

General Licensing Fees and Charges 2022/23

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 2022/23 commencing 1 April 2022 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 2022/23 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 2022/23 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 2022/23 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	Lucie Keeler	13/1/22
Finance	Janice Hadfield	18/1/22
Service Director(s)	n/a	
Report sponsor	Samantha Dennis	19/1/22
Other(s)	Michael Kay	17/1/22

Proposed General Licensing Fees and Charges for 2022/23

Licence / Registration Type	Current Fee 2021/22	Proposed Fee 2022/23
Providing or Arranging Boarding for Cats or Dogs		
Boarding for Cats Licence New	£448	£485
Boarding for Cats Licence Renewal	£284	£301
Boarding in Kennels for Dogs Licence	£448	£485
Boarding in Kennels for Dogs Renewal	£284	£301
Home Boarding for Dogs Licence New	£349	£375
Home Boarding for Dogs Licence Renewal	£235	£264
Day Care for Dogs Licence (Domestic Premises) New	£349	£375
Day Care for Dogs Licence (Domestic Premises) Renewal	£251	£264
Day Care for Dogs Licence (Commercial Premises) New	£448	£485
Day Care for Dogs Licence (Commercial Premises) Renewal	£349	£375
Breeding Dogs		
Breeding Dogs Licence (1-5 bitches) New & Renewal (not including vet fees if required)	£382	£411
Breeding Dogs Licence (6-10 bitches) New & Renewal (not including vet fees if required)	£644	£705
Breeding Dogs Licence (11 & above bitches) New & Renewal (not including vet fees if required)	£742	£816
Selling Animals as Pets		
New (not including vet fees if required)	£448	£485
Renewal (not including vet fees if required)	£284	£301
Hiring out Horses		
Horses 10 and under New & Renewal (not including vet fees)	£767	£825
Horses 11 and above New & Renewal (not including vet fees)	£848	£899
Re-score Inspection for all animal licensing activities listed above	£160	£180
Keeping or Training Animals for Exhibition (3yr licence)		
Keeping or Training Animal for Exhibition Licence New	£276	£310
Keeping or Training Animal for Exhibition Licence Renewal	£227	£237
Dangerous Wild Animals		
New & Renewal (not including vet fees if required)	£497	£540
Skin Piercing		
Skin Piercing - Premises	£137	£154
Body Piercing - Personal	£227	£255
Tattooing - Personal	£227	£255
Acupuncture - Personal	£202	£227

Ear Piercing Only - Personal	£161	£181
Electrolysis - Personal	£202	£227
Semi-Perm Skin Col. - Personal	£227	£255
Hypnotism		
Hypnotism Licence	No Charge	No Charge
Sex Establishments		
Sex Establishment (New)	£1,182	£1,250
Sex Establishment (Renewal)	£290	£307
Sex Establishment (Amendment to Licence/Conditions)	£942	£998
Caravan Sites		
Caravan Site - New	£1,586	£1,722
Caravan Site - Annual Fee	£413	£464
Caravan Site - Amendment or Transfer	£1,380	£1,491
Depositing of Site Rules	£9	£10
Enforcement Costs * per hour	£98	£110
Scrap Metal		
Site Licence	£414	£456
Collectors Licence	£308	£337
Variation - Site Manager (requiring a suitability test)	£988	£1,050
Variation - Site Manager (not requiring a suitability test)	£43	£49
Variation – Change to Site Address	£43	£49
Conversion from a Site to a Collectors Licence	£43	£49
Conversion from a Collectors to a Site Licence	£43	£49
Change of Name and / or Address (admin change)	£28	£31
Replacement Licence	£19	£21
Addition of a New Site onto an existing Site Licence	£146	£164
Site Manager Fit & Proper Register Application	£135 (agreed by LC in November 2021)	£153
Pleasure Boats		
Boatman Licence (New / Renewal)	£201	£226
Boat Licence	£194	£219
Distribution of Free Printed Literature		
Annual Fee per permit	£155	£175
14 day per permit	£80	£90
Replacement Permit	£28	£31
Exhumation		
Exhumation	£458	£478
Street Trading		
Street Trading Licence/Consent*	£321	£334

*may be subject to change following review of policy

Proposed Gambling Fees and Charges for 2022/23

Gambling Fees by Licence / Permit Type – (NB. some fees are maximum permitted set by statute)	Current Fee 2021/22	Maximum Permitted Or Statutory Amount	Proposed Fee 2022/23
Casinos			
Casino (Existing) - Annual Fee	£667	£3,000	£751
Casino (Existing) - Variation	£1,517	£2,000	£1,645
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	£1,779	£8,000	£1,940
Casino (Small) - Annual Fee	£667	£5,000	£751
Casino (Small) - Variation	£1,656	£4,000	£1,801
Casino (Small) - Transfer	£1,656	£1,800	£1,800
Casino (Small) - Provisional Statement (P.S)	£1,517	£8,000	£1,645
Casino (Small) - Licence following PS	£667	£3,000	£750
Casino (Small) - Reinstatement	£1,188	£1,800	£1,272
Casino (Small) - Copy Licence	set by statute	£25	£25
Casino (Small) - Notification of Change	set by statute	£50	£50
Bingo Club			
New	£1,623	£3,500	£1,778
Annual Fee	£677	£1,000	£762
Variation	£1,534	£1,750	£1,678
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,159	£1,200	£1,200
Provisional Statement	£1,187	£3,500	£1,288
Licence following PS	£626	£1,750	£703
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50
Betting Premises (excluding tracks)			
New	£1,623	£3,000	£1,778
Annual Fee	£600	£600	£762
Variation	£1,500	£1,500	£1,500
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,045	£1,200	£1,125
Provisional Statement	£1,448	£3,000	£1,582
Licence following PS	£667	£1,200	£750
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Betting Premises (Tracks)

New	£1,376	£2,500	£1,501
Annual Fee	£650	£1,000	£731
Variation	£1,250	£1,250	£1,250
Transfer	£950	£950	£950
Reinstatement	£950	£950	£950
Provisional Statement	£1,146	£2,500	£1,242
Licence following PS	£602	£950	£665
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Adult Gaming Centres

New	£1,554	£2,000	£1,701
Annual Fee	£650	£1,000	£731
Variation	£1,000	£1,000	£1,000
Transfer	£1,200	£1,200	£1,200
Reinstatement	£1,159	£1,200	£1,200
Provisional Statement	£1,118	£2,000	£1,211
Licence following PS	£626	£1,200	£703
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Family Entertainment Centres

New	£1,554	£2,000	£1,701
Annual Fee	£650	£750	£731
Variation	£1,000	£1,000	£1,000
Transfer	£950	£950	£950
Reinstatement	£950	£950	£950
Provisional Statement	£1,118	£2,000	£1,211
Licence following PS	£626	£950	£703
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
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

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
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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