are an important part of the local transport infrastructure. However, the cost of providing the licensing function must be paid for by the service user and the current deficit financial position is unsustainable.

11. Other Implications

Are there any implications for the following?	Yes	No
Crime and Disorder		✓
Biodiversity and Climate Change Mitigation		✓
Human Rights and Equality Impact.		✓
Safeguarding and Early Help		✓
General Data Protection Regulations (GDPR)		✓
Health and Wellbeing		✓
Other (please specify)		✓

12. Appendices

- Appendix 1 – Proposed fees structure with effect from 1st April 2024
Appendix 2 – Breakdown of costs to deliver service 2015/2016 to 2022/2023
Appendix 3 – Consultation responses (objections)
Appendix 4 – Summary of consultation responses

13. Background Papers

- 13.1 Statutory taxi and private hire vehicle standards issued by the Department for Transport – see [Statutory taxi and private hire vehicle standards - GOV.UK \(www.gov.uk\)](http://www.gov.uk)



PROPOSED FEE STRUCTURE FOR 2024/ 2025

Fees and charges associated with the hackney carriage and private hire licensing regimes with effect from 1st April 2024.

Hackney Carriage/ Private Hire/ Dual Driver's Licence

Application Fee (1 year licence)	£140.00	£193.00
Renewal Fee (1 year licence)	£113.00	£155.00
Application Fee (3 year licence)	£312.00	£429.00
Renewal Fee (3 year licence)	£285.00	£392.00
Knowledge Test – 1 st test per round of 3	£41.00	£56.00
Knowledge Test – Resit	£20.00	£28.00
DAVIS DVLA Driving Licence Check (1 year licence)	£3.00	No Change
DAVIS DVLA Driving Licence Check (3 year licence)	£9.00	No Change

Vehicle Licence

Application Fee (inc standard/ exemption plate)	£116.00	£160.00
Renewal Fee	£116.00	£160.00

Operator's Licence

Application Fee (1 year licence)	£182.00	£250.00
Renewal Fee (1 year licence)	£154.00	£212.00
Application Fee (5 year licence)	£696.00	£957.00
Renewal Fee (5 year licence)	£670.00	£921.00

Miscellaneous Charges

Replacement copy of paper licence	£10.50	£14.00
Driver badge or driver/ vehicle internal ID replacement	£9.00	£12.00
Private hire door badges (two required per vehicle)	£6.00	£8.00 (each)
Transfer of vehicle ownership/ licence	£23.50	£32.00
Vehicle plate replacement (inc standard and exemption plate)	£15.50	£21.00

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Breakdown of costs to deliver Taxi Licensing	Actual 2022/23	Actual 2021/22	Actual 2020/21	Actual 2019/20	Actual 2018/19	Actual 2017/18	Actual 2016/17	Actual 2015/16
Taxi Licensing: Vehicles								
Employees	64,745.47	60,725.29	65,339.45	28,522.90	23,035.13	21,233.80	25,277.79	48,848.40
Total number of officers	5	5	6	6	7	7	Unavailable	Unavailable
Average percentage of time	29.2	35.2	31.8	14.2	12.3	12.3	Unavailable	Unavailable
Transport Related Expenditure	542.51	502.45	300.54	53.77	15.22	44.93	113.21	836.07
Supplies and Services	10,099.92	8,363.86	5,867.30	6,504.11	7,262.89	6,168.63	6,440.11	6,243.15
Support Services	46107.87	48299.18	37981.27	30,667.28	11,479.55	10,683.18	0.00	15,779.55
Income	-64,056.82	-56,597.52	-47,046.50	-59,749.00	-51,485.00	-44,558.00	-43,314.50	-61,068.50
Taxi Licensing: Drivers								
Employees	67,036.60	76,285.16	60,482.95	44,998.25	27,209.70	26,741.41	32,439.54	38,493.68
Total number of officers	5	5	6	6	7	7	Unavailable	Unavailable
Average percentage of time	33.2	38.8	29.0	24.8	13.7	13.7	Unavailable	Unavailable
Transport Related Expenditure	22.71	2.45	6.44	67.21	22.81	88.85	272.13	326.19
Supplies and Services	11,280.34	7,959.41	8,395.62	10,326.38	9,329.84	10,255.51	7,767.21	10,131.65
Support Services	28537.63	29795.81	24291.79	14517.52	11851.41	10974.18	0	13044.4
Income	-87,792.25	-89,368.00	-54,285.00	-98,253.00	-71,272.00	-55,000.50	-63,328.50	-44,882.50
Private Hire Operators								
Employees	8,386.89	5,199.93	7,169.96	6,939.24	8,704.34	8,857.54	33.00	Unavailable
Total number of officers	5	5	6	6	5	5	Unavailable	Unavailable
Average percentage of time	3.8	2.4	2.8	2.8	4.8	4.8	Unavailable	Unavailable
Transport Related Expenditure	1.98	0.41	1.08	15.14	8.35	20.61	0.00	Unavailable
Supplies and Services	354.70	512.88	304.16	328.10	27.23	372.80	1,000.04	Unavailable
Support Services	1,048.91	881.28	981.88	1,103.27	5,881.49	1,453.52	0.00	Unavailable
Income	-11,432.00	-18,032.00	-7,140.50	-8,454.50	-8,184.00	-10,224.00	-13,672.50	Unavailable

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TFR1

From: [Taxilicensing](#)
Sent: 30 January 2024 09:27
To: [Malcolm Campbell](#)
Subject: TFR1 - Re: [EXTERNAL] Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

Dear Mr Campbell,

Further to your email comment below in respect of the proposed Fees increase for Hackney Carriage and Private Hire Licensing 2024/ 2025, do you have anything substantial to add for the Committee to consider? If so, you need to ensure to respond by the end of the consultation period i.e midnight 07/02/2024.

