

Public Document Pack



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12 November 2012

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **LICENSING COMMITTEE** will be held in the Council Chamber at these Offices on Tuesday 20 November 2012 at 9.30 am when the following business will be transacted.

Members of the public who require further information are asked to contact Rebecca Brough on (01304) 872304 or by e-mail at rebeccabrough@dover.gov.uk.

Yours sincerely

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

Chief Executive

Licensing Committee Membership:

Councillor B W Butcher (Chairman)	Councillor S R Nicholas
Councillor R J Thompson (Vice-Chairman)	Councillor M J Ovenden
Councillor P M Beresford	Councillor M A Russell
Councillor J A Cronk	Councillor D G Smallwood
Councillor B Gardner	Councillor A R Smith
Councillor P S Le Chevalier	Councillor C J Smith
Councillor S M Le Chevalier	Councillor J M Smith
Councillor S C Manion	

AGENDA

- 1 **APOLOGIES**
- 2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST**

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

Where a Member has a new or registered Disclosable Pecuniary Interest (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.

Where a Member is declaring an Other Significant Interest (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.

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

To confirm the attached Minutes of the meeting of the Committee held on 12 June 2012.

5 **MINUTES OF SUB-COMMITTEE MEETINGS** (Pages 6 - 14)

To receive the Minutes of the meetings of Licensing Sub-Committees held on 26 June 2012, 4 July 2012, 6 July 2012, 25 July 2012 (attached) and 26 October 2012 (to follow)

6 **REGULATION OF INVESTIGATORY POWERS ACT 2000 - JUDICIAL REVIEW** (Pages 15 - 17)

To consider the attached report of the Solicitor to the Council.

7 **FEES AND CHARGES 2013/14** (Pages 18 - 48)

To consider the attached report of the Director of Environment and Corporate Assets.

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. Minutes are normally published within five working days of each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting. Basic translations of specific reports and the Minutes are available on request in 12 different languages.
- 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 Rebecca Brough, Team Leader - Democratic Support, telephone: (01304) 872304 or email: rebeccabrough@dover.gov.uk for details.

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

Minutes of the meeting of the **LICENSING** Committee held at the Council Offices, Whitfield on Tuesday 12 June 2012 at 9.30 am.

Present:

Chairman: Councillor B W Butcher

Councillors: P M Beresford
J A Cronk
B Gardner
S M Le Chevalier
M A Russell
A R Smith
C J Smith
J M Smith
R J Thompson

Officers: Senior Solicitor
Environmental Enforcement and Protection Manager
Licensing Team Leader
Democratic Support Officer

Also in attendance: Team Leader - Democratic Support

Apologies for absence were received from Councillors P S Le Chevalier, S R Nicholas, M J Ovenden and D G Smallwood.

66 ELECTION OF CHAIRMAN

RESOLVED: That Councillor B W Butcher be elected Chairman of the Committee for the ensuing Council year.

67 APPOINTMENT OF VICE-CHAIRMAN

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

68 MINUTES

The Minutes of the meeting of the Committee held on 12 April 2012 were approved as a correct record and signed by the Chairman.

69 MINUTES OF SUB-COMMITTEE MEETINGS

RESOLVED: That the Minutes of the Sub-Committees held on 20 September 2011, 1 December 2011, 5 January 2012 and 13 February 2012 be received.

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

The Committee considered the report of the Democratic Services Manager which suggested the composition of the five Licensing Sub-Committees and their chairmen, taking account of previous practice and the need to avoid conflicts of interest for Ward Members and for newly appointed Members to gain experience.

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

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

The meeting ended at 9.34 am.

Minutes of the meeting of the **LICENSING** Sub-Committee held at the Council Offices, Whitfield on Tuesday 26 June 2012 at 9.40 am.

Present:

Sub-Committee

Chairman: Councillor B W Butcher

Councillors: P S Le Chevalier
R J Thompson

Officers

Legal Advisor: Senior Solicitor
Licensing Officer: Licensing Team Leader
Administrator: Team Leader – Democratic Support

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/002/2012).

1 LICENSING ACT 2003 – APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF MODERN MOON, 38 CASTLE STREET, DOVER CT16 1PJ

The Sub-Committee considered an application from the applicant, Mr Niruban Naveenachandrian, in respect of the Modern Moon, 38 Castle Street, Dover for the grant of a new premises licence under section 17 Licensing Act 2003 to permit the supply of alcohol for consumption on and off the premises.

On the basis of the representations and agreed suggested conditions submitted by the applicant, the responsible authorities and other persons, the Sub-Committee found the following facts to be established:

- That the premises was currently opening as a convenience store and had been doing so for about 2 weeks.
- That approximately 84 customers of the shop had signed a petition in support of the application for a premises licence.
- That there was little or no link between the representations made and the licensing objectives.
- In particular, the Sub-Committee had regard to the fact that there was no police evidence relating to potential problems relating to crime and disorder and the police had not made representations.

In reaching its finding, the Sub-Committee took into account section 18 of the Licensing Act 2003, together with the Guidance issued under s.182 of the Licensing Act 2003 and the Council's statement of licensing policy.

RESOLVED: That the application for a premise licence for Modern Moon, 38 Castle Street, Dover be granted subject to the following conditions:

- (a) The opening times and hours for the supply of alcohol be limited to 9.00am to 10.00pm, Monday to Sunday.
- (b) A clear visible sign to be placed outside the shop requesting customers to not loiter or wait outside, and to enter and leave the premises as quietly as possible.
- (c) A clear sign to not allow groups of children or youths inside during peak times.
- (d) A clear sign requesting customers on leaving the premises to place rubbish in the nearest bins provided.
- (e) The placement of 4 external cameras facing outside the shop front which will hold footage for a period of 30 days for any interested parties or the local police. There will also be 7 cameras inside the premises.
- (f) No single cans of alcohol to be sold.

The meeting ended at 10.58 am.

Minutes of the meeting of the **LICENSING** Sub-Committee held at the Council Offices, Whitfield on Wednesday 4 July 2012 at 9.30 am.

Present:

Sub-Committee

Chairman: Councillor A R Smith

Councillors: M J Ovenden
M A Russell

Officers

Legal Advisor: Senior Solicitor
Licensing Officer: Licensing Team Leader
Administrator: Team Leader – Democratic Support

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/003/2012).

