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<b>Subject:</b>	<b>FEES AND CHARGES 2024/25</b>
<b>Meeting and Date:</b>	<b>Regulatory Committee – 20<sup>th</sup> November 2023</b> <b>Cabinet (for information) – 15 January 2024 (part of larger report)</b>
<b>Report of:</b>	<b>Louise May - Strategic Director (Corporate and Regulatory)</b>
<b>Portfolio Holder:</b>	<b>Councillor J L Pout (Portfolio Holder for Transport, Licensing and Environmental Services)</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 to obtain formal approval for the levels of fees and charges (F&Cs) for the financial year 2024/25. These revised F&Cs will be included in the budget estimates for 2024/25.

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- Recommendation:**
1. The Regulatory Committee approve the Fees and Charges for 2024/25 as set out in Appendices 3.3 & 3.4.
  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. Members approve the general principle that, unless the fee is set by statute, licensing fees will be set on a cost recovery basis.
  4. That the Strategic Director (Corporate and Regulatory) 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.
  5. That the Strategic Director (Corporate and Regulatory) be authorised in consultation with the Strategic Director (Finance and Housing) 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. To meet this requirement all Directors / Heads of Service have been asked to review the F&Cs within their areas of responsibility and to produce recommended levels for 2024/25.

## 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 must be submitted to:
- Licensing Committee
  - Regulatory Committee
  - Planning Committee (for information only)
  - Cabinet
- 2.3 To meet this requirement, it is proposed to submit the following reports:
- Licensing Committee - Report to meeting on 18<sup>th</sup> October 2023 of all F&Cs to be set by the Licensing Committee.
  - Regulatory Committee – Report to meeting on 20<sup>th</sup> November 2023 of all F&Cs to be set by the Regulatory Committee.
  - Planning Committee – Report (for information) to the meeting on 9<sup>th</sup> November 2023 of all F&Cs relevant to the Planning Committee.
  - Cabinet – Report to the meeting on 15<sup>th</sup> January 2024 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, to assist Members, the data on F&Cs has been tabulated into a standard format that has been used for Appendices 3.1 through to 3.4.

#### Detail and Narrative

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

#### Set by Government

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.

#### 2023/24 Charge Inc VAT

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

Second, charges for some services, car parking for example, which are not simply a direct recovery of costs, are set at a level, inclusive of VAT, having regard to relevant considerations including market level, where appropriate. 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.

### 2024/25 Proposed Charge Inc VAT

This is the recommended charge for 2024/25 and will, subject to Members' approval, be included in the 2024/25 budget.

### 2024/25 Total Expected Income ex VAT

This gives a broad indication as to how much income DDC is expected to receive and has been included to provide Members with a sense of the relative importance of individual charges or group of similar charges. The more significant income streams (generating over £3k) have been highlighted in **bold** type.

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.

### Comments (inc Reason for the Change in Charges)

The licensing fees are reviewed each year as part of a rolling programme. The reviews include a detailed time/cost breakdown of each licence type.

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

3.1 The recommended figures for consideration by Members are included in the Appendices. Members may approve these proposed figures.

4. Members may propose and approve alternative figures with reasons recorded for their decisions. Alternative figures should not however result in a total income which exceeds the cost of providing the service.

#### 5. **Evaluation of Options**

5.1 The recommended fees and charges consider the actual cost of providing the service and seek to ensure full cost recovery. This is the recommended approach.

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

#### 6. **Resource Implications**

See Appendices.

#### 7. **Climate Change and Environmental Implications**

7.1 There are no climate change implications.

#### 8. **Corporate Implications**

8.1 **Comment from the Head of Finance & Investment (linked to the MTFP):** Accountancy has been consulted on the report and have no further comments to add.

8.2 **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.

