Telford & Wrekin Co-operative Council

Protect, care and invest to create a better borough

Borough of Telford and Wrekin

Regulatory Committee

Wednesday 11 November 2026

Regulatory Licensing Fees and Charges

Cabinet Member:	Cllr Nathan England - Cabinet Member for Safer Streets and Better Housing
Lead Director:	Anthea Lowe - Director: Policy & Governance
Service Area:	Policy & Governance
Report Author:	Amitabh Singh – Licensing & Night-Time Economy Manager
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Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable
Report considered by:	Regulatory Committee – 11 November 2026

1.0 Recommendations for decision

It is recommended that Regulatory Committee:

1.1 Review and approve the fees and charges as set out in Appendix A; and

1.2 Subject to approval, the revised fees and charges will be implemented from 1 April 2027, with the exception of the Vehicle Compliance Inspection fee, which will take effect immediately if approved.

2.0 Purpose of Report

2.1 The purpose of this report is to provide an update on the current licensing fees, charges and to seek approval for the revised licensing fees and charges.

2.2 If approved, the charges for vehicle compliance inspections will take effect immediately. All other fees and charges will come into effect on 1 April 2027.

3.0 Background

3.1 The Council as Licensing Authority can recover the costs of administering licences for Hackney Carriage/Private Hire, Gambling, general licences including Street Trading, Scrap Metal, Animal Establishments and Mobile Home Sites. There are also permits, registrations and licences where the level of fees are either set by statute or statutory instrument.

3.2 Fees and charges associated with licensed activities, including Private Hire, Hackney Carriage, Gambling, Mobile Homes and General Licensing, were last reviewed in 2024 and took effect from 1 April 2024.

3.3 When setting fees the Council must have regard to the impact that any increase may have upon the livelihood of licence holders. The Council follows the Local Government Association guidance on locally set licence fees to ensure a fair and transparent approach for local businesses and communities. The Licensing Team strives to streamline processes and maximise efficiency in order to reduce the burden on business.

3.4 In setting the proposed fees for Taxi, Street Trading and Gambling licences, a statutory 28 day consultation was undertaken between 28 September 2026 to 26 October 2026. During this period, 7 responses were received from members of the private hire trade, together with a petition signed by 12 members of the hackney carriage trade, objecting to the proposed fee increases.

3.5 No responses were received in respect the Street Trading and Gambling Act fees 28 day consultation.

3.6 Licencing Committee are asked to note that the remaining areas of proposed fees and charges adjustments do not require formal consultation.

3.7 A full fees and charges review has been carried out to reflect any changes in legislation, government guidance, changes to processes and compliance requirements and to reflect any increase in associated costs.

3.8 Scrap metal fees are included within this report for information only. These fees need to be reviewed and approved by Cabinet as set out in the council’s constitution and under law.

3.9 The Vehicle Compliance Inspection Fee has been introduced to support vehicle proprietors and to recover the costs associated with the administration and delivery of vehicle inspections. These inspections are carried out prior to the grant or renewal of a vehicle licence and are required either annually or every six months, depending on the age of the vehicle. The fee covers officer time in arranging, conducting and recording inspections, ensuring that licensed vehicles continue to meet the Council's safety and compliance standards.

4.0 Summary of main proposals

4.1 This report and its associated appendices set out the proposed fees and charges. Subject to approval, it is proposed that the new Vehicle Compliance Inspection Fee be implemented with immediate effect, while all other revised licensing fees and charges will take effect from 1 April 2027.

5.0 Alternative Options

5.1 Committee could decide not to increase the fees and charges as outlined in this report and Appendix. However, if fees and charges remain the same, then the Council will not recover associated costs in administering licences and its costs of monitoring compliance whilst each licence is active.

6.0 Key Risks

6.1 Any change in fees or policy will carry some inherent financial risk to the Council in the event of a legal challenge. However, this has been mitigated by ensuing that current and relevant fee-setting and policy guidance has been considered and adhered to.

7.0 Council Priorities

7.1 The report supports the following Council priorities

- Every child, young person and adult lives well in their community
- All neighbourhoods are a great place to live
- Everyone benefits from a thriving economy
- A community-focussed innovative council providing efficient, effective and quality services

8.0 Financial Implications

8.1 A full review of licence fees and charges has been undertaken. Licence fees have been calculated on a cost recovery basis taking into account the statutory costs that the Council is permitted to recover.

8.2 In setting the fees and charges the Council has taken into account national guidance from both the Local Government Association on locally set licence fees and the Department for Communities, and the Local Government " A Guide for Local authorities on setting site licensing fees". The aim of this is to ensure that the setting of the various fees is proportionate and transparent. In line with this the legislation only allows Councils to set fees and charges to recover costs incurred.

9.0 Legal and HR Implications

9.1 The Committee's responsibilities are set out in the Council's Constitution and include setting and reviewing licensing fees other than those set by statute.

9.2 The power to levy fees is contained in the legislation relevant to each function or otherwise in the Local Government Act 2003 in relation to discretionary services.

9.3 For taxi licensing, sections 53 of the Local Government (Miscellaneous Provisions) Act 1976 permits the Council to recover such fee as they consider reasonable with a view to recovering the costs of issue and administration in respect of licences to drive private hire or hackney carriage vehicles.

9.4 Section 70 of the 1976 Act provides that a district Council may charge such fees for the grant of a vehicle and operators' licence as may be resolved by them to cover the cost of providing stands and reasonable administrative and other costs in connection with the control and supervision of vehicles.

9.5 Generally under the Licensing Act 2003 and Gambling Act 2005, fees and charges are set by statute.

9.6 Fees charged must be reasonable in relation to costs incurred in the issue, administration and enforcement of licences covering the costs associated with the licensing process but not generate a profit.

9.7 The proposals contained in this report can be delivered using existing resources.

10.0 Ward Implications

10.1 This report has implications for all wards in the Borough.

11.0 Health, Social and Economic Implications

11.1 Licensing of certain premises and activities is important to ensure that businesses comply with licence conditions, guidance and standards set out in legislation or by government bodies. This safeguards public safety by setting clear guidelines for licensees operating within the borough. Gambling regulation incorporates an overarching social responsibility to help prevent gambling addiction and to protect children and vulnerable adults from harm by restricting access to gambling. Regulating animal establishments also ensures that good standards of animal welfare is maintained.

11.2 The Council should ensure it is recovering its full costs to reduce the risks of a subsidy that then falls on local tax payers. Therefore, any increase to licence holders will be reasonable and proportionate. This ensures that the Council can carry out its licensing functions to maintain compliance and not compromise public safety.

12.0 Equality and Diversity Implications

12.1 Having had regard to the council's obligations it is considered that there are no human rights or equalities implications associated with the proposed fees and charges report, as they will apply equally to everyone regardless of any protected characteristic.

13.0 Climate Change and Environmental Implications

13.1 Licensing of scrap metal sites and mobile collector's plays an important part in reducing the effects of environmental crime such as fly tipping.

14.0 Background Papers

- Regulatory Committee – Approval to Consult– 26/03/2026 - Agenda for Regulatory Committee on Thursday 26 March 2026, 6.00 pm - Telford & Wrekin Council

15.0 Appendices

A Proposed Licence Fees

16.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal	02/11/2026	03/11/2026	SH
Finance	02/11/2026	05/11/2026	ER
Director	02/11/2026	02/11/2026	DS