

Report to Licensing committee
21 March 2013
Report of Head of citywide services; Head of Financial Services
Subject Licence and Registration Fees

Item

6

Purpose

To consider the level of fees payable for those licences administered by the council's licensing section.

Recommendation

To approve the fees detailed in the column headed 'Recommended Charge' of Appendix A.

Financial Consequences

If members approve the proposed licence fee levels, this will set the estimated income for the year 2013/14 as shown in the 'Estimated Income' column of Appendix A.

Corporate Objective/Service Plan Priority

The report helps to achieve the service plan priority of protecting the interests of the public through the administration of the licensing function.

Contact Officers

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Background Documents

None

The Report

1. This report invites members to consider increasing the fees payable for those licences currently administered by the Head of Citywide Services and detailed in Appendix A. The fees in respect of the licences shown in Appendix A were last reviewed at the meeting of Licensing Committee on 8 March 2012.
2. Members will note that the charges fall under three headings: Discretionary Fees (the level of fee is at the discretion of the licensing authority subject to the principles outlined in paragraph 4 below), Discretionary Fees with Statutory Maxima (as Discretionary Fees but with an upper limit) and Fixed Fees (set by statute and cannot be increased).

Level of licence fees

3. When determining the levels of fees charged for the licensing function there are three main areas for consideration. Firstly, case law has established that local authorities are entitled to recover the cost of administering a licensing scheme, provided that allowance is made for exemptions or reductions. Following on from this point, the second area for consideration is that where certain licences are exempt from a fee, the cost of administering these licences cannot be 'transferred' to other licence fee payers. Lastly, it has also been determined through case law that local authorities are not empowered to raise revenue through their licensing function.
4. The points outlined in paragraph 3 above are taken into account when determining the base estimates for the current financial year. In calculating the projected income for each type of licence it is necessary to estimate the number of licences that may be issued over the course of the year.

Proposals for financial year 2013/14

5. The Head of Financial Services and I have considered the level of licence fees for the 2013/14 financial year and the proposals are contained in Appendix A attached to this report.
6. Having taken into account the criteria outlined above, the table at Appendix A suggests a charge for each licence which is obtained by applying a 2.9% increase to the current fees, except where the fee is fixed by statute.

Implementation

7. The increases can be brought into effect from the April 2013. However, members should be aware that a statutory advertising procedure applies in respect of an increase in the fees payable for Hackney Carriage Vehicle Licences, Private Hire Vehicle and Private Hire Operators' Licences. If objections are received in respect of these particular fees, then members will have to give further consideration to those increases.

NORWICH CITY COUNCIL LICENSING CHARGES 2012/13 TO 2013/14

APPENDIX A

	Licence Fee 2012/13 £	Estimated No. of Licences Issued in 2012/13	Estimated Income 2012/13 £	Recommended Charge 2013/14 (2.9% increase) £	Estimated No. of Licences Issued in 2013/14	Estimated Income 2013/14 £	
DISCRETIONARY FEES							
(i) Hackney Carriage & Private Hire							
HC and PH Drivers - Grant	240.00	5	1,200	247.00	5	1,235	
HC and PH Drivers - Renewal	106.00	449	47,594	109.00	311	33,899	
PH Drivers Licence - Grant	240.00	55	13,200	247.00	51	12,597	
PH Drivers Licence - 3 Month	78.00	44	3,432	80.00	55	4,400	
PH Drivers Licence - Renewal	106.00	350	37,100	109.00	300	32,700	
Hackney Carriage Vehicle	132.00	217	28,644	136.00	229	31,144	
Private Hire Vehicle	113.00	335	37,855	116.00	400	46,400	
Private Hire Operator	238.00	7	1,666	245.00	11	2,695	
Transfer of HC/PH vehicle licence	15.00	60	900	15.00	50	750	
Replacement Vehicle Licence Plate	18.00	15	270	19.00	15	285	
Sub total			171,861			166,105	-5,756
(ii) Environmental Services Licences *							
Acupuncture - Shop	238.00	0	0	245.00	0	0	
Acupuncture - Employee	25.00	2	50	25.00	4	100	
Ear Piercing - Shop	238.00	0	0	245.00	1	245	
Ear Piercing - Employee	25.00	4	100	25.00	5	125	
Electrolysis - Shop	238.00	0	0	245.00	0	0	
Electrolysis - Employee	25.00	0	0	25.00	0	0	
Tattooing - Shop	238.00	1	238	245.00	3	735	
Tattooing - Employee	25.00	15	375	25.00	58	1,450	
Dangerous Wild Animals	238.00	0	0	245.00	0	0	
Dog Breeding	238.00	0	0	245.00	0	0	
Animal Boarding Establishments	238.00	0	0	245.00	0	0	
Pet Shops	238.00	6	1,428	245.00	7	1,715	
Sub Total			2,191			4,370	2,179

(iii)
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Other Non-fixed Licences

Sex Establishments	11,444.00	1	11,444	11,444.00	1	11,444		
Motor Salvage Operators (3 Yearly)	97.00	0	0	100.00	1	100		
Tables and Chairs (grant)	551.00	4	2,204	567.00	8	4,536		
Tables and Chairs (renewal)	113.00	15	1,695	116.00	21	2,436		
Tables and Chairs (renewal 3 yearly)	340.00	0	0	350.00	1	350		
Sub Total			15,343			18,866	3,523	5,702
Total			189,395			189,341		

Gambling Act 2005 Licences (Discretionary fees with statutory maxima)