Regards

Chichester District Council Licensing Team



From: Malcolm Campbell [REDACTED]
Sent: 11 January 2024 2:54 PM
To: Taxilicensing <Taxilicensing@chichester.gov.uk>
Subject: [EXTERNAL] Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
This Message originated outside your organization.

Way to go kill the taxi business in chichester even more, New drivers hard to get as it is.

But never mind regardless of any constellation period you will probably put them up anyway.

On Thu, 11 Jan 2024, 14:34 Taxilicensing, <Taxilicensing@chichester.gov.uk> wrote:

Dear Licence holder,

Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

All fees and charges in relation to hackney carriage and private hire licensing matters are determined and set by the local Licensing Authority.

During 2016 an extensive and thorough review of the local licensing processes in place at that time was conducted, and the financial cost of providing the service identified. A revised set of fees/ charges was subsequently determined, widely consulted upon with stakeholders, and adopted by the Licensing Authority in 2016, now having remained unchanged for nearly 8 years.

Since adoption of the current fees/ charges in 2016, this Licensing Authority has sought continually to make its licensing processes as efficient as possible to keep the cost to licence holders to an absolute minimum. However, over the past 8 years significant changes to its Policy, practices, and procedures have occurred as the result of statutory guidance issued by the Department for Transport during 2020 ([Statutory taxi and](#)

[private hire vehicle standards - GOV.UK \(www.gov.uk\)](#), together with other statutory changes introduced by HM Government to the overall licensing framework. Now, Licensing Authorities must have regard to such statutory guidance, such as now being required to undertake 6-monthly Enhanced Criminal Conviction checks of every licensed driver, along with tax checks ([Finance Act 2021 \(legislation.gov.uk\)](#)) being required before an Application may even be considered, as well as *checks of the National Register of Taxi and Private Hire Licence Refusals, Revocations and Suspensions (NR3S)* ([Taxis and Private Hire Vehicles \(Safeguarding and Road Safety\) Act 2022 \(legislation.gov.uk\)](#)). *The overriding objective of these changes is the safeguarding of passengers, together with road safety.* Additional to these statutory pressures, as throughout the country, the Licensing Authority is not immune to inflation when providing goods and services, and this has been felt particularly in recent years. Currently the income from fees and charges does not cover the full cost of providing the hackney carriage and private hire Licensing service, and therefore it is now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users. It remains the case that fees and charges generated through the provision of this service may not be used to fund other Council services. To calculate the proposed fees/ charges, those agreed in 2016 were increased by the Council's inflationary policy for each financial year since, but not implemented previously due to the COVID pandemic and the Council's wish to support businesses while they recovered from it. The table below shows the rate of inflation applied to each year. The rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. You will note that the significant inflationary pressure has arisen in the current and previous financial year, but this is expected to continue into the next financial year:

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
%	%	%	%	%	%	%	%	%
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

Attached are the proposed increased fees/ charges to be implemented from 1st April 2024. Note that whilst the Licensing Authority is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence [Paragraph 45 of the current Policy ([Hackney carriage and private hire policy - Chichester District Council](#))].

It is necessary to consult with existing licence holders and a copy of the existing and proposed fees/ charges is attached and we are now engaged in a 28 day consultation period. **The closing date for all comments is midnight on 7 February 2024.** Should you wish to submit a comment, please email it to taxilicensing@chichester.gov.uk and ensure that the subject line of the email includes 'Taxi Fees Consultation Response'.

At the close of the consultation period, all responses will be carefully considered, and if necessary presented to the General Licensing Committee for their consideration ahead of the proposed revised fees/ charges coming into effect on 1st April 2024.

Yours faithfully,

David Knowles-Ley

Licensing Manager

Licensing Team

Chichester District Council



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contact@chichester.gov.uk

TFR2

From: [Steve](#)
Sent: 30 January 2024 12:32
To: [Taxilicensing](#)
Subject: [EXTERNAL] Re: TFR2 - Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

This Message originated outside your organization.

Hello David

I have decided not to replat My Taxi in Chichester.

Reasons.

Having to MOT twice a Year.

Cost of Renewal.

Rank Pass that's a joke half don't have one.

Taxi Drivers some are still over charging.

Price difference between Taxi rate and Private Hire rate .(private hire charge what They want).

The age restriction here is Chichester.

To much trouble on the rank at night with No Police back up.

Lack of Ranks.

Lack of seeing anyone checking fitness from CDC .

There are. Few other reasons but this gives You a breakdown.

Kind Regards

Steve Jull

Get [Outlook for Android](#)

From: Taxilicensing <Taxilicensing@chichester.gov.uk>

Sent: Tuesday, January 30, 2024 11:17:25 AM

To: Steve [REDACTED]

Subject: Re: TFR2 - Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

Dear Mr Jull,

Please see my earlier email sent to you on 11th January 2024; the attachment shows the proposed fees increase for licences and an explanation for these.

David Knowles-Ley

Licensing Manager
Licensing Team
Chichester District Council



From: Steve [REDACTED]
Sent: 30 January 2024 9:47 AM
To: Taxilicensing <Taxilicensing@chichester.gov.uk>
Subject: [EXTERNAL] Re: TFR2 - Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
This Message originated outside your organization.

Dear Sir/Madam.

Why do We not have a Name at the end of Your email to correspond to.

May I ask what will be the new charges and why.

Kind regards
Steve Jull

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From: Taxilicensing <Taxilicensing@chichester.gov.uk>
Sent: Tuesday, January 30, 2024 9:25:00 AM
To: Steve [REDACTED]
Subject: TFR2 - Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
Dear Mr Jull,

Further to your email comment below in respect of the proposed Fees increase for Hackney Carriage and Private Hire Licensing 2024/ 2025, do you have anything substantial to add for the Committee to consider? If so, you need to ensure to respond by the end of the consultation period i.e midnight 07/02/2024.

