

## REPORT TO

Licensing Committee

**1 March 2018**

<b>Subject:</b>	Review of Fees and Charges under the Licensing Act 2003 and Gambling Act 2005
<b>Director:</b>	<p>David Stevens Executive Director – Adult Social Care, Health and Wellbeing.</p> <p>Stuart Lackenby Director – Protection and Prevention</p> <p>Darren Carter Executive Director - Resources</p>
<b>Contribution towards Vision 2030:</b>	
<b>Contact Officer(s):</b>	<p>Bob Charnley - Trading Standards Manager  <a href="mailto:Bob_chnrley@sandwell.gov.uk">Bob_chnrley@sandwell.gov.uk</a>  0121 569 6592</p> <p>David Elliott – Legal  <a href="mailto:David_elliott@sandwell.gov.uk">David_elliott@sandwell.gov.uk</a>  0121 569 3272</p>

### **DECISION RECOMMENDATIONS**

**That Council:**

That the Licensing Committee approves the fees and charges for 2018/19, as set out in the Appendix, for premises licences and permissions under the Licensing Act 2003 and the Gambling Act 2005 with effect from 1 April 2017.

## **1 PURPOSE OF THE REPORT**

- 1.1. The authority has a statutory responsibility for issuing a wide range of licences, permits and registrations related to premises, various occupations and activities.
- 1.2 Licences are issued for many reasons but usually they are intended to protect the public and to maintain appropriate standards of public safety, and to prevent nuisance. The applicable legislation is;
  - A range of licenses and permits issued under the Licensing Act 2003, i.e. premises licenses, personal licenses and Temporary Event Notices
  - Scrap Metal Dealers 2013, collectors and site licenses
  - A range of licenses and permits issued under the Gambling Act 2005, i.e. Family Entertainment Centre, Club Gaming Permit Club Machine Permit and Licensed Premises Machine Permit
  - Local Government (Miscellaneous Provisions) Act 1976, Sexual Entertainment Venues and Sex Shops
- 1.3 The authority has a statutory duty to produce a Statement of Licensing Policy (SLP) every five years and a Gambling Policy every three years. The policies specify what is expected of applicants and license/permit holders. The authority must have regard to these policies when carrying out their functions.
- 1.4 Licensing of Private Hire and Hackney Carriage trades is a requirement of the Local Government (Miscellaneous Provisions) Act 1976. This Act also gives a Local Authority power to levy charges to meet this requirement resulting in a self-financing service.
- 1.5 The recent implementation of a new policy for Taxi licensing will see efficiency improvements within the service. In the context of these changes the current fee is recommended to remain unchanged until fully evaluated.

## **2 IMPLICATIONS FOR SANDWELL'S VISION**

- 2.1 The fees charged under the Gambling Act 2005 are in respect of services delivered with the objective of securing compliance with legal requirements in order to promote a safe and clean place to live.
- 2.2 The provision of the taxi licensing service contributes towards Vision 2030 by ensuring our communities will feel safe, more protected and confident in their home.

### **3 BACKGROUND AND MAIN CONSIDERATIONS**

- 3.1 This report sets out the proposed fees and charges for the period 2018/19 in relation to premises licences and other permissions under the Licensing Act 2003 and the Gambling Act 2005.
- 3.2 The Council's policies under both the Licensing Act 2003 and Gambling Act 2005 are subject to regular review and consultation with the widest possible range of stakeholders. The list of stakeholders is subject to agreement with the Licensing Committee.
- 3.3 The Council's Gambling Policy 2005 'Statement of Principles' was approved by Full Council on the 20 October 2015 and implemented on the 31 January 2016. Consultation was undertaken as a part of the review.
- 3.4 At its meeting on 7 February 2017, the Cabinet recommended that the Licensing Committee approve the fees and charges set out in Appendix 1 to this report, with effect from 1 April 2018.

### **4 THE CURRENT POSITION**

- 4.1 The Council requires all Divisions to undertake a review of its fees and charges on an annual basis.