2 LICENSING ACT 2003 – APPLICATION FOR THE VARIATION OF A PREMISES LICENCES IN RESPECT OF DEAL GRILL, 144 HIGH STREET, DEAL CT14 6BE

The Sub-Committee considered an application for a variation of an existing premises licence from the applicant, Mr Mehmet Gurbuz, in respect Deal Grill, 144 High Street, Deal. The application was for:

- (a) An extension of the hours of licensable activities in respect of late night refreshment (indoors), the supply of alcohol (off the premises) and the opening hours;
- (b) An amendment of the existing conditions relating to the delivery of alcohol with a hot food order, from orders over the value of £15.00 to orders over the value of £8.00; and
- (c) The removal of the condition prohibiting the sale of alcohol after 00:00 hours Sunday to Thursday and 01:00 hours Friday and Saturday.

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

- (i) That the applicant had failed to demonstrate how he intended to promote the licensing objectives should his hours be extended; no additional measures were proposed on the operating schedule or verbally at the hearing;
- (ii) That the lack of complaints since the imposition of the existing hours demonstrated that there had been a reduction in public nuisance and crime and disorder in the area of the premises; and
- (iii) That the evidence heard from Other Persons present at the hearing also showed that the previous problems relating to public nuisance and crime and

disorder in the vicinity of the premises had reduced significantly following the imposition of the existing hours.

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

- (i) The Licensing Act 2003, section 35, as the section has direct bearing on the application to vary the licence.
- (ii) The provisions of the guidance issued under section 182 of The Licensing Act 2003 as they were particularly relevant to the application to vary the licence.
- (iii) The Council's statement of licensing policy.
- (iv) The case of R (on the application of Daniel Thwaites PLC) v Wirral Borough Magistrates' Court (2008).

RESOLVED: That the application for a variation in the premises licence of Deal Grill, 144 High Street, Deal:

- (a) That the application to extend the hours of licensable activities in respect of late night refreshment (indoors), the supply of alcohol (off the premises) and the opening hours be refused.
- (b) That the application to remove condition (xvii) prohibiting the sale of alcohol after 00:00 hours Sunday to Thursday and 01:00 hours Friday and Saturday be refused.
- (c) That the application to amend the condition (vii) to permit alcohol to be delivered with a hot food order over the value of £8.00 be granted.

The meeting ended at 11.34 am.

Minutes of the meeting of the **LICENSING** Sub-Committee held at the Council Offices, Whitfield on Friday 6 July 2012 at 11.30 am

Present:

Sub-Committee

Chairman: Councillor S M Le Chevalier

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.

3 LICENSING ACT 2003 – OBJECTION NOTICES RECEIVED REGARDING TEMPORARY EVENT NOTICE IN RESPECT OF THE RED COW PUBLIC HOUSE, MOAT SOLE, SANDWICH

The Sub-Committee considered an Objection Notice given by Kent Police in response to a Temporary Event Notice served on the Licensing Authority by Mr Mark Lewins for an event to be held at the Red Cow Public House, Sandwich between 13 and 15 July 2012 as part of the Sandwich Folk and Ale Festival.

An Objection Notice received from the Environmental Protection Team had subsequently been withdrawn following agreement reached with the premises user of a modification to the Temporary Event Notice.

In accordance with the approved procedure, evidence was heard from the representative of Kent Police. The applicant was not present and there were no witnesses.

RESOLVED: That a Counter Notice not be given and the Temporary Event be allowed, subject to the conditions set out in Notice of Determination No NOD/004/2012.

The meeting ended at 12.58 pm.

Minutes of the meeting of the **LICENSING** Sub-Committee held at the Council Offices, Whitfield on Wednesday 25 July 2012 at 9.30 am.

Present:

Sub-Committee

Chairman: Councillor B W Butcher

Councillors: M J Ovenden
M A Russell

Officers

Legal Advisor: Senior Solicitor
Licensing Officer: Senior Technical Support Officer (Licensing)
Administrator: Team Leader – Democratic Support

Persons attending in connection with the Hearing – Coombe Valley Food and Wine, Dover

As shown on the Notice of Determination (NOD/005/2012).

Persons attending in connection with the Hearing – The Blues Bar and Bistro, Deal

As shown on the Notice of Determination (NOD/006/2012).

4 LICENSING ACT 2003 – APPLICATION FOR THE VARIATION OF A PREMISES LICENCES IN RESPECT OF COOMBE VALLEY FOOD AND WINE, 194 COOMBE VALLEY ROAD, DOVER CT17 0HG

The Sub-Committee considered an application from Mrs Jeyasutha Sasitharan for a variation of an existing premises licence in respect of Coombe Valley Food and Wine, Dover.

The application was for a variation to the existing premises licence to extend the hours of licensable activities in respect of the supply of alcohol (off the premises) to 06:00 to 23:00 (Monday to Saturday) and 06:00 to 22:30 (Sunday).

On the basis of the representations of the applicant, Mrs J Sasitharan, and her representative, the responsible authorities and other persons the Sub-Committee found the following facts to be established:

- (i) That the shop is located in one of the most deprived wards in the District.
- (ii) That evidence from the Police showed that the premises had been well run and there have been no complaints to police regarding the operation of the premises.
- (iii) That the applicants wish to sell alcohol earlier so as to make it available to those people finishing a night shift at the nearby London Fancy Box Company factory.
- (iv) That there was some confusion about the opening hours of the premises, however, the Sub-Committee accepted that the applicants currently open the

premises at 06:00 hours (Monday to Saturday) and 06:30 hours (Sunday) for non-licensable activities (ie the sale of newspapers and groceries).

- (v) Evidence from the Police and Other Persons present at the hearing showed that whilst there had been previous problems relating to public nuisance and crime and disorder in the vicinity of the premises, these had reduced significantly following the operation of the dispersal area and that the dispersal area had now been removed.
- (vi) That having regard to the previous problems in the area, there was an increased risk of public nuisance relating to the supply of alcohol and the Sub-Committee considered this carefully when reaching their decision.
- (vii) That it be noted that the Sub-Committee requested the Licensing Team Leader to monitor the extended hours of licensable activities for instances arising in respect of the licensing objectives.

