

## **MINUTES**

### **LICENSING AND HEALTH AND SAFETY ENFORCEMENT COMMITTEE**

**12 DECEMBER 2023**

#### **MEMBERS:**

Councillor Pringle (Chair), Bhinder, Bristow, B Link, Johnson, Pesch, Santamaria and A Williams

#### **OFFICERS:**

Sally Mcdonald	Licensing Manager
Kim Knight	Licensing Lead Officer
Trudi Angel	Democratic Support Officer

The meeting began at 7.30 pm.

#### **1            MINUTES**

The minutes of the meeting held on 12 September 2023 were agreed by the members present and then signed by the Chair.

#### **2            APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillors Allen, Deacon and Durrant.

#### **3            DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **4            PUBLIC PARTICIPATION**

There was no public participation.

#### **5            LICENSING FEES AND CHARGES 2024-2025**

S Mcdonald introduced the report and detailed the proposed fees and charges for 2024-2025.

Please refer to the video minutes for full discussion.

#### Decision

That the fees and charges payable in connection with licensing applications for the financial year 2024-25 are approved.

## Fees proposals for financial year 2024-25

		23/24 Charge	2024/25 Proposed Charge			
			Application	Licence	Total fee	% change
<b>Alcohol, entertainment and late night refreshment licences</b>						
<b>Club premises certificates – applications</b>						
Application for new premises certificate	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
Application for full variation of club premises certificate	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
Application for minor variation of club premises certificate		89.00	89.00	-	89.00	0.0%
Request for duplicate copy of certificate following loss/theft/damage		10.50	10.50	-	10.50	0.0%
Change of name or address on club premises certificate		10.50	10.50	-	10.50	0.0%
Change of club rules		10.50	10.50	-	10.50	0.0%
<b>Club premises certificates – annual fees</b>						
Annual fee (payable on anniversary of grant certificate)	Band A	70.00	-	70.00	70.00	0.0%
	Band B	180.00	-	180.00	180.00	0.0%
	Band C	295.00	-	295.00	295.00	0.0%
	Band D	320.00	-	320.00	320.00	0.0%
	Band E	350.00	-	350.00	350.00	0.0%
	Site under construction/development	295.00	-	295.00	295.00	0.0%
<b>Personal licences</b>						

Application for new personal licence	37.00	37.00	-	37.00	0.0%	
Duplicate copy of licence following theft/loss/damage	10.50	10.50	-	10.50	0.0%	
Change of name or address	10.50	10.50	-	10.50	0.0%	
<b>Premises licences – applications</b>						
Application for new premises licence	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band D with multiplier	900.00	900.00	-	900.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Band E with multiplier	1,905.00	1,905.00	-	1,905.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
	Exempt	No fee	No fee	No fee	No fee	0.0%
Application for full variation of premises licence	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band D with multiplier	900.00	900.00	-	900.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Band E with multiplier	1,905.00	1,905.00	-	1,905.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
	Exempt	No fee	No fee	No fee	No fee	0.0%
Additional application fee for high-capacity premises (payable in addition to the standard application fee)	Capacity: 5,000–9,999	1,000.00	1,000.00	-	1,000.00	0.0%
	Capacity: 10,000–14,999	2,000.00	2,000.00	-	2,000.00	0.0%
	Capacity: 15,000–19,999	4,000.00	4,000.00	-	4,000.00	0.0%
	Capacity: 20,000–29,999	8,000.00	8,000.00	-	8,000.00	0.0%
	Capacity: 30,000–39,999	12,000.00	12,000.00	-	12,000.00	0.0%
	Capacity: 40,000–49,999	16,000.00	16,000.00	-	16,000.00	0.0%
	Capacity: 50,000–59,999	20,000.00	20,000.00	-	20,000.00	0.0%

