

## **General Licensing Fees and Charges 2023/24**

### **Purpose**

- 1.1 The Public Protection Service annually reviews its fees and charges across the range of services it provides. This is to ensure that they reflect the cost of delivering services and that any inflationary cost increases are considered.
- 1.2 The proposed fees and charges for 2023/24 commencing 1 April 2023 are set out in Appendices 1 and 2. Appendix 3 outlines the fees that are set wholly by statute. 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.

### **Recommendations**

- 2.1 To approve the proposed fees and charges for 2023/24 set out at Appendix 1 and Appendix 2.
- 2.2 To note the statutory fees and charges made under the Licensing Act 2003 set out at Appendix 3.

### **Reason**

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

## **Supporting information**

4.1 As part of the 2023/24 budget preparation, the Licensing Team has reviewed its 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

The proposed general licensing fees and charges for 2023/24 are set out in the appendices set out in the report.

4.2 Appendix 1 sets out the proposed fees for the licences, registrations and permits the service administers and are based on cost recovery and inflationary cost increases.

4.3 Appendix 2 sets out the proposed fees chargeable under the Gambling Act 2005. Where permitted, these are based on cost recovery and inflationary cost increases up to the maximum permitted level. Some of these fees and charges are set by statute.

4.4 Appendix 3 sets out all fees chargeable under the Licensing Act 2003. All these fees and charges are set in statute.

## **Public/stakeholder engagement**

5.1 None, the proposed fees and charges are either statutorily set or calculated on recovering the cost of running the service.

## **Other options**

6.1 None.

## **Financial and value for money issues**

7.1 The proposed fees and charges are either statutorily set or calculated on recovering the cost of running the service.

7.2 All charges are outside the scope of VAT.

## **Legal implications**

8.1 Unless otherwise stated, the fees and charges set out in Appendices 1 and 2 are not fixed in statute and are set at the discretion of the local authority. Except for 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.

## Climate implications

9.1 None arising from this report.

## Other significant implications

10.1 None arising from this report.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Lionel Desa	11/01/2023
Finance	Janice Hadfield	18/01/2023
Service Director(s)	Samantha Dennis	09/01/2023
Report sponsor		
Other(s)		

**Proposed General Licensing Fees and Charges for 2023/24**

<b>Licence / Registration Type</b>	<b>Current Fee 2022/23</b>	<b>Proposed Fee 2023/24</b>
<b>Providing or Arranging Boarding for Cats or Dogs</b>		
Boarding for Cats Licence New	£485	£615
Boarding for Cats Licence Renewal	£301	£382
Boarding in Kennels for Dogs Licence	£485	£615
Boarding in Kennels for Dogs Renewal	£301	£382
Home Boarding for Dogs Licence New	£375	£475
Home Boarding for Dogs Licence Renewal	£264	£336
Day Care for Dogs Licence (Domestic Premises) New	£375	£475
Day Care for Dogs Licence (Domestic Premises) Renewal	£264	£336
Day Care for Dogs Licence (Commercial Premises) New	£485	£615
Day Care for Dogs Licence (Commercial Premises) Renewal	£375	£475
<b>Breeding Dogs</b>		
Breeding Dogs Licence (1-5 bitches) New & Renewal (not including vet fees if required)	£411	£522
Breeding Dogs Licence (6-10 bitches) New & Renewal (not including vet fees if required)	£705	£894
Breeding Dogs Licence (11 & above bitches) New & Renewal (not including vet fees if required)	£816	£1,034
<b>Selling Animals as Pets</b>		
New (not including vet fees if required)	£485	£615
Renewal (not including vet fees if required)	£301	£382
<b>Hiring out Horses</b>		
Horses 10 and under New & Renewal (not including vet fees)	£825	£1,049
Horses 11 and above New & Renewal (not including vet fees)	£899	£1,142
<b>Re-score Inspection for all animal licensing activities listed above</b>	£180	£228
<b>Keeping or Training Animals for Exhibition (3yr licence)</b>		
Keeping or Training Animal for Exhibition Licence New	£310	£394
Keeping or Training Animal for Exhibition Licence Renewal	£237	£301
<b>Dangerous Wild Animals</b>		
New & Renewal (not including vet fees if required)	£540	£685
<b>Skin Piercing</b>		
Skin Piercing - Premises	£154	£196
Body Piercing - Personal	£255	£324
Tattooing - Personal	£255	£324
Acupuncture - Personal	£227	£289
Ear Piercing Only - Personal	£181	£231
Electrolysis - Personal	£227	£289
Semi-Perm Skin Col. - Personal	£255	£324