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

- (i) The Licensing Act 2003, sections 34 and 35, as the section has direct bearing on the application to vary the licence.
- (ii) The Council's statement of licensing policy.

RESOLVED: That the application for a variation in the premises licence of Coombe Valley Food and Wine, 194 Coombe Valley Road, Dover be granted and the hours of licensable activities in respect of the supply of alcohol (off the premises) be extended as follows:

- (a) Monday to Saturday – 07:00 to 23:00
- (b) Sunday – 08:00 to 22:30

5 LICENSING ACT 2003 – APPLICATION FOR THE VARIATION OF A PREMISES LICENCES IN RESPECT OF THE BLUES BAR AND BISTRO, 15A SOUTH COURT, DEAL CT14 7AF

The Sub-Committee considered an application from the applicants, Mr Brian Short and Mrs Vanessa Short, for the grant of a premises licence in respect of The Blues Bar and Bistro, Deal.

The application was for the grant of a new premises licence, following the lapse of a previous premises licence, for the following licensable activities:

- (a) The supply of alcohol (on the premises):

Monday to Saturday	10:00 to 01:00 the following day
Sunday	10:00 to 23:00
New Years Eve and Christmas Eve	10:00 to 01:00 the following day

- (b) The provision of live music (indoors):

Sunday to Thursday	10:00 to 23:00
Friday to Saturday	10:00 to 00:00 midnight

- (c) The provision of recorded music (indoor) and the provision of facilities for dancing (indoor):

Monday to Saturday	10:00 to 01:00 the following day
Sunday	10:00 to 23:00
New Years Eve and Christmas Eve	10:00 to 01:00 the following day

- (d) The opening hours of:

Monday to Saturday	10:00 to 01:00 the following day
Sunday	10:00 to 23:00
New Years Eve and Christmas Eve	10:00 to 01:00 the following day

On the basis of the representations of the applicant, Mr B Short and Mrs V Short, the responsible authorities and other persons the Sub-Committee found the following facts to be established:

- (i) That many of the objections raised by Other Parties relate to the general licensing situation of the town.
- (ii) The good character of the applicant.
- (iii) The agreement between the Applicant and Environmental Health of four conditions relating to the licensing objectives.
- (iv) The absence of any objections from Responsible Authorities following the withdrawal of the objection from Environmental Health.
- (v) That Kent Fire and Rescue were due to inspect before the premises opens with a view to granting a fire safety certificate for the premises.
- (vi) That a separate application would be needed under the Highways Act 1980 for any use of tables and chairs outside the curtilage of the premises and further that the current application was for supply of alcohol on the premises only.

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

- (i) The Council's statement of licensing policy.
- (ii) The case of R (on the application of Daniel Thwaites PLC) v Wirral Borough Magistrates' Court (2008).
- (iii) The Licensing Act 2003, section 18, as the section has direct bearing on the application for premises licence and the steps set out under subsection 4 in respect of the determining the application.

RESOLVED: (a) That the application for the grant of a new premises licence be approved, subject to the conditions set out at (b), for the following licensable activities:

- (i) The supply of alcohol (On the premises):

Monday to Thursday	10:00 to 00:00 midnight
Friday to Saturday	10:00 to 01:00 the

- | | | |
|--|------------------------------------|-------------------------------------|
| | Sunday | following day
10:00 to 23:00 |
| | New Years Eve and
Christmas Eve | 10:00 to 01:00 the
following day |
- (ii) The provision of live music (Indoors):
- | | | |
|--|--------------------|-------------------------|
| | Sunday to Thursday | 10:00 to 23:00 |
| | Friday to Saturday | 10:00 to 00:00 midnight |
- (iii) The provision of recorded music (indoor) and the provision of facilities for dancing (indoors):
- | | | |
|--|------------------------------------|-------------------------------------|
| | Monday to Thursday | 10:00 to 00:00 midnight |
| | Friday to Saturday | 10:00 to 01:00 the
following day |
| | Sunday | 10:00 to 23:00 |
| | New Years Eve and
Christmas Eve | 10:00 to 01:00 the
following day |
- (iv) The opening hours of:
- | | | |
|--|------------------------------------|-------------------------------------|
| | Monday to Thursday | 10:00 to 00:00 midnight |
| | Friday to Saturday | 10:00 to 01:00 the
following day |
| | Sunday | 10:00 to 23:00 |
| | New Years Eve and
Christmas Eve | 10:00 to 01:00 the
following day |
- (b) That the grant of a premises license be subject to the following conditions:
- (i) That during regulated entertainment events, in the form of live/recorded music, all the doors and windows of the premises shall remain closed after 22:00hrs except for ingress and egress.
- (ii) That a sign shall be clearly displayed at all public entrances/exits to the premises requesting that customers leaving the premises or congregating outside the premises shall do so quietly and respect the needs of the local community.
- (iii) That two CCTV cameras will be installed covering the area immediately outside the premises, facing each way along the alleyway that forms South Court to enable the area to be monitored.
- (iv) That regular inspections of the area shall be undertaken by staff to ensure that the area is clean.

The meeting ended at 1.38 pm.

Subject: REGULATION OF INVESTIGATORY POWERS ACT 2000 – JUDICIAL APPROVAL

Meeting and Date: Leader of the Council (in respect of Executive Functions)
 Licensing Committee – 20 November 2012 (in respect of their Statutory Functions)
 Council – 12 December 2012 (in respect of Non-Executive Functions)

Report of: Harvey Rudd, Solicitor to the Council

Decision Type: Non-Key

Classification: Unrestricted

Purpose of the report: To amend the scheme of officer delegations

Recommendation: That the arrangements for the discharge of executive functions set out in Section 6 of Part 3 of the Council’s constitution be amended by the insertion of the following delegation to the Solicitor to the Council and the Community Safety, CCTV and Parking Manager:
(Leader)

Column 1 Legislation	Column 2 Brief Description	Column 3 Conditions/Exclusions/Limitations/Notes
Regulation of Investigatory Powers Act 2000	To make any necessary application to a Justice of the Peace for an Order approving the grant of an authorisation under the Regulation of Investigatory Powers Act 2000	

Recommendation: That the arrangements for the discharge of council functions set out in Section 6 of Part 3 of the Council’s constitution be amended by the insertion of the following delegation to the Solicitor to the Council and the Community Safety, CCTV and Parking Manager:
(Council & Licensing Committee)

Column 1 Legislation	Column 2 Brief Description	Column 3 Conditions/Exclusions/Limitations/Notes
Regulation of Investigatory Powers Act 2000	To make any necessary application to a Justice of the Peace for an Order approving	

	the grant of an authorisation under the Regulation of Investigatory Powers Act 2000	
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1. Summary

With effect from 1 November 2012, Local Authority Authorisations under the Regulation of Investigatory Powers Act 2000 (RIPA) will require approval by a Justice of the Peace. These amendments to RIPA are being made by the Protection of Freedoms Act 2012 and come into force on 1 November 2012.