Regards

Chichester District Council Licensing Team



From: Steve [REDACTED]
Sent: 11 January 2024 3:29 PM
To: Taxilicensing <Taxilicensing@chichester.gov.uk>
Subject: [EXTERNAL] Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
This Message originated outside your organization.

Thankyou for update.

But I don't think it warrants another pay increase .

Kind Regards
Steve Jull

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From: Taxilicensing <Taxilicensing@chichester.gov.uk>
Sent: Thursday, January 11, 2024 2:29:57 PM
Subject: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

Dear Licence holder,

Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

All fees and charges in relation to hackney carriage and private hire licensing matters are determined and set by the local Licensing Authority.

During 2016 an extensive and thorough review of the local licensing processes in place at that time was conducted, and the financial cost of providing the service identified. A revised set of fees/ charges was subsequently determined, widely consulted upon with stakeholders, and adopted by the Licensing Authority in 2016, now having remained unchanged for nearly 8 years.

Since adoption of the current fees/ charges in 2016, this Licensing Authority has sought continually to make its licensing processes as efficient as possible to keep the cost to licence holders to an absolute minimum. However, over the past 8 years significant changes to its Policy, practices, and procedures have occurred as the result of statutory guidance issued by the Department for Transport during 2020 ([Statutory taxi and private hire vehicle standards - GOV.UK \(www.gov.uk\)](#)), together with other statutory changes introduced by HM Government to the overall licensing framework.

Now, Licensing Authorities must have regard to such statutory guidance, such as now being required to undertake 6-monthly Enhanced Criminal Conviction checks of every licensed driver, along with tax checks ([Finance Act 2021 \(legislation.gov.uk\)](#)) being required before an Application may even be considered, as well as *checks of the National Register of Taxi and Private Hire Licence Refusals, Revocations and Suspensions (NR3S) (Taxis and Private Hire Vehicles (Safeguarding and Road Safety) Act 2022 (legislation.gov.uk))*. *The overriding objective of these changes is the safeguarding of passengers, together with road safety.* Additional to these statutory pressures, as throughout the country, the Licensing Authority is not immune to inflation when providing goods and services, and this has been felt particularly in recent years.

Currently the income from fees and charges does not cover the full cost of providing the hackney carriage and private hire Licensing service, and therefore it is now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users. It remains the case that fees and charges generated through the provision of this service may not be used to fund other Council services. To calculate the proposed fees/ charges, those agreed in 2016 were increased by the Council's inflationary policy for each financial year since, but not implemented previously due to the COVID pandemic and the Council's wish to support businesses while they recovered from it. The table below shows the rate of

inflation applied to each year. The rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. You will note that the significant inflationary pressure has arisen in the current and previous financial year, but this is expected to continue into the next financial year:

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%	%	%	%	%	%	%	%	%
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

Attached are the proposed increased fees/ charges to be implemented from 1st April 2024. Note that whilst the Licensing Authority is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence [Paragraph 45 of the current Policy ([Hackney carriage and private hire policy - Chichester District Council](#))].

It is necessary to consult with existing licence holders and a copy of the existing and proposed fees/ charges is attached and we are now engaged in a 28 day consultation period. **The closing date for all comments is midnight on 7 February 2024.** Should you wish to submit a comment, please email it to taxilicensing@chichester.gov.uk and ensure that the subject line of the email includes 'Taxi Fees Consultation Response'.

At the close of the consultation period, all responses will be carefully considered, and if necessary presented to the General Licensing Committee for their consideration ahead of the proposed revised fees/ charges coming into effect on 1st April 2024.

Yours faithfully,

David Knowles-Ley

Licensing Manager

Licensing Team

Chichester District Council



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contact@chichester.gov.uk

TFR3

From: [Leonardo Paolini](#)
Sent: 11 January 2024 16:08
To: [Taxilicensing](#)
Subject: [EXTERNAL] Taxi fees consulta on Response

Follow Up Flag: Flag for follow up
Flag Status: Flagged

This Message originated outside your organization.

To The Taxi Licencing committee,

I hope this message finds you well. I am writing to express my concerns about the recently proposed increase in taxi fees within the district. While I understand the need for funding various services and improvements, I find the proposed fee hike to be quite substantial, and it adds an additional burden to the already high cost of living.

I am deeply concerned about the potential impact this increase may have on the community. Taxis play a vital role in providing accessible transportation for many residents, especially those who may not have alternative means of travel. An excessive fee hike could disproportionately affect vulnerable populations, including the elderly and individuals with limited mobility.

I kindly request that the council reconsider the magnitude of the proposed increase and explore alternative solutions to address the financial needs of the district. It would be greatly appreciated if the council could provide more information on the factors that have led to this proposal and the specific areas where the increased revenue would be allocated.

Moreover, I encourage the council to engage with the community and seek input from residents before finalizing any decisions related to the proposed taxi fee increase. Transparency and collaboration will foster a better understanding of the situation and allow for constructive dialogue between the council and the residents it serves.

Thank you for your attention to this matter. I believe that, by working together, we can find a solution that meets the needs of the community without placing undue financial strain on its residents.

Kind regards,

Leonardo Paolini

Leonardo

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TFR4

From: [Taxilicensing](#)
Sent: 30 January 2024 09:30
To: [REDACTED]
Subject: TFR4 - Re: [EXTERNAL] How much is the taxi licence going up by?. Mr R King

Dear Mr King,

Further to your email comment below in respect of the proposed Fees increase for Hackney Carriage and Private Hire Licensing 2024/ 2025, do you have anything substantial to add for the Committee to consider? If so, you need to ensure to respond by the end of the consultation period i.e midnight 07/02/2024.

