



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
Telephone: 01353 665555

MEETING: **LICENSING COMMITTEE**

TIME: 09:30am

DATE: Wednesday 11th November 2020

VENUE: **PLEASE NOTE: Due to the introduction of restrictions on gatherings of people by the Government due to the Covid-19 outbreak, this meeting will be conducted remotely facilitated using the Zoom video conferencing system. There will be no access to the meeting at the Council Offices, but details of the public viewing arrangements for this meeting are detailed in the Notes box at the end of the Agenda.**

ENQUIRIES REGARDING THIS AGENDA: Adrian Scaites-Stokes

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Membership:

Conservative Members

Julia Huffer (Chairman)
Alan Sharp (Vice
Chairman)
David Ambrose Smith
Lavinia Edwards
Jo Webber

Liberal Democrat Members

Simon Harries
Mark Inskip
Alec Jones (Lead Member)
Gareth Wilson

Independent Group

Sue Austen (Lead
Member)

Substitutes:

Christine Ambrose Smith
Ian Bovingdon
Lisa Stubbs

Substitutes:

Victoria Charlesworth
Lorna Dupré
John Trapp

Substitute:

Paola Trimarco

Lead Officer:

Liz Knox, Environmental Services Manager

Quorum: 5 Members

A G E N D A

1. Roll Call, Apologies and Substitutions

2. **Declarations of Interest**

To receive declarations of interest from Members for any items on the Agenda in accordance with the Members Code of Conduct

3. **Minutes**

To receive and confirm as a correct record the Minutes of the Licensing Committee Meeting held on 14th October 2020

4. **Chairman's Announcements**

5. **Review of Licensing Fees**

6. **Senior Licensing Officer's Update [verbal report]**

7. **Forward Agenda Plan**

NOTES:

1. Since the introduction of restrictions on gatherings of people by the Government in March 2020, it has not been possible to hold standard face to face public meetings at the Council Offices. This led to a temporary suspension of meetings. The Coronavirus Act 2020 now has been implemented, however, and in Regulations made under Section 78 it gives local authorities the power to hold meetings without it being necessary for any of the participants or audience to be present together in the same room. The meeting will be streamed via YouTube (please see relevant agenda webpage for link).

2. Fire instructions for meetings:

- If the fire alarm sounds please make your way out of the building by the nearest available exit - i.e. the back staircase or the fire escape in the chamber. Do not to use the lifts.
- The fire assembly point is in the front staff car park by the exit barrier.
- This building has an auto-call system to the fire services, so there is no need for anyone to call the fire services.

The Committee Officer will sweep the area to ensure that everyone is out of this area.

3. Reports are attached for each agenda item unless marked "oral".

4. If required all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: translate@eastcambs.gov.uk

5. If the Committee wishes to exclude the public and press from the meeting a resolution in the following terms will need to be passed:

"That the press and public be excluded during the consideration of the remaining items no. X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item there would be disclosure to them of exempt information of Categories X Part I Schedule 12A to the Local Government Act 1972 (as Amended)."

AGENDA ITEM NO. 3



EAST
CAMBRIDGESHIRE
DISTRICT COUNCIL

Minutes of a meeting of the Licensing Committee facilitated via the Zoom Video Conferencing System at The Grange, Nutholt Lane, Ely on Wednesday, 14th October 2020 at 9:30am.

PRESENT

Cllr Julia Huffer (Chairman)
Cllr David Ambrose Smith
Cllr Sue Austen
Cllr Lavinia Edwards
Cllr Mark Inskip
Cllr Alec Jones
Cllr Alan Sharp
Cllr Jo Webber
Cllr Gareth Wilson

OFFICERS

Stewart Broome – Senior Licensing Officer
Maggie Camp – Legal Services Manager and Monitoring Officer
Liz Knox – Environmental Services Manager
Adrian Scaites-Stokes – Democratic Services Officer
Angela Tyrrell – Senior Legal Assistant
Russell Wignall – Legal Assistant

19. **APOLOGIES**

Apologies were received from Councillor Simon Harries.

20. **DECLARATIONS OF INTEREST**

No declarations of interest were made.

21. **MINUTES**

It was resolved:

That the Minutes of the Licensing Committee meeting held on 9th September 2020 be confirmed as a correct record and be signed by the Chairman.

22. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made no announcements.

23. **MISCELLANEOUS TAXI LICENSING POLICY AMENDMENTS**

The Committee considered a report, V88 previously circulated, that sought approval of minor amendments to the existing Private Hire and Hackney Carriage Licensing Policy.

The Senior Licensing Officer informed the Committee about the salient points of new Government statutory guidance for taxis and asked for approval to agree consequential changes required for the relevant Policy. The Government had been called to overhaul the legislation controlling taxis but this had not yet happened. There had also been a request for more consistency with the licensing of vehicles, drivers and operators and determining whether someone was 'fit and proper'. This situation was being looked at for improvement due to issues of sexual exploitation within the taxi trade, which had a damaging effect on the trade's reputation.

Members had approved the Council's last version of the Policy in 2017, which came into effect in 2018. This had incorporated some improvements but it had also been reviewed in 2019, with some minor amendments included. New amendments were now required so the Policy adhered to the Government guidance. The guidance also covered procedural matters, which did not need including in the Policy.

Table 1 in the report set out the requirements of the new guidance, whether any action was needed to amend the Policy to suit and listed the tracked changes in proposed revised Policy, as shown in Appendix 1. Some requirements were already in place in the Policy, including whistleblowing, changes having to be retrospective, disclosure to the Police, referrals to the Disclosure and Barring Service (DBS) and a complaints system. Amendments were needed, and had been highlighted in Appendix 1, and included the timescale for DBS checks, convictions notifications, Member safeguarding training, possible requirement for CCTV in vehicles and new operator conditions.

As a consequence, the complaints scheme would be looked at for improvement, the requirement for Member training would be resolved, some clarity would be sought over the list of barred people who should not be licensed and oral and written skills, a consultation could be undertaken on the use of CCTV and cross-border licensing enforcement activities would be worked on with local contemporaries.

Although there was not a legal requirement to amend the existing Policy, the Authority would have to take regard of the new guidance. The changes in the Policy would only have a minor impact on the taxi trade but would then align it with the national guidance and help promote the licensing objectives.

In reply to the Committee's queries, Members were informed that there was no timeframe stipulated for licence holders to comply with retrospective aspects of the guidance but depending on the nature of the change Members were free to choose the time periods to comply. The members of the taxi trade who did not heed the warning given in 2018 would incur additional costs for DBS checks. A DBS check cost £49 and last three years but those already signed on to the update service, around 80% to 85% of drivers, paid £13 per year and their certificates did not expire and could be renewed every six months without additional charge. Those not on the update service were breaching their licence and would have to apply for a new DBS check every six months at £49 each time.

