

10.00 am, Thursday, 12 February 2015

Review of Fee Structures –referral from the Regulatory Committee

Item number	4.7
Report number	
Wards	All

Executive summary

To consider the decision of the Regulatory Committee on the Review of Fee Structures contained within the remit of the Regulatory Committee.

Coalition pledges See attached report

Council outcomes See attached report

Single Outcome Agreement See attached report

Appendices Appendix 1: Report by the Acting Director of Services for Communities

Terms of Referral

Review of Fee Structures – referral from the Regulatory Committee

Terms of referral

- 1.1. The Regulatory Committee on 2 February 2015 considered the attached report by the Acting Director of Services for Communities on the review of fee structures that had been undertaken as part of the Regulatory Committee Workplan.
- 1.2. The Council, as a licensing authority, should recover all reasonable costs incurred during the licensing process. The work of the Licensing Service is funded by income generated through fees charged for the processing and administration of licence applications.
- 1.3. Fees for each licence category have been set on an individual basis and increased periodically by individual licence category. Licence fees for taxis and HMOs have been increased in the financial year 2014/15 for the first time since 2010. Fees for Civic licences have been increased steadily at 3% for the past three years.
- 1.4. The Council has to balance the cost of licences to customers with the cost of administration, public safety and enforcement activity to ensure that licensed businesses and events operate safely and responsibly. Currently, all Council costs are not being covered by the licensing fee.
- 1.5. A number of issues had also been raised in relation to licensed activity and fee levels.
- 1.6. In order to address these issues, a review of licensing fees was approved by the Regulatory Committee in November 2013 as part of the agreed work plan for the Committee
- 1.7. The Regulatory Committee agreed:
 - 1.7.1 To amend recommendation 9.11 in Appendix 1 of the report by the Acting Director of Services for Communities, Market Operators Licences for Community Markets or registered charities, provided there is no commercial element to increase the number of stalls to a maximum of 30.
 - 1.7.2 Otherwise to approve the revised Licensing fees set out in Appendix 1 of the report by the Acting Director of Services for Communities
 - 1.7.3 To approve the introduction of a fast track application process, for which an additional administrative fee is charged to recover the additional costs incurred due to late submission of applications.

1.7.4 To refer the report to the Council for information.

For Decision/Action

2.1 The Council is requested to note the report.

Background reading / external references

Regulatory Committee 2 February 2014

Carol Campbell

Head of Legal, Risk and Compliance

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Links

Coalition pledges	See attached report
Council outcomes	See attached report
Single Outcome Agreement	See attached report
Appendices	See attached report

Regulatory Committee

2pm, Monday, 2 February 2015

Review of Fee Structures

Item number	
Report number	
Executive/routine	Executive
Wards	All

Executive summary

A review of licence fees was agreed as part of the Regulatory Committee Work Plan. This report presents the outcome of this review and proposes changes to the fee structure for Committee approval.

Links

Coalition pledges	P28
Council outcomes	CO8
Single Outcome Agreement	SO1

Review of Fee Structures

Recommendations

It is recommended that the Committee:

- 1.1 approves the revised Licensing fees (set out in Appendix 1); and
- 1.2 approves the introduction of a fast track application process, for which an additional administrative fee is charged to recover the additional costs incurred due to late submission of applications.

Background

- 2.1 The Council, as a licensing authority, should recover all reasonable costs incurred during the licensing process. The work of the Licensing Service is funded by income generated through fees charged for the processing and administration of licence applications. The current schedule of fees has been approved by Full Council. Any changes to the fees throughout the year are agreed by the Regulatory Committee.
- 2.2 Fees for each licence category have been set on an individual basis and increased periodically by individual licence category. Licence fees for taxis and HMOs have been increased in the financial year 2014/15 for the first time since 2010. Fees for Civic licences have been increased steadily at 3% for the past three years.
- 2.3 The Council has to balance the cost of licences to customers with the cost of administration, public safety and enforcement activity to ensure that licensed businesses and events operate safely and responsibly. Currently, all Council costs are not being covered by the licensing fee.
- 2.4 A number of issues have been raised in relation to licensed activity and fee levels:
 - Customer surveys carried out by the Licensing service have highlighted concerns over taxi and private hire cars (PHC) fees, HMO fees and some Public Entertainment fees;
 - The impact of licensing requirements on community events, such as gala days;
 - Increased complaints about licence holders and events. Complaints about taxi and PHC drivers have increased significantly, and spot checks on licensed activity e.g. late hours catering, showed high levels of non-