Regards

Chichester District Council Licensing Team



From: [REDACTED]
Sent: 11 January 2024 4:20 PM
To: Taxilicensing <Taxilicensing@chichester.gov.uk>
Subject: [EXTERNAL] How much is the taxi licence going up by?. Mr R King

This Message originated outside your organization.

Sent from my Galaxy

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TFR5

From: [Taxilicensing](#)
Sent: 30 January 2024 09:31
To: [David Evans](#)
Subject: TFR5 - Re: [EXTERNAL] Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

Dear Mr Evans,

Further to your email comment below in respect of the proposed Fees increase for Hackney Carriage and Private Hire Licensing 2024/ 2025, do you have anything substantial to add for the Committee to consider? If so, you need to ensure to respond by the end of the consultation period i.e midnight 07/02/2024.

Regards

Chichester District Council Licensing Team



From: David Evans [REDACTED]
Sent: 11 January 2024 7:02 PM
To: Taxilicensing <Taxilicensing@chichester.gov.uk>
Subject: [EXTERNAL] Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
This Message originated outside your organization.

Amazing percentage increase

On Thu, 11 Jan 2024, 14:27 Taxilicensing, <Taxilicensing@chichester.gov.uk> wrote:

Dear Licence holder,
Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
All fees and charges in relation to hackney carriage and private hire licensing matters are determined and set by the local Licensing Authority.
During 2016 an extensive and thorough review of the local licensing processes in place at that time was conducted, and the financial cost of providing the service identified. A revised set of fees/ charges was subsequently determined, widely consulted upon with stakeholders, and adopted by the Licensing Authority in 2016, now having remained unchanged for nearly 8 years.
Since adoption of the current fees/ charges in 2016, this Licensing Authority has sought continually to make its licensing processes as efficient as possible to keep the cost to licence holders to an absolute minimum. However, over the past 8 years significant changes to its Policy, practices, and procedures have occurred as the result of statutory guidance issued by the Department for Transport during 2020 ([Statutory taxi and private hire vehicle standards - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/statutory-taxi-and-private-hire-vehicle-standards)), together with other statutory changes introduced by HM Government to the overall licensing framework.

Now, Licensing Authorities must have regard to such statutory guidance, such as now being required to undertake 6-monthly Enhanced Criminal Conviction checks of every licensed driver, along with tax checks ([Finance Act 2021 \(legislation.gov.uk\)](#)) being required before an Application may even be considered, as well as *checks of the National Register of Taxi and Private Hire Licence Refusals, Revocations and Suspensions (NR3S)* ([Taxis and Private Hire Vehicles \(Safeguarding and Road Safety\) Act 2022 \(legislation.gov.uk\)](#)). *The overriding objective of these changes is the safeguarding of passengers, together with road safety.* Additional to these statutory pressures, as throughout the country, the Licensing Authority is not immune to inflation when providing goods and services, and this has been felt particularly in recent years. Currently the income from fees and charges does not cover the full cost of providing the hackney carriage and private hire Licensing service, and therefore it is now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users. It remains the case that fees and charges generated through the provision of this service may not be used to fund other Council services. To calculate the proposed fees/ charges, those agreed in 2016 were increased by the Council's inflationary policy for each financial year since, but not implemented previously due to the COVID pandemic and the Council's wish to support businesses while they recovered from it. The table below shows the rate of inflation applied to each year. The rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. You will note that the significant inflationary pressure has arisen in the current and previous financial year, but this is expected to continue into the next financial year:

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

Attached are the proposed increased fees/ charges to be implemented from 1st April 2024. Note that whilst the Licensing Authority is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence [Paragraph 45 of the current Policy ([Hackney carriage and private hire policy - Chichester District Council](#))].

It is necessary to consult with existing licence holders and a copy of the existing and proposed fees/ charges is attached and we are now engaged in a 28 day consultation period. **The closing date for all comments is midnight on 7 February 2024.** Should you wish to submit a comment, please email it to taxilicensing@chichester.gov.uk and ensure that the subject line of the email includes 'Taxi Fees Consultation Response'.

At the close of the consultation period, all responses will be carefully considered, and if necessary presented to the General Licensing Committee for their consideration ahead of the proposed revised fees/ charges coming into effect on 1st April 2024.

Yours faithfully,

David Knowles-Ley

Licensing Manager

Licensing Team

Chichester District Council



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TFR6-1

From: [ProDrive Travel](#)
Sent: 12 January 2024 09:03
To: [Taxilicensing](#)
Cc: [Doug Millen](#)
Subject: [EXTERNAL] 'Taxi Fees Consultation Response'

Follow Up Flag: Flag for follow up
Flag Status: Flagged

This Message originated outside your organization.

The proposed fee increase would be the potential burden on individual license holders, especially those who may have faced challenges during the COVID-19 pandemic. The Council's initial decision to postpone fee adjustments during the pandemic demonstrates a recognition of the economic difficulties faced by businesses. Implementing significant fee hikes now might pose financial challenges for license holders who are still recovering from the pandemic's impact on their livelihoods. Business only returned in Spring of 2022 with relaxation of travel restrictions globally.

Another consideration is the potential impact on affordability and accessibility of taxi and private hire services for the general public. If fees increase substantially, it will lead to an increase in fares passed on to passengers. This could negatively affect individuals who rely on these services, particularly those with limited financial means, including councils. Striking a balance between covering costs and ensuring the continued accessibility of these transportation options is crucial for the well-being of both service providers and users.

