



LICENSING COMMITTEE
14 July 2016

ITEM 6

Report of the Strategic Director of Communities
& Place

General Licensing Fees and Charges 2016/17

SUMMARY

- 1.1 The Communities & Place 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 2016/17 commencing 1 August 2016 are set out in Appendices 2 and 3. The amounts charged are either set by statute or are based on recovering the costs incurred. Appendix 4 outlines the fees that are set wholly by statute.
- 1.3 All charges are outside the scope of VAT.

RECOMMENDATION

- 2.1 Approve the proposed fees and charges for 2016/17 set out in Appendices 2 and 3.
- 2.2 Note the fees and charges made under the Licensing Act 2003 set out in Appendix 4.

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 2016/17 budget preparation, Departments within the Communities and Place 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 2016/17 are set out at Appendices 2 and 3. Some fees have increased and some have decreased. All fees listed in Appendix 2 are based on cost recovery and inflationary cost increases.
- 4.3 Appendix 3 lists the fees chargeable under the Gambling Act 2005. Licence fees where permitted, are based on cost recovery up to the maximum permitted level. Permit and administrative fees, such as copy licence fees are set by statute.
- 4.4 Appendix 4 lists all fees chargeable under the Licensing Act 2003. All these fees and charges are set in statute.

OTHER OPTIONS CONSIDERED

- 5.1 None.

This report has been approved by the following officers:

Legal officer Financial officer Human Resources officer Service Director(s) Other(s)	Olu Idowu Amanda Fletcher - John Tomlinson Michael Kay
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For more information contact: Background papers: List of appendices:	Sandra Mansell 01332 641931 e-mail sandra.mansell@derby.gov.uk None Appendix 1 – Implications Appendix 2 – Proposed general licensing fees and charges for 2016/17 Appendix 3 – Proposed gambling fees and charges for 2016/17 Appendix 4 - Licensing Act 2003 fees and charges for 2016/17
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Appendix 1

IMPLICATIONS

Financial and Value for Money

- 1.1 The proposed fees and charges will contribute to achieving the 2016/17 income targets for the Communities & Place 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 and 3 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.

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- 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 2016/17

Appendix 2

Licence / Registration Type	PROPOSED FEE 2016 /17	EXISTING FEE 2015/16
Skin Piercing - Premises	£124	£107
Body Piercing - Personal	£193	£172
Tattooing - Personal	£193	£172
Acupuncture - Personal	£178	£149
Ear Piercing Only - Personal	£154	£134
Electrolysis - Personal	£178	£149
Semi-Perm Skin Col. - Personal	£193	£172
 Hypnotism Licence	 £77	 £59
 Pet Shop New	 £348	 £285
Pet Shop Renewal	£242	£233
Cat / Dog Boarding	£348	£285
Cat / Dog Boarding Renewal	£252	£233
Home Boarding (Dog) New	£195	n/a
Home Boarding (Dog Renewal	£169	n/a
Dog Breeding (10 and under bitches) new *	£456	£354
Dog Breeding (10 and under bitches) renewal *	£456	£354
Dog Breeding (over 10 breeding bitches) new *	£515	£400
Dog Breeding (over 10 breeding bitches) renewal *	£515	£400
Dangerous Wild Animals new *	£370	£287
Dangerous Wild Animals renewal *	£370	£287
* not including vet inspection fee		
 Performing Animals	 £145	 £139
 Sex Establishment (New)	 £1,074	 £821
Sex Establishment (Renewal)	£215	£167
Sex Establishment (Amendment to Lic/Conditions)	£920	£701
 Horse Riding Establishment (10 horses & under)	 £507	 £393
Horse Riding Establishment (over 10 horses)	£556	£431
 Caravan Site - New	 £1,326	 £1,018
Caravan Site - Annual Fee	£272	£210
Caravan Site - Amendment or Transfer	£1,176	£896
Depositing of Site Rules	£13	£10
Enforcement Costs * per hour	£59	£46
 Scrap Metal - Site New	 £355	 £826
Scrap Metal - Site Variation - Site Manager*	£938	£709
Scrap Metal - Site Variation - Site Manager**	£40	£31
Scrap Metal - Site Variation - Change to Site Address	£40	£31

* requiring a suitability test

** not requiring a suitability test

Licence / Registration Type	PROPOSED FEE 2016 /17	EXISTING FEE 2015/16
Scrap Metal Collectors - New	£272	£762
Conversion form a Site to a Collectors Licence	£42	£33
Conversion from a Collectors to a Site Licence	£42	£33
Change of Name and / or Address (admin change)	£24	£19
Replacement Licence	£16	£12
Addition of a New Site onto an existing Site Licence	£125	£97
Leaflet Distribution		
Leaflet Distribution - Annual Fee per permit	£136	£119
Leaflet Distribution - 14 day per permit	£51	£42
Leaflet Distribution - Replacement Permit	£21	£16