	Capacity: 60,000–69,999	24,000.00	24,000.00	-	24,000.00	0.0%
	Capacity: 70,000–79,999	28,000.00	28,000.00	-	28,000.00	0.0%
	Capacity: 80,000–89,999	32,000.00	32,000.00	-	32,000.00	0.0%
	Capacity: 90,000+	64,000.00	64,000.00	-	64,000.00	0.0%
Application for transfer of premises licence		23.00	23.00	-	23.00	0.0%
Application for variation of premises licence to specify premises supervisor		23.00	23.00	-	23.00	0.0%
Application for minor variation of premises licence		89.00	89.00	-	89.00	0.0%
Application to substitute mandatory condition for community premises (if not made simultaneously with another application)		23.00	23.00	-	23.00	0.0%
Application for interim authority notice		23.00	23.00	-	23.00	0.0%
Request for duplicate copy of premises licence following loss/theft/damage		10.50	10.50	-	10.50	0.0%
Change of name or address on premises licence		10.50	10.50	-	10.50	0.0%
<b>Premises licences – annual fees</b>						
Annual fee (payable on anniversary of grant of licence)	Band A	70.00	-	70.00	70.00	0.0%
	Band B	180.00	-	180.00	180.00	0.0%
	Band C	295.00	-	295.00	295.00	0.0%
	Band D	320.00	-	320.00	320.00	0.0%
	Band D with multiplier	640.00	-	640.00	640.00	0.0%
	Band E	350.00	-	350.00	350.00	0.0%
	Band E with multiplier	1,050.00	-	1,050.00	1,050.00	0.0%
	Site under construction/development	295.00	-	295.00	295.00	0.0%
	Exempt	No fee	No fee	No fee	No fee	0.0%
Additional annual fee for high-capacity premises (payable in addition to the standard annual fee)	Capacity: 5,000–9,999	500.00	-	500.00	500.00	0.0%
	Capacity: 10,000–14,999	1,000.00	-	1,000.00	1,000.00	0.0%
	Capacity: 15,000–19,999	2,000.00	-	2,000.00	2,000.00	0.0%
	Capacity: 20,000–29,999	4,000.00	-	4,000.00	4,000.00	0.0%
	Capacity: 30,000–39,999	8,000.00	-	8,000.00	8,000.00	0.0%

	Capacity: 40,000–49,999	12,000.00	-	12,000.00	12,000.00	0.0%
	Capacity: 50,000–59,999	16,000.00	-	16,000.00	16,000.00	0.0%
	Capacity: 60,000–69,999	20,000.00	-	20,000.00	20,000.00	0.0%
	Capacity: 70,000–79,999	24,000.00	-	24,000.00	24,000.00	0.0%
	Capacity: 80,000–89,999	28,000.00	-	28,000.00	28,000.00	0.0%
	Capacity: 90,000+	32,000.00	-	32,000.00	32,000.00	0.0%
<b>Temporary event notices</b>						
	Temporary event notice (standard) - submission fee	21.00	21.00	-	21.00	0.0%
	Temporary event notice (late) - submission fee	21.00	21.00	-	21.00	0.0%
	Duplicate copy of notice following theft/loss/damage	10.50	10.50	-	10.50	0.0%
<b>Miscellaneous</b>						
	Application for provisional statement	315.00	315.00	-	315.00	0.0%
	Notification of legal/financial interest in premises	21.00	21.00	-	21.00	0.0%
<b>Animal licences</b>						
*Where licences for multiple animal activities are issued under The Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018, the fees will be equivalent to the higher cost activity.						
<b>Animal boarding establishments</b>						
	Application for new animal boarding establishment licence (up to 3yrs)	703.00	540.00	170.00	710.00	1.0%
	Application to renew animal boarding establishment licence (3yrs)	459.00	290.00	170.00	460.00	0.2%
	Application for a new animal boarding establishment Franchise	606.00	440.00	170.00	610.00	0.7%
	Application to renew a franchise	362.00	192.00	170.00	362.00	0.0%
	Application to vary animal boarding establishment licence (Qualified officer inspection may be required)	235.00	115.00	120.00	235.00	0.0%
	Application to vary a franchise to add premises (Qualified officer inspection will be required for each additional premises)	180.00	120.00	70.00	190.00	5.6%
	Application to vary to reduce numbers or types of animals or activities.	32.00	35.00	-	35.00	9.4%

