

MINUTES

LICENSING AND HEALTH AND SAFETY ENFORCEMENT COMMITTEE

19 JANUARY 2021

Present:

MEMBERS:

Councillor Hearn (Chairman), Bassadone, Bhinder, Johnson, Link, Pringle, Rogers, R Sutton and Woolner

OFFICERS:

Nathan March	Licensing Team Leader
Nargis Sultan	Legal Governance Team Leader
Trudi Angel	Corporate & Democratic Support Officer (Minutes)

The meeting began at 6.30 pm

1 **MINUTES**

The minutes of the meeting held on 28 October 2020 were agreed by the members present and will be signed by the Chairman at the next available opportunity.

2 **APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillor Peter.

3 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4 **PUBLIC PARTICIPATION**

There was no public participation.

5 **LICENSING FEES AND CHARGES 2021-22**

The Chairman invited N March to introduce the report.

N March advised that the report set out the draft licence fees for the next financial year 2021/2022. He highlighted a couple of errors that he had noticed in the fees that were missed when transferring the fees that had been calculated;

Page 42 - policy table, annual fee should say £47.40 + 7.90, not 7.95 as shown.

Page 11 - horse riding, which should be £88 not £116.

N March explained that some fees are set nationally, but most of the fees that can be set by the Council are set by this Committee. Fees that can be set by the Committee have to be set with the aim of cost recovery, but there can also be additional legal restrictions on what can be recovered, and some of the services that we provide cannot have a fee, so must be provided at a cost to the Council.

The fee setting process involves reviewing the costs of the service such as staff and overheads, and the number of each licence that is estimated for the next year, taking into account how much time each licence type requires in order to be dealt with. There has been a significant increase in the internal recharges of around £24k due to management structural changes in Corporate and Contracted services that have led to an increase in the overall cost of the hourly rates that affects all the licences where the Council controls these fees.

Caravan Site Licensing fees have to be set under a specific policy, which was attached as Appendix 1. As part of the fee setting for this regime the policy has been reviewed, the review has not affected the approach taken to this area of licensing, the most significant change has been to remove mention of transitional arrangements for the approach to fee charging which was relevant last year as the policy had been significantly reviewed, but is now no longer relevant (page 4 of the version that was circulated).

Some fees such as some of the taxi related fees have to be consulted on before being finalised as this is required by the legislation, and the Scrap metal fees are set with delegated authority.

It is requested that following consideration of the report, the Committee agrees the draft fees, and that authority is given to the Assistant Director for Corporate and contracted services in order to agree any final fees following required notices or similar, in consultation with the Chair of the committee.

He welcomed questions from the committee.

Councillor Bassadone queried if it was possible to say how many of the fees were applicable to the people of Dacorum. N March advised that although there were a few fees that weren't relevant at the moment they set all the fees in case they were needed in the future. With regards to numbers for festivals etc, he advised that related more to the Licensing Act which was set nationally. The large majority of fees on the list will be used within the area.

Councillor Woolner asked, as an overall comparison to last year, were we calculating an increase in fees. N March advised there was a slight increase overall, with a maximum of around a 5% increase for the majority of fees.

Councillor Rogers asked if the policy included phone masts. He also asked if it included tattooing. N March replied that phone masts weren't something the licensing department were responsible for. He then advised that tattooing was included under skin piercing.

Councillor Rogers felt it would be useful to see the number of licences we have per category and asked if that information could be made available to members. N March explained that he had to have the figures available to him so he could review and

calculate the fees each year. He said he had a spreadsheet he could circulate to members to provide this information.

Councillor Bhinder commended the licensing officers for explaining their methodology behind the calculations of these figures and felt we should be proud of the work that had been produced for this policy.

Decision

In pursuance of the fee-setting powers conferred upon the Council as specified in Annex A of the report, that the Licensing, Health & Safety and Enforcement Committee set the fees and charges payable by applicants in connection with applications and other processes for licences, registrations and permits the fees and charges, as set out below, for the period from 1st April 2021 to 31st March 2022;

and;

That authority to consider any objections arising from statutory notices pertaining to these fees be delegated to the Assistant Director (Corporate and Contracted Services) in consultation with the Chairman of the Licensing, Health & Safety and Enforcement Committee.

The meeting finished at 6.52 pm.