We would have concerns about the potential negative impact on competition in the local transportation market. If the increased fees disproportionately affect smaller operators or new entrants, it may create barriers to entry and hinder healthy competition. A careful consideration of how the fee adjustments might impact businesses of different sizes and durations is crucial to maintaining a diverse and competitive market in the hackney carriage and private hire sector.

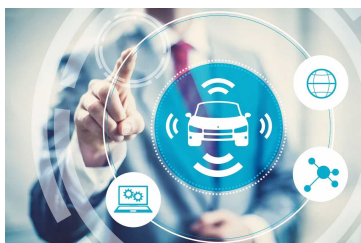
Additionally, the proposal to increase fees should prompt a thorough examination of the efficiency and effectiveness of the licensing processes. Rather than solely relying on fee increases to cover costs, exploring ways to streamline operations, enhance productivity, and cut unnecessary expenses could be an alternative approach. This could help maintain a fair balance between financial sustainability and minimizing the financial burden on license holders.

There is a lack of clarity regarding how the increased fees will directly contribute to improvements in service quality or additional benefits for license holders. Without a clear link between the fee increase and specific enhancements in the licensing service, license holders may question the necessity and fairness of the proposed adjustments. Providing transparency on how the additional revenue will be utilized to enhance the services could address concerns and build support for the proposed fee changes.

Kind Regards

Doug Millen

Director
ProDrive Travel Ltd



From: Taxilicensing <Taxilicensing@chichester.gov.uk>
Sent: Thursday, January 11, 2024 2:26:04 PM
Subject: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

Dear Licence holder,

Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

All fees and charges in relation to hackney carriage and private hire licensing matters are determined and set by the local Licensing Authority.

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Now, Licensing Authorities must have regard to such statutory guidance, such as now being required to undertake 6-monthly Enhanced Criminal Conviction checks of every licensed driver, along with tax checks ([Finance Act 2021 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2021/12/section/100)) being required before an Application may even be considered, as well as *checks of the National Register of Taxi and Private Hire Licence Refusals, Revocations and Suspensions (NR3S) (Taxis and Private Hire Vehicles (Safeguarding and Road Safety) Act 2022 (legislation.gov.uk))*. *The overriding objective of these changes is the safeguarding of passengers, together with road safety.* Additional to these statutory pressures, as throughout the country, the Licensing Authority is not immune to inflation when providing goods and services, and this has been felt particularly in recent years.

Currently the income from fees and charges does not cover the full cost of providing the hackney carriage and private hire Licensing service, and therefore it is now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users. It remains the case that fees and charges generated through the provision of this service may not be used to fund other Council services. To calculate the proposed fees/ charges, those agreed in 2016 were increased by the Council's inflationary policy for each financial year since, but not implemented previously due to the COVID pandemic and the Council's wish to support businesses while they recovered from it. The table below shows the rate of inflation applied to each year. The rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. You will note that the significant inflationary pressure has arisen

in the current and previous financial year, but this is expected to continue into the next financial year:

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Yours faithfully,

David Knowles-Ley

Licensing Manager

Licensing Team

Chichester District Council



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TFR6-2 (duplicate of TFR6-1)

From: [REDACTED]
Sent: 12 January 2024 09:05
To: [Taxilicensing](#)
Subject: [EXTERNAL] Taxi Fees Consultation Response'

Follow Up Flag: Flag for follow up
Flag Status: Flagged

This Message originated outside your organization.

Subject: 'Taxi Fees Consultation Response'.

The proposed fee increase would be the potential burden on individual license holders, especially those who may have faced challenges during the COVID-19 pandemic. The Council's initial decision to postpone fee adjustments during the pandemic demonstrates a recognition of the economic difficulties faced by businesses. Implementing significant fee hikes now might pose financial challenges for license holders who are still recovering from the pandemic's impact on their livelihoods. Business only returned in Spring of 2022 with relaxation of travel restrictions globally.

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Kind Regards

Doug Millen

Director

ProDrive Travel Ltd

www.prodrivetravel.co.uk



size=2 width="98%" align=center>

From: Taxilicensing <Taxilicensing@chichester.gov.uk>

Sent: Thursday, January 11, 2024 2:26:04 PM

Subject: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

Dear Licence holder,

Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

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%	%	%	%	%	%	%	%	%
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

Attached are the proposed increased fees/ charges to be implemented from 1st April 2024. Note that whilst the Licensing Authority is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence [Paragraph 45 of the current Policy ([Hackney carriage and private hire policy - Chichester District Council](#))].

It is necessary to consult with existing licence holders and a copy of the existing and proposed fees/ charges is attached and we are now engaged in a 28 day consultation period. **The closing date for all comments is midnight on 7 February 2024.** Should you wish to submit a comment, please email it to taxilicensing@chichester.gov.uk and ensure that the subject line of the email includes 'Taxi Fees Consultation Response'.

At the close of the consultation period, all responses will be carefully considered, and if necessary presented to the General Licensing Committee for their consideration ahead of the proposed revised fees/ charges coming into effect on 1st April 2024.

Yours faithfully,

David Knowles-Ley

Licensing Manager
Licensing Team
Chichester District Council



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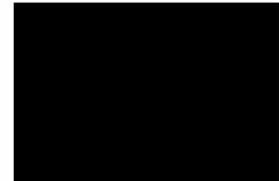
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TFR7



January 2024

Dear Mr Knowles-Ley

I write with reference to your email dated 11th January 2024 where you stated, from 1st April 2024, you are planning to increase fees for licensed drivers by Chichester District Council by 37%.

I find this totally unacceptable and wrong especially as we are in a cost of living crisis as I, along with other drivers, are already having trouble making ends meet.

If this increase is approved I would struggle to meet these additional costs and may well have to look for employment elsewhere outside the taxi sector.