8.3 **Comment from the Equalities Officer** - This report relating to regulatory fees and charges does not specifically highlight any equality implications, however in discharging their duties 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/section/149>'

9. **Appendices**

Appendix 1 – Fees and Charges checklist

Appendices 3.3 & 3.4 – Schedule of recommended F&Cs

Contact Officers: Rebecca Pordage, Licensing Manager and  
Shane Kempster – Accounting Technician

**Fees and Charges Checklist**

<p><b>Corporate and Service Objectives</b>                  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><b>Users of the Service</b>                  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.                   Ensure that you consider the potential climate change and environmental issues and where necessary consider and document any issues and mitigation.</p>
<p><b>Comparison with other providers</b>                  Is there a complete picture of competition and providers of similar services – including other Local Authorities?</p>
<p><b>Consultation</b>                  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?</p>
<p><b>Performance Management</b>                  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><b>Financial Considerations</b>                  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?</p>
<p><b>Corporate Income Policy</b>                  Please ensure you adhere to the main principals of the Corporate Income Policy when setting your fees and charges.</p>
<p><b>Legal Considerations and Other Guidance</b>                  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><b>Customer Access Review</b>                   Consider whether the CAR for your service includes any issues for specific fees.</p>

					2023/24	2023/24		2023/24	2024/25	2024/25	2024/25		
	Detail	Narrative	Income Code	Set by Govt? 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	Fee % Change	Reasons for Change in Charges and/or Income
<b>Regulatory Licensing - L. May - Councillor J L Pout</b>													
1	Acupuncture	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA	£1,000	£250		£1,500	9%	
2	Acupuncture	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
3	Acupuncture	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
4	Cosmetic Piercing	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
5	Cosmetic Piercing	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
6	Cosmetic Piercing	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
7	Ear Piercing	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
8	Ear Piercing	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
9	Ear Piercing	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
10	Electrolysis	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
11	Electrolysis	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
12	Electrolysis	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
13	Semi-permanent Skin-colouring	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
14	Semi-permanent Skin-colouring	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
15	Semi-permanent Skin-colouring	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
16	Tattooing	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
17	Tattooing	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
18	Tattooing	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	

					2023/24	2023/24		2023/24	2024/25	2024/25	2024/25		
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19	Animal Licensing	Boarding Establishments (new application 1 or 2 stars))	1410-00000-42300	N	£402	Boarding Establishments (new application 1 or 2 stars))	NA	£2,010	£440		£3,000	9%	Based on number of renewals expected
20	Animal Licensing	Boarding Establishments (new application 3 or 4 stars)	1410-00000-42300	N	£484	Boarding Establishments (new application 3 or 4 stars)	NA		£525			8%	
21	Animal Licensing	Boarding Establishments (new application 5 stars)	1410-00000-42300	N	£558	Boarding Establishments (new application 5 stars)	NA		£605			8%	
22	Animal Licensing	Boarding Establishments (renewal 1 or 2 stars)	1410-00000-42300	N	£336	Boarding Establishments (renewal 1 or 2 stars)	NA		£365			9%	
23	Animal Licensing	Boarding Establishments (renewal 3 or 4 stars)	1410-00000-42300	N	£418	Boarding Establishments (renewal 3 or 4 stars)	NA		£455			9%	
24	Animal Licensing	Boarding Establishments (renewal 5 stars)	1410-00000-42300	N	£492	Boarding Establishments (renewal 5 stars)	NA		£535			9%	
25	Animal Licensing	Home Boarding (new application 1 or 2 stars)	1410-00000-42300	N	£339	Home Boarding (new application 1 or 2 stars)	NA	£726	£370		£2,000	9%	Based on number of renewals expected
26	Animal Licensing	Home Boarding (new application 3 or 4 stars)	1410-00000-42300	N	£425	Home Boarding (new application 3 or 4 stars)	NA		£460			8%	
27	Animal Licensing	Home Boarding (new application 5 stars)	1410-00000-42300	N	£473	Home Boarding (new application 5 stars)	NA		£515			9%	
28	Animal Licensing	Home Boarding (renewal 1 or 2 stars)	1410-00000-42300	N	£278	Home Boarding (renewal 1 or 2 stars)	NA		£300			8%	
29	Animal Licensing	Home Boarding (renewal 3 or 4 stars)	1410-00000-42300	N	£363	Home Boarding (renewal 3 or 4 stars)	NA		£395			9%	
30	Animal Licensing	Home Boarding (renewal 5 stars)	1410-00000-42300	N	£411	Home Boarding (renewal 5 stars)	NA		£450			9%	