Re-evaluation of star rating (Qualified officer inspection may be required)	32.00	35.00	-	35.00	9.4%
Application to vary animal boarding establishment licence (administrative matters only)	32.00	35.00	-	35.00	9.4 %
Qualified officer inspection (where required)	97.00	100.00			3.1%
Veterinary inspection of premises * (where required)	Recharged at cost				
<b>Dangerous wild animals</b>					
Application for licence to keep dangerous wild animals (2yr) (plus cost of vet inspection)	206.00	145.00	65.00	210.00	1.9%
Application to renew licence to keep dangerous wild animals (2yr) (plus cost of vet inspection)	206.00	145.00	65.00	210.00	1.9%
Application to vary licence conditions (new species/increased numbers of animals)	113.00	95.00	20.00	115.00	1.8%
Application to vary licence conditions (administrative matters only)	32.00	35.00	-	35.00	9.4%
Veterinary inspection of premises *	Recharged at cost				
<b>Dog breeding establishments</b>					
Application for new dog breeding licence (plus cost of vet inspection) (up to 3 yrs)	705.00	550.00	165.00	715.00	1.4%
Application to renew dog breeding licence (plus cost of vet inspection) (up to 3 yrs)	460.00	310.00	165.00	475.00	3.3%
Application to vary a dog breeding establishment (inspection may be required)	111.00	65.00	50.00	115.00	3.6%
Re-evaluation of star rating (inspection may be required)	32.00	35.00	-	35.00	9.4%
Application to vary licence (administrative matters only)	32.00	35.00	-	35.00	9.4%
Qualified officer inspection (where required)	97.00	100.00			3.1%
Veterinary inspection of premises *	Recharged at cost				
<b>Pet shops</b>					
Application for new pet shop licence (up to 3yrs)	703.00	540.00	170.00	710.00	1.0%
Application to renew pet shop licence (up to 3yrs)	457.00	290.00	170.00	460.00	0.7%

Application to vary a pet shop licence (Qualified officer inspection may be required)	208.00	150.00	70.00	220.00	5.8%
Application to vary a pet shop licence - reduce animals	32.00	35.00	0.00	35.00	9.4%
Re-evaluation of star rating (Qualified officer inspection may be required)	32.00	35.00	0.00	35.00	9.4%
Application to vary licence (administrative matters only)	32.00	35.00	0.00	35.00	9.4%
Qualified officer inspection (where required)	97.00	100.00			3.1%
Veterinary inspection of premises * (where required)	Recharged at cost				
<b>Riding establishments</b>					
Application for new riding establishment licence (plus cost of vet inspection)	566.00	425.00	165.00	590.00	4.2%
Application to renew riding establishment licence (plus cost of vet inspection)	362.00	215.00	165.00	380.00	5.0%
Application to vary a riding establishment licence (Inspection may be required)	111.00	65.00	50.00	115.00	3.6%
Application to vary - to reduce licensable activities or numbers of animals	32.00	35.00	0.00	35.00	9.4%
Re-evaluation of star rating (Inspection may be required)	32.00	35.00	0.00	35.00	9.4%
Application to vary licence (administrative matters only)	32.00	35.00	0.00	35.00	9.4%
Qualified officer inspection (where required)	97.00	100.00			3.1%
Veterinary inspection of premises *	Recharged at cost				
<b>Keeping of Exhibition/Performing Animals</b>					
Application for a new licence for keeping exhibition/performing animals	445.00	315.00	155.00	470.00	5.6%
Application for to renew licence for keeping exhibition/performing animals	362.00	220.00	155.00	375.00	3.6%
Application to vary licence to keep or train animals for exhibition (Qualified officer inspection may be required)	208.00	155.00	60.00	215.00	3.4%
Application to vary a licence for keeping exhibition/performing animals to reduce licensable activities or number of animal	32.00	35.00	0.00	35.00	9.4%
Application to vary licence (administrative matters only)	32.00	35.00	0.00	35.00	9.4%
Qualified officer inspection (where	97.00	100.00			3.1%

