

NORWICH CITY COUNCIL

Report for Resolution

Report To Licensing Committee
30 September 2010

ITEM

Report of Head of Citywide Services
Head of Financial Services

5

Subject Licence and Registration Fees

Purpose

This report invites members 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 2010/11 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

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 the Regulatory Committee on 18 March 2008.

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 2010/11

5. The Head of Financial Services and I have considered the level of licence fees for the remainder of the 2010/11 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 5% increase to the current fees, except where the fee is fixed by statute.

Implementation

7. The increases can be brought into effect from the 1st November 2010. 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.

Further reviews

8. It is proposed that a further review of the fees take place in 2011 to allow for any amendments to be put in place for the beginning of the 2011/12 financial year.

LICENSING COMMITTEE - 30 SEPTEMBER 2010 - ITEM 5 - APPENDIX A

NORWICH CITY COUNCIL LICENSING CHARGES 2007/08 TO 2010/11

	2007/08	2008/09	Estimated No. of Licences Issued in 2008/09	Estimated Income 2008/09 £	Recommended Charge (5.00% Increase) 2010/11 £	Estimated No. of Licences Issued in 2010/11	Estimated Income 2010/11 £
DISCRETIONARY FEES							
(i) Hackney Carriage & Private Hire							
HC and PH Drivers - Grant	198.00	208.00	9	1,872	218.00	5	1,090
HC and PH Drivers - Renewal	87.00	91.00	486	44,226	96.00	449	43,104
PH Drivers Licence - Grant	198.00	208.00	36	7,488	218.00	55	11,990
PH Drivers Licence - 3 Month	64.00	67.00	48	3,216	70.00	44	3,080
PH Drivers Licence - Renewal	87.00	91.00	366	33,306	96.00	350	33,600
Hackney Carriage Vehicle	110.00	115.00	311	35,765	120.00	217	26,040
Private Hire Vehicle	93.00	98.00	507	49,686	103.00	335	34,505
Private Hire Operator	196.00	206.00	15	3,090	216.00	7	1,512
Transfer of HC/PH vehicle licence	11.00	12.00	50	600	13.00	60	780
Replacement Vehicle Licence Plate	14.00	15.00	10	150	16.00	15	240
(ii) Environmental Services Licences *							
Acupuncture - Shop	196.00	206.00	1	206	216.00	0	0
Acupuncture - Employee	21.00	22.00	2	44	23.00	2	46
Ear Piercing - Shop	196.00	206.00	1	206	216.00	0	0
Ear Piercing - Employee	21.00	22.00	5	110	23.00	4	92
Electrolysis - Shop	196.00	206.00	0	0	216.00	0	0
Electrolysis - Employee	21.00	22.00	0	0	23.00	0	0
Tattooing - Shop	196.00	206.00	1	206	216.00	1	216
Tattooing - Employee	21.00	22.00	2	44	23.00	15	345
Dangerous Wild Animals	196.00	206.00	0	0	216.00	0	0
Dog Breeding	196.00	206.00	0	0	216.00	0	0
Animal Boarding Establishments	196.00	206.00	0	0	216.00	0	0
Pet Shops	196.00	206.00	4	824	216.00	6	1,296
(iii) Other Non-fixed Licences							
Sex Establishments	9,415.00	9,886.00	1	9,886	10,380.00	1	10,380
Motor Salvage Operators (3 Yearly)	80.00	84.00	0	0	88.00	0	0
Tables and Chairs (grant)	454.00	477.00	3	1,431	500.00	4	2,000
Tables and Chairs (renewal)	93.00	98.00	24	2,352	103.00	15	1,545
Tables and Chairs (renewal 3 yearly)		294.00	0	0	309.00	0	0
				194,708			171,861

Gambling Act 2005 Licences (Discretionary fees with statutory maxima)

Bingo Club

Transitional (fast track)	300.00	300.00	0	600	300.00	0	0
New Application	3,100.00	3,255.00	0	0	3,418.00	0	0
Annual Fee	1,000.00	1,000.00	2	2000	1,000.00	2	2,000
Variation	1,750.00	1,750.00	0	0	1,750.00	0	0
Transfer	1,200.00	1,200.00	0	0	1,200.00	0	0
Re-Instatement	1,200.00	1,200.00	0	0	1,200.00	0	0
Provisional Statement	3,100.00	3,255.00	0	0	3,418.00	0	0
Provisional Licence Application	1,200.00	1,200.00	0	0	1,200.00	0	0

