

# Public Document Pack



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17 November 2014

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **LICENSING COMMITTEE** will be held in the Council Chamber at these Offices on Wednesday 26 November 2014 at 5.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Jemma Duffield on (01304) 872305 or by e-mail at [jemma.duffield@dover.gov.uk](mailto:jemma.duffield@dover.gov.uk).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nicky', written over a white background.

Chief Executive

## Licensing Committee Membership:

Councillor P S Le Chevalier (Chairman)	Councillor M J Ovenden
Councillor R J Thompson (Vice-Chairman)	Councillor A S Pollitt
Councillor P M Beresford	Councillor M A Russell
Councillor B W Butcher	Councillor A R Smith
Councillor B Gardner	Councillor C J Smith
Councillor S M Le Chevalier	Councillor J M Smith
Councillor S C Manion	Councillor J F Tranter
Councillor S R Nicholas	

## AGENDA

### 1 **APOLOGIES**

To receive any apologies for absence.

### 2 **DECLARATIONS OF INTEREST** (Page 3)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

### 3 **MINUTES** (Pages 4 - 5)

To confirm the attached Minutes of the meeting of the Committee held on 27 May 2014.

4 **MINUTES OF SUB-COMMITTEE MEETINGS** (Pages 6 - 15)

To receive the attached Minutes of the meetings of the Licensing Sub-Committees held on 6 June 2014, 1 August 2014, 28 August 2014 and 22 September 2014.

5 **FEES AND CHARGES 2015/16** (Pages 16 - 34)

To consider the attached report of the Director of Governance.

**Access to Meetings and Information**

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website [www.dover.gov.uk](http://www.dover.gov.uk). Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Jemma Duffield, Democratic Support Officer, telephone: (01304) 872305 or email: [jemma.duffield@dover.gov.uk](mailto:jemma.duffield@dover.gov.uk) for details.

Large print copies of this agenda can be supplied on request.

**Declarations of Interest**

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Minutes of the meeting of the **LICENSING COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 27 May 2014 at 5.00 pm.

Present:

Chairman: Councillor P S Le Chevalier

Councillors: P M Beresford  
B W Butcher  
S R Nicholas  
M J Ovenden  
M A Russell  
A R Smith  
J M Smith  
R J Thompson

Officers: Team Leader – Democratic Support  
Democratic Support Officer

358 ELECTION OF A CHAIRMAN

It was moved by Councillor M J Ovenden, duly seconded and

RESOLVED: That Councillor P S Le Chevalier be elected Chairman of the Committee for the ensuing Council year.

359 APPOINTMENT OF A VICE-CHAIRMAN

It was moved by Councillor A R Smith, duly seconded and

RESOLVED: That Councillor R J Thompson be appointed Vice-Chairman of the Committee for the ensuing Council year.

360 APOLOGIES

Apologies for absence were received from Councillors B Gardner, S M Le Chevalier and A S Pollitt.

361 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

362 MINUTES

The Minutes of the meeting of the Committee held on 27 November 2013 were approved as a correct record and signed by the Chairman.

363 MINUTES OF SUB-COMMITTEE MEETINGS

The Minutes of the meetings of the Licensing Sub-Committees held on 13 August 2013, 23 September 2013, 7 November 2013, 21 November 2013, 27 November 2013, 11 December 2013 and 6 May 2014 were received and noted.

LICENSING ACT 2003 AND GAMBLING ACT 2005 - APPOINTMENT OF LICENSING SUB-COMMITTEES AND CHAIRMEN OF SUB-COMMITTEES

The Committee considered the report of the Director of Governance which suggested the composition of the five Licensing Sub-Committees. It took into account previous practice, the need to avoid conflicts of interest for Ward Members and for newly appointed Members to gain experience.

RESOLVED: That the five Licensing Committees and their Chairmen for the ensuing Council year be as follows:

- (a) Councillors B W Butcher (Chairman), S C Manion and M A Russell
- (b) Councillors P M Beresford (Chairman), S R Nicholas and J M Smith
- (c) Councillors A R Smith (Chairman), M J Ovenden and J F Tranter
- (d) Councillors P S Le Chevalier (Chairman), B Gardner and C J Smith
- (e) Councillors S M Le Chevalier (Chairman), A S Pollitt and R J Thompson

The meeting ended at 5.04 pm.

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Friday, 6 June 2014 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor B W Butcher

Councillors: S C Manion  
J M Smith

Officers:

Legal Adviser: Senior Solicitor  
Licensing Officer: Licensing Enforcement Officer  
Administrator: Democratic Support Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/2014/001).

33 APOLOGIES FOR ABSENCE

There were no apologies for absence.

34 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute members appointed.

35 DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

36 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF: DEAL SERVICE STATION, 47-51 LONDON ROAD, DEAL

The Sub-Committee considered an application from George Hammond PLC in respect of Deal Service Station, 47-51 London Road, Deal CT14 9TF. The application was for the grant of a new premises licence for a petrol forecourt store to sell alcohol (off the premises), every day from 06.00 to 23.00 hours.

On the basis of the representations submitted by the applicant, the applicant's representative and other persons, the Sub-Committee found the following facts to be established:

- (i) There had been no representations made by any of the Responsible Authorities, including the Police.
- (ii) That the primary use of the premises would be the convenience store and not the sale of fuel.

In reaching its finding, the Sub-Committee took into account the following:

- (i) Sections 17 and 18 of the Licensing Act 2003, which deal with applications for premises licence and determination of such applications.
- (ii) The guidance issued under s.182 Licensing Act 2003, and in particular paragraphs 5.21 – 5.23.
- (iii) The judgement in the case of R. (on the application of Daniel Thwaites PLC) v Wirral Borough Magistrates Court in which it was held that speculative representations should be disregarded unless supported by previous facts as evidence.
- (iv) Dover District Council Licensing Policy Statement.