2. Introduction and Background

- 2.1 RIPA sets out a regulatory framework for the use of covert investigatory techniques by public authorities. The legislation limits local authorities to using three covert techniques for the purpose of preventing or detecting crime – directed surveillance, covert human intelligence source (CHIS) and communications data. In practice, it is generally only directed surveillance which is used.
- 2.2 Currently, the authorisation process involves assessing necessity and proportionality, completing the RIPA authorisation form and seeking approval from the Chief Executive. These processes will remain the same but with effect from 1 November 2012, the local authority will also need to obtain an order approving the grant or renewal of an authorisation from a Justice of the Peace, before it can take effect. The JP will need to be satisfied that the statutory tests have been met and the use of surveillance is necessary and proportionate. The Home Office has published Guidance relating to the judicial approval process
- 2.3 From 1 November 2012, the serious crime threshold will also come into effect. This provides that local authorities will only be able to authorise directed surveillance under RIPA if the criminal offences it is being used to prevent or detect are punishable by maximum term of at least 6 months imprisonment or are related to the underage sale of alcohol or tobacco.
- 2.4 There has of course been a great deal of media coverage surrounding the inappropriate use of RIPA by some Local Authorities for the investigation of very low level offences. The Government has therefore introduced the measures above to prevent this. Members should be aware, however, that Dover District Council is not one of these authorities and has always had extremely robust processes for managing the use of RIPA.
- 2.5 The use of RIPA will usually be an executive function. However, given that it is possible that the offences being investigated may not be the responsibility of the executive, it is necessary for both the Council and the statutory licensing committee to approve the authorisation for the Solicitor to the Council and the Community Safety, CCTV and Parking Manager to apply for judicial approval.

2.6 The Solicitor to the Council is entitled to appear at the Court hearing by virtue of his rights of audience as a solicitor. Other officers of the Council are not so entitled unless they are solicitors or barristers. Section 223 of the Local Government Act 1972 addresses the difficulties which this can create by making provision for the Council to authorise other officers to appear in the court on its behalf. The function of authorising officers in this regard is already delegated to the Solicitor to the Council who would authorise officers to appear in Court to make the necessary applications.

2.7 In so far as the authorisations being requested in this report amend the Scheme of Officer Delegations in relation to executive functions, they are a matter for the Leader of the Council. The Council is entitled to amend the Scheme of Officer Delegations in relation to most non-executive functions save those which relate to the statutory licensing committee. Therefore, this report is being submitted to the Leader, the Council and the statutory licensing committee.

3. **Identification of Options**

3.1 Option 1: To approve the authorisation of the above officers in accordance with the recommendation

3.2 Option 2: To refuse the to authorise the above officers in accordance with the recommendation

4. **Evaluation of Options**

4.1 Option 1: This is the preferred option as is will allow the Council to follow procedures provided for by statute.

4.2 Option 2: This option is not recommended as a failure to put in place these authorisations would mean a need to seek Member approval each time there was an application to use RIPA and judicial authority was required.

5. **Appendices**

None

6. **Background Papers**

None

Contact Officer: Louise May, Senior Solicitor

Subject:	FEES AND CHARGES 2013/14
Meeting and Date:	Licensing Committee – 20 November 2012 Regulatory Committee – 20 November 2012 Cabinet (for information) – 7 January 2013 (part of larger report)
Report of:	Roger Walton, Director of Environment and Corporate Assets
Portfolio Holder:	Councillor N J Collor, Portfolio Holder for Access and Property Management
Decision Type:	Key
Classification:	Unrestricted

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 2013/14. These revised F&Cs will be included in the budget estimates for 2013/14.
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Recommendation:	<ol style="list-style-type: none"> 1. Members approve the Fees and Charges for 2013/14 as set out in Annex 2 & 3. 2. 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. 3. Approval is sought for officers to adopt fees at, or close to government directed levels without the need for further reporting, in cases where the Council is awaiting for Government guidance and it has not been possible to set a fee level at this stage. 4. Minor adjustments to the fees and charges be delegated to the Director of Environment and Corporate Assets in consultation with the Director of Finance, Housing and Community.
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1. Summary

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 2013/14.

Fees and charges made under the Licensing Act 2003 are set by Central Government and remain unchanged from 2012/13. Fees and charges made under the Gambling Act 2005 remain largely unchanged from 2012/13, except for a revision of the fee charged for a notification of change which has risen from £25 to £50. Under Miscellaneous Licensing a new charge has been introduced to cover the administration of permit applications for performance of Hypnotism issued under the Hypnotism Act 1952. Pleasure Boat licensing has also been transferred to the licensing budget from property services. An additional charge for minor variations to acupuncture, cosmetic piercing, ear piercing, electrolysis, skin colouring and

tattooing licences of £50 has also been introduced to cover administration costs. Hackney Carriage and Private Hire licensing fees and charges remain unchanged for the second year running.

Introduction and Background

- 1.1 The Council's constitution specifies that F&Cs shall be reviewed annually.
- 1.2 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
- 1.3 In order to meet this requirement it is proposed to submit the following reports:
 - Licensing and Regulatory Committees - Report to the joint meeting on 20 November 2012 of all F&Cs to be set by the Licensing and Regulatory Committees.
 - Planning Committee – Report (for information) to the meeting on 13 December 2012 of all F&Cs relevant to the Planning Committee.
 - Cabinet – Report to the meeting on 7 January 2013 of all F&Cs, but seeking specific approval of those F&Cs set by Cabinet.
- 1.4 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.
- 1.5 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 Annex 1.
- 1.6 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 Annexes 2 and 3.