Betting Premises

Transitional (fast track)	300.00	300.00	0	8100	300.00	0	0
New Application	3,000.00	3,000.00	0	3000	3,000.00	1	0
Annual Fee	600.00	600.00	27	16200	600.00	36	16,200
Variation	1,500.00	1,500.00	0	0	1,500.00	0	0
Transfer	1,200.00	1,200.00	0	0	1,200.00	0	0
Re-Instatement	1,200.00	1,200.00	0	0	1,200.00	0	0
Provisional Statement	3,000.00	3,000.00	0	0	3,000.00	0	0
Provisional Licence Application	1,200.00	1,200.00	0	0	1,200.00	0	0

Tracks

Transitional (fast track)	300.00	300.00	0	300	300.00	0	0
New Application	2,500.00	2,500.00	0	0	2,500.00	0	0
Annual Fee	1,000.00	1,000.00	1	1000	1,000.00	1	1,000
Variation	1,250.00	1,250.00	0	0	1,250.00	0	0
Transfer	950.00	950.00	0	0	950.00	0	0
Re-Instatement	950.00	950.00	0	0	950.00	0	0
Provisional Statement	2,500.00	2,500.00	0	0	2,500.00	0	0
Provisional Licence Application	950.00	950.00	0	0	950.00	0	0

Family Entertainment Centre

Transitional (fast track)	300.00	300.00	0	300	300.00	0	0
New Application	2,000.00	2,000.00	0	2,000	2,000.00	0	0
Annual Fee	750.00	750.00	2	750	750.00	1	750
Variation	1,000.00	1,000.00	0	0	1,000.00	0	0
Transfer	950.00	950.00	0	0	950.00	0	0
Re-Instatement	950.00	950.00	0	0	950.00	0	0
Provisional Statement	2,000.00	2,000.00	0	0	2,000.00	0	0
Provisional Licence Application	950.00	950.00	0	0	950.00	0	0

Adult Gaming Centre

Transitional (fast track)	300.00	300.00	0	900	300.00	0	0
New Application	2,000.00	2,000.00	0	2000	2,000.00	0	0
Annual Fee	1,000.00	1,000.00	3	2000	1,000.00	2	2,000
Variation	1,000.00	1,000.00	0	0	1,000.00	0	0
Transfer	1,200.00	1,200.00	0	0	1,200.00	0	0
Re-Instatement	1,200.00	1,200.00	0	0	1,200.00	0	0
Provisional Statement	2,000.00	2,000.00	0	0	2,000.00	0	0
Provisional Licence Application	1,200.00	1,200.00	0	0	1,200.00	0	0

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

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

Prize Gaming

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

Alcohol Licensed Premises - notification of 2 or less machines

Application fee	50.00	50.00	20	250	50.00	50	2,500
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Alcohol Licensed Premises - more than 2 machines

Transitional	100.00	100.00	10	200	100.00	10	1,000
New Application	150.00	150.00	0	0	150.00	9	1,350
Annual Fee	50.00	50.00	10	0	50.00	21	1,050

Club Gaming Permit

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

Club Gaming Machine Permit

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

Small Society Lottery Registration

Application fee	40.00	40.00	10	320	40.00	14	560
Annual fee	20.00	20.00	177	3340	20.00	154	3,080

43,260

31,590

Licensing Act 2003 (Fixed Fees)**Premises Licence / Club Premises Certificate - Grant**

Band A	100.00	100.00	10	1,000	100.00	3	300
Band B	190.00	190.00	16	3,040	190.00	14	2,660
Band C	315.00	315.00	4	1,260	315.00	5	1,575
Band D	450.00	450.00	0	0	450.00	1	450
Band E	635.00	635.00	5	3,175	635.00	4	2,540

Other Licensing Act 2003 fees

8,325

Premises Licence / Club Premises Certificate - Annual Fee

Band A	70.00	70.00	60	4,200	70.00	52	3,640
Band B	180.00	180.00	388	69,840	180.00	342	61,560
Band C	295.00	295.00	70	20,650	295.00	70	20,650
Band D	320.00	320.00	18	5,760	320.00	15	4,800
Band E	350.00	350.00	62	21,700	350.00	51	17,850

Premises Licence / Club Premises Certificate - Variation

Band A	100.00	100.00	3	300	100.00	1	100
Band B	190.00	190.00	12	2,280	190.00	17	3,230
Band C	315.00	315.00	8	2,520	315.00	6	1,890
Band D	450.00	450.00	0	0	450.00	1	450
Band E	635.00	635.00	6	3,810	635.00	1	635

Personal Licence

Temporary Event Notice	37.00	37.00	111	4,107	37.00	108	3,996
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	21.00	21.00	151	3,171	21.00	226	4,746
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155,138

137,673

Total Income**393,106****341,124**