compliance with the terms of the licence. Enforcement costs are not adequately covered in the current licence fees; and

- A mismatch between the licence fee and the costs of supplying each licence type.

2.5 In order to address these issues, a review of licensing fees was approved by the Regulatory Committee in November 2013 as part of the agreed work plan for the Committee.

Main report

3.1 The Licensing service is subject to an ongoing programme of modernisation, including an organisational review. The aim of the programme is to create a more efficient and effective service focused on the needs of customers. Phase 1 of the programme has concluded, achieving savings of £160,000 in the cost of administration of licences. Phase 2, which will develop further service improvements such as on-line applications, aims to reduce operating costs further.

3.2 Despite these efficiencies, the budget collected from licensing fees remains insufficient to fully pay for critical service area input which ensures public safety and minimises disruption from licensed events/activity. These services are seeking full reimbursement of the costs of supporting the licensing system.

3.3 The work of the review has, therefore, sought to balance cost pressures in providing effective public safety and enforcement activity with the need for affordability, particularly for smaller community events. The review has taken account of the requirements of the Council's Corporate Charging Policy.

Proposals

3.4 The fee table, attached at Appendix 1, sets out detailed proposals for revised fee structures. If approved, these fees would be implemented from 1 April 2015.

3.5 It is proposed to increase fees generally by 2.5% for 2015/16, which is the inflationary uplift that the Council is considering applying to fees generally for next financial year. Categories where higher increases are proposed are outlined below.

Civic Trading Licences

3.6 Certain categories of licence generate significant enforcement work for the service and current fee levels do not meet the cost of this work. It is, therefore, proposed that fees in a number of licence categories should be increased by on average 10%, to cover enforcement activity. The categories affected are:

- Street Trading;
- Second Hand dealers;
- Market Operators;
- Late Hours Catering;

- Skin Piercing;
- Knife Dealers; and
- Metal Dealers.

Detail of the individual increases is attached at Appendix 1.

- 3.7 Generally, where there is an increase above 2.5% for an annual licence, it is recommended that the increase is mitigated by offering a discounted three year licence. This should encourage applicants to apply for a longer licence and reduce administrative costs over time.
- 3.8 It is also proposed to delete the current one day Street Trading Licence fee and replace this with licences for a minimum of seven days. The high volume of daily applications is placing an unsustainable burden on the service because the costs of administering them are significantly greater than the limited income collected. The current one day licence also leads to a fragmented approach for customers by not allowing them to plan their businesses.
- 3.9 A new fee of £50 for employees is proposed, allowing temporary street trading licence holders to apply for up to five employees. Previously, temporary street traders could not apply for employee licences. This change aims to simplify and improve this category of licence, as currently licence holders have to be present in order to trade and cannot arrange for any substitution, if they require to be absent for a short period. Allowing employee licences provides this increased flexibility.
- 3.10 Noting the concerns previously expressed by Committee, it is proposed to simplify the fee structure for markets, creating a variable fee depending on the number of stalls and location. It is also proposed to reduce the fee for an indoor market stall within the city centre, from the current £69 per stall to £50, reflecting their lower inspection and enforcement potential.
- 3.11 Where a licence involves the welfare or keeping of animals, it is proposed that the Council will recover all costs incurred by veterinary inspections. These will be passed on at full cost to all applicants prior to the issue of a licence.