Detail and Narrative (Columns 2 & 3)

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

Statutory (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.

2012/13 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.

Total Expected Income ex VAT (Columns 6 and 9)

These give a broad indication as to how much income DDC will receive and have 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.

2013/14 Proposed Charge Inc VAT (Column 7)

This is the recommended charge for 2013/14 and will, subject to Members' approval, be included in the 2013/14 budget.

Reason for the Change in Charges (Column 11)

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 is still 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.

Director, Service Manager and Portfolio Holder

These show the responsibilities for specific F&Cs.

Significant Charges

To assist Members the more significant charges (generating over £5,000 per annum) are highlighted in bold text.

2. Identification of Options

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

3. Evaluation of Options

- 3.1 The recommended fees and charges take into account the need to maximise income at a time of grant cuts and council tax freezes, while taking into account comparable charges at neighbouring authorities and what the market can bear.

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

4. **Resource Implications**

See Annexes.

5. **Corporate Implications**

5.1 Comment from the Section 151 Officer (linked to the MTFP): Finance have been consulted on this report and have no further comments to make. (SG)

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

5.3 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. **Appendices**

Annex 1 – Fees and Charges checklist

Annex 2 & 3 – Schedule of recommended F&Cs

Contact Officer: John Newcombe, Licensing Team Leader

Fees and Charges Checklist

<p>Corporate and Service Objectives</p> <p>Are links made between charges and our corporate and service objectives and are we able to use charges to help deliver these objectives.</p>
<p>Users of the Service</p> <p>Is there sufficient understanding of our service users and their needs and wishes.</p> <p>Have we considered different pricing to specific target groups and has the potential impact of charges or the changes to existing charges been assessed</p> <p>Ensure that you consider the potential diversity and equality issues and where necessary consider and document any issues and mitigation.</p>
<p>Comparison with other providers</p> <p>Is there a complete picture of competition and providers of similar services – including other Local Authorities</p>
<p>Consultation</p> <p>Has the relevant Portfolio holder been consulted and do charges meet with their aspirations and requirements.</p> <p>Is wider community consultation appropriate for any of your charges? Has it been undertaken?</p>
<p>Performance Management</p> <p>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.</p>
<p>Financial Considerations</p> <p>Is the charge at a level to fully recover all costs or if is subsidised - why?</p> <p>Have we considered all services for which we can / should charge a fee?</p> <p>Are there any fees that we charge, that have not been included in the schedule?</p> <p>Are we being radical in our approach to charging and are our charges cost effective.</p>
<p>Corporate Income Policy</p> <p>Please ensure you adhere to the main principals of the Corporate Income Policy when setting your fees and charges.</p>
<p>Legal Considerations and Other Guidance</p> <p>Does the Council have the power to levy the charges. Is there any ministerial or other guidance that should be taken into account.</p>
<p>Customer Access Review</p> <p>Consider whether the CAR for your service includes and issues for specific fees</p>

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Personal Licences	Grant or Renewal	Y	£37.00	£2,500	£37.00	89	£3,293	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Personal Licences	Change of Name or Address	Y	£10.50	£60	£10.50	20	£210	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Personal Licences	Theft, Loss etc	Y	£10.50	£0	£10.50	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Theft, Loss etc	Y	£10.50	£0	£10.50	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Change of Name or Address	Y	£10.50	£0	£10.50	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Change of Club Rules	Y	£10.50	£0	£10.50	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Premises & Club Licences	Vary DPS	Y	£23.00	£500	£23.00	63	£1,449	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Transfer Licence	Y	£23.00	£180	£23.00	17	£391	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Interim Authority	Y	£23.00	£0	£23.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Notification Interest	Y	£21.00	£0	£21.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Provisional Statement	Y	£315.00	£0	£315.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Minor Variation	Y	£89.00	£500	£89.00	7	£623	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Premises & Club Licences	New Application & Variation NDR Band A	Y	£100.00	£0	£100.00	7	£700	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	New Application & Variation NDR Band B	Y	£190.00	£0	£190.00	10	£1,900	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	New Application & Variation NDR Band C	Y	£315.00	£0	£315.00	2	£630	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	New Application & Variation NDR Band D	Y	£450.00	£0	£450.00	1	£450	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	New Application & Variation NDR Band E	Y	£635.00	£0	£635.00	1	£635	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Annual Fee NDR Band A	Y	£70.00	£11,000	£70.00	84	£5,880	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