### **5 CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)**

- 5.1 The report details the current fees and charges and a proposal that the licence fees remain unchanged for 2018/19, subject to third party fee increases. Any variation to the vehicle or operator licence fees would require consultation with licence holders. As the proposal is for all existing fees and charges to remain unchanged during 2018/19 consultation is not necessary. The Licensing Office will inform the trade via its newsletter that the fees and charges are to remain unchanged for the ninth successive year.

### **6 ALTERNATIVE OPTIONS**

- 6.1 Benchmarking with other local authorities and private organisations has indicated that, where relevant fees or charges apply, charges are still comparative with neighbouring authorities. The Gambling Act 2005 requires local authorities when setting fees that the Council must aim to ensure that the income raised equates as nearly as possible to the cost of providing the service to which the fee relates.

## **7 STRATEGIC RESOURCE IMPLICATIONS**

- 7.1 This report recommends approval for fees and charges to be introduced for 2018/19 as part of the Council proposed budget setting arrangements.

## **8 LEGAL AND GOVERNANCE CONSIDERATIONS**

- 8.1 Section 2 of the Gambling Act 2005 provides that the Council is a Licensing Authority. The 2005 Act places a duty on Local Authorities to undertake the licensing functions specified in the Act. The setting of fees is provided by Section 212 of the 2005 Act. Section 212 (1) of the Act states regulations proscribing a fee may provide for the amount of the fee to be determined by a Licensing Authority, and may, if they make provision, specify constraints on a Licensing Authority's power to determine the amount of the fee.
- 8.2 Section 3 of the Licensing Act 2003 provides that the Council is a Licensing Authority. The 2003 Act places a duty on Local Authorities to undertake the licensing functions specified in the Act.
- 8.3 The Licensing Act 2003 (Fees) Regulations 2005 provide for the determination of the fees to accompany the making of applications and the giving of notices under the Licensing Act 2003 and the payment of those fees. Further, they make provision for the payment of annual fees in respect of premises licences and club premises certificates granted under the Act.'

## **9 EQUALITY IMPACT ASSESSMENT**

- 9.1 An initial Equality Impact Assessment (EIA) has been carried out. No issues have been identified which impact on a particular group therefore a full EIA is not required

## **10 DATA PROTECTION IMPACT ASSESSMENT**

- 10.1 N/A

## **11 CRIME AND DISORDER AND RISK ASSESSMENT**

- 11.1 All aspects of Licensing aim to promote a safe, clean place to live, where communities feel secure and confident in their homes and neighbourhoods.

## **12 SUSTAINABILITY OF PROPOSALS**

- 12.1 There are no direct sustainability issues arising from this report.

## **13 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE)**

13.1 The Licensing Committees strive to promote the four licensing objectives as defined by the Licensing Act 2003, which must be taken into account its function are carried out. They are:

- the prevention of crime and disorder;
- public safety;
- prevention of public nuisance;
- the protection of children from harm.

## **14 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND**

14.1 Land or property which is subject to the requirements of Licensing will require the appropriate license/permit.

## **15 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

15.1 That the Licensing Committee approves the fees and charges related to Licensing for 2018/19, as set out in the Appendices below.