required)						
Veterinary inspection of premises * (where required)	Recharged at cost					
<b>Zoos</b>						
Application for new zoo licence (4yr) (plus cost of vet inspection)	2,064.00	1,780.00	320.00	2,100.00	1.7%	
Application to renew zoo licence (6yr) (plus cost of vet inspection)	1,404.00	1,180.00	320.00	1,500.00	6.8%	
Application to vary zoo licence (plus cost of vet inspection)	2,064.00	1,780.00	320.00	2,100.00	1.7%	
Application to transfer zoo licence (plus cost of vet inspection)	243.00	220.00	45.00	265.00	9.1%	
Veterinary inspection of premises *	Recharged at cost					
<b>Betting, gambling and lottery licences</b>						
<b>Lottery registrations</b>						
Registration of society for small society lotteries	40.00	-	40.00	40.00	0.0%	
Annual fee (payable on anniversary of registration)	20.00	-	20.00	20.00	0.0%	
<b>Notices</b>						
Temporary use notice submission fee	409.00	410.00	-	410.00	0.2%	
Duplicate copy of temporary use notice following theft/loss/damage	18.00	20.00	-	20.00	11.11%	
Occasional use notice submission fee	No fee	No fee	No fee	No fee	0.0%	
<b>Permits</b>						
Notification of 1-2 gaming machine in alcohol-licensed premises	50.00	50.00	-	50.00	0.0%	
Licensed premises gaming machine permit	Application for new permit	150.00	150.00	-	150.00	0.0%
	Application for variation of permit	100.00	100.00	-	100.00	0.0%
	Application for transfer of permit	25.00	25.00	-	25.00	0.0%
	Change of name or address	25.00	25.00	-	25.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
	Annual fee	50.00	50.00	-	50.00	0.0%
Club gaming permit	Application for new permit (standard)	200.00	200.00	-	200.00	0.0%



	Application for new permit (fast track)	100.00	100.00	-	100.00	0.0%
	Application for variation of permit	100.00	100.00	-	100.00	0.0%
	Application for renewal of permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for renewal of permit (fast track)	100.00	100.00	-	100.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
	Annual fee	50.00	50.00	-	50.00	0.0%
Club machine permit	Application for new permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for new permit (fast track)	100.00	100.00	-	100.00	0.0%
	Application for variation of permit	100.00	100.00	-	100.00	0.0%
	Application for renewal of permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for renewal of permit (fast track)	100.00	100.00	-	100.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
	Annual fee	50.00	50.00	-	50.00	0.0%
Prize gaming permit	Application for new permit	300.00	300.00	-	300.00	0.0%
	Application for renewal of permit	300.00	300.00	-	300.00	0.0%
	Change of name or address	25.00	25.00	-	25.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
Family entertainment centre gaming machine permit	Application for new permit	300.00	300.00	-	300.00	0.0%
	Application for renewal of permit	300.00	300.00	-	300.00	0.0%
	Change of name or address	25.00	25.00	-	25.00	0.0%

	Replacement theft/loss	-	15.00	15.00	-	15.00	0.0%
<b>Premises licences - applications</b>							
Application for new premises licence (without provisional statement)	Adult gaming centre		1,282.00	1,345.00	-	1,345.00	4.9%
	Betting (track)		1,282.00	1,345.00	-	1,345.00	4.9%
	Betting (other)		1,282.00	1,345.00	-	1,345.00	4.9%
	Bingo		1,282.00	1,345.00	-	1,345.00	4.9%
	Family entertainment centre		1,282.00	1,345.00	-	1,345.00	4.9%
Application for new premises licence (with provisional statement)	Adult gaming centre		883.00	925.00	-	925.00	4.8%
	Betting (track)		883.00	925.00	-	925.00	4.8%
	Betting (other)		883.00	925.00	-	925.00	4.8%
	Bingo		883.00	925.00	-	925.00	4.8%
	Family entertainment centre		883.00	925.00	-	925.00	4.8%
Application for provisional statement	Adult gaming centre		1,282.00	1,345.00	-	1,345.00	4.9%
	Betting (track)		1,282.00	1,345.00	-	1,345.00	4.9%
	Betting (other)		1,282.00	1,345.00	-	1,345.00	4.9%
	Bingo		1,282.00	1,345.00	-	1,345.00	4.9%
	Family entertainment centre		1,282.00	1,345.00	-	1,345.00	4.9%
Application for variation of premises licence	Adult gaming centre		883.00	925.00	-	925.00	4.8%
	Betting (track)		883.00	925.00	-	925.00	4.8%
	Betting (other)		883.00	925.00	-	925.00	4.8%
	Bingo		883.00	925.00	-	925.00	4.8%
	Family entertainment centre		883.00	925.00	-	925.00	4.8%
Application for transfer of premises licence	Adult gaming centre		372.00	390.00	-	390.00	4.8%
	Betting (track)		372.00	390.00	-	390.00	4.8%
	Betting (other)		372.00	390.00	-	390.00	4.8%
	Bingo		372.00	390.00	-	390.00	4.8%
	Family entertainment centre		372.00	390.00	-	390.00	4.8%
Application for reinstatement of	Adult gaming centre		372.00	390.00	-	390.00	4.8%

