

Licence Type	2021/22	Total Processes	Applications Total	Cost Centre & GL Code	Proposed Fee 2022/23	Proposed Income 2022/23
<b>Taxi/Private Hire Vehicles</b>						
HC Vehicle Appl new and renew Fees	£196.04	121	£73,720.84	H1108 K4991	£265.13	£32,443.94
HC Licence Vehicle Change	£12.04	3	£95.11	H1108 K5219	£23.88	£77.64
Replacement Licence Plates	£22.32	2	£44.64	H1108 K5219	£5.24	£10.48
PH Vehicle Appl new and renew Fees	£172.02	181	£11,244.22	H1108 K4993	£262.45	£47,502.61
Private Hire Vehicle Change	£12.04	4	£102.24	H1108 K5219	£23.88	£105.25
Private Hire Signage	£21.93	30	£657.90	H1108 K5211	£23.80	£771.89
Hackney Carriage - Temporary 3 month vehicle	£80.08	0	£0.00	H1108 K4991	£111.70	£0.00
Private Hire - Temporary 3 month vehicle	£74.22	0	£0.00	H1108 K4993	£110.29	£0.00
<b>Total</b>		<b>343</b>	<b>£55,896</b>			<b>£80,963.84</b>

307 total applications and renewals  
9 total vehicle changes

total support costs	Private hire support costs	hackney support costs	taxi rank maintenance	
Employee related expenditure	£ 818.00			
Transport Related Expenditure	£ 950.00		0	123
Supplies & Services (minus the cost of private hire door signs)	£ 10,520.00		£ -	£ -
Support Services	£ 8,721.00			
<b>Total Support costs</b>	<b>£ 21,009.00</b>			
<b>support cost per process</b>	<b>£ 69.57</b>	<b>£ 69.57</b>		

total hackney vehicles  
cost per hackney vehicle

Officer costs	Total Hours	Hourly rate (h:mm)	cost per process
Customer Services - application/renewal	0:00	£18.76	£0.00
Business Support Officer - application/renewal	739:20	£20.40	£49.94
Business Support Officer - amend/general/transfer	13:35	£20.40	£6.92
Business Support Officer - Vehicle HC	46:54	£20.40	£13.29
Business Support Officer - Vehicle PH	71:54	£20.40	£8.10
Licensing Officer - application/renewal	8:00	£29.53	£9.78
Licensing Officer - amend/general	0:00	£29.53	£0.00
Licensing Officer - Vehicle HC	71:54	£29.53	£17.53
Licensing Officer - Vehicle PH	119:20	£29.53	£19.47
Licensing TL - application/renewal	24:00	£45.18	£3.58
Licensing TL - amend/general	0:00	£45.18	£0.00
Licensing TL - Vehicle HC	28:15	£45.18	£10.55
Licensing TL - Vehicle PH	24:15	£45.18	£6.05
Management	0:00	£59.50	£0.00
<b>Total</b>	<b>1167:00</b>		<b>10 costs 9,337.66</b>

Officer Costs - Hackney carriage 1 year licence	Cost per process
Customer Services	£0.00
Business Support Officer	£62.08
Licensing Officer	£18.31
Licensing TL	£14.14
Management	£0.00
<b>TOTAL</b>	<b>£94.54</b>

Officer Costs - Private Hire 1 year licence	Cost per process
Customer Services	£0.00
Business Support Officer	£58.96
Licensing Officer	£20.25
Licensing TL	£4.14
Management	£0.00
<b>TOTAL</b>	<b>£88.85</b>

Vehicle Change applications				
	Total Hours	Time per process (h:mm)	Hourly rate	cost per process
<b>Total</b>				
Customer Services	0:00	0:00	£18.76	£0.00
Business Support Officer	8:00	0:53	£20.40	£18.13
Licensing Officer	0:00	0:00	£29.53	£0.00
Licensing TL	0:00	0:00	£45.18	£0.00
Management	0:00	0:00	£59.50	£0.00
<b>Total</b>	<b>8:00</b>	<b>0:56</b>		<b>£20.64</b>

Hackney vehicle/Temporary vehicle change (3 months)	
Customer Service	£0.00
Business Support Officer cost to process application	£49.94
licensing cost to process application	£4.37
admin officer amend	£3.04
licensing officer amend	£7.02
plat amend	£0.00
<b>Total</b>	<b>£64.37</b>

Private hire Temporary vehicle change (3 months)	
Customer Services	£0.00
admin cost to process application	£49.94
licensing cost to process application	£4.37
admin officer amend	£2.25
licensing officer amend	£6.38
plat	£0.00
<b>Total</b>	<b>£62.95</b>

