

Open

Licensing and Environmental Committee

Agenda

10.30am
Monday, 10th February 2014
Council Chamber
Wyre Forest House
Finepoint Way
Kidderminster



Licensing and Environmental Committee

Members of Committee:

Chairman: Councillor P B Harrison
Vice-Chairman: Councillor J A Hart

Councillor R Bishop

Councillor J Greener

Councillor V Higgs

Councillor N Knowles

Councillor M Price

Councillor N J Thomas

Councillor G C Yarranton

Councillor P Dyke

Councillor P V Hayward

Councillor M B Kelly

Councillor J W Parish

Councillor D R Sheppard

Councillor S J Williams

Information for Members of the Public:

Part I of the Agenda includes items for discussion in public. You have the right to request to inspect copies of Minutes and reports on this Agenda as well as the background documents used in the preparation of these reports.

Part II of the Agenda (if applicable) deals with items of "Exempt Information" for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

There are particular circumstances when the Ethics and Standards Committee may exclude the public, which are in addition to those available at meetings of the Council, its Cabinet and Committees etc. These apply when the Ethics and Standards Committee considers the following:

Information relating to a particular chief officer, former chief officer or applicant to become a chief officer of a local probation board within the meaning of the Criminal Justice and Court Services Act 2000.

Information which is subject to any obligation of confidentiality.

Information which relates in any way to matters concerning national security.

Declaration of Interests by Members – interests of members in contracts and other matters

Declarations of Interest are a standard item on every Council and Committee agenda and each Member must provide a full record of their interests in the Public Register.

In addition, alongside the Register of Interest, the Members Code of Conduct ("the Code") requires the Declaration of Interests at meetings. Members have to decide first whether or not they have a disclosable interest in the matter under discussion.

Please see the Members' Code of Conduct as set out in Section 14 of this constitution for full details.

Disclosable Pecuniary Interest (DPI) / Other Disclosable Interest (ODI)

DPI's and ODI's are interests defined in the Code of Conduct that has been adopted by the District.

If you have a DPI (as defined in the Code) in a matter being considered at a meeting of the Council (as defined in the Code), the Council's Standing Orders require you to leave the room where the meeting is held, for the duration of any discussion or voting on that matter.

If you have an ODI (as defined in the Code) you will need to consider whether you need to leave the room during the consideration of the matter.

For further information:

If you have any queries about this Agenda or require any details of background papers, further documents or information you should contact Louisa Bright, Committee and Member Services Officer, Wyre Forest House, Finepoint Way, Kidderminster, DY11 7WF. Telephone: 01562 732763 or email louisa.bright@wyreforestdc.gov.uk

WEBCASTING NOTICE

This meeting is being filmed for live or subsequent broadcast via the Council's website site (www.wyreforestdc.gov.uk).

At the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act 1998. The footage recorded will be available to view on the Council's website for 6 months and shall be retained in accordance with the Council's published policy.

By entering the meeting room and using the public seating area, you are consenting to be filmed and to the possible use of those images and sound recordings for webcasting and or training purposes.

If members of the public do not wish to have their image captured they should sit in the Stourport and Bewdley Room where they can still view the meeting.

If any attendee is under the age of 18 the written consent of his or her parent or guardian is required before access to the meeting room is permitted. Persons under 18 are welcome to view the meeting from the Stourport and Bewdley Room.

If you have any queries regarding this, please speak with the Council's Legal Officer at the meeting.

Wyre Forest District Council

Licensing and Environmental Committee

Monday, 10th February 2014

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1

Open to the press and public

Agenda item	Subject	Page Number
1.	Apologies for Absence	
2.	Appointment of Substitute Members To receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Solicitor to the Council, together with the name of the Councillor for whom he/she is acting.	
3.	Declarations of Interests by Members In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any Disclosable Pecuniary Interests (DPI's) and / or Other Disclosable Interests (ODI's) in the following agenda items and indicate the action that they will be taking when the item is considered. Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.	
4.	Minutes To confirm as a correct record the Minutes of the meeting held on the 9th December 2013.	6
5.	Increase in Fees and Charges for Licensing the Council's Regulatory Service Function for 2014/2014 To receive a report from the Director of Worcestershire Regulatory Services on behalf of Wyre Forest District Council which informs Members of the proposed increase in the fees and charges in respect of the Council's Regulatory Service Function for 2014/2014.	8
6.	To consider any other business, details of which have been communicated to the Solicitor to the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.	

