

## General Licensing Fees and Charges 2015/16

### SUMMARY

- 1.1 The Neighbourhoods Directorate annually reviews its fees and charges across its range of services. This is to ensure that the fees and charges reflect the cost of delivering services, that inflationary cost increases are taken into account, and that budget income targets are achieved.
- 1.2 The proposed fees and charges for 2015/16 are set out in Appendix 2. The amounts charged are either set by statute or are based on recovering the costs incurred.
- 1.3 All charges are outside the scope of VAT.

### RECOMMENDATION

- 2.1 To approve the changes in fees and charges for 2015/16 as set out in Appendix 2.

### REASONS FOR RECOMMENDATION

- 3.1 To ensure that the fees and charges for services provided during the next administrative year comply with and can be justified on the basis of statutory cost recovery principles, where applicable.

### SUPPORTING INFORMATION

- 4.1 As part of the 2015/16 budget preparation, Departments within the Neighbourhoods Directorate have reviewed their fees and charges. This annual review is necessary to ensure that:
  - Any additional costs (or efficiencies) of providing the service are incorporated
  - Fees and charges reflect the cost of delivering the service

- 4.2 The proposed general licensing fees and charges for 2015/16 are set out at Appendix 2. Some of the fees are set nationally and cannot be changed by the Council regardless of any inflationary cost increases.
- 4.3 However, for some fees, further work has been undertaken to reflect the actual cost of the licensing process which has resulted in increases or decreases. The final column of Appendix 2 identifies where this has occurred.

Fee and charges related to the Gambling Act 2005 have not been included and will be submitted on a separate report.

<b>OTHER OPTIONS CONSIDERED</b>
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- 5.1 None.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	Olu Idowu Amanda Fletcher - John Tomlinson -
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<b>Background papers:</b>	None
<b>List of appendices:</b>	Appendix 1 – Implications Appendix 2 – Proposed general licensing fees and charges for 2015/16

<b>IMPLICATIONS</b>
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**Financial and Value for Money**

- 1.1 The proposed fees and charges will contribute to achieving the 2015/16 income targets for the Neighbourhoods Directorate departments and deliver balanced budgets.
- 1.2 All charges are outside the scope of VAT.

**Legal**

- 2.1 Unless otherwise stated, the fees and charges set out in Appendix 2 are not fixed in statute and are set at the discretion of the local authority. With the exception of discretionary services, the generally applicable principle is that non-statutorily prescribed fees and charges must be set at a level that properly reflects the cost of delivering the service.

**Personnel**

- 3.1 None arising from this report.

**IT**

- 4.1 None arising from this report.

**Equalities Impact**

- 5.1 None arising from this report. The proposed changes will apply equally to all groups within the community and no particular group(s) will be disadvantaged.

**Health and Safety**

- 6.1 None arising from this report.

**Environmental Sustainability**

- 7.1 None arising from this report.

**Property and Asset Management**

- 8.1 None arising from this report.

## **Risk Management**

- 9.1 Failure to achieve income targets would result in departmental overspending and subsequent pressures.

## **Corporate objectives and priorities for change**

- 10.1 The information set out in this report supports the Council's priority of **providing improved value for money for our customers.**

**Proposed general licensing fees and charges for 2015/16**

<b>Licence / Registration / Permit</b>	<b>Current Fee £</b>	<b>Proposed Fee £</b>	<b>Comments</b>
<b>Premises Licences &amp; Club Premises Certificates</b>			
<b>New, Conversion, or Variation</b>			
Premises with rateable value of £0-£4300 Band A	100	100	Set by statute
Premises with rateable value of £4301-£33,000 Band B	190	190	Set by statute
Premises with rateable value of £33,001-£87,000 Band C	315	315	Set by statute
Premises with rateable value of £87,001-£125,000 Band D	450	450	Set by statute
Premises with rateable value of £125,001 and over Band E	635	635	Set by statute
<b>Renewal</b>			
Premises with rateable value of £0-£4300 Band A	70	70	Set by statute
Premises with rateable value of £4301-£33,000 Band B	180	180	Set by statute
Premises with rateable value of £33,001-£87,000 Band C	295	295	Set by statute
Premises with rateable value of £87,001-£125,000 Band D	320	320	Set by statute
Premises with rateable value of £125,001 and over Band E	350	350	Set by statute
<b>Other Fees</b>			

Minor variation to club certificate or premises licence	89	89	Set by statute
Copy of premises licence	10.50	10.50	Set by statute
Copy of club premises certificate	10.50	10.50	Set by statute
Change of name or address of licence holder	10.50	10.50	Set by statute
Transfer of premises licence	23	23	Set by statute
Interim authority notice	23	23	Set by statute
Notification of interest in premises	21	21	Set by statute
Change of relevant registered address of club	10	10	Set by statute
Notification of change of name or alteration of club rules	10	10	Set by statute
App to vary an individual as designated premises supervisor	23	23	Set by statute
Disapplication of DPS in community premises	23	23	Set by statute
Provisional statement	315	315	Set by statute
<b>Temporary Event Notices</b>			
Temporary event notice	21	21	Set by statute
Copy of temporary event notice	10.50	10.50	Set by statute
<b>Personal Licences</b>			
New, Renewal	37	37	Set by statute
Change of name or address	10.50	10.50	Set by statute

Copy of personal licence	10.50	10.50	Set by statute
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**Exceptionally Large Events**

