

CITY OF
WOLVERHAMPTON
COUNCIL

Regulatory Committee

22 November 2023

Report title	Removal of Private Hire Vehicle Operator Administrative Charges	
Wards affected	All	
Accountable director	John Roseblade, Director of Resident Services	
Originating service	Licensing	
Accountable employee	Ajoypal Simon	Section Leader
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Report to be/has been considered by	None	

Recommendation for decision:

The Regulatory Committee is recommended to:

1. Approve the immediate removal of administrative charges levied upon private hire vehicle operators when updating their licence details.

1.0 Purpose

- 1.1 To seek approval for the removal of fees charged to private hire vehicle operators when updating their name or address.

2.0 Background

- 2.1 Private hire vehicle operators are currently charged an administration fee of £25 when they notify Licensing Services of a change name or address.
- 2.2 It is a condition of licence that private hire vehicle operators notify licensing services when these details change.
- 2.3 Hackney Carriage and Private Hire licence holders are not charged a fee when updating their details.
- 2.4 There is a risk that this financial barrier increases the risk the council have out of date details for these licence holders.
- 2.5 There is an administrative cost of taking the payment itself which must be done manually. This involves a referral to customer services who then telephone the licence holder to take payment using a bank card. Sometimes this can involve multiple telephone calls if the licence holder is unavailable or an issue with taking payment.

3.0 Options

- 3.1 The council could do nothing and retain the status quo which will not reduce the risk.
- 3.2 Alternatively, the council can remove these fees and absorb the cost through existing revenue budgets. This would reduce the resource demand for taking the payment, reduce the likelihood of an operator delaying in notification of change in details and reduce the cost for licence holders.

4.0 Financial implications

- 4.1 Since January 2023 this fee has been charged 18 times as such the annual income is approximately £500.

The budget forecast for private hire vehicle operators confirms this cost can be absorbed through existing Operator revenue budgets.

[SB/25092023/T]

5.0 Legal implications

- 5.1 Section 3 of the Localism Act 2011 confers power upon the local authority to charge for services.

- 5.2 This proposal does not contravene any part of The Local Government (Miscellaneous Provisions) Act 1976, which governs private hire licensing; nor The Town Police Clauses Act 1847, which governs hackney carriage licensing.

[RMS/15/10/2023]

6.0 Equalities implications

- 6.1 An equalities analysis was undertaken and the proposal is not relevant to any of the three equalities duties.

7.0 All other Implications

- 7.1 There are no other direct implications contained within this proposal.

8.0 Schedule of background papers

- 8.1 None.