



MEMORANDUM

To:

Rachel Onikosi
Policy Manager, Dept of BIS

Ref:**Ext:****From:**

Glynis Croxon-Jones
Strategic Business Manager, WMP

Date:

26 / 02 / 13

SUBJECT:

**Street Trading & Pedlary Consultation
Business Support Administration**

Following a request for information in relation to street pedlars, data has been collected from all WMP Local Policing Units (LPUs) who administer Pedlars Certificates. WMP Business Support can provide data relating to volume of applicants, age profile, fee income and approximate cost of administration – these were the main areas where information was requested in the consultation document. WMP Business Support cannot comment on operational implications for repeal of the Pedlars Act given that the department provide administrative services only in relation to Pedlars Certificates.

The table below shows the volume of Pedlar Certificate applications received on each LPU during 2012. Each application requires a fee payment of £12.50 which is refundable in the case of certificates being refused. The process is paper-based with applicants attending the Front Office of their local police stations to request and submit applications. Following receipt Business Support administer the whole process with the exception of character/ intelligence checks and authorisation of the certificate. These are generally completed by a Police Constable and Superintendent respectively.

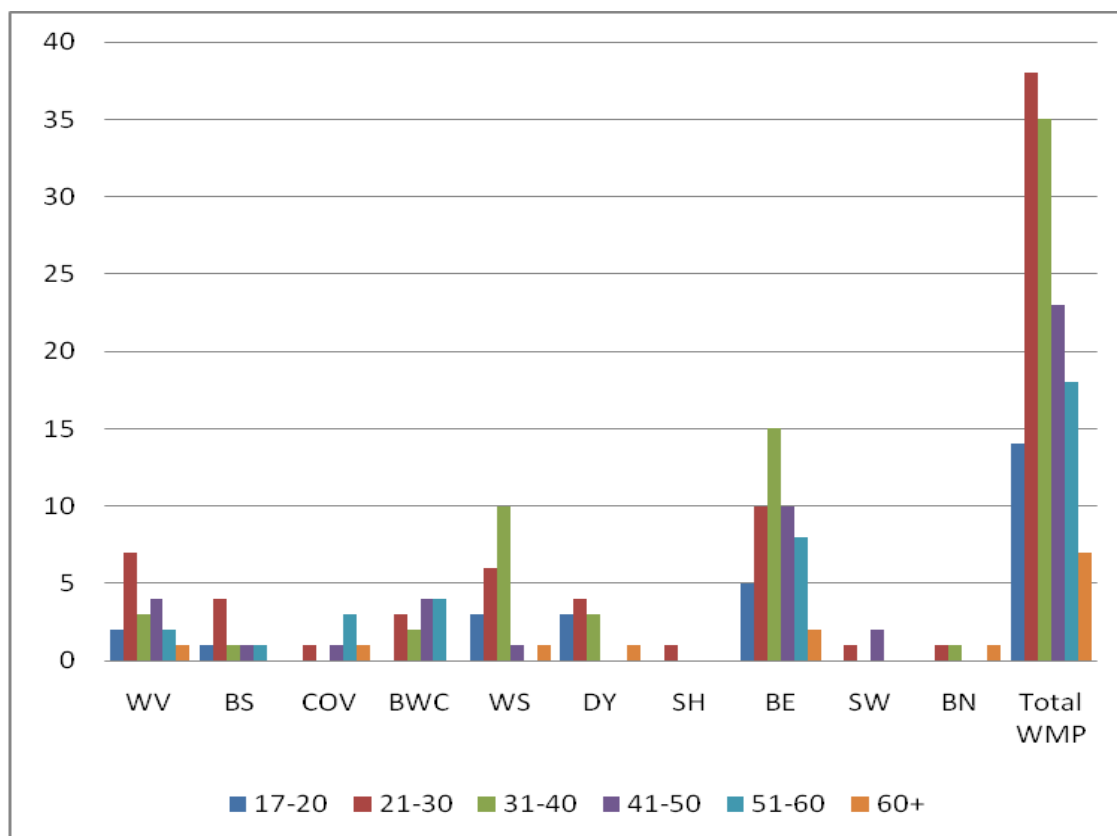
Local Policing Unit	No. of Applicants during 2012	Fee Income £	Cost of Administration Approx £
B'ham South	8	100	168
B'ham West & Central	14	175	294
B'ham East	50	625	1,050
B'ham North	3	37.50	63
Walsall	21	262.50	441
Dudley	11	137.50	231
Sandwell	3	37.50	63
Wolverhampton	19	237.50	399
Solihull	1	12.50	21
Coventry	6	75	126
Total	136	1,700.00	2,856

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Whilst each LPU complies with the requirements of the application, the administrative process does vary slightly between LPUs. Turnaround time for each applicant can vary between 3 and 15 working days dependent on resource availability. However, the actual time spent to administer each step in the process is approximately 1 hour 20 minutes with a resource cost of approximately £21.00 for each application.

During 2012, 136 applications were received across WMP, receipting fees of £1700 mapped against a resource cost to the Force of £2,856. Fees are refundable if the application is refused despite the same volume of work taking place to process the application. An average of 15% of applications are refused annually equating to £255 of 2012 fee income being returned.

In terms of age profile, the chart below shows the volume of applications received at each LPU by age range. No applications were received from individuals aged under 17.



Whilst the cost of administering the scheme for WMP is not high, resource cost outweighs income by 68%. Given that for most LPUs the volume of applications is low and Forcewide volume of applications is also low in relation to the total West Midlands population, from a business perspective it is questionable why such a service should continue to be delivered. A change in legislation to enable removal of this service for WMP Business Support would be welcomed.

Glynis Croxon-Jones
Strategic Business Manager

