

**To:** General Purposes Licensing Committee

**Date:** 21 January 2014 **Item No:**

**Report of:** Head of Environmental Development

**Title of Report:** Acupuncture, Ear Piercing, Electrolysis & Tattooing, Animal Boarding Establishments, Dangerous Wild Animals, Dog Breeding Establishments, Pavement Cafes, Pet Shops, Riding Establishments, Street Trading Consents, Zoos, Integrated Pollution Prevention and Control Permits: Licence Fees & Charges for the 2014/15 financial year

## Summary and Recommendations

**Purpose of report:** To seek agreement of the licence fees for 2014/15 where the Council has discretion over the level of fee charged.

**Report Approved by:**

**Finance:** Paul Swaffied

**Legal:** Daniel Smith

**Policy Framework:** Vibrant Sustainable Economy

**Recommendation(s):**

**Committee is recommended to:**

**a) agree the licence fees and charges for 2014/15 as set out in the Appendix.**

## Introduction

1. The purpose of this report is to establish the licence fees and charges that should apply for 2014/15, for those activities where the Council has discretion as administered within the functions of the Miscellaneous Licensing Team.
2. The fees and charges detailed within this report and found at **Appendix One** relate solely to the functions of the Miscellaneous Licensing Team. A further report will be provided to Members in relation to the fees and charges related to the functions of the General Licensing Team.

3. The statutory principle in relation to the setting of fees is that they should be reasonable and should relate to the costs of performing the function, including staffing, administration, testing, inspections, hearings, regulation and appeals.

### **Miscellaneous Licensing Functions**

4. Licence fees set by the Council and administered in the Miscellaneous Licensing function consist of:

- **Acupuncture, Ear Piercing, Electrolysis and Tattooing**
- **Animal Boarding Establishments**
- **Dangerous Wild Animals**
- **Dog Breeding Establishments**
- **Pavement Cafes**
- **Pet Shops**
- **Riding Establishments**
- **Street Trading Consents**
- **Zoos**

5. A 2% inflationary increase to these fees and charges is proposed in order to ensure a full cost recovery for the services provided following an inflationary rise to Officer costs and the supplies and provisions required to administer such functions, with the exception of Street Trading Consents at Commercial Events which is dealt with separately within this report.

6. The Committee is asked to note that no changes are proposed to the current Administration Fee for consulting on Street Trading Consents. This is due to the costs incurred by the Council not rising in relation to this aspect of the procedural process.

7. Licence fees set by statute and administered in the Miscellaneous Licensing Team function consist of:

- **Integrated Pollution Prevention and Control Permits**

### **Street Trading Consents at Commercial Events**

8. An increase is proposed to the fee applicable to Street Trading Consents granted for those trading at large-scale commercial events in order to ensure a full recovery of the costs associated with compliance visits made by the Licensing Officer during the event.

### **Street Trading Consents at Community / Charitable Events**

9. The Council wishes to support the organisers of community and charity based events. It is, therefore, proposed to continue with the current practice of making no charge for Street Trading Consents at events where there is no commercial gain.

### **Pavement Café Licences**

10. The annual licence fee of £750.00 was introduced for the 2013/14 financial year, and it is deemed prudent to maintain it at its current level.

### **Financial Implications**

11. The Council is responsible for collecting licence fees for these functions. Predicted income from licence fees is included in the Council's budget estimates for 2014/15.

### **Legal Implications**

12. The Committee's responsibilities are set out in the Council's Constitution and include setting and reviewing licensing fees other than those set by statute.
13. The power to levy fees is contained in the legislation relevant to each function or in the Local Government Act 2003 in relation to discretionary services. Licensing is not a revenue raising function and fees should reasonably represent the costs of carrying out the function.

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### **Background papers:**

**Appendix One: Proposed Fees & Charges for 2014 / 2015 applicable to the Miscellaneous Licensing Functions**

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