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Our Ref./Ein Cyf.  
Your Ref./Eich Cyf.  
Contact:/Cysylltwch â: Mrs Leeann Turner

**THIS IS A MEETING WHICH THE PUBLIC ARE ENTITLED TO ATTEND**

9th January 2023

Dear Sir/Madam

**GENERAL LICENSING COMMITTEE**

A meeting of the General Licensing Committee will be held via Microsoft Teams (if you would like to view this meeting please contact committee.services@blaenau-gwent.gov.uk) on Monday, 16th January, 2023 at 10.00 am.

Yours faithfully

Damien McCann  
Interim Chief Executive

**AGENDA**

**Pages**

**1. SIMULTANEOUS TRANSLATION**

You are welcome to use Welsh at the meeting a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

**2. APOLOGIES**

To receive apologies for absence.

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.

**3. DECLARATIONS OF INTEREST AND  
DISPENSATIONS**

To receive any declarations of interest and dispensations.

**4. NON-STATUTORY LICENCE FEES 2023/24**

3 - 10

To consider the report of the Team Manager – Trading Standards and Licensing.

To: Councillor L. Winnett (Chair)  
Councillor D. Bevan (Vice-Chair)  
Councillor S. Behr  
Councillor M. Cross  
Councillor G. A. Davies  
Councillor J. Gardner  
Councillor G. Humphreys  
Councillor L. Parsons  
Councillor D. Rowberry  
Councillor G. Thomas  
Councillor D. Woods

All other Members (for information)  
Interim Chief Executive  
Chief Officers

# Agenda Item 4

*Executive Committee and Council only*

Date signed off by the Monitoring Officer:

Date signed off by the Section 151 Officer:

## Committee: General Licensing Committee

Date of meeting: 16<sup>th</sup> January 2023

Report Subject: Non-Statutory Licence Fees 2023/24

Portfolio Holder: General Licensing Committee

Report Submitted by: David Thompson, Service Manager – Public Protection

Report Written by: Steve Osborne, Team Manager – Trading Standards and Licensing

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	General Licensing Committee
13.12.22	15.12.22							16.1.23

### 1. Purpose of the Report

- 1.1 To inform members of the proposed licence fees for 2023/24 in respect of taxis, scrap metal, street trading and sex establishments, which are determined under the Constitution by the Corporate Director of Regeneration and Community Services, subject to scrutiny by General Licensing Committee.

### 2. Scope and Background

- 2.1 Members will be acutely aware of the pressures placed upon businesses in recent years. In these difficult and challenging times for both businesses and the wider public and having regard to the budget setting cycle, the Corporate Leadership Team have been consulted and propose that the fees outlined in this report remain unchanged at this time. This option will see fee levels for 2023/24 remaining at the level agreed for 2022/23 and 2021/22, as shown in **Appendix 1** (Scrap Metal, Street Trading and Sex Establishments) and **Appendix 2** (Taxi Licensing).
- 2.2 The following table shows the current number of licences affected by this fee review:

<b>Licence Type</b>	<b>Current number of licences due for renewal or annual fee in 2023/24</b>	<b>Current fee and proposed fee £</b>
<b>Taxi driver - renewal</b>	5	251
<b>HC - renewal</b>	79	239
<b>PHV - renewal</b>	2	239
<b>Scrap Metal collector - renewal</b>	1	349.36
<b>Street Trading – renewal</b>	8	600.78

- 2.3 CLT reviewed detailed cost-recovery calculations carried out in Autumn 2022 and having regard to all of the circumstances, consider it appropriate to make no changes to these fees at this time.
- 2.4 Whilst it is usual for a consultation period to be undertaken on fee increases, it is not considered necessary to consult where there is no proposal to change the fees.
- 2.5 Members will note that fee levels in respect of these licences have been frozen since the COVID pandemic. The costings for the Licenses are prepared at a point in time and a further review of all fees will commence again in Autumn 2023 for the 2024/25 financial year, to keep this in line with budget setting cycle for next year.
- 3. Options for Recommendation**
- 3.1 Members are asked to :
- Option 1** - Support the content of the report and make any comments as necessary for future consideration going forward.
- 3.2 **Option 2** - Not support the report and make any comments as necessary for future consideration going forward.
- 4. Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**
- 4.1 Links to the Corporate Plan and the Well-being plan are covered in any reports implementing or varying any area of work delivered by the Licensing Team, and there are therefore no direct links to this report.