## **16 BACKGROUND PAPERS**

16.1 N/A

## **17 APPENDICES:**

1.0 Fees and Charges table (Premises)



**David Stevens**

**Executive Director Adults Social Care and Health and Wellbeing**

**Stuart Lackenby**

**Director Protection and Prevention**

**Darren Carter**

**Executive Director – Resources**

## 1.0 Fees and Charges table (Premises)

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
<b>Licensing of Houses in Multiple Occupation</b>						
Initial licence fee	£797.75	3.00	£23.95	£821.70		No
Renewal licence fee	£570.00	3.00	£17.10	£587.10		No
Discount for second and subsequent properties	£53.00	3.02	£1.60	£54.60		No
Discount for MLAS membership	£158.00	3.01	£4.75	£162.75		No
Discount for membership of Landlord Association	£53.00	3.02	£1.60	£54.60		No
<b>Charges for Housing Act 2004 Enforcement Action</b>						
Charge per hour based on officer grade, eg SCP 37	£30.80	2.92	£0.90	£31.70	Rate depends on Salary scale of case officer	No
<b>Environmental Protection</b>						
Commercial pest treatments/hour	£61.30	3.02	£1.85	£63.15		Yes
Contract pest treatments/hour	£60.30	2.99	£1.80	£62.10		Yes
Chargeable domestic Insect	£41.67	0.00	£0.00	£41.67		Yes
Landfill location plan and data sheet	£41.00	3.05	£1.25	£42.25		No
Check if property <250m from landfill site*	£11.00	3.18	£0.35	£11.35		No
Detailed report on contaminated land/hour	£77.50	3.03	£2.35	£79.85		No
<b>Fixed Penalty Notices</b>						
Failure to produce waste transfer note - set by statute	£300.00	0.00	£0.00	£300.00		No
Failure to produce waste carrier's docs - set by statute	£300.00	0.00	£0.00	£300.00		No
Offences in relation to waste receptacles (Household) **	£80.00	0.00	£0.00	£80.00	Penalty range set nationally	No
Offences in relation to waste receptacles (Commercial)	£100.00	0.00	£0.00	£100.00		No

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
Fixed penalty for the unauthorised deposit of waste	£400.00	0.00	£0.00	£400.00	Penalty range set nationally	No
Offences in relation to intruder alarm notification	£75.00	0.00	£0.00	£75.00		No
Noise Act 1996, noise from licensed premises-by statute	£500.00	0.00	£0.00	£500.00		No
Noise Act 1996, offence in relation to noise from dwellings	£100.00	0.00	£0.00	£100.00		No
Failure to comply with notice to install smoke/CO detector	£1,000.00	0.00	£0.00	£1,000.00	Penalty range set nationally	No
First offence	£1,000.00	0.00	£0.00	£1,000.00	Penalty range set nationally	No
Second offence	£2,500.00	0.00	£0.00	£2,500.00	Penalty range set nationally	No
Three or more offences	£5,000.00	0.00	£0.00	£5,000.00	Penalty range set nationally	No
Failure of letting agent to register with redress scheme	£5,000.00	0.00	£0.00	£5,000.00	Penalty range set nationally	No
Cost recovery for requested Food Hygiene Rating Scheme (FHRS) re-inspections	£150.00	0.00	£0.00	£150.00	Prescribed method of calculating fee	No
Charges for House Surveys in support of UK Entry Clearance Applications	£90.00	3.00	£2.70	£92.70		Yes
<b>Miscellaneous</b>						
Performing Animals Act	£223.40	3.00	£6.70	£230.10		No
Riding Establishments	£193.00	3.01	£5.80	£198.80		No
Pet Shops	£137.00	2.99	£4.10	£141.10		No
Skin Piercing Premises	£218.00	3.00	£6.55	£224.55		No
Mobile Trader Consents (ice cream vans)	£357.00	3.00	£10.70	£367.70		No
Food Safety Health certificates	£81.00	3.02	£2.45	£83.45		No
Provision of statements to solicitors	£165.00	3.00	£4.95	£169.95		No
Animal Boarding Establishments	£115.00	3.00	£3.45	£118.45		No
Dog breeding establishments	£85.00	3.00	£2.55	£87.55		No
Dangerous wild animals	£80.90	3.03	£2.45	£83.35		No
Registration of persons skin piercing	£52.00	2.98	£1.55	£53.55		No

