

To: General Purposes Licensing Committee
Date: 10th February 2025
Report of: The Director of Planning and Regulatory Services.
Title of Report: Miscellaneous Licensing: Fees and Charges for the 2025/26 financial year

Summary and recommendations	
Purpose of report:	To seek agreement of the licence fees for 2025/26 where the Council has discretion over the level of fee charged
Corporate Priority	Enable an inclusive economy and Support Thriving Communities
Policy Framework	None
Recommendation(s): That the General Purposes Licensing Committee resolves to:	
1. Agree the licence fees and charges for 2025/26 as set out in the Appendix 1 and recommend them to Council	

Appendices	
Appendix 1	Acupuncture, Ear Piercing, Electrolysis & Tattooing, Animal Boarding, Dangerous Wild Animals, Dog Breeding, Pavement/ Cafes Licence, Pet Shops, Exhibiting Animals, Riding Establishments, Street Trading and Zoos.

Introduction

1. The purpose of this report is to seek agreement to the licence fees and charges that should apply for 2025/26, for those activities where the Council has discretion. This report does not cover the fees for Licensing and Gambling Act activities, which are reported separately to the Licensing and Gambling Acts Committee.
2. The fees and charges detailed within this report and found at **Appendix 1** relate solely to the functions of the Business Regulation 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, proportionate, and not exceed the cost of the procedures and formalities of the relevant licensing scheme, including staffing, training, administration, testing, inspections, hearings, and regulation.
4. Licence fees set by the Council and administered in the Miscellaneous Licensing function within the Business Regulation Team comprise the following: Acupuncture, Ear Piercing, Electrolysis & Tattooing, Animal Boarding, Dangerous Wild Animals, Dog Breeding, Pavement Cafes, Pet Shops, Exhibiting Animals, Riding Establishments, Street Trading and Zoos.
5. Members are asked to note that the fees have been revised and minor increases applied to cover the Authority costs, due to inflationary pressures.
6. Pavement License update -The Levelling Up and Regeneration Act 2023 makes permanent the provisions set out in the Business and Planning Act (BPA) 2020 that streamlined the process to allow businesses to secure these licences quickly. Licences that are deemed to have been granted, should remain in place for such period as the local authority may specify in the licence, with a maximum limit of two years. Existing licences with no end date are extended to 2 years from the commencement date. The proposed fees may be seen in Appendix 1. Currently 91 pavement licences have been issued.
7. 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 2025/26.

Legal issues

8. 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. Fees and charges should reasonably represent the costs of carrying out the function.

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Appendix 1: Proposed Fees & Charges for 2025/2026 applicable to the Miscellaneous Licensing functions within the Business Regulation Team

Regulatory Services Fees and Charges 2025/26	2024/25 Charge	2025/2026 Charge	Increase/ (Decrease)	Increase/ (Decrease)
	£	£	£	%
Street Trading Consents - subject to approval by General Purposes Licensing Committee				
City Centre & Late Night Traders				
Application Fee	378.00	416.00	38.00	10.05
Annual consent (Pro Rata for period of Consent)	8,715.00	9,587.00	872.00	10.01
Weekly Consent (Weekly Rota)	195.00	215.00	20.00	10.26
All other traders				
Application Fee	378.00	416.00	38.00	10.05
Annual consent (Pro Rata for period of Consent)	2,961.00	3,257.00	296.00	10.00
Peripatetic traders (mobile traders- e.g. icecream vans, sandwich vans)				
Application fee	132.00	145.00	13.00	9.85
Annual consent (Pro Rata for period of Consent)	1,538.00	1,692.00	154.00	10.01
General Charges				
Replacement Consent	39.00	43.00	4.00	10.26
Identification badge (per badge)	39.00	43.00	4.00	10.26
Events				
Street Trading at event for commercial benefit (up to 5 days) - per stall	36.50	40.00	3.50	9.59
Street Trading at event for commercial benefit (6-14 days) - per stall	58.00	64.00	6.00	10.34
Street Trading at event for community / charity benefit				
Street Café Licences - subject to approval by General Purposes Licensing Committee				
New Pavement License Fee as set by the Business and Planning Act 2020	100.00	500.00	400.00	400.00
Renewal Pavement License Fee as set by the Business and Planning Act 2020 (every two years)	NA	350.00		
Annual fees for Street Café Licences under the Highways Act 1980				
Up to 8 covers	168.00	184.80	16.80	10.00
9 to 20 covers	220.00	242.00	22.00	10.00
21 or more covers	273.00	300.30	27.30	10.00
Miscellaneous Licensing - subject to approval by General Purposes Licensing Committee				
Acupuncture, ear piercing, electrolysis & tattooing (only payable on first registration - person)	147.00	160.00	13.00	8.84
Acupuncture, ear piercing, electrolysis & tattooing (only payable on first registration - premises)	294.00	322.00	28.00	9.52
Boarding for cats and/or dogs	346.50 + vet fee	380 + vet fee	33.50	9.67
Hiring out horses	346.50 + vet fee	380 + vet fee	33.50	9.67
Breeding dogs	346.50 + vet fee	380 + vet fee	33.50	9.67
Selling animals as pets	346.50 + vet fee	380 + vet fee	33.50	9.67
Keeping or training animals for exhibition	315 + vet fee	345 + vet fee	30.00	9.52
Request for variation	151. + vet fee	165 + vet fee	14.00	9.27
Request for re-inspection	147 + vet fee	160 + vet fee	13.00	8.84
Dangerous Wild Animals	514.50 + vet fee	565 + vet fee	50.50	9.82
Zoo	514.50 + vet fee	565 + vet fee	50.50	9.82
New - Small Society Lotteries		40.00		
Renewal - Small Society Lotteries		20.00		

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