Dacorum Borough Council – Licensing fees and charges – 1 April 2021 to 31 March 2022

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
1.1 (Alcohol, Entertainment, etc – Club Premises Certificates - Applications)						
1.1	Band A	100.00	-	100.00	5260ED300ALCCLUB	
1.1	Band B	190.00	-	190.00	5260ED300ALCCLUB	
1.1	Application for new club premises certificate	Band C	315.00	-	315.00	5260ED300ALCCLUB
1.1	Band D	450.00	-	450.00	5260ED300ALCCLUB	
1.1	Band E	635.00	-	635.00	5260ED300ALCCLUB	
1.1	Site under construction/development	315.00	-	315.00	5260ED300ALCCLUB	
1.1	Band A	100.00	-	100.00	5260ED300ALCCLUB	
1.1	Band B	190.00	-	190.00	5260ED300ALCCLUB	
1.1	Application for full variation of club premises certificate	Band C	315.00	-	315.00	5260ED300ALCCLUB
1.1	Band D	450.00	-	450.00	5260ED300ALCCLUB	
1.1	Band E	635.00	-	635.00	5260ED300ALCCLUB	
1.1	Site under construction/development	315.00	-	315.00	5260ED300ALCCLUB	
1.1	Application for minor variation of club premises certificate	89.00	-	89.00	5260ED300ALCCLUB	
1.1	Request for duplicate copy of certificate following loss/theft/damage	10.50	-	10.50	5260ED300ALCCLUB	
1.1	Change of name or address on club premises certificate	10.50	-	10.50	5260ED300ALCCLUB	
1.1	Change of club rules	10.50	-	10.50	5260ED300ALCCLUB	
1.2 (Alcohol, Entertainment, etc – Club Premises Certificates – Annual fees)						
1.2	Band A	-	70.00	70.00	5261ED300ALCCLUB	
1.2	Band B	-	180.00	180.00	5261ED300ALCCLUB	
1.2	Annual fee (payable on anniversary of grant of certificate)	Band C	295.00	295.00	5261ED300ALCCLUB	
1.2	Band D	-	320.00	320.00	5261ED300ALCCLUB	
1.2	Band E	-	350.00	350.00	5261ED300ALCCLUB	
1.2	Site under construction/development	-	295.00	295.00	5261ED300ALCCLUB	
1.3 (Alcohol, Entertainment, etc – Personal Licences)						
1.3	Application for new personal licence	37.00	-	37.00	5260ED300ALCPERSONAL	
1.3	Duplicate copy of licence following theft/loss/damage	10.50	-	10.50	5260ED300ALCPERSONAL	
1.3	Change of name or address	10.50	-	10.50	5260ED300ALCPERSONAL	
1.4 (Alcohol, Entertainment, etc – Premises Licences – Applications)						
1.4	Band A	100.00	-	100.00	5260ED300ALCPREMISES	
1.4	Application for new premises licence	Band B	190.00	-	190.00	5260ED300ALCPREMISES
1.4	Band C	315.00	-	315.00	5260ED300ALCPREMISES	

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
1.4	Band D	450.00	-	450.00	5260ED300ALCPREMISES	
1.4	Band D with multiplier	900.00	-	900.00	5260ED300ALCPREMISES	
1.4	Band E	635.00	-	635.00	5260ED300ALCPREMISES	
1.4	Band E with multiplier	1,905.00	-	1,905.00	5260ED300ALCPREMISES	
1.4	Site under construction/development	315.00	-	315.00	5260ED300ALCPREMISES	
1.4	Band A	100.00	-	100.00	5260ED300ALCPREMISES	
1.4	Band B	190.00	-	190.00	5260ED300ALCPREMISES	
1.4	Band C	315.00	-	315.00	5260ED300ALCPREMISES	
1.4	Band D	450.00	-	450.00	5260ED300ALCPREMISES	
1.4	Band D with multiplier	900.00	-	900.00	5260ED300ALCPREMISES	
1.4	Band E	635.00	-	635.00	5260ED300ALCPREMISES	
1.4	Band E with multiplier	1,905.00	-	1,905.00	5260ED300ALCPREMISES	
1.4	Site under construction/development	315.00	-	315.00	5260ED300ALCPREMISES	
1.4	Capacity: 5,000–9,999	1,000.00	-	1,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 10,000–14,999	2,000.00	-	2,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 15,000–19,999	4,000.00	-	4,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 20,000–29,999	8,000.00	-	8,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 30,000–39,999	16,000.00	-	16,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 40,000–49,999	24,000.00	-	24,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 50,000–59,999	32,000.00	-	32,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 60,000–69,999	40,000.00	-	40,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 70,000–79,999	48,000.00	-	48,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 80,000–89,999	56,000.00	-	56,000.00	5260ED300ALCPREMISES	
1.4	Capacity: 90,000+	64,000.00	-	64,000.00	5260ED300ALCPREMISES	
1.4	Application for transfer of premises licence	23.00	-	23.00	5260ED300ALCPREMISES	
1.4	Application for variation of premises licence to specify premises supervisor	23.00	-	23.00	5260ED300ALCPREMISES	
1.4	Application for minor variation of premises licence	89.00	-	89.00	5260ED300ALCPREMISES	
1.4	Application to substitute mandatory condition for community premises (if not made simultaneously with another application)	23.00	-	23.00	5260ED300ALCPREMISES	
1.4	Application for interim authority notice	23.00	-	23.00	5260ED300ALCPREMISES	
1.4	Request for duplicate copy of premises licence following loss/theft/damage	10.50	-	10.50	5260ED300ALCPREMISES	
1.4	Change of name or address on premises licence	10.50	-	10.50	5260ED300ALCPREMISES	
1.5 (Alcohol, Entertainment, etc – Premises Licences – Annual Fees)						
1.5	Annual fee (payable on anniversary of	Band A	-	70.00	70.00	5261ED300ALCPREMISES
1.5		Band B	-	180.00	180.00	5261ED300ALCPREMISES