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
<b>Primary Authority</b>						
Primary Authority - Regulatory Services and PSH	£70.00	3.00	£2.10	£72.10		Yes
<b>Trading Standards</b>						
Hourly rate	£118.40	3.00	£3.55	£121.95		Yes
Proceeds of Crime Investigations (AFI's)	£67.15	2.98	£2.00	£69.15		Yes
Responsible Retailer Scheme			NEW	£159.00		No
<b>Trading Standards and Licencing</b>						
<b>Licensing Act 2003</b>						
Temporary event notice	£21.00	0.00	£0.00	£21.00	Set by statute	No
Theft, loss etc of temporary event notice	£10.50	0.00	£0.00	£10.50	Set by statute	No
Theft, loss, etc of premises licence or summary	£10.50	0.00	£0.00	£10.50	Set by statute	No
Premises licence notification of change of name or address	£10.50	0.00	£0.00	£10.50	Set by statute	No
Application to vary licence to specify individual as premises supervisor	£23.00	0.00	£0.00	£23.00	Set by statute	No
Application for transfer of premises licence	£23.00	0.00	£0.00	£23.00	Set by statute	No
Theft, loss etc of club certificate or summary	£10.50	0.00	£0.00	£10.50	Set by statute	No
Notification of change of name or alteration of rules of club	£10.50	0.00	£0.00	£10.50	Set by statute	No
Change of relevant registered address of club	£10.50	0.00	£0.00	£10.50	Set by statute	No
Right of freeholder etc to be notified of licensing matters	£21.00	0.00	£0.00	£21.00	Set by statute	No
Interim authority notice following death etc of licence holder	£23.00	0.00	£0.00	£23.00	Set by statute	No
Application for a provisional statement where premises being built etc.	£315.00	0.00	£0.00	£315.00	Set by statute	No
Minor variation application	£89.00	0.00	£0.00	£89.00	Set by statute	No
Personal licence grant application	£37.00	0.00	£0.00	£37.00	Set by statute	No



Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
Theft, loss, etc of personal licence or summary	£10.50	0.00	£0.00	£10.50	Set by statute	No
Personal licence notification of change of name or address	£10.50	0.00	£0.00	£10.50	Set by statute	No
<b>New applications and variations according to rateable value:-</b>						
Band A (None - £4,300)	£100.00	0.00	£0.00	£100.00	Set by statute	No
Band B (£4,301 - £33,000)	£190.00	0.00	£0.00	£190.00	Set by statute	No
Band C (£33,001 - £87,000)	£315.00	0.00	£0.00	£315.00	Set by statute	No
Band D (£87,001 - £125,000)	£450.00	0.00	£0.00	£450.00	Set by statute	No
Band E (£125,001+)	£635.00	0.00	£0.00	£635.00	Set by statute	No
<b>Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises:-</b>		0.00			Set by statute	
Band D x2 (£87,001 - £125,000)	£900.00	0.00	£0.00	£900.00	Set by statute	No
Band E x3 (£125,001+)	£1,905.00	0.00	£0.00	£1,905.00	Set by statute	No
<b>Annual Fee (charge) according to rateable value:-</b>						
Band A (None - £4,300)	£70.00	0.00	£0.00	£70.00	Set by statute	No
Band B (£4,301 - £33,000)	£180.00	0.00	£0.00	£180.00	Set by statute	No
Band C (£33,001 - £87,000)	£295.00	0.00	£0.00	£295.00	Set by statute	No
Band D (£87,001 - £125,000)	£320.00	0.00	£0.00	£320.00	Set by statute	No
Band E (£125,001+)	£350.00	0.00	£0.00	£350.00	Set by statute	No
<b>Annual Charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises:-</b>						
Band D x2 (£87,001 - £125,000)	£640.00	0.00	£0.00	£640.00	Set by statute	No
Band E x3 (£125,001+)	£1,050.00	0.00	£0.00	£1,050.00	Set by statute	No