Public Entertainment

- 3.12 Public Entertainment (PEL) remains the most challenging category of licence fee. Significant pressure on staff and specialist safety teams mean that costs exceed the income generated from licence fees. Options around fee levels in this category have been closely examined to identify options to address concerns and balance costs.
- 3.13 It is proposed that, generally, the overall fee structure remains similar to the existing fee structure with the introduction of expanded fee categories for events with a capacity of greater than 10,000 people. It is also proposed to restrict the period of a temporary licence to not more than 28 days, to ensure applications with greater enforcement and monitoring costs pay an appropriate amount.

Increases are also proposed for licences for amusement arcades, sun beds and hypnotists, reflecting inspection and enforcement requirements.

3.14 The proposals in paragraphs 3.12 and 3.13 above would support the introduction of a wider and more heavily discounted scale of fees for community events. The current discounts only apply to events of up to 1,000 people and thereafter the normal PEL fee would apply. It is proposed that the following discounted fees for community events are introduced:

- Community Public Entertainment Licence, temporary, £150 for premises with a capacity of up to 2,500;
- Community Public Entertainment Licence, temporary, £300 for premises with a capacity of between 2,501 and 5,000; and
- For any event which has a capacity of above 5,000, a 25% discount on the normal PEL fee will apply.

In addition, for annual public entertainment licences for community organisations, it is proposed that the discounted fee of £400, agreed by Committee in May 2014, should be maintained. This is restricted to community events in premises with a capacity of no more than 500 people.

3.15 The Fringe Society has put forward an alternative fee structure for public entertainment licences which creates further categories based on additional tiers of capacity. This proposal has been closely examined and it is estimated that, if adopted, it has the potential to reduce income from that sector by around 50%. It is, therefore, proposed that this fee structure is not viable at this time.

Taxis and Private Hire Cars (PHCs)

3.16 At present vehicle licence costs subsidise the cost of licensing drivers. It is proposed to rebalance this. It is, therefore, proposed that a fee of £500 replaces the previous fee of £1,614 for PHCs and a fee of £600 replaces the same fee for taxis.

3.17 There have also been concerns from the taxi trade that the Council has inconsistently applied the fee due for a change of vehicle. To date, taxi/PHC owners have benefitted from a system whereby they renew their vehicle licence without paying a separate variation fee when the relevant vehicle is replaced. This arrangement, however, does not cover the administration costs involved in both processes. It is, therefore, put forward that a new fee be introduced to cover this situation, which is lower than the combined renewal and variation fee, reflecting the reduced administration cost.

3.18 As outlined above, some driver licences are being operated at a loss to the Council. Additionally, complaints against taxi and PHC drivers are increasing and placing increased costs on the service. It is proposed to increase the cost of a new Taxi and PHC Driver Licence for a new driver making their first application. This will be offset in future years by making a three year licence financially attractive, at 50% of the cost that the applicant would otherwise pay.

For example, a PHC driver will be charged £150 for a three year licence as opposed to £300 (3 x £100 per one year licence).

- 3.19 The current level of fee for a Taxi or PHC Booking Office Licence does not cover any inspection costs or pay for legal costs. It is therefore proposed to increase these costs to cover ongoing legal bills and to allow for the inspection of booking offices.
- 3.20 There are proposed increases in excess of 3% for replacement documents and identification badges. This is in response to increased requests for duplicates or replacement badges. The cost of providing duplicates is not covered by the fee. It is also hoped that this will encourage licence holders to take care of their originals.

HMO Fees

- 3.21 Separate work is ongoing to review HMO fees, including understanding the impact of discounts for student accommodation. Internal audit are supporting the service in this work. It is proposed that the fees should remain fixed until that work is complete and a report brought back to Committee with recommendations in spring 2015.