**Sex Establishments**

Sex Establishment (New)	£1,250	£1,391
Sex Establishment (Renewal)	£307	£397
Sex Establishment (Amendment to Licence/Conditions)	£998	£1,069

**Caravan Sites**

Caravan Site - New	£1,722	£2,021
Caravan Site - Annual Fee	£464	£591
Caravan Site - Amendment or Transfer	£1,491	£1,681
Depositing of Site Rules	£10	£15
Enforcement Costs per hour	£110	£140
Site Manager Fit & Proper Register Application	£153	£202

**Scrap Metal**

Site Licence	£456	£529
Collectors Licence	£337	£365
Variation - Site Manager (requiring a suitability test)	£1,050	£1,136
Variation - Site Manager (not requiring a suitability test)	£49	£68
Variation – Change to Site Address	£49	£68
Conversion from a Site to a Collectors Licence	£49	£68
Conversion from a Collectors to a Site Licence	£49	£68
Change of Name and / or Address (admin change)	£31	£44
Replacement Licence	£21	£29
Addition of a New Site onto an existing Site Licence	£164	£227

**Pleasure Boats**

Boatman Licence (New / Renewal)	£226	£296
Boat Licence	£219	£286
Replacement Licence	n/a	£29

**Distribution of Free Printed Literature**

Annual Fee per permit	£175	£230
14 day per permit	£90	£117
Replacement Permit	£31	£44

**Exhumation**

Exhumation	£478	£605
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**Street Trading**

Street Trading Consent	£334	£535
Replacement Badge / Consent	n/a	£29

## Proposed Gambling Fees and Charges for 2022/23

<b>Gambling Fees by Licence / Permit Type – (NB. some fees are maximum permitted set by statute)</b>	<b>Current Fee 2022/23</b>	<b>Maximum Permitted Or Statutory Amount</b>	<b>Proposed Fee 2023/24</b>
<b>Casinos</b>			
Casino (Existing) - Annual Fee	£751	£3,000	£996
Casino (Existing) - Variation	£1,645	£2,000	£1,881
Casino (Existing) - Transfer	£1,350	£1,350	£1,350
Casino (Existing) - Reinstatement	£1,350	£1,350	£1,350
Casino (Existing) - Copy Licence	set by statute	£25	£25
Casino (Existing) - Notification of Change	set by statute	£50	£50
Casino - Regional - New (none permitted)	n/a	n/a	n/a
Casino - Large - New (none permitted)	n/a	n/a	n/a
Casino (Small) - New	£1,940	£8,000	£2,253
Casino (Small) - Annual Fee	£751	£5,000	£996
Casino (Small) - Variation	£1,801	£4,000	£2,062
Casino (Small) - Transfer	£1,800	£1,800	£1,800
Casino (Small) - Provisional Statement (P.S)	£1,645	£8,000	£1,881
Casino (Small) - Licence following PS	£750	£3,000	£993
Casino (Small) - Reinstatement	£1,272	£1,800	£1,593
Casino (Small) - Copy Licence	set by statute	£25	£25
Casino (Small) - Notification of Change	set by statute	£50	£50
<b>Bingo Club</b>			
New	£1,778	£3,500	£2,060
Annual Fee	£762	£1,000	£998
Variation	£1,678	£1,750	£1,750
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,200	£1,200	£1,200
Provisional Statement	£1,288	£3,500	£1,573
Licence following PS	£703	£1,750	£929
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50
<b>Betting Premises (excluding tracks)</b>			
New	£1,778	£3,000	£2,060
Annual Fee	£600	£600	£600
Variation	£1,500	£1,500	£1,500
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,125	£1,200	£1,200
Provisional Statement	£1,582	£3,000	£1,782
Licence following PS	£750	£1,200	£993
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

**Betting Premises (Tracks)**

New	£1,501	£2,500	£1,678
Annual Fee	£731	£1,000	£956
Variation	£1,250	£1,250	£1,250
Transfer	£950	£950	£950
Reinstatement	£950	£950	£950
Provisional Statement	£1,242	£2,500	£1,346
Licence following PS	£665	£950	£838
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

**Adult Gaming Centres**

New	£1,701	£2,000	£1,954
Annual Fee	£731	£1,000	£956
Variation	£1,000	£1,000	£1,000
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,200	£1,200	£1,200
Provisional Statement	£1,211	£2,000	£1,304
Licence following PS	£703	£1,200	£929
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