Replacement plate				
	Total number	Time per process (h:mm)	Hourly rate	cost per process
<b>Total</b>	<b>2</b>			
Business Support Officer	0:00	0:00	£20.40	£0.00
Licensing Officer	0:00	0:00	£29.53	£0.00
Licensing TL	0:00	0:00	£45.18	£0.00
Management	0	0:00	£59.50	£0.00
<b>Total</b>	<b>0:00</b>	<b>0:00</b>		<b>£0.00</b>

Replacement PHV Doorsignage				
	Total number	Time per process (h:mm)	Hourly rate	cost per process
<b>Total</b>	<b>30</b>			
Business Support Officer	31:25	0:43	£20.40	£14.56
<b>Total</b>		<b>0:43</b>		<b>£14.56</b>

Licence Type						
	Fee 2021/22	Total Processes	Applications Total	Cost Centre & GL Code	Proposed Fee 2022/23	Proposed Income 2022/23
<b>Taxi and Private Hire Drivers</b>						
Taxi Drivers Knowledge Test	£44.60	127	£5,664.20	H1104 K5213	£4.73	£600.19
Taxi Drivers Application and renewal	£454.69	78	£35,465.82	H1104 K5222	£371.44	£28,972.02
PH Drivers Knowledge Test	£24.82	23	£570.86	H1104 K5213	£14.58	£335.45
PH Drivers Application and renewal	£454.69	76	£34,556.44	H1104 K5222	£371.44	£28,229.14
Replacement Badge	£13.66	0	£0.00	H1104 K5224	#DIV/0!	#DIV/0!
Convert from PH Driver to Taxi Driver	£18.60	37	£688.20	H1104 K5222	£18.64	£689.52
<b>Total</b>		<b>341</b>	<b>£76,946</b>			<b>#DIV/0!</b>

Driver new/renewals

154

**Support costs**

Employee related expenditure	£ 697.00
Transport Related Expenditure	£ 850.00
Supplies & Services	£ 8,570.00
Support Services	£ 6,222.00
Total Support costs	£ 16,339.00
<b>support cost per process</b>	<b>£ 106.10</b>

Officer costs	Total Hours	process		cost per	
		(h:mm)	Hourly Rate	process	process
Customer Services		0:00	£18.76		£0.00
Business Support Officer - application	492:50	3:12	£20.40		£65.28
Business Support officer - amendment/changes/general	155:00	1:00	£20.40		£20.53
Licensing Officer - application	2:35	0:01	£29.53		£0.50
Licensing Officer - amendment/changes/general	208:40	1:21	£29.53		£40.01
Licensing TL - application	17:15	0:06	£45.18		£5.06
Licensing TL - amendment/changes/general	35:15	0:13	£45.18		£10.34
Management	0:00	0:00	£59.50		£0.00
<b>Total</b>	<b>911:35:00</b>	<b>5:55</b>			<b>£141.73</b>

Private Hire Knowledge Test	Total tests	Total Hours	process		cost per	
			(h:mm)	Hourly Rate	process	process
Business Support Officer	23	3:15	0:08	£20.40		£2.88
Licensing Officer		3:20	0:08	£29.53		£4.28
Licensing TL		3:30	0:09	£45.18		£6.88
Management		0:01	0:02	£59.50		£0.55
<b>Total</b>			<b>0:59</b>			<b>£14.58</b>

Combined KT	Total tests	Total Hours	process		cost per	
			(h:mm)	Hourly Rate	process	process
Business Support Officer	150	16:45	0:06	£20.40		£2.28
Licensing Officer		7:05	0:02	£29.53		£1.39
Licensing TL		4:15	0:01	£45.18		£1.28
Management		0:04	0:01	£59.50		£0.34
<b>Total</b>			<b>0:31</b>			<b>£5.29</b>

Hackney Carriage Knowledge Test	Total tests	Total Hours	process		cost per	
			(h:mm)	Hourly Rate	process	process
Business Support Officer	127	13:30	0:06	£20.40		£2.17
Licensing Officer		3:45	0:01	£29.53		£0.87
Licensing TL		3:45	0:01	£45.18		£1.33
Management		0:45	0:21	£59.50		£0.35
<b>Total</b>			<b>0:31</b>			<b>£4.73</b>

Convert from Private Hire Driver to Hackney Carriage Driver	Total applications	Total Hours	Time per process		cost per	
			(h:mm)	hourly	process	process
Business Support Officer	37	30:50	0:50	£20.40		£17.00
Licensing Officer		0:15	0:00	£29.53		£0.20
Licensing TL		1:00	0	£45.18		£0.00
Management		0:00	0	£59.50		£0.00
<b>Total</b>						<b>£17.20</b>

Driver replacement badge	Total tests	Total Hours	Time per process		cost per	
			(h:mm)	hourly	process	process
Business Support Officer	0	0:00	#DIV/0!	£20.40		#DIV/0!
Cost badge						£1.44

#DIV/0!