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
<b>New application and variation clubs according to rateable value:-</b>					Set by statute	
Band A (None - £4,300)	£100.00	0.00	£0.00	£100.00	Set by statute	No
Band B (£4,301 - £33,000)	£190.00	0.00	£0.00	£190.00	Set by statute	No
Band C (£33,001 - £87,000)	£315.00	0.00	£0.00	£315.00	Set by statute	No
Band D (£87,001 - £125,000)	£450.00	0.00	£0.00	£450.00	Set by statute	No
Band E (£125,001+)	£635.00	0.00	£0.00	£635.00	Set by statute	No
<b>Annual charge clubs according to rateable value:-</b>						
Band A (None - £4,300)	£70.00	0.00	£0.00	£70.00	Set by statute	No
Band B (£4,301 - £33,000)	£180.00	0.00	£0.00	£180.00	Set by statute	No
Band C (£33,001 - £87,000)	£295.00	0.00	£0.00	£295.00	Set by statute	No
Band D (£87,001 - £125,000)	£320.00	0.00	£0.00	£320.00	Set by statute	No
Band E (£125,001+)	£350.00	0.00	£0.00	£350.00	Set by statute	No
<b>Additional premises licence fee (Number in attendance at any one time):-</b>						
5,000 to 9,999	£1,000.00	0.00	£0.00	£1,000.00	Set by statute	No
10,000 to 14,999	£2,000.00	0.00	£0.00	£2,000.00	Set by statute	No
15,000 to 19,999	£4,000.00	0.00	£0.00	£4,000.00	Set by statute	No
20,000 to 29,999	£8,000.00	0.00	£0.00	£8,000.00	Set by statute	No
30,000 to 39,999	£16,000.00	0.00	£0.00	£16,000.00	Set by statute	No
40,000 to 49,999	£24,000.00	0.00	£0.00	£24,000.00	Set by statute	No
50,000 to 59,999	£32,000.00	0.00	£0.00	£32,000.00	Set by statute	No
60,000 to 69,999	£40,000.00	0.00	£0.00	£40,000.00	Set by statute	No
70,000 to 79,999	£48,000.00	0.00	£0.00	£48,000.00	Set by statute	No
80,000 to 89,999	£56,000.00	0.00	£0.00	£56,000.00	Set by statute	No
90,000 and over	£64,000.00	0.00	£0.00	£64,000.00	Set by statute	No
<b>Additional Annual fee payable if applicable:-</b>						
5,000 to 9,999	£500.00	0.00	£0.00	£500.00	Set by statute	No
10,000 to 14,999	£1,000.00	0.00	£0.00	£1,000.00	Set by statute	No
15,000 to 19,999	£2,000.00	0.00	£0.00	£2,000.00	Set by statute	No
20,000 to 29,999	£4,000.00	0.00	£0.00	£4,000.00	Set by statute	No