**Family Entertainment Centres**

New	£1,701	£2,000	£1,954
Annual Fee	£731	£750	£750
Variation	£1,000	£1,000	£1,000
Transfer	£950	£950	£950
Reinstatement	£950	£950	£950
Provisional Statement	£1,211	£2,000	£1,304
Licence following PS	£703	£950	£929
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

**Permits****UFEC Gaming Machine**

New Application (10-year duration)	set by statute	£300	£300
Renewal (10-year duration)	set by statute	£300	£300
Transitional Application	set by statute	£100	£100
Change of Name	set by statute	£25	£25
Copy of Permit	set by statute	£15	£15

**Prize Gaming**

New Application (10-year duration)	set by statute	£300	£300
Renewal (10-year duration)	set by statute	£300	£300
Transitional Application	set by statute	£100	£100
Change of Name	set by statute	£25	£25
Copy of Permit	set by statute	£15	£15

**Gaming Machine**

Transitional Application	set by statute	£100	£100
New	set by statute	£150	£150
Annual Fee	set by statute	£50	£50
Variation	set by statute	£100	£100
Transfer / Change of Name	set by statute	£25	£25
Copy of Permit	set by statute	£15	£15

Gaming Machine Notification (2 or less machine)	set by statute	£50	£50
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**Club Gaming**

Renewal & Transitional (10-year duration)	set by statute	£100	£100
New (10-year duration)	set by statute	£100	£100
Annual Fee	set by statute	£50	£50
Variation	set by statute	£100	£100
Copy Permit	set by statute	£15	£15

**Club Machine**

Renewal & Transitional (10-year duration)	set by statute	£100	£100
New Application (10-year duration)	set by statute	£100	£100
Annual Fee	set by statute	£50	£50
Variation	set by statute	£50	£50
Copy of Permit	set by statute	£15	£15

**Small Society Lottery Registration**

Registration	set by statute	£40	£40
Renewal	set by statute	£20	£20

**Temporary Use Notice**

Temp Use Notice (TUN)	set by statute	£500	£500
Replacement of TUN	set by statute	£25	£25

**Occasional Use Notice**

Occasional Use Notice (OUN)	set by statute	No Charge	No Charge
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## Licensing Act 2003 Fees and Charges for 2022/23

**Premises Licences and Club Premises Certificate****Statutory Fee****New or Variation**

Premises with a rateable value of £0 - £4300	Band A -	£100
Premises with a rateable value of £4301 - £33,000	Band B -	£190
Premises with a rateable value of £33,001 - £87,000	Band C -	£315
Premises with a rateable value of £87,001 - £125,000	Band D -	£450
Premises with a rateable value of £125,001 and over	Band E -	£635

**Annual Fees**

Premises with a rateable value of £0 - £4300	Band A -	£70
Premises with a rateable value of £4301 - £33,000	Band B -	£180
Premises with a rateable value of £33,001 - £87,000	Band C -	£295
Premises with a rateable value of £87,001 - £125,000	Band D -	£320
Premises with a rateable value of £125,001 and over	Band E -	£350

**Other Fees**

Minor variation to club certificate or premises licence	£89
Copy of premises licence	£10.50
Copy of club premises certificate	£10.50
Change of premises name	£10.50
Change of name or address of licence holder	£10.50
Transfer of premises licence	£23
Interim authority notice	£23
Notification of interest in premises	£21
Change of relevant registered address of club	£10.50
Notification of change of name or alteration of club rules	£10.50
Application to vary an individual as designated premises supervisor	£23
Disapplication of DPS in community premises	£23
Provisional statement	£315

**Temporary Event Notices**

Temporary event notice	£21
Copy of temporary event notice	£10.50

**Personal Licence**

New	£37
Change of name or address	£10.50
Copy of personal licence	£10.50

**Exceptionally Large Events Application / Variation Application  
(based on capacity)**

5,000 - 9,999	£1,000
10,000 – 14,999	£2,000
15,000 – 19,999	£4,000
20,000 – 29,999	£8,000
30,000 – 39,999	£16,000
40,000 – 49,999	£24,000
50,000 – 59,999	£32,000
80,000 – 89,999	£56,000
90,000 and over	£64,000

**Exceptionally Large Events Annual Fee (based on capacity)**

5,000 - 9,999	£500
10,000 -14,999	£1,000
15,000 -19,999	£2,000
20,000 - 29,999	£4,000
30,000 - 39,000	£8,000
40,000 - 49,000	£12,000
50,000 - 59,999	£16,000
60,000 - 69,999	£20,000
70,000 – 79,999	£24,000
80,000 – 89,999	£28,000
90,000 and over	£32,000