



Report sponsor: Richard Antcliff – Director of Public Protection and Streetpride
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General Licensing Fees and Charges 2019/20

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 taken into account.
- 1.2 The proposed fees and charges for 2019/20 commencing 1 April 2019 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 2019/20 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 on the basis of statutory cost recovery principles, where applicable.

Supporting information

4.1 As part of the 2019/20 budget preparation, the Public Protection Service has 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

The proposed general licensing fees and charges for 2019/20 are set out in the appendices set out in the report.

4.2 Appendix 1 sets out the proposed fees for a number of different licence, 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. Licence fees, where permitted, 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 applicable.

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 the basis of 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. 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.

Other significant implications

9.1 None arising from this report.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Florence Harper	08/03/19
Finance	Amanda Fletcher	12/03/19
Service Director(s)	Richard Antcliff	12/03/19
Report sponsor	Richard Antcliff	12/03/19
Other(s)		

Appendix 1

Proposed General Licensing Fees and Charges for 2019/20

Licence / Registration Type	Proposed Fee 2019/20	Current Fee 2018/19
Providing or Arranging Boarding for Cats or Dogs		
Boarding for Cats Licence New	£420	£408
Boarding for Cats Licence Renewal	£254	£305
Boarding in Kennels for Dogs Licence	£420	£408
Boarding in Kennels for Dogs Renewal	£254	£305
Home Boarding for Dogs Licence New	£321	£259
Home Boarding for Dogs Licence Renewal	£208	£195
Day Care for Dogs Licence (Domestic Premises) New	£321	£245
Day Care for Dogs Licence (Domestic Premises) Renewal	£208	£185
Day Care for Dogs Licence (Commercial Premises) New	£400	£380
Day Care for Dogs Licence (Commercial Premises) Renewal	£294	£299
Breeding Dogs		
Breeding Dogs Licence (1-5 bitches) New & Renewal (not including vet fees if required)	£340	£347
Breeding Dogs Licence (6-10 bitches) New & Renewal (not including vet fees if required)	£553	£584
Breeding Dogs Licence (11 & above bitches) New & Renewal (not including vet fees if required)	£633	£665
Selling Animals as Pets		
New (not including vet fees if required)	£420	£408
Renewal (not including vet fees if required)	£254	£264
Hiring out Horses		
Horses 10 and under New & Renewal (not including vet fees)	£633	£666
Horses 11 and above New & Renewal (not including vet fees)	£700	£734
Re-score Inspection for all animal licensing activities listed above	£80	£81
Keeping or Training Animals for Exhibition (3yr licence)		
Keeping or Training Animal for Exhibition Licence New	£228	£191
Keeping or Training Animal for Exhibition Licence Renewal	£188	new
Dangerous Wild Animals		
New & Renewal (not including vet fees if required)	£433	£465

Skin Piercing

Skin Piercing - Premises	£128	£149
Body Piercing - Personal	£208	£230
Tattooing - Personal	£208	£230
Acupuncture - Personal	£188	£210
Ear Piercing Only - Personal	£155	£176
Electrolysis - Personal	£188	£210
Semi-Perm Skin Col. - Personal	£210	£230

Hypnotism

Hypnotism Licence	No Charge	No Charge
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Sex Establishments

Sex Establishment (New)	£1,061	£1,101
Sex Establishment (Renewal)	£239	£260
Sex Establishment (Amendment to Lic/Conditions)	£865	£898

Caravan Sites

Caravan Site - New	£1,399	£1,443
Caravan Site - Annual Fee	£350	£352
Caravan Site - Amendment or Transfer	£1,227	£1,258
Depositing of Site Rules	£13	£13
Enforcement Costs * per hour	£80	£81

Scrap Metal

Site Licence	£360	£371
Collectors Licence	£269	£281
Variation - Site Manager (requiring a suitability test)	£900	£923
Variation - Site Manager (not requiring a suitability test)	£36	£40
Variation – Change to Site Address	£36	£40
Conversion form a Site to a Collectors Licence	£36	£42
Conversion from a Collectors to a Site Licence	£36	£42
Change of Name and / or Address (admin change)	£23	£24
Replacement Licence	£16	£16
Addition of a New Site onto an existing Site Licence	£124	£132

Distribution of Free Printed Literature

Annual Fee per permit	£132	£135
14 day per permit	£69	£71
Replacement Permit	£23	£24

Exhumation

Exhumation	£372	£378
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Street Trading

Street Trading Licence/Consent	£284	£296
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Appendix 2

Proposed Gambling Fees and Charges for 2019/20

Gambling Fees by Licence / Permit Type – (NB. some fees are maximum permitted set by statute)	Proposed Fee 2019/20	Maximum Permitted Or Statutory Amount	Current Fee 2018/19
Casinos			
Casino (Existing) - Annual Fee	£558	£3,000	£571
Casino (Existing) - Variation	£1,363	£2,000	£1,394
Casino (Existing) - Transfer	£1,236	£1,350	£1,265
Casino (Existing) - Reinstatement	£1,260	£1,350	£1,289
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	£1,575	£8,000	£1,610
Casino (Small) - Annual Fee	£558	£5,000	£571
Casino (Small) - Variation	£1,469	£4,000	£1,502
Casino (Small) - Transfer	£1,469	£1,800	£1,502
Casino (Small) - Provisional Statement (P.S)	£1,363	£8,000	£1,394
Casino (Small) - Licence following PS	£567	£3,000	£580
Casino (Small) - Reinstatement	£1,086	£1,800	£1,099
Casino (Small) - Copy Licence	set by statute	£25	£25
Casino (Small) - Notification of Change	set by statute	£50	£50
Bingo Club			
New	£1,425	£3,500	£1,459
Annual Fee	£562	£1,000	£574
Variation	£1,349	£1,750	£1,381
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,037	£1,200	£1,060
Provisional Statement	£1,060	£3,500	£1,077
Licence following PS	£532	£1,750	£544
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Betting Premises (excluding tracks)

New	£1,425	£3,000	£1,459
Annual Fee	£562	£600	£574
Variation	£1,349	£1,500	£1,381
Transfer	£1,200	£1,200	£1,200
Reinstatement	£944	£1,200	£965
Provisional Statement	£1,266	£3,000	£1,294
Licence following PS	£567	£1,200	£580
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Betting Premises (Tracks)

New	£1,213	£2,500	£1,243
Annual Fee	£539	£1,000	£550
Variation	£1,250	£1,250	£1,250
Transfer	£950	£950	£950
Reinstatement	£950	£950	£950
Provisional Statement	£1,018	£2,500	£1,042
Licence following PS	£526	£950	£536
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Adult Gaming Centres

New	£1,366	£2,000	£1,399
Annual Fee	£539	£1,000	£550
Variation	£1,000	£1,000	£1,000
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,037	£1,200	£1,060
Provisional Statement	£995	£2,000	£1,018
Licence following PS	£532	£1,200	£544
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Family Entertainment Centres

New	£1,366	£2,000	£1,399
Annual Fee	£539	£750	£550
Variation	£1,000	£1,000	£1,000
Transfer	£950	£950	£950
Reinstatement	£922	£950	£943
Provisional Statement	£995	£2,000	£1,018
Licence following PS	£532	£950	£544
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)	£513	n/a	£520
Modification of TUN	£13	£13	£13

Occasional Use Notice

Occasional Use Notice (OUN)	set by statute	No Charge	£0
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Appendix 3

Licensing Act 2003 Fees and Charges for 2019/20

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