Member safeguarding training for Licensing Committee could be available remotely and the Senior Licensing Officer could run a two hour session, as done for the taxi drivers. The Environmental Services Manager thought for the wider audience of other members and Council officers a different type of training would be needed.

A number of other local authorities had been caught out over issues of sexual exploitation, so CCTV was being considered as a solution. This would be meant to safeguard passengers and drivers but would have a cost implication for the taxi trade. The system would include separate 'panic' buttons for the passengers and driver. Some vehicles already used dash cams but these only had a couple of conditions attached, whereas using CCTV could be better controlled. The new guidance suggested that the local area should be canvassed to garner positive or negative responses to the compulsory installation of CCTV in vehicles. Realistically, the consultation would take place early in 2021.

It was resolved:

- (i) That the existence of the new Statutory Guidance for Taxis published 21 July 2020, and the procedural changes mentioned in the report, be noted;
- (ii) That the minor amendments to the Private hire and hackney Carriage Licensing Policy shown in table1 and as tracked changes in Appendix 1 to this report be approved to come into effect immediately;
- (iii) That officers be instructed to consult to identify if there were any local circumstances which indicated whether introducing CCTV in vehicles would have a positive or negative impact.

24. LICENSING OFFICER UPDATE

The Committee considered a verbal report that updated Members on the work of officers within the Licensing Department.

The Senior Licensing Officer advised the Committee that since the last update the Department had just be concentrating on implementing the Government's requirements, such as the imposition of the 10pm venue closing times and noise caps, plus the day-to-day situations. It continued to offer support to the trades but there were warning signs that some businesses, particularly from animal welfare, that they could close. The department continued to offer help, including spreading payments.

The Environmental Services Manager revealed that the Government had provided some more funding to ensure compliance and enforcement relating to COVID guidance. Thought needed to be given on how this money could be used, whether to fund a new post to check businesses or help people understand the new requirements, as people were getting confused on what they needed to do. Generally, compliance was good with very few complaints being received. The main issues revolved around the quick legislation changes and ensuring communications were good to get the messages out.

25. **FORWARD AGENDA PLAN**

The Committee considered its Forward Agenda Plan.

The Senior Licensing Officer advised the Committee that two reports would be brought to the Committee: Licensing Fees to the November meeting and CCTV in Taxis Consultation to the December meeting.

The meeting concluded at 10:19am.

TITLE: REVIEW OF LICENSING FEES

COMMITTEE: LICENSING COMMITTEE

DATE: 11 NOVEMBER 2020

AUTHOR: SENIOR LICENSING OFFICER

[V101]

1.0 ISSUE

1.1 This report sets out the statutory fees that East Cambridgeshire District Council is required to charge for specific licences under the Licensing Act 2003 and the Gambling Act 2005.

1.2 The report also sets out the fees for the period 1 April 2021 to 31 March 2022 in respect of those licences and licensing related activities where the authority has the discretion to determine the relevant fees; this includes, but is not limited to hackney carriage and private hire licences, and animal licences.

2.0 RECOMMENDATION(S)

2.1 That Members:

- i) note the statutory fees that East Cambridgeshire District Council is required to charge in respect of the specified licences under the Licensing Act 2003 and the Gambling Act 2005 as set out in Appendix 1 and Appendix 2, and agree to implement these fees (or if subject to statutory amendment, the relevant amended fees) on the 1 April 2021.
- ii) instruct Officers to implement, as appropriate, any other statutory fees that may be brought into force during the 2020/2021 financial year.
- iii) instruct Officers to include the agreed fees in the 2021/2022 annual fees and charges report that is presented to full Council.

2.2 That Members:

- i) agree to implement the proposed fees relevant to those licences and licensing related activities where the authority has the discretion to determine the fees, as set out in Appendix 3 and Appendix 4, on the 1 April 2021.
- ii) agree to implement the proposed fees relevant to Animal Welfare licensing, as set out in Appendix 5 on the 1 April 2021.
- iii) instruct Officers to include the fees in the 2021/22 annual fees and charges report that is presented to full Council.

2.3 That Members:

- i) agree to implement the proposed fees relevant to hackney carriage, private hire and operator licensing, as set out in Appendix 6 on the 1 April 2021.
- ii) instruct Officers to include the proposed fees, as set out in Appendix 6, in the 2021/22 annual fees and charges report that is presented to full Council.

3.0 BACKGROUND

- 3.1 With the exception of statutory fees set by central government the Council is responsible for setting fees and charges for the licensing regulations it is responsible for administering and enforcing.
- 3.2 There is no statutory duty on the Council to consult when setting or revising licensing fees with the exception of those fees relating to hackney carriage, private hire vehicles and operators' licences under Section 70 of the Local Government (Miscellaneous Provisions) Act 1976.
- 3.3 The Committee's legal authority to agree the recommendations is based within a range of specific licensing legislation together with the delegated functions set out in the Council's constitution. Extracts from the relevant legislation are provided in Appendix 7. Due consideration must also be given to the provisions of the EU Services Directive and the judgement in the Hemming case. Members are advised that Officers have considered these requirements when compiling this report.
- 3.4 The Council's fees and charges may be challenged through a number of routes, e.g. service complaints to the Local Government Ombudsman or via a judicial review.
- 3.5 The consequences of such a challenge are clearly demonstrated in the Court of Appeal judgement given in respect of R Hemming and others v Westminster City Council case, which involved the licensing of sex shops in Soho and Covent Garden.
- 3.6 The judgement has made it clear that local authorities may become liable for substantial costs if it is found that procedures for setting fees have not been correctly followed, and if the fees are not reasonable and proportionate to the costs of the licensing procedures.
- 3.7 When considering whether the licensing fees are reasonable and proportionate, it is also necessary to look at each regulatory power separately. In simple terms this means taxi and private hire licence holders should not be charged a fee for their licence that creates an excess which is then used to subsidise the fees paid by applicants wishing to obtain another type of licence such as an animal welfare licence for boarding dogs.

- 3.8 To reduce the risk of challenge to the Council, in 2015 officers created a financial modelling tool to help calculate the fees from 2016/2017 onwards.
- 3.9 This tool collated detailed information regarding the costs associated with undertaking the administrative procedures and formalities of each specific licensing procedure, including the costs of investigating the background and suitability of applicants for licences together with the cost of monitoring the compliance of those who are licensed against the conditions of their licences.
- 3.10 In November 2015 Members were presented with a report which illustrated that the use of this tool had shown there to be a significant deficit in the Licensing Authority's budget, and that this was due in part to not recovering the true costs where the Licensing Authority had a discretion to set the fees. Having considered the report Members took the decision to follow the Officer's recommendation that the Authority look to recover the financial deficit over the extended 2016 to 2021 period rather than look to increase the fees to full cost recovery in one go.
- 3.11 Cost recovery was achieved at the end of the 2018/2019 period.