Additional Fee for Late Applications for Temporary Licences

- 3.22 The licensing process takes a minimum of 28 days due to legislative constraints, and a maximum of between six and twelve months, depending on licence type. Applicants are requested to give a minimum of 28 days notice to allow for statutory consultation with Police Scotland, the Scottish Fire and Rescue Service and other stakeholders.
- 3.23 The service receives a significant number of applications with less than 28 days notice, which puts the service under pressure to deliver the licence. In effect, a late application gets priority over all applications submitted timeously, which increases costs because it has to be processed separately as opposed to routine administrative methods. This problem is most acute in the run up to the August and Winter festivals and additional costs are incurred by the service in terms of overtime and agency staff. A snap shot of temporary licences received between 1 May and 30 December 2014 showed, of 477 licence applications checked, 44% were received with less than 28 days notice.
- 3.24 It is recommended that an additional 20% of the licence fee be charged to cover the additional costs, which would allow delivery of the licence where good reasons are given for late submission. Appendix 2 shows proposed fee levels for late applications for temporary licences.

Measures of success

- 4.1 That the fee levels work on a cost recovery model and, as such, should not be subsidised by other Council budgets.

- 4.2 That the fee structure remains effective and transparent and costs within the system are minimised.

Financial impact

- 5.1 The measures outlined in this report will match expenditure on licensing costs to the level of income generated.
- 5.2 That the existing surpluses will be reduced to a level necessary for prudent financial resilience.

Risk, policy, compliance and governance impact

- 6.1 This report proposes a fee structure within the context of the statutory provisions of the Civic Government (Scotland) Act 1982 and the Housing (Scotland) Act 2006.

Equalities impact

- 7.1 There is no equalities impact arising from the contents of this report.

Sustainability impact

- 8.1 There is no environmental impact arising from the contents of this report.

Consultation and engagement

- 9.1 The report takes account of the outcome of Customer Research which included feedback on the level of fees.
- 9.2 Officers have held a number of meetings with stakeholders and customers who have raised concerns or sought discussion on fee levels.

Background reading/external references

None.

John Bury

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Links

Coalition pledges	P28 - Further strengthen our links with the business community by developing and implementing strategies to promote and protect the economic well being of the city.
Council outcomes	CO8 - Edinburgh's economy creates and sustains job opportunities.
Single Outcome Agreement	SO1 - Edinburgh's Economy Delivers increased investment, jobs and opportunities for all.
Appendices	Appendix 1 – Proposed fees list Appendix 2 - Licence fees with 20% 'late fee' added

Appendix 1

	Licence type	Licence duration	2014/2015	Proposed 2015/2016
1	Animal Boarding*	1 Year	£290	£297
2	Boat Hire			
2.1	New	1 Year	£520	£533
2.2	Temporary	Up to 28 days	£175	£179
3	Dangerous Wild Animals*	1 Year	£290	£297
4	Dog Breeding*	1 Year	£290	£297
5	Houses in Multiple Occupation – all fees under review			
5.1	5 or 5+ persons (new)	1 Year	£602	£602
5.2	5 or 5+ persons (renewal)	1 Year	£422	£422
5.3	4 Persons (new)	1 Year	£561	£561
5.4	4 Persons (renewal)	1 Year	£381	£381
5.5	3 Persons (new)	1 Year	£520	£520
5.6	3 Persons (renewal)	1 Year	£339	£339
5.7	Identical footprint/mirror image (new/renewal)	1 Year	£51	£51
6	Indoor Sports			
6.1	New/renewal	1 Year	£868	£889
6.2	Temporary	Up to 28 days	£605	£620
6.3	Community or charitable events (non-commercial) - up to six weeks	Up to 28 days	£112	£112
7	Knife Dealer			
7.1	New	1 Year	£161	£200
7.2	Renewal	1 Year	£113	£150
8	Late Hours Catering			
8.1	New	1 Year	£506	£560
8.2	Renewal	1 Year	£369	£400
8.3	Exemption	2 Months	£90	£100
9	Market Operators (including car boot sales) outwith the City Centre (Ward 11)			
	The Annual Market fee is only available to markets that operate with a frequency of at least once per calendar month			
9.1	over 300 Stalls	1 Year	£1,572	
9.2	50 to 300 Stalls	1 Year	£1,065	
9.3	under 50 Stalls	1 Year	£539	
9.4	Per stall		Not applicable	£12
	Temporary fees for markets outwith City Centre:			
9.5	over 300 Stalls - temporary	6 Weeks	£396	Not applicable
9.6	50 to 300 Stalls - temporary	Up to 28 days	£287	Not applicable
9.7	Under 50 Stalls - temporary	Up to 28 days	£178	Not applicable
9.8	Per stall	Up to 28 days	Not applicable	£5
	Temporary Fee for Indoor Markets (see below) within City Centre (Ward 11):			