premises licence	Betting (track)	372.00	390.00	-	390.00	4.8%
	Betting (other)	372.00	390.00	-	390.00	4.8%
	Bingo	372.00	390.00	-	390.00	4.8%
	Family entertainment centre	372.00	390.00	-	390.00	4.8%
Duplicate copy of licence following theft/loss/damage		18.00	20.00	-	20.00	11.1%
Change of name or address on premises licence		41.00	45.00	-	45.00	9.8%
<b>Premises licences – annual fees</b>						
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	564.00	-	590.00	590.00	4.6%
	Betting (track)	564.00	-	590.00	590.00	4.6%
	Betting (other)	564.00	-	590.00	590.00	4.6%
	Bingo	564.00	-	590.00	590.00	4.6%
	Family entertainment centre	564.00	-	590.00	590.00	4.6%
<b>Charity collections</b>						
<b>House-to-house collections</b>						
Application for house to house collection licence		No fee	No fee	No fee	No fee	0.0%
<b>Street collections</b>						
Application for street collection licence		No fee	No fee	No fee	No fee	0.0%
<b>Hypnotism</b>						
Authorisation of hypnotism performance		No fee	No fee	No fee	No fee	0.0%
<b>Pavement Licences</b>						
Application for pavement licence		100.00	100.00	-	100.00	0.0%
<b>Scrap metal dealers</b>						
Application for new scrap metal site licence (3yr)		342.00	290.00	70.00	360.00	5.3%
Application for new scrap metal collectors licence (3yr)		246.00	230.00	35.00	265.00	7.7%
Application to renew scrap metal site licence (3yr)		322.00	275.00	70.00	345.00	7.1%
Application to renew scrap metal collectors licence (3yr)		227.00	210.00	35.00	245.00	7.9%
Application to vary scrap metal licence - change of licensee details		19.00	20.00	1.00	21.00	10.5%
Application to vary scrap metal licence - change of licensed sites		96.00	100.00	1.00	101.00	5.2%

Application to vary scrap metal licence - change of site managers		57.00	60.00	1.00	61.00	7.0%
Application to vary scrap metal licence - site to collectors licence		35.00	35.00	1.00	36.00	2.9%
Application to vary scrap metal licence - collectors to site licence		169.00	130.00	45.00	175.00	3.6%
<b>Sex establishments</b>						
Application for new sex establishment licence		2,372.00	2,130.00	285.00	2,415.00	1.8%
Application for renewal of sex establishment licence		1,908.00	1,635.00	285.00	1,920.00	0.6%
Application for variation of sex establishment licence		1,036.00	925.00	130.00	1,055.00	1.8%
Application for transfer of sex establishment licence		465.00	485.00	0.00	485.00	4.3%
<b>Skin piercing, tattooing, etc.</b>						
Application for registration of skin piercing, etc., premises		266.00	280.00	-	280.00	5.3%
Application for registration of skin piercing, etc., operator		125.00	130.00	-	130.00	4.0%
<b>Street trading</b>						
Street trading consent (annual) (1 year)	New vehicle/pitch (1)	742.00	475.00	290.00	765.00	3.1%
	Renewal (1 vehicle/pitch)	742.00	475.00	290.00	765.00	3.1%
	Additional fee per extra vehicle/pitch	82.00	40.00	45.00	85.00	3.7%
	Interim substitution of vehicle	28.00	30.00	-	30.00	7.1%
	Other consent variation	158.00	170.00	-	170.00	7.6%
Street trading consent (single event)	Commercial event	177.00	185.00	-	185.00	4.5%
	Community/charity event	33.00	35.00	-	35.00	6.1%
Street trading consent partial year (up to 6 months)		383.00	255.00	150.00	405.00	5.7%
<b>Taxis and private hire</b>						
<b>Driver licences</b>						
Hackney Carriage Drivers Licence	New	309.00	0.00	325.00	325.00	5.2%
	Renewal	238.00	0.00	255.00	255.00	7.1%