4.2 These fees relate to businesses, and form just a small part of the overall costs borne by those businesses. There are therefore no well-being implications.

## 5. **Implications Against Each Option**

5.1 Budgetary implications – there is a balance to be reached between funding services in order to protect public safety and supporting businesses and others who depend on licences for their livelihoods.

5.2 In times of increasing local authority austerity, fees are an important element of local authority income. The fees were calculated based upon principles of cost recovery at that time of being set. Any negative financial implications arising from this will be monitored during the financial year and funded from within existing resources where possible. Where a surplus arises, this will need to be factored into future fee calculations.

5.3 The specific fees outlined in this report relate to licenses that vary in duration covering 1, 3 and 5 years. On average, these fees generate a net income level of £54,634 (made up of Hackney Carriages - £41,299, Private Hire Vehicles - £3,336, Scrap Metal - £3,101, and Street Trading – 6,898). This average income level will remain unchanged as a result of this report. Updated from budget statement 22-23 Quarter 2.

5.4 It is likely that the matters outlined in this report will contribute to a small net cost pressure on the Licensing Portfolio of £2,300 based on the total current income forecasts for 2022/23. CLT has agreed that this cost pressure would be managed from within the wider Environment & Regeneration budget as far as practicable.

5.5 Reputational risk – Members will be mindful of the balance to be struck between cost recovery of fees against the unprecedented pressures on the trade and the Authority - post global pandemic and during the cost of living crisis.

5.6 Legal implications – this report refers to statutory powers and responsibilities of the authority and, providing legislative and statutory processes are followed and evidenced, there should be no significant legal impacts arising.

5.7 Resources – Recovering costs in fee setting is an important principle to help resource the service. As stated above, this has become more challenging during the global pandemic and during the cost of living crisis with a balance needing to be struck in order to ensure that vibrant and efficient licensed services are maintained for the businesses concerned and the wider public and stakeholders.

## 6. **Supporting Evidence**

- 6.1 Supporting evidence to justify 2021/22 fee levels were considered when these fees were set. No new evidence is put forward at this stage as no changes are proposed in this report.

## 7. **Monitoring Arrangements**

- 7.1 Any licence fees will be subject to annual review, reporting to the Licensing Committee as appropriate.

### **Background Documents /Electronic Links**

- Section 65 of the Local Government (Miscellaneous Provisions) Act 1976  
<http://www.legislation.gov.uk/ukpga/1976/57/section/65>

#### **APPENDIX 1**

Scrap Metal, Street Trading and Sex Establishments Fees 2023/24

#### **APPENDIX 2**

Taxi Fees 2023/24

General Licensing Committee - APPENDIX 1 – Scrap Metal, Sex Establishment & Street Trading Fees 2023/24

Scrap Metal Fees

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
	Caerphilly 2021/22 current	Monmouth For 2022/23	Torfaen 2022/23	Merthyr current	BG current and proposed fee 2023/24
<b>SCRAP METAL COLLECTOR</b>					
New Licence Application	£311	£451	£362.47	£226	£368.26
Renewal Application	£311	£312	£358.16	£210	£349.36
<b>SCRAP METAL SITE</b>					
New Licence Application	£436	£448	£559.84	£327	£482.56
Renewal Application	£426	£373	£496.39	£288	£334.06
<b>OTHER</b>					
Change of Site Manager	£53	£38	No fee	No fee	£35.60
Replacement Licence	No fee	No fee	No fee	No fee	£27.00