Proposed gambling fees and charges for 2016/17

Appendix 3

Gambling Fees by Licence / Permit Type - some fees are maximum permitted set by statute	PROPOSED FEE 2016 /17	MAXIMUM PERMITTED OR STATUTORY AMOUNT	CURRENT FEE 2015/16
Casinos			
Casino (Existing) - Annual Fee	£514	£3,000	£396
Casino (Existing) - Variation	£1,390	£2,000	£1,182
Casino (Existing) - Transfer	£1,269	£1,350	£1,089
Casino (Existing) - Reinstatement	£1,296	£1,350	£1,108
Casino (Existing) - Copy Licence	set by statute	£25	£25
Casino (Existing) - Notification of Change	set by statute	£50	£50
Casino - Regional - New (none permitted)	£0	n/a	n/a
Casino - Large - New (none permitted)	£0	n/a	n/a
Casino (Small) - New	£1,547	£8,000	£1,304
Casino (Small) - Annual Fee	£514	£5,000	£396
Casino (Small) - Variation	£1,448	£4,000	£1,228
Casino (Small) - Transfer	£1,448	£1,800	£1,228
Casino (Small) - Provisional Statement	£1,390	£8,000	£1,182
Casino (Small) - Licence Appn foll Prov. Statement	£505	£3,000	£392
Casino (Small) - Reinstatement	£1,014	£1,800	£901
Casino (Small) - Copy Licence	set by statute	£25	£25
Casino (Small) - Notification of Change	set by statute	£50	£50
Bingo Club			
New	£1,399	£3,500	£1,164
Annual Fee	£502	£1,000	£386
Variation	£1,203	£1,750	£1,011
Transfer	£1,200	£1,200	£1,011
Reinstatement	£967	£1,200	£846
Provisional Statement	£1,080	£3,500	£907
Licence Application foll. Prov Statement	£472	£1,750	£367
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50
Betting Premises (excluding tracks)			
New	£1,399	£3,000	£1,164
Annual Fee	£502	£600	£386
Variation	£1,203	£1,500	£1,011
Transfer	£1,200	£1,200	£1,054

Classification: OFFICIAL

Reinstatement	£899	£1,200	£793
Provisional Statement	£1,235	£3,000	£1,034
Licence Application foll. Prov Statement	£505	£1,200	£392
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

**Gambling Fees by Licence / Permit Type -
some fees or maximum set by statute**

	PROPOSED FEES 2016 /17	MAXIMUM PERMITTED OR STATUTORY AMOUNT	CURRENT FEES 2015/16
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Betting Premises (Tracks)

New	£1,201	£2,500	£1,010
Annual Fee	£480	£1,000	£369
Variation	£1,181	£1,250	£994
Transfer	£950	£950	£950
Reinstatement	£890	£950	£787
Provisional Statement	£1,045	£2,500	£886
Licence Application foll. Prov Statement	£472	£950	£367
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Adult Gaming Centres

New	£1,344	£2,000	£1,121
Annual Fee	£480	£1,000	£369
Variation	£1,000	£1,000	£994
Transfer	£1,200	£1,200	£1,108
Reinstatement	£967	£1,200	£846
Provisional Statement	£1,023	£2,000	£869
Licence Application foll. Prov Statement	£472	£1,200	£367
Copy Licence	set by statute	£25	£25
Notification of Change	set by statute	£50	£50

Family Entertainment Centres

New	£1,344	£2,000	£1,121
Annual Fee	£480	£750	£369
Variation	£1,000	£1,000	£994
Transfer	£950	£950	£950
Reinstatement	£875	£950	£775
Provisional Statement	£1,023	£2,000	£869
Licence Application foll. Prov Statement	£472	£950	£367
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

Classification: OFFICIAL

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

Gambling Fees by Licence / Permit Type - some fees or maximum set by statute

PROPOSED FEES 2016 /17	MAXIMUM PERMITTED OR STATUTORY AMOUNT	CURRENT FEES 2015/16
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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)	£504	n/a	£483
Modification of TUN	£13	n/a	£10

Occasional Use Notice

Occasional Use Notice (OUN)	set by statute	No Charge	£0
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Licensing Act 2003 fees and charges for 2016/17

Appendix 4

Licensing Act 2003 Fees - **all set by statute**

FEE 2016/17

**Premises Licences and Club Premises Certificate
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

Capacity	
5,000 - 9,999	£1,000
10,000 – 14,999	£2,000
15,000 – 19,999	£4,000

Classification: OFFICIAL

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

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