RESOLVED: That in accordance with the Notice of Determination (NOD/2014/001) the application for a premises licence for Deal Service Station, 47-51 London Road, Deal, CT14 9TF be approved as follows:

- (i) GRANT the application for the supply of alcohol (for consumption off the premises) every day from 06.00 hours to 23.00 hours subject to conditions consistent with the operating schedule and the following condition imposed by the sub-committee:
- (ii) There shall be no single cans of beer, lager or cider from the premises and no single bottles of beer, lager or cider in vessels of less than 500ml.

REASON: The prevention of public nuisance and the prevention of crime and disorder.

The meeting ended at 10.32 am.

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Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Friday, 1 August 2014 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor P M Beresford

Councillors: B Gardner  
R J Thompson

Officers:

Legal Adviser: Senior Solicitor  
Licensing Officer: Licensing Enforcement Officer  
Administrator: Democratic Support Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/2014/002A).

37 APOLOGIES FOR ABSENCE

There were no apologies for absence received from Members.

38 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute Members appointed.

39 DECLARATIONS OF INTEREST

There were no declarations of interest received from Members.

40 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF: LINKS CONVENIENCE STORE, 5A SHERIDAN ROAD, DOVER

The Sub-Committee considered an application from Mrs R Duraisingham in respect of the Links Convenience Store, 5a Sheridan Road, Dover CT16 2BZ. The application was for the grant of a new premises licence for a general convenience store with a section devoted to alcohol and for the supply of alcohol (for consumption off the premises) every day from 06:00 to 23:00.

On the basis of representations submitted by the applicant, the applicant's representative and other persons, the Sub-Committee found the following facts to be established:

- (i) There had been no representations made by any of the Responsible Authorities.
- (ii) The convenience store was located within close proximity of a Primary School.



- (iii) The applicant was an experienced operator, having been involved in running convenience stores for at least 6 years.

In reaching its finding, the Sub-Committee took into account the following:

- (i) Sections 17 & 18 of the Licensing Act 2003 which deal with applications for premises licence and determination of such applications.
- (ii) Guidance issued under s.182 Licensing Act 2003.
- (iii) Dover District Council Licensing Policy.

RESOLVED: That the application for a premises licence for the Links Convenience Store, 5a Sheridan Road, Dover, CT16 2BZ be determined as follows:

- (i) GRANT the application for a premises licence for a general convenience store with a sections devoted to alcohol, for the;

Supply of Alcohol (for consumption off the premises)

Every day	09:00 to 23:00
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REASON: The hours for the supply of alcohol will be restricted to start at 09.00 rather than 06.00 as applied for. This is taking into account the proximity of the premises to a primary school and considered an appropriate measure to promote the licensing objective of protection of children from harm.

- (ii) There shall be no single can of alcohol to be sold from the premises.

REASON: In order to promote the licensing objectives of the prevention of public nuisance and the prevention of crime and disorder.

The meeting ended at 11.09 am.

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Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Thursday, 28 August 2014 at 11.26 am.

Present:

Sub-Committee:

Chairman: Councillor B W Butcher

Councillors: S C Manion  
M A Russell

Officers:

Legal Adviser: Senior Solicitor  
Licensing Officer: Licensing Team Leader  
Administrator: Democratic Support Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/14/003V).

41 APOLOGIES FOR ABSENCE

There were no apologies for absence received from Members.

42 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute Members appointed.

43 DECLARATIONS OF INTEREST

There were no declarations of interest received from Members.

44 LICENSING ACT 2003 - APPLICATION FOR THE VARIATION OF A PREMISES LICENCE IN RESPECT OF DARVELL'S, 1-2 KING STREET, DOVER

The Sub-Committee considered an application from Mr L Ashman in respect of Darvell's, 1-2 King Street, Dover, CT16 1NW. The application was for the variation of the existing premises licence to vary the hours to:

Supply of Alcohol (for consumption on the premises)

Monday	11:00 to 01:00
Tuesday	11:00 to 01:00
Wednesday	11:00 to 01:00
Thursday	11:00 to 01:00
Friday	11:00 to 02:30
Saturday	11:00 to 02:30
Sunday	11:00 to 01:00
Non-standard Timings Christmas and New Year's Eve	11:00 to 02:30

Supply of Alcohol (for consumption off the premises)

Monday	11:00 to 23:00
Tuesday	11:00 to 23:00
Wednesday	11:00 to 23:00
Thursday	11:00 to 23:00
Friday	11:00 to 23:00
Saturday	11:00 to 23:00
Sunday	11:00 to 23:00

Live Music and Recorded Music

Monday	11:00 to 01:00
Tuesday	11:00 to 01:00
Wednesday	11:00 to 01:00
Thursday	11:00 to 01:00
Friday	11:00 to 02:30
Saturday	11:00 to 02:30
Sunday	11:00 to 01:00
Non-standard Timings Christmas and New Year's Eve	11:00 to 02:30

Late Night Refreshment

Monday	23:00 to 01:00
Tuesday	23:00 to 01:00
Wednesday	23:00 to 01:00
Thursday	23:00 to 01:00
Friday	23:00 to 02:30
Saturday	23:00 to 02:30
Sunday	23:00 to 01:00
Non-standard Timings Christmas and New Year's Eve	23:00 to 02:30