Sexual Entertainment Venue Fees

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
	Caerphilly 2021/22 fees Current	Monmouth For 2022/23	Torfaen 2022/23	Merthyr current	BG current and proposed fee 2023/24
<b>Application Activity</b>					
New Licence Application	£1161	£453	£1280.30	£1300	£612.42
Renewal Application	£600	£164	£1011.03	£100	£410.82
Transfer of Licence	£600	£453	£715.02	No fee	£601.62

## Street Trading Fees

	<b>Column 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>
	<b>Caerphilly 2021/22 current</b>	<b>Monmouth For 2022/23</b>	<b>Torfaen 2022/23</b>	<b>Merthyr current</b>	<b>BG current and proposed fee 2023/24</b>
<b>Annual Licence</b>					
New Licence Application (£100 non refundable deposit)	£674	£463	£385.41	Not adopted	£649.98
Renewal Application (£100 non refundable deposit)	£674	£380	£247.34		£600.78
Transfer Application	No fee	No fee	No fee		£60.90
Minor Variation	No fee	No fee	No fee		£43.70
Full Variation	£107	£347	£136.32		£59.90
<b>Temporary Licence (Up to 28 Days)</b>					
New Licence Application	£30 - 1 day £115 - 8 to 28 days	£48 – 1 day	£75 – 1 day		£69



General Licensing Committee Jan 2023 - APPENDIX 2 - Taxi Fees 2023/24

Taxi Fees

	<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>
	<b>Caerphilly 2021/22 fees</b>	<b>Monmouth Fees for 2022/23</b>	<b>Torfaen 2022/23</b>	<b>Merthyr current</b>	<b>BGCBC current and proposed fee 2023/24</b>
<b>VEHICLES</b>					
New Hackney Carriage (HC) or Private Hire (PH) vehicle	£197	HC £236 PHV £227	£246	£154	£295
Renewal HC or PH vehicle	£197	HC £ 172 PHV £177	£209 under 8 yrs £276 over 8 yrs	£154	£239
Transfer of licence to another person	No fee	No fee	£65	£20.97	£41
Replacement HC or PH vehicle	No fee	HC £236 PHV £227	£125	No fee	£132
Replacement licence	No fee	No fee	£25	No fee	£16.50
Replacement door stickers (2)	N/A	No fee	£37	£15	£14.50
Replacement internal plate	£6	No fee	£37	£12	£13
Replacement external plate	£11	No fee	£37	£18	£13
Replacement full set of plates and stickers	No fee	No fee	No fee	No fee	£21.50
Change licence type	No fee	No fee	No fee	No fee	£33.50
Change seating capacity	No fee	No fee	No fee	No fee	£29.50
Change registration number	No fee	No fee	No fee	No fee	£23

	<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>	<b>COLUMN 4</b>	<b>COLUMN 5</b>
<b>DRIVERS</b>	<b>Caerphilly 2021/22 fees</b>	<b>Monmouth Fees for 2022/23</b>	<b>Torfaen 2022/23</b>	<b>Merthyr current</b>	<b>BGCBC current and proposed fee 2023/24</b>
3 year HCD or PHVD licence	£253	£245 new £196 renewal	£315	£272	£251
1 year HCD or PHVD licence (discretionary)	£173	No fee	No fee	No fee	£180
Replacement licence	No fee	No fee	£25	No fee	£16.50
Replacement badge	£6	No fee	£25	£7.12	£19.50
Replacement licence and badge	No fee	No fee	No fee	No fee	£13.75
Non-refundable deposit	No fee	No fee	No fee	No fee	£50
Refund for year 2 and year 3 of unused licence	No fee	No fee	No fee	No fee	£28
Change name/address	No fee	No fee	No fee	No fee	£13.75
<b>OPERATORS</b>					
5 year licence - new	£757	£792	£710	£115	£324
5 year licence - renew	£757	£789	No fee	£115	£297
1 year licence (discretionary)	£237	No fee	No fee	No fee	£156.50
Replacement licence	No fee	No fee	£25	No fee	£13.75
<b>ALL LICENCES</b>					
Change name and/or address vehicles and operators	No fee	No fee	No fee	No fee	£13.75