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
1.5	grant of licence)	Band C	-	295.00	295.00	5261ED300ALCPREMISES
1.5		Band D	-	320.00	320.00	5261ED300ALCPREMISES
1.5		Band D with multiplier	-	640.00	640.00	5261ED300ALCPREMISES
1.5		Band E	-	350.00	350.00	5261ED300ALCPREMISES
1.5		Band E with multiplier	-	1,050.00	1,050.00	5261ED300ALCPREMISES
1.5		Site under construction/development	-	295.00	295.00	5261ED300ALCPREMISES
1.5		Exempt	-	-	-	5261ED300ALCPREMISES
1.5	Additional annual fee for high-capacity premises (payable in addition to the standard annual fee)	Capacity: 5,000–9,999	-	500.00	500.00	5261ED300ALCPREMISES
1.5		Capacity: 10,000–14,999	-	1,000.00	1,000.00	5261ED300ALCPREMISES
1.5		Capacity: 15,000–19,999	-	2,000.00	2,000.00	5261ED300ALCPREMISES
1.5		Capacity: 20,000–29,999	-	4,000.00	4,000.00	5261ED300ALCPREMISES
1.5		Capacity: 30,000–39,999	-	8,000.00	8,000.00	5261ED300ALCPREMISES
1.5		Capacity: 40,000–49,999	-	12,000.00	12,000.00	5261ED300ALCPREMISES
1.5		Capacity: 50,000–59,999	-	16,000.00	16,000.00	5261ED300ALCPREMISES
1.5		Capacity: 60,000–69,999	-	20,000.00	20,000.00	5261ED300ALCPREMISES
1.5		Capacity: 70,000–79,999	-	24,000.00	24,000.00	5261ED300ALCPREMISES
1.5		Capacity: 80,000–89,999	-	28,000.00	28,000.00	5261ED300ALCPREMISES
1.5		Capacity: 90,000+	-	32,000.00	32,000.00	5261ED300ALCPREMISES
1.6 (Alcohol, Entertainment, etc – Temporary Event Notices)						
1.6	Temporary event notice (standard) - submission fee	21.00	-	21.00	5260ED300ALCTEN	
1.6	Temporary event notice (late) - submission fee	21.00	-	21.00	5260ED300ALCTEN	
1.6	Duplicate copy of notice following theft/loss/damage	10.50	-	10.50	5260ED300ALCTEN	
1.7 (Alcohol, Entertainment, etc - Miscellaneous)						
1.7	Application for provisional statement	315.00	-	315.00	5260ED300ALCPREMISES	
1.7	Notification of legal/financial interest in premises	21.00	-	21.00	5260ED300ALCPREMISES	
2.1 (Animals – Boarding of dogs and cats)						
2.1	Application for new animal boarding establishment licence, except franchises (kennels/home boarding/day care)(up to 3 yrs)	427.00	212.00	639.00	5260ED300ANIMBOARD	
2.1	Application to renew animal boarding establishment licence, except franchises (kennels/home boarding/day care)(up to 3 yrs)	205.00	211.00	416.00	5260ED300ANIMBOARD	
2.1	Application for new animal boarding establishment licence as a franchise.	427.00 (+ inspection fee per additional premises)	212.00	639.00 (+ inspection fee per additional premises)	5260ED300ANIMBOARD	