Bingo Club

Transitional (fast track)	300.00	0	0	300.00	0	0
New Application	3,500.00	0	0	3,500.00	0	0
Annual Fee	1,000.00	1	1,000	1,000.00	1	1,000
Variation	1,750.00	0	0	1,750.00	0	0
Transfer	1,200.00	0	0	1,200.00	0	0
Re-Instatement	1,200.00	0	0	1,200.00	0	0
Provisional Statement	3,500.00	0	0	3,500.00	0	0
Provisional Licence Application	1,200.00	0	0	1,200.00	0	0

Betting Premises

Transitional (fast track)	300.00	0	0	300.00	0	0
New Application	3,000.00	1	3,000	3,000.00	1	3,000
Annual Fee	600.00	36	21,600	600.00	40	24,000
Variation	1,500.00	0	0	1,500.00	0	0
Transfer	1,200.00	0	0	1,200.00	0	0
Re-Instatement	1,200.00	0	0	1,200.00	0	0
Provisional Statement	3,000.00	0	0	3,000.00	0	0
Provisional Licence Application	1,200.00	0	0	1,200.00	0	0

Tracks

Transitional (fast track)	300.00	0	0	300.00	0	0
New Application	2,500.00	0	0	2,500.00	0	0
Annual Fee	1,000.00	1	1,000	1,000.00	1	1,000
Variation	1,250.00	0	0	1,250.00	0	0
Transfer	950.00	0	0	950.00	0	0
Re-Instatement	950.00	0	0	950.00	0	0
Provisional Statement	2,500.00	0	0	2,500.00	0	0
Provisional Licence Application	950.00	0	0	950.00	0	0

Family Entertainment Centre

Transitional (fast track)	300.00	0	0	300.00	0	0
New Application	2,000.00	0	0	2,000.00	0	0
Annual Fee	750.00	1	750	750.00	1	750
Variation	1,000.00	0	0	1,000.00	0	0
Transfer	950.00	0	0	950.00	0	0
Re-Instatement	950.00	0	0	950.00	0	0
Provisional Statement	2,000.00	0	0	2,000.00	0	0
Provisional Licence Application	950.00	0	0	950.00	0	0

Adult Gaming Centre

Transitional (fast track)	300.00	0	0	300.00	0	0
New Application	2,000.00	0	0	2,000.00	0	0
Annual Fee	1,000.00	2	2,000	1,000.00	2	2,000
Variation	1,000.00	0	0	1,000.00	0	0
Transfer	1,200.00	0	0	1,200.00	0	0
Re-Instatement	1,200.00	0	0	1,200.00	0	0
Provisional Statement	2,000.00	0	0	2,000.00	0	0
Provisional Licence Application	1,200.00	0	0	1,200.00	0	0

Gambling Act 2005 Permits (Fixed fees)**Family Entertainment Centre**

Transitional	100.00	0	0	100.00	0	0
New Application	300.00	0	0	300.00	0	0
Renewall Fee	300.00	0	0	300.00	0	0

Prize Gaming

Transitional	100.00	0	0	100.00	0	0
New Application	300.00	0	0	300.00	0	0
Renewall Fee	300.00	0	0	300.00	0	0

Alcohol Licensed Premises - notification of 2 or less machines

Application fee	50.00	50	2,500	50.00	50	2,500
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Alcohol Licensed Premises - more than 2 machines

Transitional	100.00	10	1,000	100.00	10	1,000
New Application	150.00	9	1,350	150.00	9	1,350
Annual Fee	50.00	21	1,050	50.00	21	1,050

Club Gaming Permit

Transitional	100.00	0	0	100.00	0	0
New Application	200.00	0	0	200.00	0	0
Renewall Fee	200.00	0	0	200.00	0	0
Annual fee	50.00	2	100	50.00	2	100

Club Gaming Machine Permit

Transitional	100.00	0	0	100.00	0	0
New Application	200.00	0	0	200.00	0	0
Renewall Fee	200.00	0	0	200.00	0	0
Annual fee	50.00	0	0	50.00	0	0

Small Society Lottery Registration

Application fee	40.00	14	560	40.00	14	560
Annual fee	20.00	154	3,080	20.00	154	3,080

Sub Total			37,990			41,390	3,400
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Licensing Act 2003 (Fixed Fees)

Premises Licence / Club Premises Certificate - Grant

Band A	100.00	3	300	100.00	1	100	
Band B		190.00	14	2,660	190.00	12	2,280
Band C	315.00	5	1,575	315.00	0	0	
Band D	450.00	1	450	450.00	0	0	
Band E	635.00	4	2,540	635.00	0	0	

Other Licensing Act 2003 fees

			6,601			8,325
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Premises Licence / Club Premises Certificate - Annual Fee

Band A	70.00	52	3,640	70.00	75	5,250	
Band B		180.00	342	61,560	180.00	403	72,540
Band C	295.00	70	20,650	295.00	82	24,190	
Band D	320.00	15	4,800	320.00	16	5,120	
Band E	350.00	51	17,850	350.00	65	22,750	

Premises Licence / Club Premises Certificate - Variation

Band A	100.00	1	100	100.00	1	100	
Band B		190.00	17	3,230	190.00	9	1,710
Band C	315.00	6	1,890	315.00	1	315	
Band D	450.00	1	450	450.00	0	0	
Band E	635.00	1	635	635.00	3	1,905	

Personal Licence

	37.00	108	3,996	37.00	72	2,664
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Temporary Event Notice

	21.00	226	4,746	21.00	170	3,570
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			137,673			150,819	13,146
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Total income**365,058****381, 550 16,492.00**