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31	Animal Licensing	Dog Breeding Establishments (New application 1 or 2 Stars)	1410-00000-42300	N	£509	Dog Breeding Establishments (New application 1 or 2 Stars)	NA	£632	£550		£1,650	8%	Based on number of renewals expected
32	Animal Licensing	Dog Breeding Establishments (New application 3 or 4 Stars)	1410-00000-42300	N	£625	Dog Breeding Establishments (New application 3 or 4 Stars)	NA		£675			8%	
33	Animal Licensing	Dog Breeding Establishments (New application 5 Stars)	1410-00000-42300	N	£730	Dog Breeding Establishments (New application 5 Stars)	NA		£790			8%	
34	Animal Licensing	Dog Breeding Establishments (renewal 1 or 2 stars)	1410-00000-42300	N	£411	Dog Breeding Establishments (renewal 1 or 2 stars)	NA		£450			9%	
35	Animal Licensing	Dog Breeding Establishments (renewal 3 or 4 stars)	1410-00000-42300	N	£527	Dog Breeding Establishments (renewal 3 or 4 stars)	NA		£570			8%	
36	Animal Licensing	Dog Breeding Establishments (renewal 5 stars)	1410-00000-42300	N	£632	Dog Breeding Establishments (renewal 5 stars)	NA		£685			8%	
37	Animal Licensing	Dangerous Wild Animals (new application)	1410-00000-42300	N	£250	Dangerous Wild Animals (new application)	NA	£0	£270		£540	8%	Based on number of renewals expected
38	Animal Licensing	Dangerous Wild Animals (renewal) (every 2 years)	1410-00000-42300	N	£211	Dangerous Wild Animals (renewal) (every 2 years)			£230			9%	
39	Animal Licensing	Performing Animals (Exhibition of animals) (new application)	1410-00000-42300	N	£515	Performing Animals (Exhibition of animals) (new application)	NA	£0	£560		£0	9%	
40	Animal Licensing	Performing Animals (Exhibition of animals) (renewal application)	1410-00000-42300	N	£452	Performing Animals (Exhibition of animals) (renewal application)	NA	£0	£500		£0	11%	
41	Animal Licensing	Selling of Animals as Pets (new application 1 or 2 stars)	1410-00000-42300	N	£488	Selling of Animals as Pets (new application 1 or 2 stars)	NA	£976	£530		£1,590	9%	Based on number of renewals expected
42	Animal Licensing	Selling of Animals as Pets (new application 3 or 4 stars)	1410-00000-42300	N	£598	Selling of Animals as Pets (new application 3 or 4 stars)	NA		£650			9%	
43	Animal Licensing	Selling of Animals as Pets (new application 5 stars)	1410-00000-42300	N	£698	Selling of Animals as Pets (new application 5 stars)	NA		£755			8%	
44	Animal Licensing	Selling of Animals as Pets (renewal 1 or 2 stars)	1410-00000-42300	N	£466	Selling of Animals as Pets (renewal 1 or 2 stars)	NA		£505			8%	
45	Animal Licensing	Selling of Animals as Pets (renewal 3 or 4 stars)	1410-00000-42300	N	£577	Selling of Animals as Pets (renewal 3 or 4 stars)	NA		£625			8%	
46	Animal Licensing	Selling of Animals as Pets (renewal 5 stars)	1410-00000-42300	N	£676	Selling of Animals as Pets (renewal 5 stars)	NA		£730			8%	
47	Animal Licensing	Hiring out of Horses (New application 1 or 2 stars)	1410-00000-42300	N	£590	Hiring out of Horses (New application 1 or 2 stars)	NA	£0	£640		£0	8%	
48	Animal Licensing	Hiring out of Horses (New application 3 or 4 stars)	1410-00000-42300	N	£740	Hiring out of Horses (New application 3 or 4 stars)	NA		£800			8%	
49	Animal Licensing	Hiring out of Horses (New application 5 stars)	1410-00000-42300	N	£891	Hiring out of Horses (New application 5 stars)	NA		£960			8%	