Opening Hours

Monday	11:00 to 01:30
Tuesday	11:00 to 01:30
Wednesday	11:00 to 01:30
Thursday	11:00 to 01:30
Friday	11:00 to 03:00
Saturday	11:00 to 03:00
Sunday	11:00 to 01:30
Non-standard Timings Christmas and New Year's Eve	11:00 to 03:00

On the basis of the representation of the applicant, the responsible authorities and other persons, the Sub-Committee found the following facts to be established:

- (i) On 3 July 2014 Peter Davison and PC Steve Alexander visited Darvell's and spoke to the applicant, Mr Ashman.
- (ii) The premises had a single glazed façade and did not have the benefit of a lobbied entrance. Mr Davison advised Mr Ashman he would have to manage noise levels in order to prevent any nuisance being caused.
- (iii) Noise officers were called out on the evenings of Friday 18 and Saturday 19 July 2014, on both occasions witnessing music levels from Darvell's which caused a statutory nuisance.
- (iv) On 7 August 2014, the Environmental Protection Team served an abatement notice under s.80 of the Environmental Protection Act 1990 on Mr Ashman and the Designated Premises Supervisor.
- (v) On 13 August 2014 a late Temporary Event Notice (TEN) was submitted for Sunday 24 August 2014 for the sale of alcohol and regulated entertainment from 00:00 – 02:30.
- (vi) On 14 August 2014 an objection was received and a Counter Notice was served.
- (vii) On 27 August 2014, 2 complaints were received regarding noise at an event on Sunday 24 August 2014.
- (viii) Mr Ashman stated that he could not and would not cancel the event on 24 August 2014 because he had already spent money promoting it.

In reaching its finding, the Sub-Committee took into account the following:

- (i) Sections 34 and 35 of the Licensing Act 2003 which deal with applications for variation and determination of such applications.
- (ii) The guidance issued under s.182 Licensing Act 2003.
- (iii) The Dover District Council Statement of Licensing Policy.

**RESOLVED:** That the application for a variation to the existing premises licence for Darvell's, 1-2 King Street, Dover CT16 1NW be REFUSED.

**REASON:** The Sub-Committee did not consider that the suggested conditions would be sufficient or appropriate to promote the licensing objectives, particularly in relation to the prevention of nuisance. They were also very concerned that the applicant had demonstrated a disregard for the conditions of his current licence by running an event on 24 August 2014 despite having been served with a Counter Notice to his TEN.

The meeting ended at 12.50 pm.

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Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Monday, 22 September 2014 at 2.32 pm.

Present:

Sub-Committee:

Chairman: Councillor A R Smith

Councillors: M J Ovenden  
R J Thompson

Officers:

Legal Adviser: Senior Solicitor  
Licensing Officer: Licensing Team Leader  
Administrator: Democratic Support Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/2014/004A).

45 APOLOGIES FOR ABSENCE

There were no apologies for absence received from Members.

46 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute Members appointed.

47 DECLARATIONS OF INTEREST

There were no declarations of interest received from Members.

48 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF: 5A SOUTH STREET, DEAL

The Sub-Committee considered an application from Mr R Norris in respect of 5 South Street, Deal, CT14 7AW. The application was for the grant of a premises licence for an existing café/diner to incorporate the provision of hot food and alcohol.

Supply of Alcohol (for consumption on and off the premises)

Every day	09:00 to 00:00 hrs
<u>Seasonal Variations</u> Christmas Eve	09:00 to 01:00 hrs the day following
Boxing Day	09:00 to 01: 00 hrs the day following
New Year's Eve	09:00 hrs to start of business the day following

Late Night Refreshment

Every day	23:00 to 00:00 hrs
<u>Seasonal Variations</u>	
Christmas Eve	23:00 to 01:00 hrs the day following
Boxing Day	23:00 to 01:00 hrs the day following
New Year's Eve	23:00 to 05:00 hrs the day following

On the basis of the representations of the applicant and his representatives, the responsible authorities and other persons, the Sub-Committee found the following facts to be established:

- (i) The applicant was willing to comply with the conditions suggested by PC Alexander.
- (ii) The applicant was an experienced operator.
- (iii) The premises would operate a Challenge 21 Policy.

In reaching its finding, the Sub-Committee took into account the following:

- (i) Sections 17 & 18 of the Licensing Act 2003 which deal with applications for premises licence and determination of such applications.
- (ii) The judgement in the case of R. (on the application of Daniel Thwaites PLC) v Wirral Borough Magistrates Court in which it was held that speculative representations should be disregarded unless supported by previous facts as evidence.
- (iii) Guidance issued under s.182 Licensing Act 2003.
- (iv) Dover District Council Licensing Policy.

RESOLVED: That the application for a premises licence for 5 South Street, Deal, CT14 7AW be determined as follows:

- (a) GRANT the application for a premises licence for an existing café/diner to incorporate the provision of hot food and alcohol.

Supply of Alcohol (for consumption on and off the premises)

Every day	09:00 to 00:00 hrs
<u>Seasonal Variations</u>	
Christmas Eve	09:00 to 01:00 hrs the day following
Boxing Day	09:00 to 01:00 hrs the day following
New Year's Eve	09:00 hrs to start of business the day following

### Late Night Refreshment

Every day	23:00 to 00:00 hrs
<u>Seasonal Variations</u>	
Christmas Eve	23:00 to 01:00 hrs the day following
Boxing Day	23:00 to 01:00 hrs the day following
New Year's Eve	23:00 hrs to 05:00 the day following

- (b) That CCTV be available to the Police and the Local Authority on request.

REASON: In order to promote the licensing objectives of the prevention of public nuisance and the prevention of crime and disorder.

- (c) That CCTV be stored for 30 days.

REASON: In order to promote the licensing objective of the prevention of crime and disorder.

