



LICENSING FEES AND CHARGES REPORT

Report to	Licensing Committee report for decision
Ward(s):	All
Key Decision:	No
Appendix 1:	Current and Proposed Licence fees and charges for approval
Appendix 2:	Summary of powers to set application fees
Papers relied on:	None

Foreword – Cllr Hayley Eachus, Cabinet Member for Regulatory Services and the Environment

It is proposed that the existing fees and charges are increased in line with inflation (3%) from April 2019 to reflect the annual increase staffing and associated costs, in accordance with the Budget Strategy.

Recommendation to Licensing Committee:

- 1. To approve the licensing fees and charges set out in Appendix 1, which will apply from 1 April 2019 in respect of all licences listed.**

Background, corporate objectives and priorities

This report accords with the council's Policy and Budget Framework and supports the development of an effective and efficient council.

Main considerations

1 Executive Summary

- 1.1 Councils are able to recover the costs of the licensing services they provide. Fees and charges must be formally approved by the Council's Licensing Committee before the fees may be charged.

2 The Proposal

- 2.1 It is proposed to increase the fees by the inflationary level of 3% in accordance with the council's budget strategy.
- 2.2 There are two minor fees where the current fee level is below the cost of providing the item/service. These have been adjusted to a cost recovery level and are highlighted in the proposed fees table.

3 Key issues for consideration

3.2 All fees must be set on a strict 'cost recovery basis' only. This follows several legal cases and now well established precedent.

4 Options Analysis

4.1 Failure to increase fees in line with inflation will result in a financial loss to the council and effectively result in a subsidy of the Licensing Service.

Corporate implications

5 Legal Implications

5.1 There are various legislative powers which allows the Council to charge fees for different licensing activities. These powers are noted in Appendix 2.

6 Financial implication

6.1 The 2018/19 budget strategy assumes a 3.0% increase on fees and charges.

6.2 To minimise the cost to the service an inflationary increase of 3.0% would be recommended to reflect the annual increase in staffing and associated costs to the service.

7 Risk management

7.1 A risk assessment has been completed in accordance with the council's risk management process and has identified no significant (Red or Amber) residual risks that cannot be fully minimised by existing or planned controls or additional procedures. The main risks at this stage are as follows:

7.2 If there is no increase in fees there is a risk that the Council will not recover all of the costs for services or activities for which it is permitted to charge and increase the burden on the Council's general fund.

8 Equalities implications

8.1 There are no identified equality concerns arising from this report.

9 Consultation and communication

9.1 The fees will be advertised in accordance with the council's normal fees

10 HR implications

None.

<p style="text-align: center;">Date: 14 January 2019 Decision taken by: Licensing Committee</p>

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Version	<i>Draft</i>
Dated	30 January 2019
Status	<i>Routine Matter for Decision</i>
Confidentiality	It is considered that information contained within <i>this report (and appendices)</i> do not contain exempt information under the meaning of Schedule 12A of the Local Government Act 1972, as amended, and therefore can be made public.

Appendix 1 – Current and Proposed Licensing fees and charges

FEES	2018/19	2019/20	Notes
Street Trading Annual Consent (new)	£764	£787	
Street Trading Annual Consent (new)	£446	£460	
Additional van (Ice cream vans only)	£32	£33	
Replacement consent or badge	£18/£10	£25	Now set at cost recovery level
Seasonal consent (Christmas or summer)	£245	£252	
Tables and Chairs (new)	£280	£288	
Tables and Chairs (renewal)	£226	£233	
Sex Establishments (new)	£5,635	£5,804	
Sex Establishments (renewal)	£4,257	£4,385	
Sex Establishments (transfer)	£1,122	£1,155	
Sex Establishments (variation)	£1,122	£1,155	
Scrap Metal Collector	£278	£286	
Scrap Metal Dealer	£376	£387	
Scrap Metal Dealer Site (variation)	£71	£73	
Scrap Metal Dealer Site (replacement)	£12	£25	Now set at cost recovery level
Zoo Licence (new)	£607	£625	
Zoo Licence (renewal)	£365	£376	

Appendix 2 - Summary of Powers to Set Application Fees

Area	Power arises from
General principle	Reg 18(4), Provision of Services Regulations 2009 Any charges provided for by a competent authority which applicants may incur under an authorisation scheme must be reasonable and proportionate to the cost of the procedures and formalities under the scheme and must not exceed the cost of those procedures and formalities.