4.0 SUMMARY

- 4.1 The licensing procedures are considered from receipt of application to the issue of the final licence or permit with both variable and fixed costs being considered. These costs include officer, management and member time spent on licensing administration and monitoring but excludes time spent on enforcing unlicensed operators/businesses, in the case of joint hackney/private hire drivers' and operators' licences. In addition, a proportion of all indirect costs that can reasonably be attributed to licensing procedures have been included; for example, office accommodation, ICT, travelling, legal costs, advertising, equipment, postage & printing, subscriptions, telephone costs, training and other corporate recharges.
- 4.2 In relation to the consideration of applications, it is reasonable to recover the costs of running the relevant Committees from licensing fees and so consequently these costs have been incorporated into the overall figures.
- 4.3 It is also necessary to reflect that not all costs to the licensing authority are recoverable, such as the processing of "Charity Street Collections" and "Charity House to House Collections" where a fee is not permitted to be charged.
- 4.4 In addition to work where no fee may be charged, when a licence fee is statutory, if the time spent dealing with these licences produces a cost recovery figure above that generated by the fees, it is not possible to recover this deficit from other sources, and it must be covered by the Council's general fund.
- 4.5 The following table shows the cost of running the Licensing Authority for the three years 2017/2018, 2018/2019, and 2019/2020, and illustrates the impact

that raising the fees has had on the deficit compared to the pre-increase figure of 2015.

Table 1

Year	Income	Expenditure	Balance	% recovered
2015 (pre increase)	£125,514	£206,890	-£81,376	61%
2017/2018 (full year increase)	£174,857	£234,281	-£59,424	75%
2018/2019 (full year increase)	£189,053	£237,341	-£48,288	80%
2019/2020 (full year increase)	£197,319	£258,354	-£61,035	76%

- 4.6 Due to the legislation it will never be possible to recover 100% of the department's costs, but work undertaken by Officers suggests that in any given year approximately 80% of the expenditure level incurred by the service can be legally recovered, see Table 2 below.

Table 2

Type	Percentage of time 17/18	Percentage of time 18/19	Percentage of time 19/20	Average
Home Boarding	1.46	2.74	3.16	2.45
Kennels and Catteries	3.05	4.17	0.59	2.60
Breeding	2.34	2.60	6.51	3.82
DWA	0.21	0.14	0.15	0.17
Pet Shop	0.93	1.31	0.51	0.92
Riding Est	0.93	1.07	0.31	0.77
Sex Est	0.21	0	0	0.07
Zoo	0.70	0.03	0.04	0.26
GA05	5.00	4.06	5.86	4.97
LA03	30.84	31.64	23.16	28.55
Street Trading	2.10	2.29	3.35	2.58
Taxi	32.95	29.20	32.54	31.56
Scrap Metal	N/A	1.91	3.10	2.50
Totals	80.72	81.16	79.27	80.39

- 4.7 You will note from Table 1 above that the expenditure figure for the 2019/2020 period is significantly higher than the previous period. This is due to both the corporate and operational budgets increasing largely due to the impacts of the job re-evaluation scheme the Council was obliged to undertake.

- 4.8 The proposed budget for running the service for the 2021/2022 period is yet to be set, but the 2020/2021 budget saw a 1.5% increase over the 2019/2020 budget. If this increase is repeated, it would suggest an expenditure figure of £266,410, and therefore, a cost recovery income figure of approximately £213,128 would be needed.
- 4.8 As Members are aware the country is currently having to contend with the impact of a global pandemic in the shape of Covid 19. This virus and the measures taken by the Government to control it are unprecedented in living memory, and the Licensing Authority is not immune to the impact that this emergency is having on businesses of all shapes and sizes. Income for the first six months of the current 2020/2021 year is approximately £18,000 down on the same period last year (£98,088 down to £79,359).
- 4.9 The loss of income in the first six months of the current year appears to be mainly due to losses in our two largest areas of licensing; alcohol, entertainment and late night refreshment licensing, and hackney carriage and private hire licensing. This is not unexpected, as a mixture of the lockdown measures and financial uncertainty has seen community events cancelled, new applications for premises licences placed on hold, taxi drivers holding off replacing vehicles or expanding their fleet, and lower numbers of new driver applicants wishing to enter the trade.
- 4.10 Although August and September saw lower deficits in income over the same period in 2019/2020 than experienced in April and May of the same years (which suggests a possible recovery or stabilising), it is almost impossible to predict what the next six months will bring in terms of income, as this will be largely controlled by the scale of the Government's response to the increasing number of infections being reported in the press as a "second wave".
- 4.11 Current projections for the current 2020/2021 period suggest a reduction in operational income of approximately 15% could be seen. This would produce an income of £167,000 at year end working off the 2019/2020 actual income level. It is hoped that this shortfall will be covered by one of the Government's assistance schemes.

5.0 CONCLUSION

- 5.1 Despite the corporate and operational costs increasing by a greater amount than was factored in at the start of the year (as a result of the national job re-evaluation process that the Council had to undertake), the service only fell short of its cost recovery figure by 4% or £9,364 in the year ending 31 March 2020.
- 5.2 Whilst the work conducted by officers suggests that an increase in some fees could be justified at this time based purely on the economics of time and costs being proportioned, it is impossible to ignore the impact that Covid 19 is having on the licensed trade. Although, it is hoped that the immediate losses in income to the service experienced during the Government's "emergency period" will be covered via one of the many schemes the Government has

announced to assist Local Government, it is clear that the economy will need time to recover once the “emergency period” is ended and life returns to the new normal. Officers believe that any increase in fees at this time is likely to stifle this economic recovery, and could actually result in further reductions in overall income as a result of losing licence holders.

5.3 Having considered all of the information available at this time, Officers recommend that the fees remain at their current levels, and should be reviewed in 12 months’ time once we have a clearer picture of how Covid 19 has impacted the service, and the wider economy.

5.4 There is no need to conduct an Equality Impact Assessment (EIA) as this report does not lead to the creation of a policy, or additional regulation.