- (d) That there will be no music played in the outside garden area at any time.

REASON: In order to promote the licensing objective of prevention of public nuisance.

The meeting ended at 3.22 pm.

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<b>Subject:</b>	<b>FEES AND CHARGES 2015/16</b>
<b>Meeting and Date:</b>	<b>Licensing Committee – 26 November 2014</b> <b>Regulatory Committee – 18 November 2014</b> <b>Cabinet (for information) – 5 January 2015 (part of larger report)</b>
<b>Report of:</b>	<b>David Randall, Director of Governance</b>
<b>Portfolio Holder:</b>	<b>Councillor N Collor, Portfolio Holder for Access and Property Management</b>
<b>Decision Type:</b>	<b>Non- Executive</b>
<b>Classification:</b>	<b>Unrestricted</b>

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**Purpose of the report:** This report has been prepared in order to obtain formal approval for the levels of fees and charges (F&Cs) for the financial year 2015/16. These revised F&Cs will be included in the budget estimates for 2015/16.

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- Recommendation:**
1. The Licensing Committee approve the Fees and Charges for 2015/16 as set out in Appendix 3
  2. The Regulatory Committee approve the Fess and Charges for 2015/16 as set out in Appendix 4.
  3. Members approve the general principle that fees are set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level is then determined.
  4. Members approve the general principle that, unless the fee is set by statute, licensing fees will be set on a cost recovery basis.
  5. That the Head of Regulatory Services is authorised to adopt fees at, or close to government directed levels without the need for further reporting, in cases where the Council is awaiting Government guidance and it has not been possible to set a fee level at this stage.
  6. That the Head of Regulatory Services be authorised in consultation with the Director of Governance and the Director of Finance, Housing and Community to make minor adjustments to the fees and charges as necessary
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## 1. Summary

- 1.1 The Council's constitution specifies that F&Cs shall be reviewed annually. In order to meet this requirement all Directors have been asked to review the F&Cs within their areas of responsibility and to produce recommended levels for 2015/16.
- 1.2 Fees and charges for all licenses remain unchanged from 2014/15.



## 2. Introduction and Background

- 2.1 The Council's constitution specifies that F&Cs shall be reviewed annually.
- 2.2 The level of Member approval required is dependent upon the types of F&Cs raised and therefore reports have to be submitted to:
- Licensing Committee
  - Regulatory Committee
  - Planning Committee (for information only)
  - Cabinet
- 2.3 In order to meet this requirement it is proposed to submit the following reports:
- Licensing Committee - Report to meeting on 26 November 2014 of all F&Cs to be set by the Licensing Committee.
  - Regulatory Committee – Report to meeting on 18 November 2014 of all F&Cs to be set by the Regulatory Committee.
  - Planning Committee – Report (for information) to the meeting on 13 November 2014 of all F&Cs relevant to the Planning Committee.
  - Cabinet – Report to the meeting on 5 January 2015 of all F&Cs, but seeking specific approval of those F&Cs set by Cabinet.
- 2.4 Members are reminded that in 2004/05 a Member and Officer review group developed a framework of broad guidelines to be considered in formulating proposals for F&Cs.
- 2.5 A copy of the checklist produced at that time and since updated to maintain currency, has been circulated to all Service Directors and to all officers considering F&Cs so that a rigorous and consistent approach is taken. A copy is attached at Appendix 1.
- 2.6 As in previous years, in order to assist Members, the data on F&Cs has been tabulated into a standard format that has been used for Appendices 3 and 4.

### Detail and Narrative (Columns 2 & 3)

These give a brief summary of the type of service being provided.

### Set by Government (Column 4)

This indicates whether a charge is "Statutory" or not. If a charge is "Statutory" then it is effectively set by Government and although formal Member approval is still sought, there is little or no scope to make changes.

### 2014/15 Charge Inc VAT (Column 5)

The charge has been provided inclusive of VAT for two reasons. First, it shows what the customer will actually pay and is therefore more meaningful.

Second, charges for some services, especially those such as car parking, which are not simply a direct recovery of costs, are set at a level, inclusive of VAT, based on

the appropriate market level. The VAT is therefore a deduction from the amount of charge retained by DDC and is not a key factor in determining the appropriate charge. Members are asked to approve this approach.

#### 2014/15 Total Expected Income ex VAT (Column 8)

This gives a broad indication as to how much income DDC will receive and has been included to provide Members with a sense of the relative importance of individual charges. It may therefore save Members from debating the merits of an increase in a charge level, where the overall amount of income is not significant.

In some cases, the level of use is very low, or infrequent, or the service has only recently been introduced and so no level of income has been included.

#### 2015/16 Proposed Charge Inc VAT (Column 9)

This is the recommended charge for 2015/16 and will, subject to Members' approval, be included in the 2015/16 budget.

#### Reason for the Change in Charges (Column 12)

This provides Members with a brief explanation for the change. This will often be due to inflation or "catch up" inflation if the increase has been previously deferred until it can be made to a sensible rounded figure.

In some instances guidance may still be awaited from Government as to the basis upon which F&Cs should be set. In these cases it has not always been possible to set a fee level, Member's approval is sought to enable officers to adopt such fees at or close to government directed levels without a further report.

#### Service Manager and Portfolio Holder (Columns 13, 14)

These show the responsibilities for specific F&Cs.

#### Significant Charges

To assist Members the more significant charges (generating over £3,000 per annum) are highlighted in bold text.

### **3. Identification of Options**

- 3.1 The recommended figures for consideration by Members are included in the Appendices. Members may approve these proposed figures.
- 3.2 Members may propose and approve alternative figures with reasons recorded for their decisions.