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code
		fee	fee	fee	
		2021-22	2021-22	2021-22	
		£	£	£	
2.1	Application to renew animal boarding establishment licence as a franchise.	205.00 (+inspection fee per additional premises)	211.00	416.00 (+ inspection fee per additional premises)	5260ED300ANIMBOARD
2.1	Application to vary animal boarding establishment licence (kennels/home boarding/day care) except franchises	131.00 (+inspection if required)	83.00	214.00 (+inspection if required)	5260ED300ANIMBOARD
2.1	Application to vary animal boarding establishment licence for a franchise to add premises	164.00 (+inspection per premises)		164.00 (+inspection per premises)	5260ED300ANIMBOARD
2.1	Application to vary to reduce licensable activities or numbers of animals (Kennels/home boarding/day care)	29.00	-	29.00	5260ED300ANIMBOARD
2.1	Re-evaluation of star rating (Kennels/home boarding/day care)	29.00 (+inspection if required)	-	29.00 (+for inspection if required)	5260ED300ANIMBOARD
2.1	Veterinary inspection of premises *	Recharged at cost			5070ED300
2.1	Qualified officer inspection of premises (when for renewal)	88.00			5260ED300ANIMBOARD
2.2 (Animals – Dangerous Wild Animals)					
2.2	Application for licence to keep dangerous wild animals (2yr) <i>plus vet inspection</i>	150.00	37.00	187.00	5260ED300ANIMDWA
2.2	Application to renew licence to keep dangerous wild animals (2yr) <i>plus vet inspection</i>	150.00	37.00	187.00	5260ED300ANIMDWA
2.2	Application to vary licence conditions (new species/increased numbers of animals)	65.00	37.00	102.00	5260ED300ANIMDWA
2.2	Application to vary licence conditions (administrative matters only)	29.00	-	29.00	5260ED300ANIMDWA
2.2	Veterinary inspection of premises *	Recharged at cost			5070ED300
2.3 (Animals – Breeding of dogs)					
2.3	Application for new dog breeding licence (up to 3 yrs) <i>plus vet inspection</i>	430.00	211.00	641.00 (+ vet inspection fees)	5260ED300ANIMBREED
2.3	Application to renew dog breeding licence (up to 3 yrs) <i>plus vet inspection</i>	207.00	211.00	418.00 (+ inspection fees)	5260ED300ANIMBREED
2.3	Application to vary <i>Plus inspection if</i>	44.00	57.00	101.00(+	5260ED300ANIMBREED

Cat.	Item		APPLICATION	LICENCE	TOTAL	Account code
			fee	fee	fee	
			2021-22	2021-22	2021-22	
			£	£	£	
	a dog breeding licence	<i>required</i>			inspection fees)	
2.3	Re-evaluation of Star Rating – Breeding Licence	<i>Plus inspection if required</i>	29.00	0.00	29.00 (+ inspection fees)	5260ED300ANIMBREED
2.3	Application to vary a dog breeding licence (administrative matters only)	<i>Plus inspection if required</i>	29.00	0.00	29.00	5260ED300ANIMBREED
2.3	Veterinary inspection of premises *		Recharged at cost			5070ED300
2.3	Qualified officer inspection of premises (when for renewal)		88.00			5260ED300ANIMBREED
2.4 (Animals – Selling animals as pets)						
2.4	Application for new pet shop licence (up to 3 yrs)		427.00	212.00	639.00	5260ED300ANIMPET
2.4	Application to renew pet shop licence (up to 3 yrs)		204.00	212.00	416.00	5260ED300ANIMPET
2.4	Application to vary pet shop licence		132.00 (+inspection if required)	57.00	189.00 (+inspection if required)	5260ED300ANIMPET
2.4	Application to vary to reduce licensable activities or numbers of animals – pet shops		29.00	-	29.00	5260ED300ANIMPET
2.4	Re-evaluation of star rating – pet shops		29.00 (+inspection if required)	-	29.00 (+inspection if required)	5260ED300ANIMPET
2.4	Veterinary inspection of premises *		Recharged at cost			5070ED300
2.4	Qualified officer inspection of premises (when for renewal)		88.00			5260ED300ANIMPET
2.5 (Animals – Hiring of horses)						
2.5	Application for hiring of horses (up to 3 yrs)	<i>plus vet inspection on application & annually throughout licence duration)</i>	391.00	124.00	515.00 (+ vets fees)	5260ED300ANIMRIDING
2.5	Application to renew licence for hiring of horses (up to 3 yrs)	<i>plus vet inspection on application & annually throughout licence duration)</i>	205.00	124.00	329.00 (+ vets fees)	5260ED300ANIMRIDING
2.5	Application to vary licence for hiring of horses		44.00 (+ inspection if required)	57.00	101.00 (+ inspection if required)	5260ED300ANIMRIDING
2.5	Application to vary to reduce licensable activities or numbers of		29.00	-	29.00	5260ED300ANIMRIDING