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
30,000 to 39,999	£8,000.00	0.00	£0.00	£8,000.00	Set by statute	No
40,000 to 49,999	£12,000.00	0.00	£0.00	£12,000.00	Set by statute	No
50,000 to 59,999	£16,000.00	0.00	£0.00	£16,000.00	Set by statute	No
60,000 to 69,999	£20,000.00	0.00	£0.00	£20,000.00	Set by statute	No
70,000 to 79,999	£24,000.00	0.00	£0.00	£24,000.00	Set by statute	No
80,000 to 89,999	£28,000.00	0.00	£0.00	£28,000.00	Set by statute	No
90,000 and over	£32,000.00	0.00	£0.00	£32,000.00	Set by statute	No
<b>Gambling Act 2005</b>						
<b>Converted casino premises licences:-</b>						
Grant	£1,265.00	0.00	£0.00	£1,265.00	Maximum fee set by DCMS	No
Annual fee	£1,265.00	0.00	£0.00	£1,265.00	Maximum fee set by DCMS	No
Fee for application to vary licence	£950.00	0.00	£0.00	£950.00	Maximum fee set by DCMS	No
Fee for application to transfer a licence	£631.90	0.00	£0.00	£631.90	Maximum fee set by DCMS	No
Fee for application for reinstatement of a licence	£631.90	0.00	£0.00	£631.90	Maximum fee set by DCMS	No
Copy licence	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Notification of change	£35.00	0.00	£0.00	£35.00	Maximum fee set by DCMS	No
<b>Bingo premises licence:-</b>		0.00				
Grant	£1,895.00	0.00	£0.00	£1,895.00	Maximum fee set by DCMS	No
Annual fee	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application to vary licence	£823.60	0.00	£0.00	£823.60	Maximum fee set by DCMS	No
Fee for application to transfer a licence	£570.00	0.00	£0.00	£570.00	Maximum fee set by DCMS	No
Fee for application for reinstatement of a licence	£570.00	0.00	£0.00	£570.00	Maximum fee set by DCMS	No
Fee for application for provisional statement	£1,895.00	0.00	£0.00	£1,895.00	Maximum fee set by DCMS	No
Copy licence	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Notification of change	£35.00	0.00	£0.00	£35.00	Maximum fee set by DCMS	No
<b>Betting premises (track) licence:-</b>		0.00				
Grant	£1,265.00	0.00	£0.00	£1,265.00	Maximum fee set by DCMS	No
Annual fee	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
Fee for application to vary licence	£631.90	0.00	£0.00	£631.90	Maximum fee set by DCMS	No
Fee for application to transfer a licence	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application for reinstatement of a licence	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application for provisional statement	£1,265.00	0.00	£0.00	£1,265.00	Maximum fee set by DCMS	No
Copy licence	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Notification of change	£35.00	0.00	£0.00	£35.00	Maximum fee set by DCMS	No
<b>Betting premises (other) licence:-</b>						
Grant	£1,265.00	0.00	£0.00	£1,265.00	Maximum fee set by DCMS	No
Annual fee	£320.00	0.00	£0.00	£320.00	Maximum fee set by DCMS	No
Fee for application to vary licence	£631.90	0.00	£0.00	£631.90	Maximum fee set by DCMS	No
Fee for application to transfer a licence	£505.55	0.00	£0.00	£505.55	Maximum fee set by DCMS	No
Fee for application for reinstatement of a licence	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application for provisional statement	£1,263.80	0.00	£0.00	£1,263.80	Maximum fee set by DCMS	No
Copy licence	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Notification of change	£35.00	0.00	£0.00	£35.00	Maximum fee set by DCMS	No
<b>Family entertainment centre premises licence:-</b>		0.00				
Grant	£760.00	0.00	£0.00	£760.00	Maximum fee set by DCMS	No
Annual fee	£383.45	0.00	£0.00	£383.45	Maximum fee set by DCMS	No
Fee for application to vary licence	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application to transfer a licence	£445.00	0.00	£0.00	£445.00	Maximum fee set by DCMS	No
Fee for application for reinstatement of a licence	£445.00	0.00	£0.00	£445.00	Maximum fee set by DCMS	No
Fee for application for provisional statement	£760.00	0.00	£0.00	£760.00	Maximum fee set by DCMS	No
Copy licence	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Notification of change	£35.00	0.00	£0.00	£35.00	Maximum fee set by DCMS	No
<b>Adult gaming centre premises:-</b>		0.00				

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
Grant	£950.00	0.00	£0.00	£950.00	Maximum fee set by DCMS	No
Annual fee	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application to vary licence	£505.50	0.00	£0.00	£505.50	Maximum fee set by DCMS	No
Fee for application to transfer a licence	£570.00	0.00	£0.00	£570.00	Maximum fee set by DCMS	No
Fee for application for reinstatement of a licence	£570.00	0.00	£0.00	£570.00	Maximum fee set by DCMS	No
Fee for application for provisional statement	£950.00	0.00	£0.00	£950.00	Maximum fee set by DCMS	No
Copy licence	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Notification of change	£35.00	0.00	£0.00	£35.00	Maximum fee set by DCMS	No
<b>Temporary Use Notice:-</b>		0.00				
Temporary Use Notice	£500.00	0.00	£0.00	£500.00	Maximum fee set by DCMS	No
Temporary Use Notice - Copy Notice	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
<b>Licensed Premises Gaming Machine Permit:-</b>		0.00				
Grant	£150.00	0.00	£0.00	£150.00	Maximum fee set by DCMS	No
Grant (Existing Operator)	£100.00	0.00	£0.00	£100.00	Maximum fee set by DCMS	No
Annual Fee	£50.00	0.00	£0.00	£50.00	Maximum fee set by DCMS	No
Variation	£100.00	0.00	£0.00	£100.00	Maximum fee set by DCMS	No
Transfer	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Change of Name	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
Copy of permit	£15.00	0.00	£0.00	£15.00	Maximum fee set by DCMS	No
<b>Club Gaming &amp; Club Machine Permits:-</b>		0.00				
Grant or Renewal	£200.00	0.00	£0.00	£200.00	Maximum fee set by DCMS	No
Grant or Renewal (Fast Track)	£100.00	0.00	£0.00	£100.00	Maximum fee set by DCMS	No
Variation	£100.00	0.00	£0.00	£100.00	Maximum fee set by DCMS	No
Annual Fee	£50.00	0.00	£0.00	£50.00	Maximum fee set by DCMS	No
Copy of permit	£15.00	0.00	£0.00	£15.00	Maximum fee set by DCMS	No
<b>Lottery Registration:-</b>		0.00				
Grant statutory fee	£40.00	0.00	£0.00	£40.00	Maximum fee set by DCMS	No