### **4. Evaluation of Options**

4.1 The recommended fees and charges take into account the actual cost of providing the service and seek to ensure full cost recovery. This is the recommended approach due to the need to maximise income at a time of grant cuts and council tax freezes.

4.2 Members should also take into account the checklist of issues to consider (at Appendix 1) when reviewing the fees and charges included in the subsequent Appendices.

## 5. **Resource Implications**

See Appendices.

## 6. **Corporate Implications**

6.1 Comment from the Director of Finance, Housing and Community (linked to the MTFP): Finance have been involved in the production of this report and have no further comment to make. CB

6.2 Comment from the Solicitor to the Council: The Senior Solicitor has been consulted in the preparation of this report and has no further comment to make.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications however, in discharging their responsibilities members are required to comply with the public sector equality duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>.

6.4 Other Officers (as appropriate):

## 7. **Appendices**

Appendix 1 – Fees and Charges checklist

Appendices 3 & 4 – Schedule of recommended F&Cs

Contact Officers: Rebecca Pordage, Licensing Team Leader and Charlotte Buss, Accountancy Assistant

## Fees and Charges Checklist

### **Corporate and Service Objectives**

Are links made between charges and our corporate and service objectives and are we able to use charges to help deliver these objectives?

### **Users of the Service**

Is there sufficient understanding of our service users and their needs and wishes?

Have we considered different pricing to specific target groups and has the potential impact of charges or the changes to existing charges been assessed?

Ensure that you consider the potential diversity and equality issues and where necessary consider and document any issues and mitigation.

### **Comparison with other providers**

Is there a complete picture of competition and providers of similar services – including other Local Authorities?

### **Consultation**

Has the relevant Portfolio holder been consulted and do charges meet with their aspirations and requirements?

Is wider community consultation appropriate for any of your charges? Has it been undertaken?

### **Performance Management**

Are the principles for charges clearly defined and are clear targets set and monitored. Do we have a clear picture of what is a success?

### **Financial Considerations**

Is the charge at a level to fully recover all costs or if is subsidised - why?

Have we considered all services for which we can / should charge a fee?

Are there any fees that we charge, that have not been included in the schedule?

Are we being radical in our approach to charging and are our charges cost effective?

### **Corporate Income Policy**

Please ensure you adhere to the main principals of the Corporate Income Policy when setting your fees and charges.

### **Legal Considerations and Other Guidance**

Does the Council have the power to levy the charges. Is there any ministerial or other guidance that should be taken into account?

### **Customer Access Review**

Consider whether the CAR for your service includes any issues for specific fees.

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16					
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1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14	
Licensing	Personal Licences	Grant or Renewal	Y	£37	Statutory Fee set by Government	N	£3,293	£37	Statutory Fee set by Government	£3,441	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Personal Licences	Change of Name or Address	Y	£10.50		N	£210	£10.50		£178.50	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Personal Licences	Theft, Loss etc	Y	£10.50		N	£0	£10.50		£21	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Theft, Loss etc	Y	£10.50		N	£0	£10.50		£10.50	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Change of Name or Address	Y	£10.50		N	£0	£10.50		£21	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Change of Club Rules	Y	£10.50		N	£0	£10.50		£0	0%		D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Vary DPS	Y	£23		N	£1,449	£23		£1,564	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Transfer Licence	Y	£23		N	£391	£23		£460	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Interim Authority	Y	£23		N	£0	£23		£0	0%		D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Notification Interest	Y	£21		N	£0	£21		£42	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Provisional Statement	Y	£315		N	£0	£315		£0	0%		D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Minor Variation	Y	£89		N	£623	£89		£801	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	New Application & Variation NDR Band A	Y	£100		N	£700	£100		£800	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	New Application & Variation NDR Band B	Y	£190		N	£1,900	£190		£1,900	0%		D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	New Application & Variation NDR Band C	Y	£315		N	£630	£315		£315	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	New Application & Variation NDR Band D	Y	£450		N	£450	£450		£0	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	New Application & Variation NDR Band E	Y	£635		N	£635	£635		£1,270	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Annual Fee NDR Band A	Y	£70		N	£5,880	£70		£5,950	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Annual Fee NDR Band B	Y	£180		N	£49,500	£180		£50,040	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Annual Fee NDR Band C	Y	£295		N	£10,325	£295		£10,620	0%	Income based on previous year	D Croucher	Cllr Collor	
Licensing	Premises & Club Licences	Annual Fee NDR Band D	Y	£320	N	£3,200	£320	£3,200	0%		D Croucher	Cllr Collor			
Licensing	Premises & Club Licences	Annual Fee NDR Band E	Y	£350	N	£5,250	£350	£5,250	0%		D Croucher	Cllr Collor			

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
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1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 5,000 to 9,999	Y	£1,000	<b>Statutory Fee set by Government</b>	N	£0	£1,000	<b>Statutory Fee set by Government</b>	£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 10,000 to 14,999	Y	£2,000		N	£0	£2,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 15,000 to 19,999	Y	£4,000		N	£0	£4,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 20,000 to 29,999	Y	£8,000		N	£0	£8,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 30,000 to 39,999	Y	£16,000		N	£0	£16,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 40,000 to 49,999	Y	£24,000		N	£0	£24,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 50,000 to 59,999	Y	£32,000		N	£0	£32,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 60,000 to 69,999	Y	£40,000		N	£0	£40,000		£0	0%		D Croucher	Cllr Collor