6.0 **APPENDICES**

6.1	Appendix 1	Licensing Act Statutory Fees
6.2	Appendix 2	Gambling Act 2005 Statutory Fees
6.3	Appendix 3	Gambling Act 2005 – Discretionary fees
6.4	Appendix 4	General discretionary fees
6.5	Appendix 5	Animal Welfare Regulation fees
6.6	Appendix 6	Discretionary taxi fees
6.7	Appendix 7	Extracts from legislation regarding fee setting
6.8	Appendix 8	Neighbouring authority fees chart

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
Legislation contained in appendix 6	Room SF208 The Grange, Ely	Stewart Broome Senior Licensing Officer (01353) 616477
LGA guidance on local fee setting 2015		
Hemming v Westminster 2015		
R v Tower Hamlets LBC 1994		

Appendix 1 Licensing Act 2003 – Statutory Fees

Premises Licence and Club Premises Certificates:

Type of application:	Non-domestic rateable band				
	A	B	C	D	E
New, provisional statements, and full variation application fee	£100	£190	£315	£450	£635
Annual maintenance fee	£70	£180	£295	£320	£350
Minor variation	£89				
Provisional Statement (where premises is under construction)	£315				

NDR Value	Band	Fee multiplier for Premises Licences	D (x2)	E (x3)
£0 to £4,300	A	Premises Licences in bands D & E (whose primary business is the sale of alcohol)	£900	£1905
£4,301 to £33,000	B			
£33,001 to £87,000	C			
£87,001 to £125,000	D	Premises Licences in bands D & E (whose primary business is the sale of alcohol) annual maintenance fee	£640	£1050
£125,001 and above	E			

Premises Licence - Large event fees (payable in addition to the standard fee):

Number in attendance at any one time:	Additional application fee:	Additional annual fee:
5000 to 9999	£1000	£500
10000 to 14999	£2000	£1000
15000 to 19999	£4000	£2000
20000 to 29999	£8000	£4000
30000 to 39999	£16000	£8000
40000 to 49999	£24000	£12000
50000 to 59999	£32000	£16000
60000 to 69999	£40000	£20000
70000 to 79999	£48000	£24000
80000 to 89999	£56000	£28000
90000 and over	£64000	£32000

Personal Licence, Temporary Events and other miscellaneous fees:

Type of application:	Fee:
Grant of Personal Licence	£37
Temporary or Late Temporary Event Notice	£21
Theft, loss etc of Premises Licence or Summary	£10.50
Change of name or address on Premises Licence	£10.50
Vary Premises Licence to specify a new DPS	£23
Transfer a Premises Licence	£23
Interim Authority Notice	£23
Change of club name or address or change of rules	£10.50
Change of correspondence address for club	£10.50
Theft, loss etc of a Temporary Event Notice or Late Temporary Event Notice	£10.50
Theft, loss etc of a Personal Licence	£10.50
Right of freeholder etc to be notified of licensing matters	£21
Community Premises - removal of DPS fee	£23
Theft, loss etc of a Club Certificate or Summary	£10.50
Change of name or address on Personal Licence	£10.50

Appendix 2 Gambling Act 2005 Statutory Fees

Permission Type	Fee:
Lotteries	
Small Society Lotteries - new registration	£40
Small Society Lotteries - renewal of existing registration	£20
Licensed Premises Permits	
Licensed Premises Gaming Machines - notice of intention for up to 2 machines	£50
Licensed Premises Gaming Machine Permits - new	£150
Licensed Premises Gaming Machine Permits - variation	£100
Licensed Premises Gaming Machine Permits – transfer	£25
Licensed Premises Gaming Machine Permits - annual Fee	£50
Licensed Premises Gaming Machine Permits - change of Name	£25
Licensed Premises Gaming Machine Permits - copy (lost, stolen, damaged)	£15
Club Gaming/Club Machine Permits	
Club Gaming/Club Machine Permits - new or renew	£200
Club Gaming/Club Machine Permits for holders of club premises certificates - new or renew	£100
Club Gaming/Club Machine Permits – annual fee	£50
Club Gaming/Club Machine Permits - variation	£100
Club Gaming/Club Machine Permits - copy (lost, stolen, damaged)	£15
Prize Gaming Permits	
Prize Gaming Permits - new or renewal	£300
Prize Gaming Permits - change of name	£25
Prize Gaming Permits - copy (lost, stolen, damaged)	£15
Family Entertainment Gaming Centre Gaming Machine Permits	
Family Entertainment Gaming Centre Gaming Machine Permits - new or renewal	£300
Family Entertainment Gaming Centre Gaming Machine Permits - change of name	£25
Family Entertainment Gaming Centre Gaming Machine Permits - copy (lost, stolen, damaged)	£15

Appendix 3

Discretionary Fees with Statutory Maximum - Gambling Act 2005 Licences

Licence type	2020/20210 fees	2021/2022 proposed fees	Difference (£)
Regional Casino Licence			
Fee in respect of new premises	15000	15000	0
Annual Fee	15000	15000	0
Fee for application to vary licence	7500	7500	0
Fee for application to transfer a licence	6500	6500	0
Fee for application to reinstate a licence	6500	6500	0
Fee for application for provisional statement	15000	15000	0
Maximum non-conversion application fee in respect of provisional statement premises	8000	8000	0
Large Casino Licence			
Fee in respect of new premises	10000	10000	0
Annual Fee	10000	10000	0
Fee for application to vary licence	5000	5000	0
Fee for application to transfer a licence	2150	2150	0
Fee for application to reinstate a licence	2150	2150	0
Fee for application for provisional statement	10000	10000	0
Maximum non-conversion application fee in respect of provisional statement premises	5000	5000	0
Small Casino Licence			
Fee in respect of new premises	8000	8000	0
Annual Fee	5000	5000	0
Fee for application to vary licence	4000	4000	0
Fee for application to transfer a licence	1800	1800	0
Fee for application to reinstate a licence	1800	1800	0
Fee for application for provisional statement	8000	8000	0
Maximum non-conversion application fee in respect of provisional statement premises	3000	3000	0
Bingo Premises Licence			
Fee in respect of new premises	3500	3500	0
Annual Fee	1000	1000	0
Fee for application to vary licence	1750	1750	0
Fee for application to transfer a licence	1200	1200	0
Fee for application to reinstate a licence	1200	1200	0

Fee for application for provisional statement	3500	3500	0
Maximum non-conversion application fee in respect of provisional statement premises	1200	1200	0
Adult Gaming Licence			
Fee in respect of new premises	2000	2000	0
Annual Fee	1000	1000	0
Fee for application to vary licence	1000	1000	0
Fee for application to transfer a licence	1200	1200	0
Fee for application to reinstate a licence	1200	1200	0
Fee for application for provisional statement	2000	2000	0
Maximum non-conversion application fee in respect of provisional statement premises	1200	1200	0
Betting Premises (track) Licence			
Fee in respect of new premises	2500	2500	0
Annual Fee	1000	1000	0
Fee for application to vary licence	1250	1250	0
Fee for application to transfer a licence	950	950	0
Fee for application to reinstate a licence	950	950	0
Fee for application for provisional statement	2500	2500	0
Maximum non-conversion application fee in respect of provisional statement premises	950	950	0
Family Entertainment Centre Licence			
Fee in respect of new premises	2000	2000	0
Annual Fee	750	750	0
Fee for application to vary licence	1000	1000	0
Fee for application to transfer a licence	950	950	0
Fee for application to reinstate a licence	950	950	0
Fee for application for provisional statement	2000	2000	0
Maximum non-conversion application fee in respect of provisional statement premises	950	950	0
Betting Premises (other) Licence			
Fee in respect of new premises	3000	3000	0
Annual Fee	600	600	0
Fee for application to vary licence	1500	1500	0
Fee for application to transfer a licence	1200	1200	0
Fee for application to reinstate a licence	1200	1200	0
Fee for application for provisional statement	3000	3000	0