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				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Premises & Club Licences	Annual Fee NDR Band B	Y	£180.00	£55,000	£180.00	275	£49,500	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Annual Fee NDR Band C	Y	£295.00	£9,735	£295.00	35	£10,325	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Annual Fee NDR Band D	Y	£320.00	£1,600	£320.00	10	£3,200	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Premises & Club Licences	Annual Fee NDR Band E	Y	£350.00	£5,250	£350.00	15	£5,250	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 5,000 to 9,999	Y	£1,000.00	£0	£1,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 10,000 to 14,999	Y	£2,000.00	£0	£2,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Large Scale Events	Number in Attendance at any one time: 15,000 to 19,999	Y	£4,000.00	£0	£4,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 20,000 to 29,999	Y	£8,000.00	£0	£8,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 30,000 to 39,999	Y	£16,000.00	£0	£16,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 40,000 to 49,999	Y	£24,000.00	£0	£24,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 50,000 to 59,999	Y	£32,000.00	£0	£32,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 60,000 to 69,999	Y	£40,000.00	£0	£40,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 70,000 to 79,999	Y	£48,000.00	£0	£48,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Large Scale Events	Number in Attendance at any one time: 80,000 to 89,999	Y	£56,000.00	£0	£56,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Number in Attendance at any one time: 90,000 and over	Y	£64,000.00	£0	£64,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 5,000 to 9,999	Y	£500.00	£0	£500.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 10,000 to 14,999	Y	£1,000.00	£0	£1,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 15,000 to 19,999	Y	£2,000.00	£0	£2,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 20,000 to 29,999	Y	£4,000.00	£0	£4,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Large Scale Events	Annual Fee 30,000 to 39,999	Y	£8,000.00	£0	£8,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 40,000 to 49,999	Y	£12,000.00	£0	£12,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 50,000 to 59,999	Y	£16,000.00	£0	£16,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 60,000 to 69,999	Y	£20,000.00	£0	£20,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 70,000 to 79,999	Y	£24,000.00	£0	£24,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Large Scale Events	Annual Fee 80,000 to 89,999	Y	£28,000.00	£0	£28,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14				
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	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	10	11		
Licensing	Large Scale Events	Annual fee 90,000 and over	Y	£32,000.00	£0	£32,000.00	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Temporary Event Notices	New Notice	Y	£21.00	£3,500	£21.00	167	£3,507	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor
Licensing	Temporary Event Notices	Theft, Loss etc	Y	£10.50	£0	£10.50	0	£0	0%	Charges set by Central Government under Licensing Act 2003. Projected assuming no change in fees	D Croucher	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Small Society Lotteries	Registration Fee	Y	£40	£200	£40	19	£760	0%	Charges set by Central Government . Projected assuming no change in fees	D Croucher	Cllr Collor	£40
Licensing	Small Society Lotteries	Annual Fee	Y	£20	£2,000	£20	94	£1,880	0%	Charges set by Central Government . Projected assuming no change in fees	D Croucher	Cllr Collor	£20
Licensing	Bingo Club	Licence Application	N	£3,500	£0	£3,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£3,500
Licensing	Bingo Club	Annual Fee	N	£950	£950	£950	2	£1,900	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,000
Licensing	Bingo Club	Application to Vary	N	£1,750	£0	£1,750	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,750
Licensing	Bingo Club	Application to Transfer	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Bingo Club	Application for Reinstatement	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Bingo Club	Application for Provisional Statement	N	£3,500	£0	£3,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£3,500

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Bingo Club	Licence Application (Provisional Statement Holders)	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Bingo Club	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Bingo Club	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	Betting Premise (excluding Tracks)	Licence Application	N	£3,000	£0	£3,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£3,000
Licensing	Betting Premise (excluding Tracks)	Annual Fee	N	£575	£6,900	£575	9	£5,175	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£600
Licensing	Betting Premise (excluding Tracks)	Application to Vary	N	£1,250	£0	£1,250	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,500
Licensing	Betting Premise (excluding Tracks)	Application to Transfer	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Betting Premise (excluding Tracks)	Application for Reinstatement	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Betting Premise (excluding Tracks)	Application for Provisional Statement	N	£3,000	£0	£3,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£3,000
Licensing	Betting Premise (excluding Tracks)	Licence Application (Provisional Statement Holders)	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Betting Premise (excluding Tracks)	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Betting Premise (excluding Tracks)	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	Track	Licence Application	N	£2,500	£0	£2,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,500
Licensing	Track	Annual Fee	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,000
Licensing	Track	Application to Vary	N	£1,250	£0	£1,250	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,250
Licensing	Track	Application to Transfer	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£950

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Track	Application for Reinstatement	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£950
Licensing	Track	Application for Provisional Statement	N	£2,500	£0	£2,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,500
Licensing	Track	Licence Application (Provisional Statement Holders)	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£950
Licensing	Track	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Track	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	Family Entertainment Centre	Licence Application	N	£2,000	£0	£2,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,000
Licensing	Family Entertainment Centre	Annual Fee	N	£725	£2,175	£725	3	£2,175	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£750
Licensing	Family Entertainment Centre	Application to Vary	N	£1,000	£0	£1,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,000

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Family Entertainment Centre	Application to Transfer	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£950
Licensing	Family Entertainment Centre	Application for Reinstatement	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£950
Licensing	Family Entertainment Centre	Application for Provisional Statement	N	£2,000	£0	£2,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,000
Licensing	Family Entertainment Centre	Licence Application (Provisional Statement Holders)	N	£950	£0	£950	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£950
Licensing	Family Entertainment Centre	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Family Entertainment Centre	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	Adult Gaming Centre	Licence Application	N	£2,000	£0	£2,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,000
Licensing	Adult Gaming Centre	Annual Fee	N	£950	£12,350	£950	10	£9,500	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,000
Licensing	Adult Gaming Centre	Application to Vary	N	£1,000	£0	£1,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,000
Licensing	Adult Gaming Centre	Application to Transfer	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Adult Gaming Centre	Application for Reinstatement	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Adult Gaming Centre	Application for Provisional Statement	N	£2,000	£0	£2,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,000
Licensing	Adult Gaming Centre	Licence Application (Provisional Statement Holders)	N	£1,200	£0	£1,200	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,200
Licensing	Adult Gaming Centre	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Adult Gaming Centre	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	New Small Casino	Licence Application	N	£8,000	£0	£8,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£8,000
Licensing	New Small Casino	Annual Fee	N	£5,000	£0	£5,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£5,000
Licensing	New Small Casino	Application to Vary	N	£4,000	£0	£4,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£4,000
Licensing	New Small Casino	Application to Transfer	N	£1,800	£0	£1,800	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,800
Licensing	New Small Casino	Application for Reinstatement	N	£1,800	£0	£1,800	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£1,800
Licensing	New Small Casino	Application for Provisional Statement	N	£8,000	£0	£8,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£8,000

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	New Small Casino	Licence Application (Provisional Statement Holders)	N	£3,000	£0	£3,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£3,000
Licensing	New Small Casino	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	New Small Casino	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	New Large Casino	Licence Application	N	£10,000	£0	£10,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£10,000
Licensing	New Large Casino	Annual Fee	N	£10,000	£0	£10,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£10,000
Licensing	New Large Casino	Application to Vary	N	£5,000	£0	£5,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£5,000
Licensing	New Large Casino	Application to Transfer	N	£2,150	£0	£2,150	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,150
Licensing	New Large Casino	Application for Reinstatement	N	£2,150	£0	£2,150	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£2,150
Licensing	New Large Casino	Application for Provisional Statement	N	£10,000	£0	£10,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£10,000
Licensing	New Large Casino	Licence Application (Provisional Statement Holders)	N	£5,000	£0	£5,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£5,000