7.	<p>Exclusion of the Press and Public</p> <p>To consider passing the following resolution:</p> <p>“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in the paragraph 1 of Part 1 of Schedule 12A to the Act”.</p>	
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Part 2

Not open to the Press and Public

8.	<p>Application for the Grant of a Hackney Carriage Private Hire Driver’s Licence</p> <p>To receive a report from the Director of Worcestershire Regulatory Services on behalf of Wyre Forest District Council that asks the Committee to consider an application for the grant of a Hackney Carriage /Private Hire Driver’s Licence</p>	25
9.	<p>To consider any other business, details of which have been communicated to the Solicitor to the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</p>	

WYRE FOREST DISTRICT COUNCIL

LICENSING AND ENVIRONMENTAL COMMITTEE

COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER

9TH DECEMBER 2013 (10.30AM)

Present:

Councillors: P B Harrison (Chairman), J A Hart (Vice-Chairman), R Bishop, C Brewer, P Dyke, J Greener, P V Hayward, V Higgs, M B Kelly, N Knowles, D R Sheppard, N J Thomas and G C Yarranton.

Observers:

There were no members present as observers.

LIC.11 Apologies for Absence

Apologies for absence were received from Councillors J W Parish, M Price and S J Williams.

LIC.12 Appointment of Substitutes

Councillor C Brewer was appointed as a substitute for Councillor J W Parish.

LIC.13 Declaration of Interests

No declarations of interest were made.

LIC.14 Minutes

Decision: The minutes of the meeting held on 5th August 2013 be confirmed as a correct record and signed by the Chairman.

The Senior Licensing Practitioner, Worcestershire Regulatory Services (WRS) provided the Committee with a verbal update on the scrap metal licensing regulations. Members were advised enforcement came into effect on 2nd December 2013 and it was a requirement for licensed collectors of scrap metal to display a disc in the windscreen of the vehicle they were operating from. The Senior Licensing Practitioner agreed to provide Members with an example of the disc for further reference.

LIC.15 Exclusion of the Press and Public

Decision: Under Section 100A(4) of the Local Government Act, 1972 the press and public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of "Exempt Information" as defined in paragraphs 7 of Part I of Schedule 12A of the Act.

LIC.16 Application for the Grant of a Hackney Carriage Private Hire Drivers Licence

The Committee received a report from the Director of (WRS) on behalf of Wyre Forest District Council that asked Members to consider an application for the grant of a Hackney Carriage/Private Hire Driver's Licence.

The Senior Licensing Practitioner (WRS) led Members through the report and advised that at the request of the probation service, the second conviction listed on page 9 of the exempt report to the Committee was withdrawn. Therefore Members were asked to consider just the one conviction when determining the application.

The Applicant addressed the Committee and asked Members to support his application. Members questioned the applicant on the circumstances surrounding the conviction and his work and home commitments and responsibilities.

The Senior Licensing Practitioner, applicant and the applicants' mother left the meeting at this point, (10.53am), for Members to deliberate their decision. The Solicitor and the Committee and Member Services Officer stayed in the meeting whilst the Committee reached their decision.

Decision: Having carefully considered the application to grant a Hackney Carriage/Private Hire Driver's Licence to the applicant, the Committee has decided:

Notwithstanding the applicant's conviction for Wounding with Intent to do Grievous Bodily Harm on 29 June 2007 and the guidance contained in Council's "Guidelines relating to the Relevance of Convictions", the Committee are satisfied that the applicant is a "fit and proper person" to be granted such a Hackney Carriage/Private Hire Driver's Licence and the Committee, having considered the Guidance relating to Violence, is justified in departing from the Council's Guidelines because of the exceptional circumstances presented to the Committee in that the applicant has proved to the Committee that since the single offence he has been a good citizen, he has been engaged in steady employment for the period before and since the offence and he wants to move forward with his life.

There being no further business, the meeting ended at 11.15am.