Whilst working for Starline Sussex Limited I have seen for myself how difficult it already is to secure drivers and many customers tell me they are already struggling to get a taxi.

It is not my fault you haven't increased fees since 2016. If you had increased them year upon year on the figures in your table this would have been more manageable for drivers.

I therefore hope you will reconsider a 37% increase and look at a more realistic figure, for example, the current rate of inflation.

Regards
Martin Golds

TFR8

From: [Debbie](#)
Sent: 31 January 2024 08:17
To: [Taxilicensing](#)
Subject: [EXTERNAL] Taxi Fees Consultation Response

Importance: High

This Message originated outside your organization.

Dear Mr Knowles-Ley

We write with reference to your email dated 11th January 2024 in relation to the proposed increase of fees for Hackney Carriage and Private Hire Licensing.

We are horrified to note that you intend to increase all fees by around 37% and would formally like to register our objection to this proposal.

As you are aware Starline Sussex Limited are the largest provider of private hire vehicles in Chichester. We not only provide a service to the residents, many of whom are vulnerable, but have long term contracts with local hospitals, schools, Goodwood estate, Rolls Royce and ITV Racing.

Your document states that you have chosen not to increase fees since 2016 and you argue that this is because of the COVID pandemic and your wish to support businesses whilst we recovered from it. You further go on to state that the current income from fees does not cover the full cost of providing the licensing service. By your own admission you could have increased, since 2016, the fees, by inflation year by year. The LGA guidance on locally set fees states 'annual reviews allow for the fine tuning of fees and allow Councils to avoid a surplus/deficit in future years' based on this we would like to ask 2 questions:

a) would it not have been fairer and more manageable for operators and drivers to have had a small increase year upon year and in turn ensure that the taxi licensing service became self-funding?

b) what is your reasoning for not implementing small increases from 2016 to 2020 (start of pandemic)?

As you are aware we are in a cost of living crisis and with many drivers already struggling we fear a 37% increase will encourage them to look for employment outside the industry or look to work with another licensing authority where the costs are far lower.

We are sure you have noted there is a nationwide shortage of taxi drivers and Chichester is no exception. We are already experiencing difficulties in recruiting new drivers, despite offering incentives, which has already resulted in us having to say to customers we cannot take their booking. At our meeting in September 2023 we shared an email from Mr N Thomas from West Sussex County Council who stated how the shortage of taxi drivers in the area is affecting the 'school run' service they provide and how it is impacting his budget. As you are aware we have contracts for 'school runs' and fear if we lose or cannot recruit new drivers we will be unable to fulfil these contracts.

Reading the trade press we have seen that some Councils are looking at new initiatives to encourage new drivers into the industry our question here:

a) do Chichester District Council agree that a 37% increase will deter not encourage new drivers applying to work in Chichester?

All in all we believe that this increase will result in less drivers being available thus meaning the residents and our long term contract clients will suffer.

We accept you need to ensure taxi licensing is self funding and that to achieve this you need to increase fees by 37%, however, have you not thought of alternative approach to implementing this increase? Have you thought of a phased approach, for example, 10% in 2024, 10% in 2025 and so forth?

We would now like to move on to the service we receive from Chichester District Council. Over the past 12 months there has been much correspondence and a meeting between us and it is no secret we have been disappointed with the level of service we currently receive for some time and do not believe the current fees and service provide value for money. The LGO guidance states "a streamlined approach to licensing will ensure fees are kept to a minimum and business can be encouraged to prosper" and "to ensure that Councils promote growth and protect the public there is a need to ensure regimes are adequately resourced". We are so concerned that our consultant is currently preparing our submission to the Local Ombudsman so that our concerns can be fully investigated. If this huge increase is implemented we shall be asking her to include this issue in our submission. That said our questions here are:

- a) have you undertaken a review of the service to ensure you are providing value for money?
 - b) have you looked at alternate ways, for example, outsourcing to ensure the service provided is not only efficient and effective but value for money?
 - c) if this 37% increase is adopted, based on your current procedures, what level of service can we expect?
 - d) based on your current procedures will we be able to get a guaranteed knowledge test quicker?
 - e) based on your current procedures will licence applications be turned around more promptly?
- Finally, we note you plan to take your proposals to the General Licensing Committee for consideration/approval. We ask if this meeting is open to the public and if so if you can advise us of the details so we can send a representative.

Regards


Starline Sussex Limited

9 Market Road

Chichester

West Sussex

PO19 1JW



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TFR9

From: [Taxilicensing](#)
Sent: 05 February 2024 10:22
To: [Amr Soliman](#)
Subject: Re: [EXTERNAL] Re: Consultation - Chichester District Council
- Proposed fees/ charges for Hackney Carriage and Private
Hire Licensing 2024/ 2025

Dear Mr Soliman,

Further to your email comment below in respect of the proposed Fees increase for Hackney Carriage and Private Hire Licensing 2024/ 2025, do you have anything substantial to add for the Committee to consider? If so, you need to ensure to respond by the end of the consultation period i.e midnight 07/02/2024.

Regards

Chichester District Council Licensing Team



From: Amr Soliman [REDACTED]
Sent: 02 February 2024 7:00 PM
To: Taxilicensing <Taxilicensing@chichester.gov.uk>
Subject: [EXTERNAL] Re: Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

This Message originated outside your organization.

The increase in the fees is quite high to be a reasonable increase.

Regards.

Amr Soliman

On Thu, 11 Jan 2024 at 2:27 pm, Taxilicensing
<Taxilicensing@chichester.gov.uk> wrote:

Dear Licence holder,
Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025
All fees and charges in relation to hackney carriage and private hire licensing matters are determined and set by the local Licensing Authority.
During 2016 an extensive and thorough review of the local licensing processes in place at that time was conducted, and the financial cost of providing the service identified. A revised set of fees/ charges was subsequently determined, widely consulted upon with stakeholders, and adopted by the Licensing Authority in 2016, now having remained unchanged for nearly 8 years.