(3 years) [external e-form/checks]	Theft/loss of badge	22.00	25.00	0.00	25.00	13.6%
Private Hire Drivers Licence (3 years) [external e-form/checks]	New	309.00	0.00	325.00	325.00	5.2%
	Renewal	251.00	0.00	255.00	255.00	1.6%
	Theft/loss of badge	22.00	25.00	-	25.00	13.6%
Dual HC/PH Drivers Licence (3 years) [external e-form/checks]	New	338.00	0.00	360.00	360.00	6.5%
	Renewal	279.00	0.00	295.00	295.00	5.7%
	Renewal & Upgrade	272.00	0.00	280.00	280.00	2.9%
	Interim Upgrade (+£1 / unexpired month)	79.00	0.00	85.00	85.00	7.6%
	Theft/loss of badge (per)	22.00	25.00	0.00	25.00	13.6%
Disclosure & Barring Service (DBS) enhanced disclosure * [in-house]		Recharged at cost + £15 admin	Recharged at cost + £15 admin			0.0%
External identity check (DBS route 2 verification) * [in-house]		Recharged at cost	Recharged at cost			0.0%
Driving licence verification check * [in-house]		Recharged at cost	Recharged at cost			0.0%
<b>Driver knowledge tests</b>						
Hackney carriage written local/legal test	Full test	84.00	90.00	-	90.00	7.1%
	Conditions only	46.00	50.00	-	50.00	8.7%
Private hire written local/legal test	Full test	84.00	90.00	-	90.00	7.1%
	Conditions only	46.00	50.00	-	50.00	8.7%
Dual HC/PH driver written local/legal test	Full test	84.00	90.00	-	90.00	7.1%
	Conditions only	46.00	50.00	-	50.00	8.7%
Versant English language assessment	Test fee *	Recharged at cost	Recharged at cost			0.0%
	Administration fee	15.00	15.00	-	15.00	0.0%
<b>Operator licences</b>						
Private hire operator licence (5 years)	New (0-3 vehicles)	487.00	-	515.00	515.00	5.7%
	New (4+ vehicles)	826.00	-	865.00	865.00	4.7%
	Renewal (1-3 vehicles)	487.00	-	515.00	515.00	5.7%
	Renewal (4+ vehicles)	826.00	-	865.00	865.00	4.7%
<b>Vehicle licences</b>						

Hackney carriage vehicle licence (excludes compliance test fee)	New (1 year)	407.00	-	430.00	430.00	5.7%
	Renewal (1 year)	303.00	-	315.00	315.00	4.0%
	Renewal & substitution (1 year)	303.00	-	315.00	315.00	4.0%
	Interim substitution (remaining duration)	145.00	-	150.00	150.00	3.4%
	Transfer of ownership	69.00	-	75.00	75.00	8.7%
	Theft/loss of rear plate	21.00	25.00	-	25.00	19.0%
	Theft/loss of front plate	21.00	25.00	-	25.00	19.0%
	Change of vehicle particulars	61.00	65.00	-	65.00	6.6%
Private hire vehicle licence (excludes compliance test fee)	New (1 year)	271.00	-	285.00	285.00	5.2%
	Renewal (1 year)	271.00	-	285.00	285.00	5.2%
	Renewal & substitution (1 yr.)	275.00	-	290.00	290.00	5.5%
	Interim substitution (remaining duration)	145.00	-	150.00	150.00	3.4%
	Transfer of ownership	69.00	-	75.00	75.00	8.7%
	Theft/loss of rear plate	21.00	25.00	-	25.00	19.0%
	Theft/loss of front plate	21.00	25.00	-	25.00	19.0%
	Change of vehicle particulars	61.00	65.00	-	65.00	6.6%
Vehicle MOT and compliance test * (payable direct to test station)	Recharged at cost			Recharged at cost		0.0%
Specialist vehicle MOT and compliance test * (stretch limos)	Recharged at cost			Recharged at cost		0.0%
<b>Other fees</b>						
Duplicate copy of licence following theft/loss/damage	18.00	20.00	-	20.00		11.1%
Replacement internal vehicle licence plate holder	3.00	3.00	-	3.00		00.0%
<b>General service charges</b>						
Photocopies (per A4 side, at officers discretion, subject to legal restrictions)	0.20	0.25	-	0.25		25.0%

Copy of interview recording following PACE interview (per tape/disc)	19.00	20.00	-	20.00	5.3%
Copy of public register entry (where kept and made available by statute) (per entry)	18.00	20.00	-	20.00	11.1%
Request for duplicate copy of licence following loss/theft/damage (where not otherwise listed)	17.00	20.00	-	20.00	17.6%
Licensing pre-application advice (per whole or part hour)	53.00	55.00	-	55.00	3.8%

The meeting ended at 7.42 pm