	An 'Indoor market is considered to be wholly or substantially contained within a building or other permanent structure. This does not apply to the exterior grounds of a building, any area temporarily fenced off or restricted area or any temporary structure i.e. marquee'			
9.9	Per stall(subject to a maximum fee of £1000)	Up to 28 days	£69	£50
	Temporary Fee for Outdoor Markets within City Centre (Ward 11):			
9.10	Per stall (subject to a maximum fee of £5000)	per stall – up to max. 28 days	£69	£75
	Community Markets or registered charities, provided there is no commercial element, i.e. where 100% of the profit is given over to charity or community group:			
9.11	20 Stalls maximum (n/b thereafter normal fees will apply)	City-wide, per week or part of a week	£112	£112
10	Metal Dealers			
10.1	Exemption	3 years	£1,559	£1,587
10.2	New/renewal (on change of Act)	3 year	Not applicable	£1,500
10.3	New/renewal	1 year	£519	£570
11	Performing animals*			
		1 year	£519	£531
12	Pet shops*			
		1 year	£341	£349
13	Public Entertainment			
13.1	Capacity > 15,000 New/temporary	1 Year or Temporary up to 28 days	Not applicable	£12,000
13.2	Capacity 10,000 to 15,000 - New/temporary	1 Year or Temporary up to 28 days	Not applicable	£9,275
13.3	Capacity 5,001 to 10,000 - New/temporary	1 Year or Temporary up to 28 days	£5,565	£5,704
13.4	Capacity 1,001 to 5,000 - New/temporary	1 Year or Temporary up to 28 days	£2,783	£2,852
13.5	Capacity 201 to 1,000 - New/temporary	1 Year or Temporary up to 28 days	£1,390	£1,424
13.6	Capacity 1 to 200 - New/temporary	1 Year or Temporary up to 28 days	£927	£950
13.7	Capacity > 15,000 Renewal	1 Year	Not applicable	£9,000
13.8	Capacity 10,001 to 15,000 - Renewal	1 Year	Not applicable	£6,956
13.9	Capacity 5,001 to 10,000 - Renewal	1 Year	£3,710	£3,802
13.10	Capacity 1,001 to 5,000 - Renewal	1 Year	£1,855	£1,901
13.11	Capacity 201 to 1,000 - Renewal	1 year	£927	£950
13.12	Capacity 1 to 200 - Renewal	1 year	£753	£771
13.13	Community/charitable/religious/political group, pay-to-enter: capacity 251 to 2500	Up to 28 days	Not applicable	£150