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code
		fee	fee	fee	
		2021-22	2021-22	2021-22	
		£	£	£	
	animals – hiring of horses				
2.5	Re-evaluation of star rating – hiring of horses	29.00 (+ inspection if required)	-	29.00 (+ inspection if required)	5260ED300ANIMRIDING
2.5	Veterinary inspection of premises *	Recharged at cost			5070ED300
2.5	Qualified officer inspection of premises (when for renewal)	88.00			5260ED300ANIMRIDING
2.6 (Animals – Zoos)					
2.6	Application for new zoo licence <i>plus vet inspection</i> (4yr)	1540.00	336.00	1876.00	5260ED300ANIMZOO
2.6	Application to renew zoo licence <i>plus vet inspection</i> (6yr)	940.00	336.00	1276.00	5260ED300ANIMZOO
2.6	Application to vary licence <i>plus vet inspection</i>	1540.00	336.00	1876.00	5260ED300ANIMZOO
2.6	Application to transfer zoo licence <i>plus vet inspection</i>	142.00	79.00	221.00	5260ED300ANIMZOO
2.7 Animals – Keeping or training animals for exhibition					
2.7	Application to keep or train animals for exhibition (default 3yrs only)	281.00	124.00	405.00	5260ED300ANIMEXH
2.7	Application to renew licence to keep or train animals for exhibition (default 3yrs only)	205.00	124.00	329.00	5260ED300ANIMEXH
2.7	Application to vary licence to reduce licensable activities or numbers of animals	29.00	-	29.00	5260ED300ANIMEXH
2.7	Application to vary licence to keep or train animals for exhibition (administrative matters only)	29.00	-	29.00	5260ED300ANIMEXH
2.7	Application to vary licence to keep or train animals for exhibition	132.00 (+inspection if required)	57.00	189.00 (+inspection if required)	5260ED300ANIMEXH
2.7	Qualified officer inspection of premises (when for renewal)	88.00			5260ED300ANIMEXH
2.8 General provisions					
2.8	Boarding of dogs and cats Selling Animals as pets Breeding dogs Hiring of horses Keeping or training animals for exhibition	Combined activities: Equal to highest activity fee			
3.1 (Betting, Gambling, etc – Lotteries)					
3.1	Registration of society for small society lotteries	40.00	-	40.00	5260ED300GAMLOTTERY
3.1	Annual fee (payable on anniversary of registration)	-	20.00	20.00	5261ED300GAMLOTTERY

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
3.2 (Betting, Gambling, etc – Notices)						
3.2	Temporary use notice submission fee	372.00	-	372.00	5260ED300GAMPERMIT	
3.2	Duplicate copy of temporary use notice following theft/loss/damage	16.00	-	16.00	5260ED300GAMPERMIT	
3.2	Occasional use notice submission fee	-	-	-	-	
3.3 (Betting, Gambling, etc – Permits)						
3.3	Notification of 1-2 gaming machine in alcohol-licensed premises	50.00	-	50.00	5260ED300GAMPERMIT	
3.3	Application for new permit	150.00	-	150.00	5260ED300GAMPERMIT	
3.3	Licensed premises gaming machine permit	Application for variation of permit	100.00	-	100.00	5260ED300GAMPERMIT
3.3	Application for transfer of permit	25.00	-	25.00	5260ED300GAMPERMIT	
3.3	Change of name or address	25.00	-	25.00	5260ED300GAMPERMIT	
3.3	Replacement - theft/loss	15.00	-	15.00	5261ED300GAMPERMIT	
3.3	Annual fee *	-	50.00	50.00	5261ED300GAMPERMIT	
3.3	Application for new permit (standard)	200.00	-	200.00	5260ED300GAMPERMIT	
3.3	Application for new permit (fast track)	100.00	-	100.00	5260ED300GAMPERMIT	
3.3	Club gaming permit	Application for variation of permit	100.00	-	100.00	5260ED300GAMPERMIT
3.3	Application for renewal of permit (standard)	200.00	-	200.00	5260ED300GAMPERMIT	
3.3	Application for renewal of permit (fast track)	100.00	-	100.00	5260ED300GAMPERMIT	
3.3	Replacement - theft/loss	15.00	-	15.00	5261ED300GAMPERMIT	
3.3	Annual fee *	-	50.00	50.00	5261ED300GAMPERMIT	
3.3	Application for new permit (standard)	200.00	-	200.00	5260ED300GAMPERMIT	
3.3	Application for new permit (fast track)	100.00	-	100.00	5260ED300GAMPERMIT	
3.3	Club machine permit	Application for variation of permit	100.00	-	100.00	5260ED300GAMPERMIT
3.3	Application for renewal of permit (standard)	200.00	-	200.00	5260ED300GAMPERMIT	
3.3	Application for renewal of permit (fast track)	100.00	-	100.00	5260ED300GAMPERMIT	
3.3	Replacement - theft/loss	15.00	-	15.00	5261ED300GAMPERMIT	
3.3	Annual fee *	-	50.00	50.00	5261ED300GAMPERMIT	
3.3	Prize gaming	Application for new permit	300.00	-	300.00	5260ED300GAMPERMIT