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50	Animal Licensing	Hiring out of Horses ) (renewal 1 or 2 stars)	1410-00000-42300	N	£476	Hiring out of Horses ) (renewal 1 or 2 stars)	NA	£0	£515		£0	8%	Based on number of renewals expected
51	Animal Licensing	Hiring out of Horses (renewal 3 or 4 stars)	1410-00000-42300	N	£626	Hiring out of Horses (renewal 3 or 4 stars)	NA		£675			8%	
52	Animal Licensing	Hiring out of Horses (renewal 5 stars)	1410-00000-42300	N	£777	Hiring out of Horses (renewal 5 stars)	NA		£840			8%	
53	Animal Licensing	Zoos (new application)	1410-00000-42300	N	£888	Zoos (new application)	NA	£0	£950		£0	7%	Based on number of renewals expected
54	Animal Licensing	Zoos (renewal) (every 6 years)	1410-00000-42300	N	£719	Zoos (renewal) (every 6 years)			£780			8%	
55	Animal Licensing	Arranging Provision of Home Boarding (New application 1 or 2 stars)	1410-00000-42300	N	£297	Arranging Provision of Home Boarding (New application 1 or 2 stars)	NA	£0	£320		£0	8%	
56	Animal Licensing	Arranging Provision of Home Boarding (New application 3 or 4 stars)	1410-00000-42300	N	£396	Arranging Provision of Home Boarding (New application 3 or 4 stars)	NA		£430			9%	
57	Animal Licensing	Arranging Provision of Home Boarding (New application 5 stars)	1410-00000-42300	N	£486	Arranging Provision of Home Boarding (New application 5 stars)	NA		£525			8%	
58	Animal Licensing	Arranging Provision of Home Boarding Renewal 1 or 2 stars)	1410-00000-42300	N	£290	Arranging Provision of Home Boarding Renewal 1 or 2 stars)	NA		£310			7%	
59	Animal Licensing	Arranging Provision of Home Boarding (Renewal 3 or 4 stars)	1410-00000-42300	N	£389	Arranging Provision of Home Boarding (Renewal 3 or 4 stars)	NA		£420			8%	
60	Animal Licensing	Arranging Provision of Home Boarding (Renewal 5 stars)	1410-00000-42300	N	£479	Arranging Provision of Home Boarding (Renewal 5 stars)	NA		£520			9%	
61	Animal Licensing	Arranging Provision of Home Boarding (Additional cost per host)	1410-00000-42300	N	£94	Arranging Provision of Home Boarding (Additional cost per host)	NA		£100			6%	
62	Animal Licensing	Replacement Licence	1410-00000-42300	N	£15	Replacement Licence	NA	£0	£16		£0	7%	
63	Animal Licensing	Minor variation	1410-00000-42300	N	£25	Minor variation	NA	£0	£27		£0	8%	
64	Animal Licensing	Full variation	1410-00000-42300	N	£166	Full variation	NA	£0	£180		£0	8%	
65	Animal Licensing	Re-rate	1410-00000-42300	N	£127	Re-rate	NA	£0	£140		£0	10%	
66	Animal Licensing	Additional Activities	1410-00000-42300	N	£50	Additional Activities		£0	£100		£0	100%	Fee amended to account for officer time

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67	Street Trading Consent	Grant £302 Non refundable to be submitted with application, a further £192 is due if application is approved to cover regulation.	1411-00000-42305	N	£520	Grant £302 Non refundable to be submitted with application, a further £192 is due if application is approved to cover regulation.	NA	£1,000	£565	Grant £326 Non refundable to be submitted with application, a further £239 is due if application is approved to cover regulation.	£1,080	9%	
68	Street Trading Consent	Annual renewal	1411-00000-42305	N	£250	Annual renewal	NA		£270			8%	
69	Street Trading Consent	Occasional	1411-00000-42305	N	£130	Occasional	NA	£0	£140		£0	8%	
70	Street Trading Consent	Occasional Street Market Up to 25 stalls then £10 per stall thereafter	1411-00000-42305	N	£250	Occasional Street Market Up to 25 stalls then £10 per stall thereafter	NA	£1,000	£270		£1,000	8%	
71	Street Trading Consent	Tables & Chairs (New)	1411-00000-42305	N	£150	Tables & Chairs (New)	NA	£150	£160		£320	7%	
72	Street Trading Consent	Tables & Chairs (Renewal)	1411-00000-42305	N	£75	Tables & Chairs (Renewal)	NA	£1,275	£75		£3,000	0%	Based on number of renewals expected. Not increased due to increase last year
73	Street Trading Consent	Pavement Licence	411-32435-42300	N		Pavement Licence (Grant and Renewal)	N/A	N/A	£75		£0		
74	Sexual Entertainment Venue	Grant NOTE: £2167 Non refundable to be submitted with application, a further £1083 is due if application is approved to cover regulation.		N	£3,250	Grant NOTE: £2167 Non refundable to be submitted with application, a further £1083 is due if application is approved to cover regulation.	NA	£0	£3,510	Grant NOTE: £2340 Non refundable to be submitted with application, a further £1170 is due if application is approved to cover regulation.	£0	8%	
75	Sexual Entertainment Venue	Renewal, Transfer or Variation NOTE: £1484 Non refundable to be submitted with application, a further £741 is due if application is approved to cover regulation.		N	£2,225	Renewal, Transfer or Variation NOTE: £1484 Non refundable to be submitted with application, a further £741 is due if application is approved to cover regulation.	NA	£0	£2,400		£0	8%	
76	Boat Licence	Grant	1411-00000-42309	N	£200	Grant	NA	£0	£220		£0	10%	
77	Boat Licence	Renewal or Transfer	1411-00000-42309	N	£160	Renewal or Transfer	NA	£320	£175		£350	9%	Based on number of renewals expected

