

# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **Registration and Licensing Committee**

11 June 2018

### **Report of the Head of Legal Services – C.Griffiths**

#### **Matter for Decision**

**Wards Affected:** All

#### **Hackney Carriage and Private Hire Proprietor Licences - Refunds**

#### **Purpose of the Report**

1. To seek approval for officers to determine refund requests for hackney carriage and private hire proprietor licences (vehicle licences).

#### **Executive Summary**

2. This report is to seek approval for officers to determine refund requests for hackney carriage and private hire proprietor licences.
3. Currently officers calculate the refund amount but the decision to issue a refund must be made by the Registration and Licensing Committee.
4. In order to deal with requests for refunds more efficiently, it is proposed that the power to determine refunds for hackney carriage and private hire proprietors licences be delegated to officers

## **Background**

5. Taxi legislation allows the authority to recover the reasonable cost of issuing and administering the licence; it does not allow an authority to make a profit.
6. The Licensing Section undertakes a comprehensive annual review of all licensing fees to ensure that the fee levels are set to only recover the costs of providing the licensing service, as permitted by legislation.
7. A licence fee is levied by the council at the point at which the licence is issued. This fee is set to recover the costs incurred by the council in processing the application; two vehicle inspections; the anticipated cost of providing ongoing administration and compliance for the term of the licence and any costs associated with providing taxi ranks (hackney carriage vehicles only).
8. When a request for a refund is received, officers are able to calculate the refund amount by subtracting the cost of any services already provided from the initial fee levied; the costs incurred by the Council in processing the refund are also subtracted.

## **Officer Report**

9. In order to deal with requests for refunds more efficiently, it is proposed that delegated authority be given to both the Head of Legal Services and the Licensing Manager.

## **Equality Impact Assessment**

10. Not applicable

## **Legal Impacts**

11. Not applicable

## **Risk Management**

12. Not applicable

## **Consultation**

13. Not applicable

## **Recommendation**

14. That delegated authority be given to both the Head of Legal Services and the Licensing Manager to issue refunds for hackney carriage and private hire proprietor licences.

## **Reasons for Proposed Decision**

15. In order to deal with requests for refunds more efficiently.

## **Implementation of Decision**

16. Immediate implementation

## **Appendices**

17. Not applicable

## **List of Background Papers**

18. Not applicable

## **Officer Contact**

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