Since adoption of the current fees/ charges in 2016, this Licensing Authority has sought continually to make its licensing processes as efficient as possible to keep the cost to licence holders to an absolute minimum. However, over the past 8 years significant changes to its Policy, practices, and procedures have occurred as the result of statutory guidance issued by the Department for Transport during 2020 ([Statutory taxi and private hire vehicle standards - GOV.UK \(www.gov.uk\)](#)), together with other statutory changes introduced by HM Government to the overall licensing framework. Now, Licensing Authorities must have regard to such statutory guidance, such as now being required to undertake 6-monthly Enhanced Criminal Conviction checks of every licensed driver, along with tax checks ([Finance Act 2021 \(legislation.gov.uk\)](#)) being required before an Application may even be considered, as well as *checks of the National Register of Taxi and Private Hire Licence Refusals, Revocations and Suspensions (NR3S)* ([Taxis and Private Hire Vehicles \(Safeguarding and Road Safety\) Act 2022 \(legislation.gov.uk\)](#)). *The overriding objective of these changes is the safeguarding of passengers, together with road safety.* Additional to these statutory pressures, as throughout the country, the Licensing Authority is not immune to inflation when providing goods and services, and this has been felt particularly in recent years. Currently the income from fees and charges does not cover the full cost of providing the hackney carriage and private hire Licensing service, and therefore it is now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users. It remains the case that fees and charges generated through the provision of this service may not be used to fund other Council services. To calculate the proposed fees/ charges, those agreed in 2016 were increased by the Council's inflationary policy for each financial year since, but not implemented previously due to the COVID pandemic and the Council's wish to support businesses while they recovered from it. The table below shows the rate of inflation applied to each year. The rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. You will note that the significant inflationary pressure has arisen in the current and previous financial year, but this is expected to continue into the next financial year:

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
%	%	%	%	%	%	%	%	%
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

Attached are the proposed increased fees/ charges to be implemented from 1st April 2024. Note that whilst the Licensing Authority is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence [Paragraph 45 of the current Policy ([Hackney carriage and private hire policy - Chichester District Council](#))].

It is necessary to consult with existing licence holders and a copy of the existing and proposed fees/ charges is attached and we are now engaged in a 28 day consultation period. **The closing date for all comments is midnight on 7 February 2024.** Should you wish to submit a comment, please email it to taxilicensing@chichester.gov.uk and ensure that the subject line of the email includes 'Taxi Fees Consultation Response'.

At the close of the consultation period, all responses will be carefully considered, and if necessary presented to the General Licensing Committee for their consideration ahead of the proposed revised fees/ charges coming into effect on 1st April 2024.

Yours faithfully,

David Knowles-Ley

Licensing Manager

Licensing Team

Chichester District Council



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TFR10

From: Michael Maccar [REDACTED]
Sent: 06 February 2024 17:12
To: Taxilicensing
Subject: [EXTERNAL] Taxi Fees Consultation Response

This Message originated outside your organization.

Thank you for providing information on the proposed fees and charges for Hackney Carriage and Private Hire Licensing for 2024/2025.

I have reviewed the attached documents detailing the proposed changes.
As a current license holder, I appreciate being included in this consultation process.

While I understand the need for fee adjustments, I urge the council to consider enhancing service quality as a justification for the proposed increase. Firstly, the process for license renewal and document collection/delivery could be streamlined to reduce the need for frequent visits to the council offices, thereby saving time and resources for both license holders and council staff. Additionally, I would appreciate a review of the licensing requirements, particularly regarding the two MOT inspections a year. While safety is paramount, I believe that having only one MOT inspection plus two fitness tests a year does not compromise vehicle safety, especially since the maximum vehicle age has been reduced to 10 years.

I would also like to confirm that the above suggestions have already been implemented in some neighboring councils and are functioning effectively. Importantly, none of these measures compromise safety in any way.

Kind Regards,

Michael Maccar

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TFR11

From: [Rogate Cars](#)
Sent: 07 February 2024 00:20
To: [Taxilicensing](#)
Subject: [EXTERNAL] Re: Consulta on - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

This Message originated outside your organization.

Good Evening / Morning

Please find my response to your email for consulta on.

I totally rejected your proposal to increase the Licencing fees by over 30 percent. If we had a service by your team that worked and didn't have a year to wait to get new drivers through their first test of the knowledge etc.

We as a company cant meet our work commitments and we loose revenue on a daily basis to being understaff and then you want us to pay more for a defunct service you are not being in the real world.

I appreciate you are understaffed at the department but in my opinion.....

You are chasing too many crazy ideas and not concentra ng on running of the day to day Licencing issues and crea ng more problems for yourselves which you don't have the staff to deal with.

Again nothing personal but take a commercial look at how you run the business and stop concentra ng on making new policies (for which other LA s don't) for which you don't have the infrastructure to carrier it through nor the  me which in turn reflects on us operators.

Regarding the Garage Mot and fitness it has come to light again that there is not the staff to carry out all the licensed vehicles due to us (operators) having to wait extended periods to get a  me slot, why will you not do what other LA s do and have a list of designated MOT garages is it you want to keep funding in house at the expense of us operators ?

Apologies its not personal or nega ve its construc ve view from us operators

Best Regards Kevin Farren

Director of Rogate & Midhurst Cars

On 11 Jan 2024, at 14:29, Taxilicensing <Taxilicensing@chichester.gov.uk> wrote:

Dear Licence holder,

Consultation - Chichester District Council - Proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025

All fees and charges in relation to hackney carriage and private hire licensing matters are determined and set by the local Licensing Authority.