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
Service	Detail	Narrative	Set by Government? Y/N	Approved Charges inc VAT	Comments	Vatable Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder
1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 70,000 to 79,999	Y	£48,000		N	£0	£48,000	Statutory Fee set by Government	£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 80,000 to 89,999	Y	£56,000		N	£0	£56,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 90,000 and over	Y	£64,000		N	£0	£64,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 5,000 to 9,999	Y	£500		N	£0	£500		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 10,000 to 14,999	Y	£1,000		N	£0	£1,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 15,000 to 19,999	Y	£2,000		N	£0	£2,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 20,000 to 29,999	Y	£4,000		N	£0	£4,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 30,000 to 39,999	Y	£8,000		N	£0	£8,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 40,000 to 49,999	Y	£12,000		N	£0	£12,000		£0	0%		D Croucher	Cllr Collor

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
Service	Detail	Narrative	Set by Government? Y/N	Approved Charges inc VAT	Comments	Vatable Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder
1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	Large Scale Events	Annual Fee 50,000 to 59,999	Y	£16,000	Statutory Fee set by Government	N	£0	£16,000	Statutory Fee set by Government	£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 60,000 to 69,999	Y	£20,000		N	£0	£20,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 70,000 to 79,999	Y	£24,000		N	£0	£24,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 80,000 to 89,999	Y	£28,000		N	£0	£28,000		£0	0%		D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual fee 90,000 and over	Y	£32,000		N	£0	£32,000		£0	0%		D Croucher	Cllr Collor
Licensing	Temporary Event Notices	New Notice	Y	£21		N	£3,507	£21		£3,990	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Temporary Event Notices	Theft, Loss etc	Y	£10.50		N	£0	£10.50		£10.50	0%		D Croucher	Cllr Collor
Licensing	Small Society Lotteries	Registration Fee	Y	£40		N	£760	£40		£840	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Small Society Lotteries	Annual Fee	Y	£20		N	£1,880	£20		£1,960	0%	Income based on previous year	D Croucher	Cllr Collor



				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
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1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	Bingo Club	Licence Application	N	£3,500		N	£0	£3,500		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Annual Fee	N	£950		N	£1,900	£950		£1,900	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Application to Vary	N	£1,750		N	£0	£1,750		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Application to Transfer	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Application for Reinstatement	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Application for Provisional Statement	N	£3,500		N	£0	£3,500		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Licence Application (Provisional Statement Holders)	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	Bingo Club	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Licence Application	N	£3,000		N	£0	£3,000		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Annual Fee	N	£575		N	£5,175	£575		£7,475	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Application to Vary	N	£1,250		N	£0	£1,250		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Application to Transfer	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Application for Reinstatement	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Application for Provisional Statement	N	£3,000		N	£0	£3,000		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Licence Application (Provisional Statement Holders)	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Betting Premise (excluding Tracks)	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
Service	Detail	Narrative	Set by Government? Y/N	Approved Charges inc VAT	Comments	Vatable Y/N	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Comments	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder
1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	Betting Premise (excluding Tracks)	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Licence Application	N	£2,500		N	£0	£2,500		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Annual Fee	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Application to Vary	N	£1,250		N	£0	£1,250		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Application to Transfer	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Application for Reinstatement	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Application for Provisional Statement	N	£2,500		N	£0	£2,500		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Licence Application (Provisional Statement Holders)	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	Track	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Licence Application	N	£2,000		N	£0	£2,000		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Annual Fee	N	£725		N	£2,175	£725		£2,175	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Application to Vary	N	£1,000		N	£0	£1,000		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Application to Transfer	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Application for Reinstatement	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Application for Provisional Statement	N	£2,000		N	£0	£2,000		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Licence Application (Provisional Statement Holders)	N	£950		N	£0	£950		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
Service	Detail	Narrative	Set by Government? Y/N	Approved Charges inc VAT	Comments	Vatable Y/N	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Comments	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder
1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	Family Entertainment Centre	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Licence Application	N	£2,000		N	£0	£2,000		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Annual Fee	N	£950		N	£9,500	£950		£8,550	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Application to Vary	N	£1,000		N	£0	£1,000		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Application to Transfer	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Application for Reinstatement	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Application for Provisional Statement	N	£2,000		N	£0	£2,000		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Licence Application (Provisional Statement Holders)	N	£1,200		N	£0	£1,200		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	Adult Gaming Centre	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Licence Application	N	£8,000		N	£0	£8,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Annual Fee	N	£5,000		N	£0	£5,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Application to Vary	N	£4,000		N	£0	£4,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Application to Transfer	N	£1,800		N	£0	£1,800		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Application for Reinstatement	N	£1,800		N	£0	£1,800		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Application for Provisional Statement	N	£8,000		N	£0	£8,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Licence Application (Provisional Statement Holders)	N	£3,000		N	£0	£3,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	New Small Casino	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Licence Application	N	£10,000		N	£0	£10,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Annual Fee	N	£10,000		N	£0	£10,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Application to Vary	N	£5,000		N	£0	£5,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Application to Transfer	N	£2,150		N	£0	£2,150		£0	0%		D Croucher	Cllr Collor