WYRE FOREST DISTRICT COUNCIL

LICENSING AND ENVIRONMENTAL COMMITTEE

10TH FEBRUARY 2014

Increase in Fees and Charges for Licensing the Council's Regulatory Service Function for 2014/2015

OPEN	
DIRECTOR:	Director of Worcestershire Regulatory Services on behalf of Wyre Forest District Council
CONTACT OFFICER:	Niall McMenamin – 01527 548282 niall.mcmenamin@worcsregservices.gov.uk
APPENDICES:	Appendix 1 – Income Service Options

1. PURPOSE OF REPORT

- 1.1 To inform Members of the proposed increases in the fees and charges in respect of the Council's Regulatory Service Function for 2014/2015.

2. RECOMMENDATION

The Committee is asked to RECOMMEND to Council:

- 2.1 **That the proposals for fees and charges within the Council's Licensing, Food, Health, Safety and Pollution Control functions for 2014/2015, as detailed in the report, be included in the 2014/2015 budget strategy.**

3. BACKGROUND

- 3.1 The Council's current financial strategy in respect of fees and charges is to increase just above the rate of inflation. The target increase proposed for 2014/15 is 5%.

4. KEY ISSUES

- 4.1 A review of licensing fees and charges, for the period 2013/2014, has resulted in a fee structure based on full recovery of costs.
- 4.2 Following a review of the Taxi licensing account, Worcestershire Regulatory Services have recommended that there should be no increase in taxi licensing fees and charges for the forthcoming financial year.

5. FINANCIAL IMPLICATIONS

- 5.1 It is proposed that all fees with the exception of Taxi Licensing fees and those statutory fees set by Central Government should be increased by 5 per cent rounded up, where appropriate. A list of the proposed fees and charges for the

Council's Licensing, Food, Health, Safety and Pollution Control functions is attached at "**Appendix A**"

- 5.2 The budget forecast details the cost versus income for licensing and the costs are based on 2012/2013 as no detailed figures are available for the current financial year.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The agreed income to be generated by the proposed licence fees and charges is in line with the current policy and legislative restrictions. The council is not projected to make any profit on the licensing account for the forthcoming year.

7. RISK MANAGEMENT

- 7.1 There is a risk that the Councils Regulatory Services Licensing fees and charges could be challenged. To minimise this risk the fees and charges must be designed to meet but not exceed, the cost the Council reasonably believes will be incurred in issuing of licences and the administration of the service.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 There are no equality impact assessment issues arising from this report.

9. CONCLUSION

- 9.1 The fees and charges are non-profit making and Cost Centres will reflect the operation of the service.

10. CONSULTEES

- 10.1 Solicitor to the Council, Legal Services.

11. BACKGROUND PAPERS

- 11.1 None.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Pollution Control			
LAPPC CHARGES			
Application Fee			
Standard process (includes solvent emission activities)	1,579.00		1,579.00
Additional fee for operating without a permit	1,137.00		1,137.00
PVRI, SWOBs and Dry Cleaners	148.00		148.00
PVR I and II combined	246.00		246.00
VRs and other Reduced Fee Activities	346.00		346.00
Reduced fee activities: Additional fee for operating without a permit	68.00		68.00
Mobile plant**	1,579.00		1,579.00
for the third to seventh applications	943.00		943.00
for the eighth and subsequent applications	477.00		477.00
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts			
Annual Subsistence Charge			
Standard process - Low	739.00 (+99.00)*		739.00 (+99.00)*
Standard process - Medium	1,111.00 (+149.00)*		1,111.00 (+149.00)*
Standard process - High	1,672.00 (+198.00)*		1,672.00 (+198.00)*
PVRI, SWOBs and Dry Cleaners - Low	76.00		76.00
PVRI, SWOBs and Dry Cleaners - Medium	151.00		151.00
PVRI, SWOBs and Dry Cleaners - High	227.00		227.00
PVR I and II combined - Low	108.00		108.00
PVR I and II combined - Medium	216.00		216.00
PVR I and II combined - High	326.00		326.00
VRs and other Reduced Fees - Low	218.00		218.00
VRs and other Reduced Fees - Medium	349.00		349.00
VRs and other Reduced Fees - High	524.00		524.00
Mobile plant, for first and second permits - Low**	618.00		618.00
Mobile plant, for first and second permits - Medium**	989.00		989.00
Mobile plant, for first and second permits - High**	1,484.00		1,484.00
for the third to seventh permits - Low	368.00		368.00
for the third to seventh permits - Medium	590.00		590.00
for the third to seventh permits - High	884.00		884.00
eighth and subsequent permits - Low	189.00		189.00
eighth and subsequent permits - Medium	302.00		302.00
eighth and subsequent permits - High	453.00		453.00
Late payment Fee	50.00		50.00
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts			
Transfer and Surrender			
Standard process transfer	162.00		162.00
Standard process partial transfer	476.00		476.00
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00		75.00
Surrender: all Part B activities	0.00		0.00
Reduced fee activities: transfer	0.00		0.00
Reduced fee activities: partial transfer	45.00		45.00
Temporary transfer for mobiles			
First transfer	51.00		51.00
Repeat following enforcement or warning	51.00		51.00
Substantial Change			
Standard process	1,005.00		1,005.00
Standard process where the substantial change results in a new PPC activity	1,579.00		1,579.00
Reduced fee activities	98.00		98.00
LAPPC Mobile Plant Charges (not using simplified permits)			
First and second permits - Application Fee	1,579.00		1,579.00
First and Second permits - Subsistence Fee - Low	618.00		618.00
First and second permits - Subsistence Fee - Medium	989.00		989.00
First and second permits - Subsistence Fee - High	1,484.00		1,484.00
For the third to seventh permits - Application Fee	943.00		943.00
For the third to seventh permits - Subsistence Fee - Low	368.00		368.00
For the third to seventh permits - Subsistence Fee - Medium	590.00		590.00
For the third to seventh permits - Subsistence Fee - High	884.00		884.00