Maximum non-conversion application fee in respect of provisional statement premises	1200	1200	0
Temporary Use Notices			
Temporary Use Notice fee	500	500	0
Replacement of an endorsed copy	25	25	0
Applicable to all Premises Licences			
Change of circumstances fee - for all Premises Licences	50	50	0
Fee for copy licence - for all Premises Licences	25	25	0

Appendix 4 Discretionary fees for general licences

Licence type	2020/2021 fees	2021/2022 proposed fees	Difference (£)
Dangerous Wild Animals (2yr licence)			
New application	648 (v)	648 (v)	0
Renewal application	648 (v)	648 (v)	0
Zoo			
New application (4 years)	2415 (v)	2415 (v)	0
Renewal application (6 years)	2070 (v)	2070 (v)	0
Applicable to all animal welfare licences			
Theft, loss etc of a licence	10.50	10.50	0
Change of name on licence	10.50	10.50	0
Change of licence details	10.50	10.50	0

(v) – A Council instructed veterinary inspection is required. This fee is payable in addition to the application fee. The fee will depend upon the amount of time taken to inspect the premises.

Licence type	2020/2021 Fees	2021/2022 proposed fees	Difference (£)
Sex Establishments			
New application	3761	3761	0
Renewal application	1880.50	1880.50	0
Variation application	1880.50	1880.50	0
Transfer application	1880.50	1880.50	0
Theft, loss etc of a licence	10.50	10.50	0

Scrap Metal – Site Licence (3yr licence)			
New application	662	732	70
Renewal application	450	600	150
Variation application	120	120	0
Theft, loss etc of a licence	10.50	10.50	0

Scrap Metal – Collector Licence (3yr licence)			
New application	490	560	70
Renewal application	394	450	56
Variation application	120	120	0
Theft, loss etc of a licence	10.50	10.50	0

Pavement Licence – All expire 30 September 2021			
All applications	100	100	0

Hypnotism			
Daily permit	93	93	0

Street Trading *

As per the table below.

Individual stall fees

Type of goods	Ely (central zone) daily consent fees		Annual	All other areas (daily consent fees)		Annual	Transfer
	Sun to Wed	Thurs to Sat		Sun to Wed	Thurs to Sat		
Clothing	£20	£30	£1040	£15	£20	£740	£48
Electrical spares							
DIY products							
Hot food and drink							
Furniture							
Records, CD's and DVD	£20	£30	£780	£15	£20	£480	£48
Household cleaning goods							
Books							
Fresh fish	£20	£20	£520	£15	£15	£320	£48
Fresh meat							
Fruit and Veg							
Delicatessen							
Flowers and Plants							
Ice-cream vendors							
Cakes/ Bakery							
Arts and crafts							
All other traders	£20	£30	£1040	£15	£20	£740	£48

The application fee for annual consent applications is set at 10% of the full annual fee. This must accompany all applications, and will be refunded if the application is unsuccessful.

Replacement consent certificates cost is £10.50.

Special Events/ Markets/Commercial Events fees

Number of stalls	Fee per day of the event
10 – 20	£100
21 – 40	£200
41 or more	£500

Charity/non-commercial events (see paragraph 6.3 in the street trading policy)

Fee per day of the event
£20

Appendix 5 Discretionary fees for Animal Welfare Licences

Licensable Activity		Application fee	Initial rating or re-rating inspection fee	Maintenance fee			Variation of a licence requiring a re-inspection	Copy of licence, change of details not requiring an inspection		
				1 yr	2 yr	3 yrs				
Boarding of animals	Up to 10 animals	£48.00	£72	£218	£440	£666	£72	£10.50		
	11 to 30 animals		£96				£96			
	31 to 60 animals		£120				£120			
	61 to 99 animals		£144				£144			
	100+ animals		£168				£168			
Arranging boarding	N/A		£96 + £24 per host ¹							£96 + £24 per host ¹
Dog Breeding – Domestic	One litter per year maximum ²		£72 + VET fee ³							£72
Dog Breeding - Commercial	More than one litter per year		£120 + VET fee ³							£120
Hiring of Horses	N/A		£96 + VET fee							£96
Selling Animals as Pets	N/A		£120							£120
Exhibiting Animals	N/A	£72	N/A	N/A	£666	£72				

¹ Out of scope hosts only. In scope hosts will be required to apply for their own licence and pay the relevant fees.

² Breeding and whelping must occur wholly within the domestic house. Outbuildings or garages are not included in this definition.

³ VET fees are paid directly to the VET pre-inspection. No VET inspection is required upon subsequent renewals of a dog breeding licence.

Where more than one licensable activity occurs on the same site, only one application fee will be payable, however, the total fee will be calculated by adding the combined charges of the activity with the highest fee to 50% of the applicable inspection and maintenance fee for the additional activities.

Appendix 6

Discretionary fees for taxi and private hire licences

Licence type	2020/2021 fees	2021/2022 fees	Difference (£)	
Joint Driver Licence				
New application – 1 year (excl. DVLA, and DBS check)	217	217	0	
Renewal application – 1 year (excl. DVLA check)	175	175	0	
New application – 3 year (excl. DVLA, and DBS check)	567	567	0	
Renewal application – 3 year (excl. DVLA check)	525	525	0	
Knowledge test re-sit	20	20	0	
DBS (3 yearly)	49	49	0	
DVLA check	5	5	0	
Private Hire Vehicle Licence				
New and renewal 1yr for all	250	250	0	
Variation application	35	35	0	
Transfer application	25	25	0	
Hackney Carriage Vehicle Licence				
New and renewal 1yr for all	250	250	0	
Variation application	35	35	0	
Transfer application	25	25	0	
Private Hire Operator Licence				
New application – 1 year	150 – 1 vehicle	126	126	0
	200 – 2 to 5	156	156	0
	250 – 6 to 10	186	186	0
	300 – 11+	216	216	0
Renewal application – 1 year	150 – 1 vehicle	126	126	0
	200 – 2 to 5	156	156	0
	250 – 6 to 10	186	186	0
	300 – 11+	216	216	0
New application – 5 year	646 – 1 vehicle	627	627	0
	896 – 2 to 5	737	737	0
	1146 – 6 to 10	847	847	0
	1396 – 11+	957	957	0
Renewal application – 5 year	646 – 1 vehicle	627	627	0
	896 – 2 to 5	737	737	0
	1146 – 6 to 10	847	847	0
	1396 – 11+	957	957	0
Miscellaneous taxi and private hire fees				
Theft, loss etc of a licence	10.50	10.50	0	
Theft, loss etc of a vehicle plate	20	20	0	
Change of address	10.50	10.50	0	
Replacement door sticker	6.00	6.00	0	

Extracts from relevant licensing legislation providing legal framework within which local authorities may charge licensing fees

Local Government (Miscellaneous Provisions) Act 1982

Controls sex establishments, street trading, acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing and electrolysis

Sex establishments - Schedule 3 paragraph 19

An application for the grant, variation, renewal or transfer of a licence under this Schedule shall pay a reasonable fee determined by the appropriate authority.