Service Provided	Standard Charge 2017/18	Increase / (Decrease) in % 2018/19	Increase / (Decrease) in £ 2018/19	Proposed Charge 2018/19	Comment	VAT
Annual statutory fee	£20.00	0.00	£0.00	£20.00	Maximum fee set by DCMS	No
<b>Automatic Entitlement – up to two Cat C or D machines:-</b>		0.00				
Notification	£50.00	0.00	£0.00	£50.00	Maximum fee set by DCMS	No
<b>Unlicensed Family Entertainment Centre:-</b>		0.00				
Grant	£300.00	0.00	£0.00	£300.00	Maximum fee set by DCMS	No
Grant (Existing Operator)	£100.00	0.00	£0.00	£100.00	Maximum fee set by DCMS	No
Renewal	£300.00	0.00	£0.00	£300.00	Maximum fee set by DCMS	No
Copy of permit	£15.00	0.00	£0.00	£15.00	Maximum fee set by DCMS	No
Change of Name	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
<b>Prize Gaming Permit-</b>		0.00				
Grant	£300.00	0.00	£0.00	£300.00	Maximum fee set by DCMS	No
Grant (Existing Operator)	£100.00	0.00	£0.00	£100.00	Maximum fee set by DCMS	No
Renewal	£300.00	0.00	£0.00	£300.00	Maximum fee set by DCMS	No
Copy of permit	£15.00	0.00	£0.00	£15.00	Maximum fee set by DCMS	No
Change of Name	£25.00	0.00	£0.00	£25.00	Maximum fee set by DCMS	No
<b>Sex Establishments-</b>						
Sex Establishments (grant)	£3,102.45	3.00	£93.05	£3,195.50		No
Sex Establishments (renewal)	£3,102.45	3.00	£93.05	£3,195.50		No
Sex Establishments (transfer)	£3,102.45	3.00	£93.05	£3,195.50		No
Sex Establishments (variation)	£3,102.45	3.00	£93.05	£3,195.50		No
Sexual Entertainment Venues (grant)	£3,102.45	3.00	£93.05	£3,195.50		No
Sexual Entertainment Venues (renewal)	£3,102.45	3.00	£93.05	£3,195.50		No
Sexual Entertainment Venues (transfer)	£3,102.45	3.00	£93.05	£3,195.50		No
Sexual Entertainment Venues (variation)	£3,102.45	3.00	£93.05	£3,195.50		No
<b>Scrap Metal Dealers Act 2013</b>						
Grant/Renewal of Site Licence - one site	£365.00	3.00	£10.95	£375.95		No

<b>Service Provided</b>	<b>Standard Charge 2017/18</b>	<b>Increase / (Decrease) in % 2018/19</b>	<b>Increase / (Decrease) in £ 2018/19</b>	<b>Proposed Charge 2018/19</b>	<b>Comment</b>	<b>VAT</b>
Each additional site on grant/renewal application	£55.30	2.98	£1.65	£56.95		No
Grant/Renewal of Collectors Licence	£265.00	3.00	£7.95	£272.95		No
Replacement or copy licence	£30.00	3.00	£0.90	£30.90		No
Variation to change licensee name	£35.00	3.00	£1.05	£36.05		No
Variation to change site details (add or remove a site)	£55.30	2.98	£1.65	£56.95		No
Variation to change Site Manager	£50.00	3.00	£1.50	£51.50		No
Variation to change Collectors to Site Licence	£85.00	3.00	£2.55	£87.55		No