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Pollution Control			
Eighth and subsequent permits - Application Fee	477.00		477.00
Eighth and subsequent permits - Subsistence Fee - Low	189.00		189.00
Eighth and subsequent permits - Subsistence Fee - Medium	302.00		302.00
Eighth and subsequent permits - Subsistence Fee - High	453.00		453.00
LA-IPPC CHARGES			
Note: every subsistence charge below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation.			
Application	3,218.00		3,218.00
Additional Fee for operating without a permit	1,137.00		1,137.00
Annual Subsistence - Low	1,384.00		1,384.00
Annual Subsistence - Medium	1,541.00		1,541.00
Annual Subsistence - High	2,233.00		2,233.00
Late Payment Fee	50.00		50.00
Substantial Variation	1,309.00		1,309.00
Transfer	225.00		225.00
Partial Transfer	668.00		668.00
Surrender	668.00		668.00

NOTES:

VAT will be included at the prevailing rate if applicable

* The additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation

** Not using simplified permits

LA-IPPC Charges

KEY

Subsistence charges can be paid in 4 equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £36.

Reduced fee activities are listed in the Schedule to the Part B scheme.

Newspaper Advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Pollution Control			
Water Sampling Charges			
The Regulations allow local authorities to charge a fee, subject to prescribed maximum levels to enable reasonable costs of services (lab fees etc) to be recovered.			
Proposed Fees and Charges			
Granting an Authorisation	100.00 Max	100.00 Max	
Sampling (each visit)	100.00 Max	100.00 Max	
Analysing a sample			
- taken under regulation 10 (small supplies)	25.00 Max	25.00 Max	
- taken during check monitoring	100.00 Max	100.00 Max	
- taken during audit monitoring	500.00 Max	500.00 Max	

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Private Water Supplies - Statutory Fee Set By Central Government			
Risk Assessment - rate per hour up to a maximum of	40.00 500.00		40.00 500.00
Investigating - rate per hour up to a maximum of	40.00 500.00		40.00 500.00
Granting an authorisation - Maximum charge	100.00		100.00
Analysing samples			
Regio small supplies - maximum	25.00		25.00
During check monitoring - maximum	100.00		100.00
Taken during audit monitoring - maximum	500.00		500.00
Approx 12 supplies may require investigation and full audit Approx 60 supplies may require risk assessment and investigation.			