Cat.	Item	APPLICATION fee	LICENCE fee	TOTAL fee	Account code	
						2021-22 £
3.3	permit	Application for renewal of permit	300.00	-	300.00	5260ED300GAMPERMIT
3.3		Change of name or address	25.00	-	25.00	5260ED300GAMPERMIT
3.3		Replacement - theft/loss	15.00	-	15.00	5261ED300GAMPERMIT
3.3	Family	Application for new permit	300.00	-	300.00	5260ED300GAMPERMIT
3.3	entertainment centre gaming	Application for renewal of permit	300.00	-	300.00	5260ED300GAMPERMIT
3.3	machine	Change of name or address	25.00	-	25.00	5260ED300GAMPERMIT
3.3	permit	Replacement - theft/loss	15.00	-	15.00	5261ED300GAMPERMIT
3.4 (Betting, Gambling, etc – Premises Licences – Applications)						
3.4		Adult gaming centre	1165.00	-	1165.00	5260ED300GAMPREMISES
3.4	Application for new premises licence (without provisional statement)	Betting (track)	1165.00	-	1165.00	5260ED300GAMPREMISES
3.4		Betting (other)	1165.00	-	1165.00	5260ED300GAMPREMISES
3.4		Bingo	1165.00	-	1165.00	5260ED300GAMPREMISES
3.4		Family entertainment centre	1165.00	-	1165.00	5260ED300GAMPREMISES
3.4		Adult gaming centre	803.00	-	803.00	5260ED300GAMPREMISES
3.4	Application for new premises licence (with provisional statement)	Betting (track)	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Betting (other)	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Bingo	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Family entertainment centre	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Adult gaming centre	1,165.00	-	1,165.00	5260ED300GAMPREMISES
3.4	Application for provisional statement	Betting (track)	1,165.00	-	1,165.00	5260ED300GAMPREMISES
3.4		Betting (other)	1,165.00	-	1,165.00	5260ED300GAMPREMISES
3.4		Bingo	1,165.00	-	1,165.00	5260ED300GAMPREMISES
3.4		Family entertainment centre	1,165.00	-	1,165.00	5260ED300GAMPREMISES
3.4		Adult gaming centre	803.00	-	803.00	5260ED300GAMPREMISES
3.4	Application for variation of premises licence	Betting (track)	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Betting (other)	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Bingo	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Family entertainment centre	803.00	-	803.00	5260ED300GAMPREMISES
3.4		Adult gaming centre	338.00	-	338.00	5260ED300GAMPREMISES
3.4	Application for transfer of premises licence	Betting (track)	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Betting (other)	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Bingo	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Family entertainment centre	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Application for	Adult gaming centre	338.00	-	338.00

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
3.4	reinstatement of premises licence	Betting (track)	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Betting (other)	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Bingo	338.00	-	338.00	5260ED300GAMPREMISES
3.4		Family entertainment centre	338.00	-	338.00	5260ED300GAMPREMISES
3.4	Duplicate copy of licence following theft/loss/damage		16.00	-	16.00	5260ED300GAMPREMISES
3.4	Change of name or address on premises licence		37.00	-	37.00	5260ED300GAMPREMISES
3.5 (Betting, Gambling, etc - Premises Licences – Annual Fees)						
3.5	Annual fee (payable 30 days after the licence takes effect, and then annually on the anniversary of the grant of the licence)	Adult gaming centre	-	513.00	513.00	5261ED300GAMPREMISES
3.5		Betting (track)	-	513.00	513.00	5261ED300GAMPREMISES
3.5		Betting (other)	-	513.00	513.00	5261ED300GAMPREMISES
3.5		Bingo	-	513.00	513.00	5261ED300GAMPREMISES
3.5		Family entertainment centre	-	513.00	513.00	5261ED300GAMPREMISES
4.1 (Charity Collections – Street Collections)						
4.1	Application for street collection licence		-	-	-	-
4.2 (Charity Collections – House-to-House Collections)						
4.2	Application for house to house collection licence		-	-	-	-
5.1 (Hypnotism)						
5.1	Hypnotism authorisation		-	-	-	-
6.1 (Scrap Metal Dealers)						
6.1	Application for new scrap metal site licence		249.00	62.00	311.00	5260ED300SCRAP
6.1	Application for new scrap metal collectors licence		193.00	31.00	224.00	5260ED300SCRAP
6.1	Application to renew scrap metal site licence		231.00	62.00	293.00	5260ED300SCRAP
6.1	Application to renew scrap metal collectors licence		175.00	31.00	206.00	5260ED300SCRAP
6.1	Application to vary scrap metal licence - change of licensee details		16.00	1.00	17.00	5260ED300SCRAP
6.1	Application to vary scrap metal licence - change of licensed sites		86.00	1.00	87.00	5260ED300SCRAP
6.1	Application to vary scrap metal licence - change of site managers		51.00	1.00	52.00	5260ED300SCRAP
6.1	Application to vary scrap metal licence - site to collectors licence		31.00	1.00	32.00	5260ED300SCRAP
6.1	Application to vary scrap metal licence - collectors to site licence		112.00	42.00	154.00	5260ED300SCRAP
7.1 (Sex Establishments)						
7.1	Application for new sex establishment licence		1,903.00	254.00	2,157.00	5260ED300SEXLICENCE
7.1	Application for renewal of sex establishment licence		1,481.00	254.00	1,735.00	5260ED300SEXLICENCE
7.1	Application for variation of sex establishment licence		828.00	114.00	942.00	5260ED300SEXLICENCE