13.14	Community/charitable/religious/political group: capacity 2501 to 5000	Up to 28 days	Not applicable	£300
13.15	Community/charitable/religious/political group: capacity 250-500	1 year	£400	£400
13.16	Community/charitable/religious/political group: free to enter; capacity > 3000	discount of 25% on normal fee (see lines 3.1 to 3.12 above)		
13.17	Amusement Devices, > 20	1 Year or Temporary up to 28 days	£3,710	£4,226
13.18	Amusement Devices, 6 to 20	1 Year or Temporary up to 28 days	£1,855	£2,133
13.19	Amusement Devices, 1 to 5	1 Year or Temporary up to 28 days	£753	£865
13.20	Amusement Devices, 1 only	1 Year or Temporary up to 28 days	£164	£188
13.21	Sun beds - per bed	1 year	£175	£225
13.22	Hypnotism	Per event	£115	£200
13.23	Live Animal Supplement*	Per event	£175	£200
14	Public Entertainment Variation			
14.1	Capacity > 15,000	Per application	Not applicable	£12,000
14.2	Capacity 10,000 to 15,000	Per application	Not applicable	£9,275
14.3	Change of use - capacity > 10,000	Per application	£9,256	£9,487
14.4	Change of use - capacity 5,001 to 10,000	Per application	£5,565	£5,704
14.5	Change of use - capacity 1,001 to 5,000	Per application	£2,783	£2,852
14.6	Change of use - capacity 201 to 1,000	Per application	£1,400	£1,435
14.7	Change of use - capacity 1 to 200	Per application	£927	£950
14.8	Community/charitable/religious/political group, pay-to-enter: capacity 251 to 1500	Up to 28 days	Not applicable	£150
14.9	Community/charitable/religious/political group: capacity 1501 to 3000	Up to 28 days		£300
15	Riding Establishments*	1 Year	£555	£568
16	Second-Hand Dealer			
16.1	New	3 Years	£500	£512
16.2	Renewal	3 Years	£354	£362
16.3	New	1 Year	£168	£200
16.4	Renewal	1 Year	£118	£150
16.5	Exemption	Per application	£89	£91.23
16.6	Temporary	Up to 28 days	£89	£100
16.7	Antique Fairs dealers	1 Year	£45	£59
16.8	Stamp and Book Fair dealers	1 Year	£24	£59

17	Sex Shop - New/renewal	1 year	£1,368	£1,402
18	Skin Piercing and Tattooing - where activity carried out mainly from premises			
18.1	Principal Operator - new	1 Year	£231	£250
18.2	Principal Operator - renewal	3 Years	£231	£500
18.3	Principal Operator with employees	Per additional employee	£59	£75
18.4	Self Employed Operator – new	1 Year	£231	£250
18.5	Self Employed Operator – renewal	3 Years	£231	£500
	Skin Piercing and Tattooing - where activity NOT carried out mainly from premises			
18.6	One-off events	Per application	£231	£240
18.7	Attending an exhibition or arts event	Per application – up to 7 days	£59	£75
19	Street Traders			
19.1	Food - allowing named employees	1 Year	£344	£378
19.2	Food - no employees	1 Year	£257	£282
19.3	Non-food - allowing named employees	1 Year	£216	£237
19.4	Non-food - no employees	1 Year	£175	£192
19.5	Charitable organisation	6 Months	£73	£73
19.6	Food - temporary	Per application - up to 7 days	Not applicable	£200
19.7	Non-food - temporary	Per application - up to 7 days	Not applicable	£150
19.8	Variation of licence to change of any vehicle	Per application	Not applicable	£150
19.9	Employees	Per person	Not applicable	£50
20	Theatre			
20.1	Commercial Operation - capacity > 1,000 - New/temporary		£2,783	£2,783
20.2	Commercial Operation - capacity 201 to 1,000 - New/temporary		£1,390	£1,390
20.3	Commercial Operation - capacity 1 to 200 - New/temporary		£927	£927
20.4	Commercial Operation - capacity > 1,000 – Renewal	1 Year	£1,855	£1,855
20.5	Commercial Operation -capacity 201 to 1,000 – Renewal	1 Year	£927	£927
20.6	Commercial Operation - capacity 1 to 200 - Renewal	1 Year	£753	£753
20.7	Charitable organisation (< 200)	max 4 p.a.	£115	£115
20.8	Street - per event, per day		£45	£45
	Theatre Variation			
20.9	Change of use -capacity > 1,000	Per application	£2,783	£2,783
20.10	Change of use - capacity 201 to 1,000	Per application	£1,391	£1,391
20.11	Change of use - capacity 1 to 200	Per application	£927	£927
20.12	Capacity Increase	Per application	£115	£115