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Permits - Statutory Fee Set By Central Government			
Fee Type			
FEC Gaming Machine - Grant	300.00	300.00	
FEC Gaming Machine - Renewal	300.00	300.00	
FEC Gaming Machine - Existing Operator Grant	100.00	100.00	
FEC Gaming Machine - Annual Fee	N/A	N/A	
Prize Gaming - Grant	300.00	300.00	
Prize Gaming - Renewal	300.00	300.00	
Prize Gaming - Existing Operator Grant	100.00	100.00	
Prize Gaming - Annual Fee	N/A	N/A	
Licensed Premises Gaming Machine Permit - Grant	150.00	150.00	
Licensed Premises Gaming Machine Permit - Renewal	N/A	N/A	
Licensed Premises Gaming Machine Permit - Existing Operator Grant	100.00	100.00	
Licensed Premises Gaming Machine Permit - Annual Fee	50.00	50.00	
Club Gaming Permit - Grant *	100.00	100.00	
Club Gaming Permit - Renewal *	100.00	100.00	
Club Gaming Permit - Existing Operator Grant	100.00	100.00	
Club Gaming Permit - Annual Fee	50.00	50.00	
Club Machine Permits - Grant *	100.00	100.00	
Club Machine Permits - Renewal *	100.00	100.00	
Club Machine Permits - Existing Operator Grant	100.00	100.00	
Club Machine Permits - Annual Fee	50.00	50.00	
Small Lottery Registration - Grant	40.00	40.00	
Small Lottery Registration - Renewal	20.00	20.00	
Small Lottery Registration - Existing Operator Grant	N/A	N/A	
Small Lottery Registration - Annual fee	N/A	N/A	
Miscellaneous Fees			
FEC Permits - Change of name	25.00	25.00	
FEC Permits - Copy of permit	15.00	15.00	
FEC Permits - Variation	N/A	N/A	
FEC Permits - Transfer	N/A	N/A	
FEC Permits - Notification	N/A	N/A	
Prize Gaming Permits - Change of name	25.00	25.00	
Prize Gaming Permits - Copy of permit	15.00	15.00	
Prize Gaming Permits - Variation	N/A	N/A	
Prize Gaming Permits - Transfer	N/A	N/A	
Prize Gaming Permits - Notification	N/A	N/A	
Licensed premises Gaming machine Permits - Change of name	25.00	25.00	
Licensed premises Gaming machine Permits - Copy of permit	15.00	15.00	
Licensed premises Gaming machine Permits - Variation	100.00	100.00	
Licensed premises Gaming machine Permits - Transfer	25.00	25.00	
Licensed premises Gaming machine Permits - Notification	N/A	N/A	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Permits - Statutory Fee Set By Central Government			
Licensed Premises Automatic Notification Process - Change of name	N/A	N/A	
Licensed Premises Automatic Notification Process - Copy of permit	N/A	N/A	
Licensed Premises Automatic Notification Process - Variation	N/A	N/A	
Licensed Premises Automatic Notification Process - Transfer	N/A	N/A	
Licensed Premises Automatic Notification Process - Notification	50.00	50.00	
Gaming Club Permits - Change of name	100.00	100.00	
Gaming Club Permits - Copy of permit	15.00	15.00	
Gaming Club Permits - Variation	100.00	100.00	
Gaming Club Permits - Transfer	N/A	N/A	
Gaming Club Permits - Notification	N/A	N/A	
Gaming Machine Permits - Change of name	100.00	100.00	
Gaming Machine Permits - Copy of permit	15.00	15.00	
Gaming Machine Permits - Variation	100.00	100.00	
Gaming Machine Permits - Transfer	N/A	N/A	
Gaming Machine Permits - Notification	N/A	N/A	

NOTES:

VAT will be included at the prevailing rate if applicable
* Fee will be £200 if premises does not sell alcohol