Street Trading – Schedule 4 paragraph 9

(1) A district council may charge such fees as they consider reasonable for the grant or renewal of a street trading licence or a street trading consent.

(2) A council may determine different fees for different types of licence or consent and, in particular, but without prejudice to the generality of this sub-paragraph, may determine fees differing according—

(a) to the duration of the licence or consent;

(b) to the street in which it authorises trading; and

(c) to the descriptions of articles in which the holder is authorised to trade.

(3) A council may require that applications for the grant or renewal of licences or consents shall be accompanied by so much of the fee as the council may require, by way of a deposit to be repaid by the council to the applicant if the application is refused.

(4) A council may determine that fees may be paid by instalments.

(5) Where a consent is surrendered or revoked, the council shall remit or refund, as they consider appropriate, the whole or a part of any fee paid for the grant or renewal of the consent.

(6) A council may recover from a licence-holder such reasonable charges as they may determine for the collection of refuse, the cleansing of streets and other services rendered by them to him in his capacity as licence-holder.

(7) Where a licence—

(a) is surrendered or revoked; or

(b) ceases to be valid by virtue of paragraph 4(7) above,

the council may remit or refund, as they consider appropriate, the whole or a part—

(i) of any fee paid for the grant or renewal of the licence; or

(ii) of any charges recoverable under sub-paragraph (6) above.

(8) The council may determine—

(a) that charges under sub-paragraph (6) above shall be included in a fee payable under sub-paragraph (1) above; or

(b) that they shall be separately recoverable.

(9) Before determining charges to be made under sub-paragraph (6) above or varying the amount of such charges the council—

(a) shall give notice of the proposed charges to licence-holders; and

(b) shall publish notice of the proposed charges in a local newspaper circulating in their area.

(10) A notice under sub-paragraph (9) above shall specify a reasonable period within which representations concerning the proposed charges may be made to the council.

(11) It shall be the duty of a council to consider any such representations which are made to them within the period specified in the notice.

Acupuncture - Section 14 (6)

A local authority may charge such reasonable fees as they may determine for registration under this section.

Tattooing, semi-permanent skin colouring, cosmetic piercing and electrolysis – Section 15 (6)

A local authority may charge such reasonable fees as they may determine for registration under this section.

Local Government (Miscellaneous Provisions) Act 1976

Controls hackney carriages and private hire vehicles

Section 53 - Drivers' licences for hackney carriages and private hire vehicles

(2) Notwithstanding the provisions of the Act of 1847*, a district council may demand and recover for the grant to any person of a licence to drive a hackney carriage, or a private hire vehicle, as the case may be, such a fee as they consider reasonable with a view to recovering the costs of issue and administration and may remit the whole or part of the fee in respect of a private hire vehicle in any case in which they think it appropriate to do so.

*Town Police Clauses Act 1847

Section 70 - Fees for vehicle and operators' licences

(1) Subject to the provisions of subsection (2) of this section, a district council may charge such fees for the grant of vehicle and operators' licences as may be resolved by them from time to time and as may be sufficient in the aggregate to cover in whole or in part—

(a) the reasonable cost of the carrying out by or on behalf of the district council of inspections of hackney carriages and private hire vehicles for the

purpose of determining whether any such licence should be granted or renewed;

(b) the reasonable cost of providing hackney carriage stands; and

(c) any reasonable administrative or other costs in connection with the foregoing and with the control and supervision of hackney carriages and private hire vehicles.

(2) The fees chargeable under this section shall not exceed—

(a) for the grant of a vehicle licence in respect of a hackney carriage, twenty-five pounds;

(b) for the grant of a vehicle licence in respect of a private hire vehicle, twenty-five pounds; and

(c) for the grant of an operator's licence, twenty-five pounds per annum;

or, in any such case, such other sums as a district council may, subject to the following provisions of this section, from time to time determine.

(3) (a) If a district council determine that the maximum fees specified in subsection (2) of this section should be varied they shall publish in at least one local newspaper circulating in the district a notice setting out the variation proposed, drawing attention to the provisions of paragraph (b) of this subsection and specifying the period, which shall not be less than twenty-eight days from the date of the first publication of the notice, within which and the manner in which objections to the variation can be made.

(b) A copy of the notice referred to in paragraph (a) of this subsection shall for the period of twenty-eight days from the date of the first publication thereof be deposited at the offices of the council which published the notice and shall at all reasonable hours be open to public inspection without payment.

(4) If no objection to a variation is duly made within the period specified in the notice referred to in subsection (3) of this section, or if all objections so made are withdrawn, the variation shall come into operation on the date of the expiration of the period specified in the notice or the date of withdrawal of the objection or, if more than one, of the last objection, whichever date is the later.

(5) If objection is duly made as aforesaid and is not withdrawn, the district council shall set a further date, not later than two months after the first specified date, on which the variation shall come into force with or without modification as decided by the district council after consideration of the objections.

(6) A district council may remit the whole or part of any fee chargeable in pursuance of this section for the grant of a licence under section 48 or 55 of this Act in any case in which they think it appropriate to do so.

Zoo Licensing Act 1981

Controls zoos – Section 15

(1) Subject to this section, the local authority may charge such reasonable fees as they may determine in respect of—

(a) applications for the grant, renewal or transfer of licences;

(b) the grant, renewal, alteration or transfer of licences;

(2) Any fee charged under paragraph (a) of subsection (1) in respect of an application shall be treated as paid on account of the fee charged under paragraph (b) on the grant, renewal or transfer applied for.

(2A) Subject to this section, the authority may charge to the operator of the zoo such sums as they may determine in respect of reasonable expenses incurred by them—

(a) in connection with inspections in accordance with section 9A and under sections 10 to 12;

(b) in connection with the exercise of their powers to make directions under this Act;

(c) in the exercise of their function under section 16E(4) of supervising the implementation of plans prepared under section 16E(2); and

(d) in connection with the exercise of their function under section 16E(7) or (8).

(2B) The authority's charge under subsection (2A)(d) shall take into account any sums that have been, or will fall to be, deducted by them from a payment under section 16F(7) in respect of their costs.

(3) In respect of any fee or other sum charged under this section, the local authority may, if so requested by the operator, accept payment by instalments.

(4) Any fee or other charge payable under this section by any person shall be recoverable by the local authority as a debt due from him to them.

(5) The local authority shall secure that the amount of all the fees and other sums charged by them under this section in a year is sufficient to cover the reasonable expenditure incurred by the authority in the year by virtue of this Act.