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
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1	2	3	4	5	6	7	8	9	6a	10	11	12	13	14
Licensing	New Large Casino	Application for Reinstatement	N	£2,150		N	£0	£2,150		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Application for Provisional Statement	N	£10,000		N	£0	£10,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Licence Application (Provisional Statement Holders)	N	£5,000		N	£0	£5,000		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	New Large Casino	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Licence Application	N	£15,000		N	£0	£15,000		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Annual Fee	N	£15,000		N	£0	£15,000		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Application to Vary	N	£7,500		N	£0	£7,500		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Application to Transfer	N	£6,500		N	£0	£6,500		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Application for Reinstatement	N	£6,500		N	£0	£6,500		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Application for Provisional Statement	N	£15,000		N	£0	£15,000		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Licence Application (Provisional Statement Holders)	N	£8,000		N	£0	£8,000		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Copy of Licence	N	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	Regional Casino	Notification of Change	N	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Temporary Use Notice	Application Fee	Y	£500		N	£0	£500		£0	0%		D Croucher	Cllr Collor
Licensing	Alcohol Licences Premises	Permit Application Fee (2 or less Machines)	Y	£50		N	£50	£50		£100	0%		D Croucher	Cllr Collor
Licensing	Alcohol Licences Premises	Permit Application Fee (3+ Machines)	Y	£150		N	£0	£150		£0	0%		D Croucher	Cllr Collor
Licensing	Alcohol Licences Premises	Permit Annual Fee (3+ Machines)	Y	£50		N	£0	£50		£150	0%		D Croucher	Cllr Collor
Licensing	Alcohol Licences Premises	Permit Transitional Application Fee (3+ Machines)	Y	£100		N	£0	£100		£0	0%		D Croucher	Cllr Collor

				2014/15	2014/15		2014/15	2015/16	2015/16	2015/16				
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Licensing	Family Entertainment Centre Gaming Machine	Permit Application Fee	Y	£300		N	£0	£300		£0	0%		D Croucher	Cllr Collor
Licensing	Family Entertainment Centre Gaming Machine	Permit Renewal Fee	Y	£300		N	£2,700	£300		£3,300	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Family Entertainment Centre Gaming Machine	Permit Transitional Application Fee	Y	£100		N	£0	£100		£0	0%		D Croucher	Cllr Collor
Licensing	Prize Gaming	Permit Application Fee	Y	£300		N	£0	£300		£0	0%		D Croucher	Cllr Collor
Licensing	Prize Gaming	Permit Renewal Fee	Y	£300		N	£0	£300		£0	0%		D Croucher	Cllr Collor
Licensing	Prize Gaming	Permit Transitional Application Fee	Y	£100		N	£0	£100		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming	Permit Application Fee	Y	£200		N	£0	£200		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming	Permit Annual Fee	Y	£50		N	£50	£50		£100	0%		D Croucher	Cllr Collor
Licensing	Club Gaming	Permit Renewal Fee (due every 10 years)	Y	£200		N	£1,000	£200		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming	Permit Transitional Application Fee	Y	£100		N	£0	£100		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming Machine	Permit Application Fee	Y	£200		N	£0	£200		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming Machine	Permit Annual Fee	Y	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming Machine	Permit Renewal Fee	Y	£200		N	£0	£200		£0	0%		D Croucher	Cllr Collor
Licensing	Club Gaming Machine	Permit Transitional Application Fee	Y	£100		N	£0	£100		£0	0%		D Croucher	Cllr Collor
Licensing	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Application Fee	Y	£100		N	£0	£100		£0	0%		D Croucher	Cllr Collor
Licensing	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Annual Fee	Y	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor
Licensing	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Renewal Fee	Y	£200		N	£0	£200		£0	0%		D Croucher	Cllr Collor
Licensing	Gaming Machine Permit	Annual Fee	Y	£50		N	£250	£50		£100	0%		D Croucher	Cllr Collor

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Licensing	Provision of Gambling	Copy Licence	Y	£25		N	£0	£25		£0	0%		D Croucher	Cllr Collor
Licensing	Provision of Gambling	Notification of Change	Y	£50		N	£0	£50		£0	0%		D Croucher	Cllr Collor

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Licensing	Acupuncture	Premise Registration	N	£175		N	£0	£175		£175	0%	Income based on previous year	D Croucher	Clr Collor
Licensing	Acupuncture	Additional Practitioner	N	£80		N	£80	£80		£160	0%	Income based on previous year	D Croucher	Clr Collor
Licensing	Acupuncture	Minor Variation	N	£50		N	£0	£50		£0	0%		D Croucher	Clr Collor
Licensing	Cosmetic Piercing	Premise Registration	N	£175		N	£0	£175		£0	0%		D Croucher	Clr Collor
Licensing	Cosmetic Piercing	Additional Practitioner	N	£80		N	£80	£80		£80	0%		D Croucher	Clr Collor
Licensing	Cosmetic Piercing	Minor Variation	N	£50		N	£0	£50		£0	0%		D Croucher	Clr Collor
Licensing	Ear Piercing	Premise Registration	N	£175		N	£0	£175		£0	0%		D Croucher	Clr Collor
Licensing	Ear Piercing	Additional Practitioner	N	£80		N	£80	£80		£80	0%		D Croucher	Clr Collor
Licensing	Ear Piercing	Minor Variation	N	£50		N	£0	£50		£0	0%		D Croucher	Clr Collor
Licensing	Electrolysis	Premise Registration	N	£175		N	£0	£175		£0	0%		D Croucher	Clr Collor
Licensing	Electrolysis	Additional Practitioner	N	£80		N	£80	£80		£0	0%		D Croucher	Clr Collor
Licensing	Electrolysis	Minor Variation	N	£50		N	£0	£50		£0	0%		D Croucher	Clr Collor
Licensing	Semi-permanent Skin-colouring	Premise Registration	N	£175		N	£0	£175		£0	0%		D Croucher	Clr Collor
Licensing	Semi-permanent Skin-colouring	Additional Practitioner	N	£80		N	£80	£80		£80	0%		D Croucher	Clr Collor
Licensing	Semi-permanent Skin-colouring	Minor Variation	N	£50		N	£0	£50		£0	0%		D Croucher	Clr Collor
Licensing	Tattooing	Premise Registration	N	£175		N	£0	£175		£175	0%		D Croucher	Clr Collor
Licensing	Tattooing	Additional Practitioner	N	£80		N	£80	£80		£160	0%	Income based on previous year	D Croucher	Clr Collor
Licensing	Tattooing	Minor Variation	N	£50		N	£0	£50		£0	0%		D Croucher	Clr Collor
Licensing	Animal Licensing	Boarding Establishments	N	£235	plus Vet fees	N	£2,820	£235	plus Vet fees	<b>£3,525</b>	0%	Income based on previous year	D Croucher	Clr Collor
Licensing	Animal Licensing	Dog Breeding Establishments	N	£235	plus Vet fees	N	£470	£235	plus Vet fees	£705	0%	Income based on previous year	D Croucher	Clr Collor