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Licensing Act 2003 - Statutory Fee Set By Central Government			
Band A - (rateable value £0 to £4,300)			
Annual	70.00	70.00	
New Licence	100.00	100.00	
Future Variation	100.00	100.00	
Band B - (rateable value £4,301 to £33,000)			
Annual	180.00	180.00	
New Licence	190.00	190.00	
Future Variation	190.00	190.00	
Band C - (rateable value £33,001 to £87,000)			
Annual	295.00	295.00	
New Licence	315.00	315.00	
Future Variation	315.00	315.00	
Band D - (rateable value £87,001 to £125,000)			
Annual *	320.00	320.00	
New Licence *	450.00	450.00	
Future Variation *	450.00	450.00	
Band E - (rateable value over £125,000)			
Annual **	350.00	350.00	
New Licence **	635.00	635.00	
Future Variation **	635.00	635.00	
Premises with no NDRV = Band A			
Premises under construction = Band C			
Number of person present			
5,000 to 9,999 - Additional Fee	1,000.00	1,000.00	
5,000 to 9,999 - Annual Fee	500.00	500.00	
10,000 to 14,999 - Additional Fee	2,000.00	2,000.00	
10,000 to 14,999 - Annual Fee	1,000.00	1,000.00	
15,000 to 19,999 - Additional Fee	4,000.00	4,000.00	
15,000 to 19,999 - Annual Fee	2,000.00	2,000.00	
20,000 to 29,999 - Additional Fee	8,000.00	8,000.00	
20,000 to 29,999 - Annual Fee	4,000.00	4,000.00	
30,000 to 39,999 - Additional Fee	16,000.00	16,000.00	
30,000 to 39,999 - Annual Fee	8,000.00	8,000.00	
40,000 to 49,999 - Additional Fee	24,000.00	24,000.00	
40,000 to 49,999 - Annual Fee	12,000.00	12,000.00	
50,000 to 59,999 - Additional Fee	32,000.00	32,000.00	
50,000 to 59,999 - Annual Fee	16,000.00	16,000.00	
60,000 to 69,999 - Additional Fee	40,000.00	40,000.00	
60,000 to 69,999 - Annual Fee	20,000.00	20,000.00	
70,000 to 79,999 - Additional Fee	48,000.00	48,000.00	
70,000 to 79,999 - Annual Fee	24,000.00	24,000.00	
80,000 to 89,999 - Additional Fee	56,000.00	56,000.00	
80,000 to 89,999 - Annual Fee	28,000.00	28,000.00	
90,000 and over - Additional Fee	64,000.00	64,000.00	
90,000 and over - Annual Fee	32,000.00	32,000.00	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Licensing Act 2003 - Statutory Fee Set By Central Government			
Other Fees			
Application for a grant or renewal of personal licence	37.00	37.00	
Temporary event notice	21.00	21.00	
Theft, loss etc. of premises licence or summary	10.50	10.50	
Application for a provisional statement	315.00	315.00	
Notification of change of name or address	10.50	10.50	
Application to vary licence to specify DPS	23.00	23.00	
Application for transfer of premises licence	23.00	23.00	
Interim authority notice following death etc. of licence holder	23.00	23.00	
Theft, loss etc. of certificate or summary	10.50	10.50	
Notification of change of name or alternation of rules of club	10.50	10.50	
Change of relevant registered address of club	10.50	10.50	
Theft, loss etc. of temporary event licence	10.50	10.50	
Theft, loss etc. of personal licence	10.50	10.50	
Duty to notify change of name or address	10.50	10.50	
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	

NOTES:

VAT will be included at the prevailing rate if applicable

* A multiplier of twice the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.

** A multiplier of three times the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Food, Health & Safety and Pollution Control			
FOOD, HEALTH AND SAFETY			
Issue of Food Surrender Certificates	60.00	63.00	
Release of Officers Statements	277.00	291.00	
Release of Documents	98.00	103.00	
POLLUTION CONTROL			
Water Sampling Charges			
The Regulations allow local authorities to charge a fee, subject to prescribed maximum levels to enable reasonable costs of services (lab fees etc) to be recovered.			
Proposed Fees and Charges			
Risk Assessment	40.00 per hour (up to £500 Max)	40.00 per hour (up to £500 Max)	
Investigation (each investigation)	40.00 per hour (up to £100 Max)	40.00 per hour (up to £100 Max)	

NOTES:

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Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Hackney Carriage/Private Hire Fees			
Hackney Carriage/Private Hire Drivers Licence (valid for 2 years)	295.00		295.00
Drivers' Knowledge Test	54.00		54.00
Drivers Badge	25.00		25.00
Hackney Carriage Vehicle	416.00		416.00
Private Hire Vehicle	416.00		416.00
Private Hire Operators	463.00		463.00
Vehicle Decals - Replacements	19.00		19.00
Vehicle Retest Fee (if re-tested within 48 hours of failure)	31.00	31.00	
Vehicle Retest Fee (if re-tested after 48 hours of failure)	59.00	59.00	
Change of Business (Sell Car and Transfer Plate)	105.00		105.00
Exemption Notice (Executive Vehicles)	29.00		29.00
Internal (Executive Vehicles) Car Plate	21.00		21.00
External Car Plate	49.00		49.00
CRB check	62.00		62.00