Dangerous Wild Animals Act 1976

Controls dangerous wild animals as listed in the Act – Section 1

(2) A local authority shall not grant a licence under this Act unless an application for it—

... and

(e) is accompanied by such fee as the authority may stipulate (being a fee which is in the authority's opinion sufficient to meet the direct and indirect costs which it may incur as a result of the application).

Public Health Acts Amendment Act 1907

Controls pleasure boats/vessels - Section 94

(1) The local authority may grant upon such terms and conditions as they may think fit licences for pleasure boats and pleasure vessels to be let for hire or to be used for carrying passengers for hire, and to the persons in charge of or navigating such boats and vessels, and may charge for each type of licence such annual fee as appears to them to be appropriate.

Environmental Protection Act 1990

Controls free printed matter – Schedule 3A paragraphs 3 & 4

3 (1) A principal litter authority may on the application of any person consent to that person or any other person (identified specifically or by description) distributing free printed matter on any land designated by the authority under this Schedule.

4 (1) A principal litter authority may require the payment of a fee before giving consent under paragraph 3 above.

(2) The amount of a fee under this paragraph is to be such as the authority may determine, but may not be more than, when taken together with all other fees charged by the authority under this paragraph, is reasonable to cover the costs of operating and enforcing this Schedule.

Gambling Act 2005

Statutory fees are prescribed for:-

- small society lotteries (Schedule 11 – Part 5)
- club gaming permits and club machine permits (Schedule 12)
- notification of gaming machines in alcohol licensed premises (Section 282)
- family entertainment centre gaming machine permits (Schedule 10)
- licensed premises gaming machine permits (Schedule 13)
- prize gaming permits (Schedule 14)

And, therefore, the licensing authority has no control over these fees. The following statutory instruments are relevant:-

- Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007
- Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007
- Gaming Machines in Alcohol Licensed Premises (Notification Fee) (England and Wales) Regulations 2007
- Gambling Act 2005 (Family Entertainment Centre Gaming Machine) (Permits) Regulations 2007
- Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007
- Gambling Act 2005 (Prize Gaming) (Permits) Regulations 2007

The licensing authority must determine the fees, up to certain statutory maximums, that are applicable to premises licences, e.g. adult gaming centres, betting at race tracks, betting shops, bingo premises, casinos and for temporary use notices. The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 and the Gambling (Temporary Use Notices) Regulations 2007 set the relevant statutory maximums. In addition, Section 212 of the Act states:-

(2) ... the authority—

(a) shall determine the amount of the fee,

(b) may determine different amounts for different classes of case specified in the regulations (but may not otherwise determine different amounts for different cases),

(c) shall publish the amount of the fee as determined from time to time, and

(d) shall aim to ensure that the income from fees of that kind as nearly as possible equates to the costs of providing the service to which the fee relates (including a reasonable share of expenditure which is referable only partly or only indirectly to the provision of that service).

(3) For the purposes of subsection (2)(d) a licensing authority shall compare income and costs in such manner, at such times and by reference to such periods as the authority, having regard to any guidance issued by the Secretary of State, think appropriate.

In addition, where the licensing authority is required to maintain licensing registers, the authority may determine fees for providing access to, making copies of and/or providing information to members of the public from those registers.

Premises licences (Section 156)

(1) A licensing authority shall—

(a) maintain a register of premises licences issued by the authority together with such other information as may be prescribed,

(b) make the register and information available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of an entry in the register, or of information, to a member of the public on request.

(2) A licensing authority may refuse to provide a copy of an entry or of information unless the person seeking it pays a reasonable fee specified by the authority.

Small society lotteries (Schedule 11 Part 5 paragraph 55)

(1) Where a statement is sent to a local authority under paragraph 39 the authority shall—

(a) retain it for at least 18 months,

(b) make it available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of it or part of it to any member of the public on request.

(2) But a local authority may refuse to provide access or a copy unless the person seeking access or a copy pays a fee specified by the authority.

(3) A local authority may not specify a fee under sub-paragraph (2) which exceeds the reasonable cost of providing the service sought (but in calculating the cost of providing a service to a person the authority may include a reasonable share of expenditure which is referable only indirectly to the provision of that service).

Club gaming permits and club machine permits (Schedule 12 paragraph 26)

(1) A licensing authority shall—

(a) maintain a register of permits issued by the authority together with such other information as may be prescribed,

(b) make the register and information available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of an entry in the register, or of information, to a member of the public on request.

(2) A licensing authority may refuse to provide a copy of an entry or of information unless the person seeking it pays a reasonable fee specified by the authority.

Temporary Use Notice (Section 234)

1) A licensing authority shall—

(a) maintain a register of temporary use notices given to them together with such other information as may be prescribed,

(b) make the register and information available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of an entry in the register, or of information, to a member of the public on request.

(2) A licensing authority may refuse to provide a copy of an entry or of information unless the person seeking it pays a reasonable fee specified by the authority.

Family entertainment centre gaming machine permits (Schedule 10 paragraph 23)

(1) A licensing authority shall—

(a) maintain a register of permits issued by the authority together with such other information as may be prescribed,

(b) make the register and information available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of an entry in the register, or of information, to a member of the public on request.

(2) A licensing authority may refuse to provide a copy of an entry or of information unless the person seeking it pays a reasonable fee specified by the authority.

Licensed premises gaming machine permits (Schedule 13 paragraph 22)

(1) A licensing authority shall—

(a) maintain a register of permits issued by the authority together with such other information as may be prescribed,

(b) make the register and information available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of an entry in the register, or of information, to a member of the public on request.

(2) A licensing authority may refuse to provide a copy of an entry or of information unless the person seeking it pays a reasonable fee specified by the authority.

Prize gaming permits (Schedule 14 paragraph 23)

(1) A licensing authority shall—

(a) maintain a register of permits issued by the authority together with such other information as may be prescribed,

(b) make the register and information available for inspection by members of the public at all reasonable times, and

(c) make arrangements for the provision of a copy of an entry in the register, or of information, to a member of the public on request.

(2) A licensing authority may refuse to provide a copy of an entry or of information unless the person seeking it pays a reasonable fee specified by the authority.

Scrap Metal Dealers Act 2013

Controls buyers/sellers of scrap metal and motor salvage operators (Section 5 Schedule 1 paragraph 6)

(1) An application must be accompanied by a fee set by the authority.

(2) In setting a fee under this paragraph, the authority must have regard to any guidance* issued from time to time by the Secretary of State with the approval of the Treasury.

*Scrap Metal Dealers Act 2013: guidance on licence fee charges – issued by Home Office 12 August 2013

Licensing Act 2003

Statutory fees for premises licences, club premises certificates, temporary event notices and personal licences are currently prescribed by the Licensing Act 2003 (Fees) Regulations 2005. The licensing authority has no control over these fees.