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Licence Type						
	Fee 2021/22	Total	Applications Total	Cost Centre & GL Code	Proposed Fee 2022/23	Proposed Income 2020/21
<b>Private Hire Operators</b>						
Operators Application - 5 year licence	£970.97	9	£8,738.73	H1107 K4944	£2,223.10	£20,007.87
<b>Total</b>		9	<b>£8,739</b>			<b>£20,007.87</b>

<b>Support costs</b>	
Employee related expenditure	£ 131.00
Transport Related Expenditure	£ 240.00
Supplies & Services	£ 1,540.00
Support Services	£ 3,822.00
Total Support costs	£ 5,733.00
<b>support cost per process</b>	<b>£ 637.00</b>
<b>support cost per process over 5 year licence term</b>	<b>£ 3,185.00</b>

<b>Officer costs</b>	<b>Total Hours</b>	<b>Time per process (h:mm)</b>	<b>Hourly rate</b>	<b>cost per process</b>
Customer Services		0:00	£18.76	£0.00
Bussines Support Officer - application/renewal	12:25	0:06	£20.40	£28.14
Business Support Officer - amend/general	2:15	0:15	£20.40	£5.10
Licensing Officer - application/renewal	2:30	0:16	£29.53	£8.20
Licensing Officer - amend/general	30:50	3:25	£29.53	£101.17
Licensing TL - application/renewal	3:00	0:20	£45.18	£15.06
Licensing TL - amend/general	4:30	0:30	£45.18	£22.59
Management	0:00	0:00	£59.50	£0.00
<b>Total</b>				<b>£180.26</b>





## Hourly Rates

Customer Services	£18.76
Average Case Officers	£20.40
Average Compliance Licensing Officer	£29.53
Senior Specialist	£45.18
Head of Service	£59.50

Lead Officer	£45.90
Senior Specialist	£45.18
Compliance LO	£29.53
Compliance Officer	£38.13
Case Officer	£20.40
Head of Service	£59.50
Case Services Team Leader	£30.31

General Time (Diver, vehicle and operator)

Number of licence applications (driver new/renew;  
vehicle new/renew; operator new/renew)

465

<b>Total</b>	<b>Total Hours</b>	<b>Time per process (h:mm)</b>	<b>Hourly rate</b>	<b>cost per process</b>
Business Support Officer	162:10	0:20	£20.40	£7.11
Licensing Officer	45:20	0:05	£29.53	£2.88
Licensing TL	118:50	0:15	£45.18	£11.55
Management	6:35	0.00	£59.50	£0.84
<b>Total</b>	<b>332:55</b>	<b>0:42</b>		<b>£22.38</b>



**Calculation of Taxi and Private Hire Licensing Fees and Charges 2022-23**

	Support Services	Business Support, Licensing and Management Time	General Time	Rolling Programme Adjustment	Sundry Costs (plate, badge)	Calculated 2022/23 Fee	2021/22	Variance
<b>H1108 HC/PH Vehicles - 1 year licence</b>								
hackney carriage vehicle	£69.57	£94.54	£22.38	£76.41	£5.24	£268.13	£196.04	£72.09
private hire vehicle	£69.57	£88.85	£22.38	£76.41	£5.24	£262.45	£172.62	£89.83
Hackney Licence Vehicle Change		£20.64			£5.24	£25.88	£32.04	-£6.16
Private Hire Vehicle Change		£20.64			£5.24	£25.88	£32.04	-£6.16
hackney carriage temporary vehicle (3 months)	£17.39	£64.37	£5.60	£19.10	£5.24	£111.70	£80.08	£31.62
Private Hire temporary vehicle (3 months)	£17.39	£62.95	£5.60	£19.10	£5.24	£110.28	£74.22	£36.06
Vehicle Licence Plates		£0.00			£5.24	£5.24	£22.32	-£17.08
Private Hire Vehicle signs (pair)		£14.56			£11.23	£25.80	£21.93	£3.87
<b>H1104 HC/PH Drivers - 3 year licence</b>								
HC/PH drivers	£106.10	£141.73	£22.38	£99.79	£1.44	£371.44	£454.69	-£83.25
Hackney Carriage - Knowledge test		£4.73				£4.73	£44.60	-£39.87
Private Hire - knowledge test		£14.58				£14.58	£24.82	-£10.24
Convert from Private Hire Driver to Hackney Carriage Driver		£17.20			£1.44	£18.64	£18.60	£0.04
Private Hire Replacement Badge		#DIV/0!			£1.44	#DIV/0!	£13.66	#DIV/0!
<b>H1107 Operators - 5 year licence</b>								
PH Operators Application and Renewal	£637.00	£180.26	£22.38	£1,383.45		£2,223.10	£970.97	£1,252.13