During 2016 an extensive and thorough review of the local licensing processes in place at that time was conducted, and the financial cost of providing the service identified. A revised set of fees/ charges was subsequently determined, widely consulted upon with stakeholders, and adopted by the Licensing Authority in 2016, now having remained unchanged for nearly 8 years.

Since adoption of the current fees/ charges in 2016, this Licensing Authority has sought continually to make its licensing processes as efficient as possible to keep the cost to licence holders to an absolute minimum. However, over the past 8 years significant changes to its Policy, practices, and procedures have occurred as the result of statutory guidance issued by the Department for Transport during 2020 ([Statutory taxi and private hire vehicle standards - GOV.UK \(www.gov.uk\)](#)), together with other statutory changes introduced by HM Government to the overall licensing framework.

Now, Licensing Authorities must have regard to such statutory guidance, such as now being required to undertake 6-monthly Enhanced Criminal Conviction checks of every licensed driver, along with tax checks ([Finance Act 2021 \(legislation.gov.uk\)](#) being required before an Application may even be considered, as well as *checks of the National Register of Taxi and Private Hire Licence Refusals, Revocations and Suspensions (NR3S)* ([Taxis and Private Hire Vehicles \(Safeguarding and Road Safety\) Act 2022 \(legislation.gov.uk\)](#)). *The overriding objective of these changes is the safeguarding of passengers, together with road safety.* Additional to these statutory pressures, as throughout the country, the Licensing Authority is not immune to inflation when providing goods and services, and this has been felt particularly in recent years.

Currently the income from fees and charges does not cover the full cost of providing the hackney carriage and private hire Licensing service, and therefore it is now necessary and appropriate for the associated fees and charges to be increased to reflect the true costs, and that they are fully recovered each year from its service users. It remains the case that fees and charges generated through the provision of this service may not be used to fund other Council services. To calculate the proposed fees/ charges, those agreed in 2016 were increased by the Council's inflationary policy for each financial year since, but not implemented previously due to the COVID pandemic and the Council's wish to support businesses while they recovered from it. The table below shows the rate of inflation applied to each year. The rates have been set by the Council within its fees and charges policy and follow the rate of inflation published by the Office of National Statistics (ONS) each September. You will note that the significant inflationary pressure has arisen in the current and previous financial year, but this is expected to continue into the next financial year:

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
%	%	%	%	%	%	%	%	%
1.00	1.00	3.00	3.00	3.00	2.00	4.00	10.10	6.70

Attached are the proposed increased fees/ charges to be implemented from 1st April 2024. Note that whilst the Licensing Authority is proposing to increase its fees and charges, its Policy remains unchanged regarding refunds for certain licences surrendered during the period of the licence [Paragraph 45 of the current Policy ([Hackney carriage and private hire policy - Chichester District Council](#))].

It is necessary to consult with existing licence holders and a copy of the existing and proposed fees/ charges is attached and we are now engaged in a 28 day consultation period. **The closing date for all comments is midnight on 7 February 2024.** Should you wish to submit a comment, please email it to taxilicensing@chichester.gov.uk and ensure that the subject line of the email includes 'Taxi Fees Consultation Response'.

At the close of the consultation period, all responses will be carefully

considered, and if necessary presented to the General Licensing Committee for their consideration ahead of the proposed revised fees/ charges coming into effect on 1st April 2024.

Yours faithfully,

David Knowles-Ley

Licensing Manager

Licensing Team

Chichester District Council

<image.png>

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contact@chichester.gov.uk <Proposed Fee Structure for 2024-2025.pdf>

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Register and Summary of Responses to consultation on the proposed fees/ charges for Hackney Carriage and Private Hire Licensing 2024/ 2025 (Consultation Period – 11th January 2024 to 7th February 2024 inclusive)

Ref.	Respondent	Currently Licensed Y/N - [Driver (D)/ Vehicle(V)/ Operator(O)]	Date Received	Comment(s)	Licensing Authority Appraisal	Licensing Authority Response
TFR1 Page 4/7	Malcolm CAMPBELL	D	11/01/2024	Suggests increase will end taxi business in Chichester	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR2	Steve JULL	N	11/01/2024	Suggests increase should not result in pay increase	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR3	Leonardo PAOLINI	D,V	11/01/2024	Suggests increase will cause Licensed Vehicles to become unaffordable to users	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR4	Richard KING	D	11/01/2024	(Asking what increase will be)	(Enquiry only: No comment made)	No effect

TFR5	David EVANS	D,V	11/01/2024	States 'Amazing percentage increase'	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR6-1 & TFR6-2	Doug MILLEN (duplicate ProDrive Travel Ltd)	D,V,O	12/01/2024	Suggests increase will be undue burden on Licence holders, and cause Licensed Vehicles to become unaffordable to users	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR7	Martin GOLDS	D	17/01/2024	Increase too much, should be current years inflation only	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR8	Starline Sussex Limited	V,O	31/01/2024	Suggests increase will be undue burden on Licence holders, cause Licensed Drivers to leave the trade, Vehicles to become unaffordable to users; suggests more affordable to have yearly increases (10%) to achieve total required in due course	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect
TFR9	AMR SOLIMAN	D,V	05/02/2024	States increase quite high to be reasonable	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect

TFR10	Michael MACCAR	D,V	06/02/2024	States understands need for fee changes but suggests streamlining Service by reducing MOT requirement to yearly	Supports increase but suggesting efficiencies can be made	No effect
TFR11	Kevin FARREN/ The Rogate Group Limited	D,V,O	07/02/2024	Rejects proposal to increase fees due to perception of Service received	No increase over last 8 years: Now necessary due to inflation to cover current costs of existing Service	No effect

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