In addition, there is a requirement to maintain a register and make it available for inspection without payment but if requested to provide a copy of information contained in the register a fee may be charged under Section 8 of the Act.

(4) If requested to do so by any person, a licensing authority must supply him with a copy of the information contained in any entry in its register in legible form.

(5) A licensing authority may charge such reasonable fee as it may determine in respect of any copy supplied under subsection (4).

Caravan Sites and Control of Development Act 1960

Under the Caravan Sites and Control of Development Act 1960, as amended by the Mobile Homes Act 2013, licensing authorities are permitted to charge fees for the licensing of residential caravan sites with effect from 1 April 2014. Transitional arrangements will be in place and the licensing authority is required to publish a fees policy. (NB The Council has not yet prepared a fees policy and therefore is currently unable to charge fees in this respect.)

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

13.—(1) A local authority may charge such fees as it considers necessary for—

(a) the consideration of an application for the grant, renewal or variation of a Licence including any inspection relating to that consideration, and for the grant, renewal or variation,

(b) the reasonable anticipated costs of consideration of a licence holder's compliance with these Regulations and the licence conditions to which the licence holder is subject in circumstances other than those described in subparagraph (a) including any inspection relating to that consideration,

(c) the reasonable anticipated costs of enforcement in relation to any licensable activity of an unlicensed operator, and

(d) the reasonable anticipated costs of compliance with regulation 29.

(2) The fee charged for the consideration of an application for the grant, renewal or variation of a licence and for any inspection relating to that consideration must not exceed the reasonable costs of that consideration and related inspection.

Business and Planning Act 2020

Applications

(1) An application for a pavement licence made to a local authority must—

(a) be made in writing and in such form as the authority may specify,

- (b) be sent to the authority using electronic communications in such manner as the authority may specify, and
- (c) be accompanied by such fee not exceeding £100 as the local authority may require.

Licences for which the licensing authority is NOT permitted to charge

- House-to-house collections: House to House Collections Act 1939
- Street collections: Police, Factories, etc. (Miscellaneous Provisions) Act 1916

	East Cambs	Hunts	South Cambs	Kings Lynn	Cambs City	Fenland	West Suffolk
Home Boarding	Various £338 - £882	Various £240 - £320	Various £351 - £841	Various £405 - £505	Various £330 - £752	Various £307 - £393	238.00
Dog Day Care	Various £338 - £882	Various £240 - £320	Various £351 - £841	Various £405 - £505	Various £330 - £752	Various £307 - £393	264.00
Kennels and Catteries	Various £338 - £882	Various £240 - £320	Various £351 - £841	Various £405 - £505	Various £330 - £752	Various £307 - £393	264.00
Breeding	Various £338 - £786	Various £310 - £400	Various £247 - £600	Various £535 - £660	394.00	350.00	329.00
Breeding - Dom	Various £386 - £834	Various £240 - £300	Not available	N/A	N/A	N/A	N/A
DWA	648.00	£395 + £50 per additional species	90.00	276.00	352.00	142.00	250.00
Pet Shop	Various £386 - £834	250.00	Various £420 - £773	Various £510 - £615	Various £416 - £666	250.00	329.00
Riding Est	Various £362 - £810	Various £250 - £450	Various £247 - £600	Various £540 - £675	Various £249 - £504	250.00	329.00
Zoo	2,070.00	£40 per hour	Variable	741.00	592.00	Not available	1,000.00
GA05	Statutory	Statutory	Statutory	Statutory	Statutory	Statutory	Statutory
LA03	Statutory	Statutory	Statutory	Statutory	Statutory	Statutory	Statutory
Sex Est	3,761.00	2,824.00	3,900.00	1,694.50	3,070.00	Not available	3,000.00
Street Trading	Various £20 - £1040	Various £58 - £1927	Various £245 - £803	£13 per day	Various £682 - £2886	N/A	Not available
Scrap Metal - Site	600.00	423.50	241.00	232.00	450.00	384.60	422.00
Scrap Metal - Collector	450.00	255.00	194.00	162.00	192.00	119.40	283.00
Taxi - Driver - 1yr	175.00	46.00	N/A	74.00	84.00	228.00	N/A
Taxi - Driver - 3yr	525.00	120.00	126.00	125.00	230.00	468.00	206.00
Taxi - Hackney Carriage	250.00	195.00	105.00	109.00	240*	150.00	163.00
Taxi - Private Hire	250.00	195.00	105.00	104.00	230*	132.00	154.00
Taxi - Operator - 1yr	Various £126 - £216	125.00	Various £100 - £510	Various £97 - £159	218.00	Various £84 - £306	200.00
Taxi - Operator - 5yr	Various £627 - £957	400.00	Various £439 - £2318	Various £180 - £772	894.50	Various £252 - £734	301.00

* Exempt for 5 years for ULEZ compliant vehicles - subject to funding limits.A7

LICENSING COMMITTEE

LEAD OFFICER: Liz Knox, Environmental Services Manager

ANNUAL AGENDA PLAN

DEMOCRATIC SERVICES OFFICER: Adrian Scaites-Stokes

Meeting on: 9 th December 2020 9:30am		Meeting on: 13 th January 2021 9:30am		Meeting on: 10 th February 2021 9:30am	
Deadline for reports/dispatch: 27 th November 2020		Deadline for reports/dispatch: 31 st December 2020		Deadline for reports/dispatch: 29 th January 2021	
<ul style="list-style-type: none"> Chairman's Announcements Forward Agenda Plan Licensing Officers Update CCTV in Taxis 	<p>S Broome</p> <p>S Broome</p>	<ul style="list-style-type: none"> Chairman's Announcements Forward Agenda Plan Licensing Officers Update 	<p>S Broome</p>	<ul style="list-style-type: none"> Chairman's Announcements Forward Agenda Plan Licensing Officers Update 	<p>S Broome</p>

LICENSING COMMITTEE

ANNUAL AGENDA PLAN

LEAD OFFICER: Liz Knox, Environmental Services Manager

DEMOCRATIC SERVICES OFFICER: Adrian Scaites-Stokes

LICENSING COMMITTEE

LEAD OFFICER: Liz Knox, Environmental Services Manager

ANNUAL AGENDA PLAN

DEMOCRATIC SERVICES OFFICER: Adrian Scaites-Stokes

Meeting on: 10 th March 2021 9:30am		Meeting on: TBA 2021 9:30am		Meeting on: TBA 2021 9:30am	
Deadline for reports/dispatch: 26 th February 2021		Deadline for reports/dispatch: TBA		Deadline for reports/dispatch: TBA	
<ul style="list-style-type: none"> Chairman's Announcements Forward Agenda Plan Licensing Officers Update 	S Broome	<ul style="list-style-type: none"> Chairman's Announcements Forward Agenda Plan Licensing Officers Update 	S Broome	<ul style="list-style-type: none"> Chairman's Announcements Forward Agenda Plan Licensing Officers Update 	S Broome