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Licensing	Animal Licensing	Dangerous Wild Animals	N	£235	plus Vet fees	N	£235	£235	plus Vet fees	£235	0%		D Croucher	Cllr Collor
Licensing	Animal Licensing	Performing Animals	N	£235	plus Vet fees	N	0	£235	plus Vet fees	£0	0%		D Croucher	Cllr Collor
Licensing	Animal Licensing	Pet Shops	N	£170	plus Vet fees	N	£1,020	£170	plus Vet fees	£1,190	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Animal Licensing	Horse Riding Establishments	N	£235	plus Vet fees	N	£1,880	£235	plus Vet fees	£1,645	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Animal Licensing	Zoos	N	£750	plus Vet fees	N	£0	£750	plus Vet fees	£0	0%		D Croucher	Cllr Collor
Licensing	Street Trading Consent	Grant or Renewal	N	£490		N	£2,940	£490		£1,470	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Street Trading Consent	Occasional	N	£130		N	£0	£130		£0	0%		D Croucher	Cllr Collor
Licensing	Street Trading Consent	Occasional Street Market	N	£200	up to 25 stalls then £10 per stall thereafter	N	£1,200	£200	up to 25 stalls then £10 per stall thereafter	£1,200	0%		D Croucher	Cllr Collor
Licensing	Street Trading Consent	Pavement Permit (New) - Tables & Chairs	N	£75	New & Variation Applications	N	£150	£75	New & Variation Applications	£225	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Street Trading Consent	Pavement Permit (Renewal) - Tables & Chairs	N	£35	Renewal	N	£875	£35	Renewal	£1,050	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Sexual Entertainment Venue	Grant	N	£3,250		N	0	£3,250		£0	0%		D Croucher	Cllr Collor
Licensing	Sexual Entertainment Venue	Renewal, Transfer or Variation	N	£2,225		N	£2,225	£2,225		£0	0%	Premises now closed	D Croucher	Cllr Collor
Licensing	Boat Licence	Grant	N	£93		N	£0	£93		£0	0%		D Croucher	Cllr Collor
Licensing	Boat Licence	Renewal or Transfer	N	£93		N	£279	£93		£279	0%		D Croucher	Cllr Collor
Licensing	Hypnotism Performance	Grant	N	£50		N	£50	£50		£0	0%		D Croucher	Cllr Collor



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Licensing	Scrap Metal Dealer	Site Licence Grant	N	£470	New Legislation		£4,230	£470		£0	0%	All licenses in first year were classified as Site or Collector License Grants. In future years these will be Site or Collector Renewals	D Croucher	Cllr Collor	
Licensing	Scrap Metal Dealer	Site Licence Variation	N	£50			£0	£50		£0	0%		D Croucher	Cllr Collor	
Licensing	Scrap Metal Dealer	Site Licence Renewal	N	£450			£0	£450		<b>£4,050</b>	0%		D Croucher	Cllr Collor	
Licensing	Scrap Metal Dealer	Collectors Licence Grant	N	£275			£825	£275		£0	0%		D Croucher	Cllr Collor	
Licensing	Scrap Metal Dealer	Collectors Licence Variation	N	£50			£0	£50		£0	0%		D Croucher	Cllr Collor	
Licensing	Scrap Metal Dealer	Collectors Licence Renewal	N	£255			£0	£255		£1,275	0%		D Croucher	Cllr Collor	

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Licensing	Hackney Carriage & Private Hire	Hackney Carriage & Private Hire Vehicle Annual Licence (Grant and Renewal)	N	£315	If vehicle is wheelchair accessible there is a £100 reduction in fee	N	£57,015	£315	If vehicle is wheelchair accessible there is a £100 reduction in fee	£57,645	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Unmet Demand Survey	N	£60		N	£4,140	£60		£4,200	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Short-term Licence Following Change of Vehicle	N	£50	No discount applicable	N	£1,700	£50	No discount applicable	£1,900	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Change of Vehicle ownership	N	£20	New administrative Fee		£100	£20	New administrative Fee	£100	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 1 year	N	£85		N	£24,310	£85		£25,160	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	DBS Disclosure (formerly CRB)	N	£44	Fee set externally. New drivers + every 3 years for renewals	N	£4,180	£44	Fee set externally. New drivers + every 3 years for renewals	£4,400	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Knowledge Test	N	£26	new drivers	N	£364	£26	new drivers	£390	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Vehicle Plate	N	£19	per plate	N	£380	£19	per plate	£560	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Hackney Carriage & Private Hire	Vehicle Plate holder	N	£16	per holder	N	£320	£16	per holder	£320	0%	Income based on previous year	D Croucher	Cllr Collor
Licensing	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney)	N	£55	per vehicle	N	£6,160	£55	per vehicle	£6,655	0%	Income based on previous year	D Croucher	Cllr Collor