5,000-9,999	1000	1000	Set by statute
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10,000-14,999	2000	2000	Set by statute
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15,000-19,999	4000	4000	Set by statute
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20,000-29,999	8000	8000	Set by statute
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30,000-39,999	16000	16000	Set by statute
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40,000-49,999	24000	24000	Set by statute
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50,000-59,999	32000	32000	Set by statute
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60,000-69,999	40000	40000	Set by statute
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70,000-79,999	48000	48000	Set by statute
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80,000-89,999	56000	56000	Set by statute
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90,000 and over	64000	64000	Set by statute
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**Exceptionally Large Events Renewal Fee**

5,000-9,999	500	500	Set by statute
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10,000-14,999	1000	1000	Set by statute
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15,000-19,999	2000	2000	Set by statute
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20,000-29,999	4000	4000	Set by statute
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30,000-39,999	8000	8000	Set by statute
40,000-49,999	12000	12000	Set by statute
50,000-59,999	16000	16000	Set by statute
60,000-69,999	20000	20000	Set by statute
70,000-79,999	24000	24000	Set by statute
80,000-89,999	28000	28000	Set by statute
90,000 and over	32000	32000	Set by statute

#### **Motor Salvage**

Registration	50	50	Set by statute
Renewal (every 3 years)	50	50	Set by statute
Copy of register (per entry)	10	10	Set by statute

#### **Sex Shop Licence**

New	790	821	Increase calculated by cost exercise
Renewal	177	167	Decrease calculated by cost exercise
Amendment to Licence Conditions	662	701	Increase calculated by cost exercise

#### **Small Society Lottery Registration**

Registration	40	40	Set by Statute
Renewal	20	20	Set by Statute

**Animal Welfare Licences**

Pet Shop Licence New	310	285	Excl. Vet Fees/Decrease calculated by cost exercise
Pet Shop Licence Renewal	254	233	Decrease calculated by cost exercise
Cat/Dog Boarding New	310	285	Decrease calculated by cost exercise
Cat/Dog Boarding Renewal	254	233	Decrease calculated by cost exercise
Dog Breeding (10 or less bitches) New	386	354	Excl. Vet Fees/Decrease calculated by cost exercise
Dog Breeding (10 or less bitches) Renewal	386	354	Excl. Vet Fees/Decrease calculated by cost exercise
Dog Breeding (more than 10 bitches) New	436	400	Excl. Vet Fees/Decrease calculated by cost exercise
Dog Breeding (more than 10 bitches) Renewal	436	400	Excl. Vet Fees/Decrease calculated by cost exercise
Dangerous Wild Animals New	312	287	Excl. Vet Fees/Decrease calculated by cost exercise
Dangerous Wild Animals Renewal	312	287	Excl. Vet Fees/Decrease calculated by cost exercise
Horse Riding Establishment (10 horses & under)	427	393	Excl. Vet Fees/Decrease calculated by cost exercise
Horse Riding Establishment (over 10 horses)	469	431	Excl. Vet Fees/Decrease calculated by cost exercise
Guard Dogs	172	162	Decrease calculated by cost exercise
Performing Animals	148	139	Decrease calculated by cost exercise
<b>Health &amp; Safety Registrations</b>			
Skin piercing registration - Premises	115	107	Decrease calculated by cost exercise

Skin piercing registration - Personal	186	172	Decrease calculated by cost exercise
Tattooing – Personal	186	172	Decrease calculated by cost exercise
Acupuncture – Personal	161	149	Decrease calculated by cost exercise
Ear Piercing – Personal	144	134	Decrease calculated by cost exercise
Electrolysis – Personal	161	149	Decrease calculated by cost exercise
Semi-Permanent Skin Colour – Personal	186	172	Decrease calculated by cost exercise
Hypnotism Licence	60	59	Decrease calculated by cost exercise
<b>Scrap Metal</b>			
Scrap Metal – Site New	803	826	Increase calculated by cost exercise
Scrap Metal – Site Renewal	803	385	Increase calculated by cost exercise
Scrap Metal – Site Variation – Site Manager *	666	709	Increase calculated by cost exercise
Scrap Metal – Site Variation – Site Manager **	30	31	Increase calculated by cost exercise
Scrap Metal – Site Variation – Change to Site Address	30	31	Increase calculated by cost exercise
(* Requiring a suitability test)			
(** Not requiring a suitability test)			
Scrap Metal – Collectors New	728	762	Increase calculated by cost exercise
Scrap Metal – Collectors Renewal	728	321	Decrease calculated by cost exercise
Conversion from Site to Collectors Licence	32	33	Increase calculated by cost exercise

Conversion from Collectors to Site Licence	32	33	Increase calculated by cost exercise
Change of Name and/or Address	18	19	Increase calculated by cost exercise
Replacement Licence	12	12	
Addition of a New Site onto Existing Site Licence	107	97	Decrease calculated by cost exercise
<b>Caravan Sites</b>			
Caravan Site New	1007	1018	Increase calculated by cost exercise
Caravan Site Renewal	228	210	Decrease calculated by cost exercise
Caravan Site Amendment or Transfer	879	896	Increase calculated by cost exercise
Depositing of Site Rules	n/a	10	New Fee calculated by cost exercise
Enforcement Costs (per hour)	n/a	46	New Fee calculated by cost exercise