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78	Scrap Metal Dealer	Site Licence Grant	1411-00000-42316	N	£490	Site Licence Grant	NA	£0	£530		£0	8%	
79	Scrap Metal Dealer	Site Licence Variation (Change of name and address)	1411-00000-42316	N	£16	Site Licence Variation (Change of name and address)	NA	£0	£20		£0	25%	
80	Scrap Metal Dealer	Site Licence Variation (Change of Manager)	1411-00000-42316	N	£95	Site Licence Variation (Change of Manager)	NA	£0	£100		£0	5%	
81	Scrap Metal Dealer	Site Licence Replacement licence	1411-00000-42316	N	£15	Site Licence Replacement licence	NA	£0	£15		£0	0%	
82	Scrap Metal Dealer	Additional Site Grant	1411-00000-42316	N	£150	Additional Site Grant	NA		£165		£0	10%	
83	Scrap Metal Dealer	Site Licence Renewal	1411-00000-42316	N	£475	Site Licence Renewal	NA	£950	£515		£1,500	8%	Based on number of renewals expected
84	Scrap Metal Dealer	Additional Site Renewal	1411-00000-42316	N	£150	Additional Site Renewal	NA		£165		£0	10%	
85	Scrap Metal Dealer	Collectors Licence Grant	1411-00000-42316	N	£280	Collectors Licence Grant	NA	£0	£300		£0	7%	
86	Scrap Metal Dealer	Collectors Licence Variation (Change of name/address)	1411-00000-42316	N	£16	Collectors Licence Variation (Change of name/address)	NA	£0	£18		£0	13%	
87	Scrap Metal Dealer	Collectors Licence Variation (Change of Vehicle)	1411-00000-42316	N	£28	Collectors Licence Variation (Change of Vehicle)	NA	£0	£30		£0	8%	
88	Scrap Metal Dealer	Collectors Licence Replacement licence	1411-00000-42316	N	£15	Collectors Licence Replacement licence	NA	£0	£15		£0	0%	
89	Scrap Metal Dealer	Collectors Licence Renewal	1411-00000-42316	N	£272	Collectors Licence Renewal	NA	£544	£295		£1,000	8%	
90	Scrap Metal Dealer	Replacement Plate	1411-00000-42316	N	£17	Replacement Plate	NA		£20		0	0%	