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PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Licensing and Registration			
Acupuncture, Tattooing, Electrolysis, Ear Piercing, Skin Piercing & Semi-Permanent Skin			
Colouring -			
Certificate of Registration: (a) Person	149.00		156.00
(b) Premise	215.00		226.00
(c) Persons & Premises	362.00		380.00
Animal Boarding Establishments* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Dangerous Wild Animals* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Dog Breeding Establishments* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Pet Animals Act* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Public Realm and Streetscene (Control of Street Furniture)	289.00		303.00
Riding Establishments* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Sex Establishments Initial	4,514.00		4,740.00
Renewal	1,733.00		1,820.00
Transfer	313.00		329.00
Zoo Licences* Initial	1,475.00		1,549.00
	(plus Inspector's expenses)		(plus Inspector's expenses)
Renewal	1,325.00		1,391.00
	(plus Inspector's expenses)		(plus Inspector's expenses)
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost

NOTES:

VAT will be included at the prevailing rate if applicable
* Plus Vet fees where applicable



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PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Premises License Fees			
Existing Casinos - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
New Small Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
New Large Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
Regional Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
Bingo Club - New Application	2,192.00	2,302.00	
Annual Fee	628.00	659.00	
Application to vary	1,097.00	1,152.00	
Application to Transfer	752.00	790.00	
Application for re-instatement	752.00	790.00	
Application for Provisional Statement	2,192.00	2,302.00	
Licence Application (Provisional Statement holders)	752.00	790.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	



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PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Premises License Fees			
Betting Premises - New Application (excluding Tracks) Annual Fee	1,882.00	1,976.00	
Application to vary	376.00	395.00	
Application to Transfer	940.00	987.00	
Application for re-instatement	752.00	790.00	
Application for Provisional Statement	752.00	790.00	
Licence Application (Provisional Statement holders)	1,882.00	1,976.00	
Copy Licence	752.00	790.00	
Notification of change	33.00	35.00	
	63.00	66.00	
Tracks - New Application	1,568.00	1,646.00	
Annual Fee	628.00	659.00	
Application to vary	783.00	822.00	
Application to Transfer	595.00	625.00	
Application for re-instatement	595.00	625.00	
Application for Provisional Statement	1,568.00	1,646.00	
Licence Application (Provisional Statement holders)	595.00	625.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Family Entertainment Centres - New Application	1,254.00	1,317.00	
Annual Fee	469.00	492.00	
Application to vary	628.00	659.00	
Application to Transfer	595.00	625.00	
Application for re-instatement	595.00	625.00	
Application for Provisional Statement	1,254.00	1,317.00	
Licence Application (Provisional Statement holders)	595.00	625.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Adult Gaming Centres - New Application	1,254.00	1,317.00	
Annual Fee	628.00	659.00	
Application to vary	628.00	659.00	
Application to Transfer	595.00	625.00	
Application for re-instatement	595.00	625.00	
Application for Provisional Statement	1,254.00	1,317.00	
Licence Application (Provisional Statement holders)	595.00	625.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Temporary Use Notices - New Application	319.00	335.00	
Annual Fee	N/A	N/A	

NOTES:

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PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Street Trading			
Single Unit up to 12 x 12 (max 5m length) Food - Initial	1,827.00		1,918.00
- Renewal	1,737.00		1,824.00
Single Unit up to 12 x 12 (max 5m length) Non-Food - Initial	1,528.00		1,604.00
- Renewal	1,373.00		1,442.00
For every additional 12 x 12 or part thereof or length more than 5m	752.00		790.00
Mobile Traders	716.00		752.00

NOTES:

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PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Scrap Metal Dealers Act 2013			
Site Licence - Initial	290.00	305.00	
Site Licence - Renewal	240.00	252.00	
Collectors Licence - Initial	145.00	152.00	
Collectors Licence - Renewal	95.00	100.00	
Variation of Licence	65.00	68.00	
Copy of licence (if lost or stolen)	25.00	26.00	

NOTES:

Charges before VAT (if applicable) at the prevailing rate