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	New Large Casino	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	New Large Casino	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	Regional Casino	Licence Application	N	£15,000	£0	£15,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£15,000
Licensing	Regional Casino	Annual Fee	N	£15,000	£0	£15,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£15,000
Licensing	Regional Casino	Application to Vary	N	£7,500	£0	£7,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£7,500
Licensing	Regional Casino	Application to Transfer	N	£6,500	£0	£6,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£6,500
Licensing	Regional Casino	Application for Reinstatement	N	£6,500	£0	£6,500	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£6,500
Licensing	Regional Casino	Application for Provisional Statement	N	£15,000	£0	£15,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£15,000
Licensing	Regional Casino	Licence Application (Provisional Statement Holders)	N	£8,000	£0	£8,000	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£8,000
Licensing	Regional Casino	Copy of Licence	N	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Regional Casino	Notification of Change	N	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50
Licensing	Temporary Use Notice	Application Fee	Y	£500	£0	£500	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£500

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Alcohol Licences Premises	Permit Application Fee (2 or less Machines)	Y	£50	£0	£50	1	£50	0%	Set by statute	D Croucher	Cllr Collor	£50
Licensing	Alcohol Licences Premises	Permit Application Fee (3+ Machines)	Y	£150	£0	£150	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£150
Licensing	Alcohol Licences Premises	Permit Annual Fee (3+ Machines)	Y	£50	£0	£50	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£50
Licensing	Alcohol Licences Premises	Permit Transitional Application Fee (3+ Machines)	Y	£100	£0	£100	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£100
Licensing	Family Entertainment Centre Gaming Machine	Permit Application Fee	Y	£300	£0	£300	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£300
Licensing	Family Entertainment Centre Gaming Machine	Permit Renewal Fee	Y	£300	£0	£300	9	£2,700	0%	Set by statute	D Croucher	Cllr Collor	£300
Licensing	Family Entertainment Centre Gaming Machine	Permit Transitional Application Fee	Y	£100	£0	£100	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£100
Licensing	Prize Gaming	Permit Application Fee	Y	£300	£0	£300	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£300

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Prize Gaming	Permit Renewal Fee	Y	£300	£0	£300	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£300
Licensing	Prize Gaming	Permit Transitional Application Fee	Y	£100	£0	£100	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£100
Licensing	Club Gaming	Permit Application Fee	Y	£200	£0	£200	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£200
Licensing	Club Gaming	Permit Annual Fee	Y	£50	£0	£50	1	£50	0%	Set by statute	D Croucher	Cllr Collor	£50
Licensing	Club Gaming	Permit Renewal Fee	Y	£200	£0	£200	5	£1,000	0%	Set by statute	D Croucher	Cllr Collor	£200
Licensing	Club Gaming	Permit Transitional Application Fee	Y	£100	£0	£100	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£100
Licensing	Club Gaming Machine	Permit Application Fee	Y	£200	£0	£200	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£200
Licensing	Club Gaming Machine	Permit Annual Fee	Y	£50	£0	£50	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£50
Licensing	Club Gaming Machine	Permit Renewal Fee	Y	£200	£0	£200	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£200
Licensing	Club Gaming Machine	Permit Transitional Application Fee	Y	£100	£0	£100	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£100

				2012/13	2012/13	2013/14	2013/14	2013/14					
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income inc VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Total Expected Income inc VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager	Portfolio Holder	Maximum Fee Permissible
1	2	3	4	4	6	7	8	9	10	11			
Licensing	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Application Fee	Y	£100	£0	£100	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£100
Licensing	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Annual Fee	Y	£50	£0	£50	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£50
Licensing	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Renewal Fee	Y	£200	£0	£200	0	£0	0%	Set by statute	D Croucher	Cllr Collor	£200
Licensing	Gaming Machine Permit	Annual Fee	Y	£50	£800	£50	5	£250	0%	Set by statute	D Croucher	Cllr Collor	£50
Licensing	Provision of Gambling	Copy Licence	Y	£25	£0	£25	0	£0	0%	No change - cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£25
Licensing	Provision of Gambling	Notification of Change	Y	£25	£0	£50	0	£0	100%	Set at cost recovery. Within statutory ranges.	D Croucher	Cllr Collor	£50