	Detail	Narrative	Income Code	Set by Govt? Y/N	2023/24 Approved Charges inc VAT	2023/24 Comments	2023/24 Vatable Y/N	2023/24 Total Expected Income ex VAT	2024/25 Proposed Charges inc VAT (where applicable)	2024/25 Comments	2024/25 Total Expected Income ex VAT	% Change	Reasons for Change in Charges and/or Income
<b>Regulatory Licensing - L. May - Councillor J L Pout</b>													
1	Hackney Carriage & Private Hire	Hackney Carriage Vehicle Annual Licence (Grant and Renewal)		N	£330	If vehicle is wheelchair accessible there is a 25% reduction in fee	N	£21,540	£355		£24,000	8%	
2	Hackney Carriage & Private Hire	Electric/Hybrid Hackney Carriage Vehicle Annual Licence (Grant and Renewal)		N	£245	If vehicle is wheelchair accessible there is a further 25% reduction in fee		£980	£265		£2,000	8%	
3	Hackney Carriage & Private Hire	Private Hire Vehicle Annual Licence (Grant and Renewal) No part of this fee is refundable in the event that the application is not approved or the vehicle is delicensed for any reason during the licence period.		N	£265	No part of this fee is refundable in the event that the application is not approved or the vehicle is delicensed for any reason during the licence period. If vehicle is wheelchair accessible there is a 25% reduction in fee.	N	£25,440	£285		£32,000	8%	
4	Hackney Carriage & Private Hire	Electric/Hybrid Private Hire Vehicle Annual Licence (Grant and Renewal)		N	£194	If vehicle is wheelchair accessible there is a further 25% reduction in fee		£582	£210		£1,700	8%	
5	Hackney Carriage & Private Hire	Licence Transfer Following Change of Vehicle		N	£60		N		£65		£3,500	8%	
6	Hackney Carriage & Private Hire	Temporary vehicle transfer		N	£45		N	£2,100	£48			7%	
7	Hackney Carriage & Private Hire	Change of Vehicle ownership		N	£21		N	£42	£23		£100	8%	
8	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 1 year (Grant) No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.		N	£130	No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.	N		£140			8%	
9	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 1 year (Renewal) No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.		N	£115	No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.	N		£125			9%	
10	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 3 year (Grant) The first year (£124) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.		N	£300	The first year (£124) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.	N	£9,000	£325	The first year (£135) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.	£10,000	8%	
11	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 3 year (Renewal) The first year (£110) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.		N	£285	The first year (£110) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.	N		£310	The first year (£119) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.		9%	

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<b>Regulatory Licensing - L. May - Councillor J L Pout</b>														
12	Hackney Carriage & Private Hire	DBS Disclosure (formerly CRB)		N	£40	Fee set externally. New drivers + every 6 months for renewals	N	£2,200	£40		£2,200	0%		
13	Hackney Carriage & Private Hire	Overseas Driver Licence Check		N	£10			£0	£15		£0	50%		
14	Hackney Carriage & Private Hire	Vehicle Plate		N	£17	Per plate	N	£34	£20		£80	18%		
15	Hackney Carriage & Private Hire	Vehicle Plate holder		N	£15	Per holder	N	£30	£15		£60	0%		
16	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) 1 to 5 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.		N	£90	1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N	£990	£100		£3,000	11%	Based on number of renewals expected	
17	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) 6 to 10 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.		N	£144	1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N		£160			11%		
18	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) Over 10 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.		N	£197	1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N		£220			12%		
19	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 1 to 5 vehicles Licence lasts 5 years. The first year (£90) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.		N	£364	Licence lasts 5 years. The first year (£90) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N		£400	Licence lasts 5 years. The first year (£100) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.				10%
20	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 6 to 10 vehicles Licence lasts 5 years. The first year (£144) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.		N	£631	Licence lasts 5 years. The first year (£144) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N		£690	Licence lasts 5 years. The first year (£160) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.				9%

				2023/24	2023/24	2023/24	2023/24	2024/25	2024/25	2024/25		
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<b>Regulatory Licensing - L. May - Councillor J L Pout</b>												
21	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 11 or more vehicles. Licence lasts 5 years. The first year (£197) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N	£898	Licence lasts 5 years. The first year (£197) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N		£970	Licence lasts 5 years. The first year (£212) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.		8%	
22	Private Hire Operator	Variation to Operators Licence (within band) for PH Vehicles	N	£30.00		N		£35.00		£200.00	17%	
23	Private Hire Operator	Variation to Operators Licence (outside of band) for PH Vehicles The additional charge for the new band will also be payable.	N	£30.00	The additional charge for the new band will also be payable.	N	£0.00	£35.00		£200.00	17%	
24	Hackney Carriage & Private Hire	Replacement of licence or badge	N	£10.50		N	£21	£12.00		£24	14%	
25	Hackney Carriage & Private Hire	Full Knowledge test re-sit fee	N	£35.00		N	£0	£50.00		£0	43%	
26	Hackney Carriage & Private Hire	Part Knowledge test re-sit fee if one module needs to be redone	N			N	£0	£25.00		£0		New fee