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
7.1	Application for transfer of sex establishment licence	423.00	-	423.00	5260ED300SEXLICENCE	
8.1 (Skin Piercing, etc)						
8.1	Application for registration of skin piercing premises	242.00	-	242.00	5260ED300SKINPIERCE	
8.1	Application for registration of skin piercing operator	114.00	-	114.00	5260ED300SKINPIERCE	
9.1 (Street Trading)						
9.1	Street trading consent (annual)	New (1 vehicle/pitch, 1 year)	413.00	262.00	675.00	5260ED300STREETTRAD
9.1		Renewal (1 vehicle/pitch, 1 year)	413.00	262.00	675.00	5260ED300STREETTRAD
9.1		Additional fee per extra vehicle/pitch	34.00	41.00	75.00	5260ED300STREETTRAD
9.1		Interim substitution of vehicle	25.00	-	25.00	5260ED300STREETTRAD
9.1		Other consent variation	144.00	-	144.00	5260ED300STREETTRAD
9.1		Street trading consent partial year (up to 6 months)	219.00	129.00	348.00	5260ED300STREETTRAD
9.1	Street trading consent (single event)	Commercial event	161.00	-	161.00	5260ED300STREETTRAD
9.1		Community/charity event	30.00	-	30.00	5260ED300STREETTRAD
10.1 (Taxis and Private Hire - Drivers)						
10.1	Hackney Carriage Drivers Licence (3 years)	New	-	281.00	281.00	5260ED300TAXIDRIVER
10.1		Renewal	-	216.00	216.00	5260ED300TAXIDRIVER
10.1		Theft/loss of badge	20.00	-	20.00	5260ED300TAXIDRIVER
10.1	Private Hire Drivers Licence (3 years)	New	-	281.00	281.00	5260ED300TAXIDRIVER
10.1		Renewal	-	228.00	228.00	5260ED300TAXIDRIVER
10.1		Theft/loss of badge	20.00	-	20.00	5260ED300TAXIDRIVER
10.1	Dual HC/PH Drivers Licence (3 years)	New	-	307.00	307.00	5260ED300TAXIDRIVER
10.1		Renewal	-	254.00	254.00	5260ED300TAXIDRIVER
10.1		Renewal & Upgrade	-	247.00	247.00	5260ED300TAXIDRIVER
10.1		Interim Upgrade (+£1 / unexpired month)	-	72.00	72.00	5260ED300TAXIDRIVER
10.1		Theft/loss of badge (per)	20.00	-	20.00	5260ED300TAXIDRIVER
10.1	Disclosure & Barring Service (DBS) enhanced disclosure *	Recharged at cost (currently, 59.00) + £15 admin			6020ED300CRB	
10.1	External identity check (where required for DBS route 2 verification) *	Recharged at cost (current 7.20)			6020ED300CRB	
10.2 (Taxis and Private Hire – Driver Knowledge Tests)						
10.2	Hackney carriage	Full test	76.00		76.00	5270ED300