				2012/13	2012/13	2013/14	2013/14	2013/14	2013/14			
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Portfolio Holder
1	2	3	5	4	6	7	8		9	10	11	
Licensing	Acupuncture	Premise Registration	N	£175	£175	£175	0		£0	0%	No Change	CLlr Collor
Licensing	Acupuncture	Additional Practitioner	N	£80	£80	£80	1		£80	0%	No Change	CLlr Collor
Licensing	Acupuncture	Minor Variation	N		£0	£50	0		£0		Additional fee to cover administration of minor variatons to licence	CLlr Collor
Licensing	Cosmetic Piercing	Premise Registration	N	£175	£0	£175	0		£0	0%	No Change	CLlr Collor
Licensing	Cosmetic Piercing	Additional Practitioner	N	£80	£0	£80	1		£80	0%	No Change	CLlr Collor
Licensing	Cosmetic Piercing	Minor Variation	N		£0	£50	0		£0		Additional fee to cover administration of minor variatons to licence	CLlr Collor
Licensing	Ear Piercing	Premise Registration	N	£175	£0	£175	0		£0	0%	No Change	CLlr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14	2013/14			
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Portfolio Holder
1	2	3	5	4	6	7	8		9	10	11	
Licensing	Ear Piercing	Additional Practitioner	N	£80	£0	£80	1		£80	0%	No Change	Cllr Collor
Licensing	Ear Piercing	Minor Variation	N		£0	£50	0		£0		Additional fee to cover administration of minor variations to licence	Cllr Collor
Licensing	Electrolysis	Premise Registration	N	£175	£0	£175	0		£0	0%	No Change	Cllr Collor
Licensing	Electrolysis	Additional Practitioner	N	£80	£0	£80	1		£80	0%	No Change	Cllr Collor
Licensing	Electrolysis	Minor Variation	N		£0	£50	0		£0		Additional fee to cover administration of minor variations to licence	Cllr Collor
Licensing	Semi-permanent Skin-	Premise Registration	N	£175	£0	£175	0		£0	0%	No Change	Cllr Collor
Licensing	Semi-permanent Skin-	Additional Practitioner	N	£80	£0	£80	1		£80	0%	No Change	Cllr Collor
Licensing	Semi-permanent Skin-colouring	Minor Variation	N		£0	£50	0		£0		Additional fee to cover administration of minor variations to licence	Cllr Collor
Licensing	Tattooing	Premise Registration	N	£175	£0	£175	0		£0	0%	No Change	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14	2013/14			
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Portfolio Holder
1	2	3	5	4	6	7	8		9	10	11	
Licensing	Tattooing	Additional Practitioner	N	£80	£0	£80	1		£80	0%	No Change	Cllr Collor
Licensing	Tattooing	Minor Variation	N		£0	£50	0		£0		Additional fee to cover administration of minor variations to licence	Cllr Collor
Licensing	Animal Licensing	Boarding Establishments	N	£235	£2,585	£235	12	plus Vet fees	£2,820	0%	No Change	Cllr Collor
Licensing	Animal Licensing	Dog Breeding Establishments	N	£235	£235	£235	2	plus Vet fees	£470	0%	No Change	Cllr Collor
Licensing	Animal Licensing	Dangerous Wild Animals	N	£235	£235	£235	1	plus Vet fees	£235	0%	No Change	Cllr Collor
Licensing	Animal Licensing	Performing Animals	N	£235	0	£235	0	plus Vet fees	£0	0%	No Change	Cllr Collor
Licensing	Animal Licensing	Pet Shops	N	£170	£1,360	£170	6		£1,020	0%	No Change	Cllr Collor
Licensing	Animal Licensing	Horse Riding Establishments	N	£235	£1,410	£235	8	plus Vet fees	£1,880	0%	No Change	Cllr Collor
Licensing	Animal Licensing	Zoos	N	£750	£0	£750	0		£0	0%	No Change	Cllr Collor
Licensing	Street Trading Consent	Grant or Renewal	N	£490	£980	£490	6		£2,940	0%	No Change	Cllr Collor
Licensing	Street Trading Consent	Occasional	N	£130	£390	£130	0		£0	0%	No Change	Cllr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14	2013/14			
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Portfolio Holder
1	2	3	5	4	6	7	8		9	10	11	
Licensing	Street Trading Consent	Occasional Street Market	N	£200	£2,000	£200	1	up to 25 stalls then £10 per stall thereafter	£1,200	0%	No Change	ClIr Collor
Licensing	Street Trading Consent	Pavement Permit (New) - Tables & Chairs	N	£75	£150	£75	2	New & Variation Applications	£150	0%	No Change	ClIr Collor
Licensing	Street Trading Consent	Pavement Permit (Renewal) - Tables & Chairs	N	£35	£700	£35	25	Renewal	£875	0%	No Change	ClIr Collor
Licensing	Sexual Entertainment Venue	Grant	N	£3,250	0	£3,250	0		£0	0%	No Change	ClIr Collor
Licensing	Sexual Entertainment Venues	Renewal or Transfer	N	£2,225	£2,225	£2,225	1		£2,225	0%	No Change	ClIr Collor
Licensing	Boat Licence	Grant	N	£90		£90			£0	0%	No Change. Brought across from Leisure facilities	ClIr Collor
Licensing	Boat Licence	Renewal or Transfer	N	£90		£90	4		£360	0%	No Change. Brought across from Leisure facilities	ClIr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14	2013/14			
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Portfolio Holder
1	2	3	5	4	6	7	8		9	10	11	
Licensing	Hypnotism Performance	Grant	N			£50	1		50		Additional fee to cover administration of Applications	CLlr Collor

				2012/13	2012/13	2013/14	2013/14	2013/14	2013/14			
Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager
1	2	3	4	5	6	7	8		9	10	11	
Licensing	Hackney Carriage & Private Hire	Hackney Carriage & Private Hire Vehicle Annual Licence	N	£315	£50,000	£315	181		£57,015	0%	Fee frozen for current financial year	D Croucher
Licensing	Hackney Carriage & Private Hire	Unmet Demand Survey	N	£60	£4,140	£60	69		£4,140	0%	Repayment of £12,000 unmet demand survey. Charged per hackney carriage vehicle over 3 year period	D Croucher
Licensing	Hackney Carriage & Private Hire	Short-term Licence Following Change of Vehicle (Temporary Transfer)	N	£90	£250	£90	34	(£30 discount on first transfer. Subsequent transfers charged at full rate)	£3,060	0%	Fee frozen for current financial year	D Croucher
Licensing	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 1 year	N	£85	£21,000	£85	286		£24,310	0%	Fee frozen for current financial year	D Croucher
Licensing	Hackney Carriage & Private Hire	Driver Identity Deposit	N	£40	£520	£40	14	new drivers	£560	0%	Fee frozen for current financial year	D Croucher
Licensing	Hackney Carriage & Private Hire	CRB Disclosure (at Cost)	N			£44	95	new drivers + every 3 years for renewals	£4,180		Not included on last year's F & C - existing charge - no change	D Croucher
Licensing	Hackney Carriage & Private Hire	Knowledge Test	N			£26	14	new drivers	£364		Not included on last year's F & C - existing charge - no change	D Croucher

Service	Detail	Narrative	Statutory Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Projected Units	Comments	Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income	Service Manager
1	2	3	4	5	6	7	8		9	10	11	
Licensing	Hackney Carriage & Private Hire	Hackney Carriage & Private Hire Vehicle Annual Licence	N	£315	£50,000	£315	181		£57,015	0%	Fee frozen for current financial year	D Croucher
Licensing	Hackney Carriage & Private Hire	Vehicle Plate	N	£19	£700	£19	20	per plate	£380	0%	Fee frozen for current financial year	D Croucher
Licensing	Hackney Carriage & Private Hire	Vehicle Plate	N	£16		£16	20	per holder	£320	0%	Fee frozen for current financial year	D Croucher
Licensing	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney)	N	£55	£6,000	£55	112	per vehicle	£6,160	0%	Fee frozen for current financial year	D Croucher