Cat.	Item		APPLICATION	LICENCE	TOTAL	Account code	
			fee	fee	fee		
			2021-22	2021-22	2021-22		
			£	£	£		
10.2	written local/legal test	Conditions only	42.00		42.00	5270ED300	
10.2	Private hire written	Full test	76.00		76.00	5270ED300	
10.2	local/legal test	Conditions only	42.00		42.00	5270ED300	
10.2	Dual HC/PH driver	Full test	76.00		76.00	5270ED300	
10.2	written local/legal test	Conditions only	42.00		42.00	5270ED300	
10.2	Versant English	Test fee *	Recharged at cost (currently 31.80)			5270ED300	
10.2	language	Administration fee	15.00		15.00	5270ED300	
10.2	assessment	Total fee payable	46.80	-	46.80	5270ED300	
10.3 (Taxis and Private Hire – Vehicles)							
10.3		New (1 year)	-	370.00	370.00	5260ED300TAXIVEHICLE	
10.3		Renewal (1 year)	-	275.00	275.00	5260ED300TAXIVEHICLE	
10.3	Hackney carriage vehicle licence (excludes compliance test fee)	Renewal & substitution (1 yr)	-	275.00	275.00	5260ED300TAXIVEHICLE	
10.3		Interim substitution	-	132.00	132.00	5260ED300TAXIVEHICLE	
10.3		Transfer of ownership	-	63.00	63.00	5260ED300TAXIVEHICLE	
10.3		Theft/loss of rear plate	19.00	-	19.00	5260ED300TAXIVEHICLE	
10.3		Theft/loss of front plate	19.00	-	19.00	5260ED300TAXIVEHICLE	
10.3		Change of vehicle particulars	55.00	-	55.00	5260ED300TAXIVEHICLE	
10.3			New (1 year)	-	246.00	246.00	5260ED300TAXIVEHICLE
10.3			Renewal (1 year)	-	246.00	246.00	5260ED300TAXIVEHICLE
10.3	Private hire vehicle licence (excludes compliance test fee)	Renewal & substitution (1 yr)	-	250.00	250.00	5260ED300TAXIVEHICLE	
10.3		Interim substitution	-	132.00	132.00	5260ED300TAXIVEHICLE	
10.3		Transfer of ownership	-	63.00	63.00	5260ED300TAXIVEHICLE	
10.3		Theft/loss of rear plate	19.00	-	19.00	5260ED300TAXIVEHICLE	
10.3		Theft/loss of front plate	19.00	-	19.00	5260ED300TAXIVEHICLE	
10.3		Change of vehicle particulars	55.00	-	55.00	5260ED300TAXIVEHICLE	
10.3		Vehicle MOT and compliance test * (payable direct to test station)		Recharged at cost (currently 52.00)			
10.4 (Taxis and Private Hire – Operators)							
10.4	Private hire operator licence (5 years)	New (0-3 vehicles)	-	443.00	443.00	5260ED300TAXIOPERATOR	
10.4		New (4+ vehicles)	-	751.00	751.00	5260ED300TAXIOPERATOR	
10.4		Renewal (1-3 vehicles)	-	443.00	443.00	5260ED300TAXIOPERATOR	
10.4		Renewal (4+ vehicles)	-	751.00	751.00	5260ED300TAXIOPERATOR	
10.5 (Taxis and Private Hire – Miscellaneous)							
10.5	Duplicate copy of licence following theft/loss/damage		16.00	-	16.00	various	
10.5	Replacement internal vehicle licence plate holder		2.50 (inc. VAT)	-	2.50 (inc. VAT)	5490ED300	
11. Mobile Home Sites Licences							
11.1	New licence		467.00 +		467.00 +	5260ED300CARAVANSITE	

Cat.	Item	APPLICATION	LICENCE	TOTAL	Account code	
		fee	fee	fee		
		2021-22	2021-22	2021-22		
		£	£	£		
		7.90 per unit		7.90 per unit		
11.1	Annual fee		47.40 + 7.90 per unit	47.40 + 7.90 per unit	5261ED300CARAVANSITE	
11.1	Variation	190 (+94.00 if visit required)		190 (+94.00 if visit required)	5260ED300CARAVANSITE	
11.1	Transfer	190 (+94.00 if visit required)		190 (+94.00 if visit required)	5260ED300CARAVANSITE	
11.1	Site Rules Deposit	81.00		81.00	5260ED300CARAVANSITE	
12.1 (Miscellaneous Licensing Fees)						
12.1	Photocopies (per A4 side, at officers discretion, subject to legal restrictions)	0.20	-	0.20	5260ED300MISCLIC	
12.1	Additional copies of PACE interview recording (per tape/disc)	17.00	-	17.00	5260ED300MISCLIC	
12.1	Copy of public register entry (where kept and made available by statute) (per entry)	16.00	-	16.00	5260ED300MISCLIC	
12.1	Duplicate copy of licence following loss/theft/damage (where not otherwise listed)	15.00	-	15.00	5260ED300MISCLIC	
12.1	Licensing pre-application advice (per whole or part hour)	48.00	-	48.00	5490ED300	

Application fee - payable at time of application, non-refundable if application refused.

Licence fee - payable upon grant of licence, refundable if paid earlier and application refused

* recharged fee, to be automatically adjusted in event of supplier price changes

The Meeting ended at 6.52 pm