20.13	Other variation to licence	Per application	£115	£115
21	Venison Dealer	3 years	£151	£154
22	Window Cleaners			
22.1		1 year	£50	£100
22.2		3 years	£151	£250
23	Zoo*	6 years	£875	£896
24	Miscellaneous civic			
24.1	Certified copy		£36	£50
24.2	Duplicate ID badge		£13	£50
24.3	Change of manager	Per application	£75/95	£95
25	Cinemas			
25.1	Multi Screen	1 year	£618	£618
25.2	Single screen	1 year	£309	£309
25.3	Temporary	1 month	£206	£206
25.4	Transfer		£123	£123
25.5	up to 4 screens	1 year	£618	£618
25.6	Change of manager	Per application	£75/95	£95
26	Taxi and Private Hire			
26.1	Taxi/PHC Booking Office - New	1 year	£515	£1,000
26.2	Taxi/PHC Booking Office - Renewal	1 year	£515	£700
26.3	Cancellation of Inspection		£93	£95
26.4	Change of manager		£93	£95
26.5	Change of vehicle other than at annual inspection		£141	£150
26.6	Duplicate ID badge		£13	£50
26.7	Duplicate Licence		£40	£50
26.8	Medical Examination not attended		£93	£95
26.9	Further medical assessment not attended		£181	£185
	Private Hire Cars			
26.10	New licence	1 year	£1,614	£500
26.11	Renewal licence (existing vehicle)	1 year	£275	£285
26.12	Renewal licence (with variation for new vehicle)	1 year	Not applicable	£335
26.13	New driver	1 year	£74	£135
26.14	Renewal driver	1 year	£53	£100
26.15	Renewal driver	3 years	£160	£150
26.16	Partnership		£1,614	£500
26.17	Replacement plate		£26	£78
26.18	Replacement 'Pre-booked' door sign		£10	£11
	Taxis			
26.19	New licence	1 year	£1,614	£600
26.20	Renewal licence (existing vehicle)	1 year	£275	£310
26.21	Renewal licence (with variation for new vehicle)	1 year	Not applicable	£360
26.22	New driver – including one 'topographical' test	1 year	£93	£165

26.23	Renewal driver	1 year	£53	£100
26.24	Renewal driver	3 years	£160	£160
26.25	Brackets	Per application	£26	£26
26.26	Taxi topographical test re-sit	Per application	£50	£60
26.27	Variation to incorporate inspection on change of vehicle	Per application	£49	£50
26.28	Vehicle re-test (first)	Per application	£10	£10
26.29	Vehicle re-test (second and thereafter)	Per application	£47	£48
26.30	Wheelchair Exemption certificate	Per application	£10	£10
26.31	Installation of cameras	Per application	£50	£51

* Any licence which involves a Vet Inspection will in addition to the licence fee be charged the full cost of that inspection.

Appendix 2 – Licence fees with 20% 'late fee' added

	Licence type	Licence duration	2014/2015	Proposed 2015/2016 cost	2015/2016 cost with 20% 'late fee' added
2	Boat Hire				
2.2	Temporary	Up to 28 days	£175	£179	£214
6	Indoor Sports				
6.2	Temporary	Up to 28 days	£605	£620	£744
9	Market Operators (including car boot sales) outwith the City Centre (Ward 11)				
	The Annual Market fee is only available to markets that operate with a frequency of at least once per calendar month				
	Temporary fees for markets outwith City Centre:				
9.8	Per stall	Up to 28 days	Not applicable	£5	£6
	Temporary Fee for Indoor Markets (see below) within City Centre (Ward 11):				
	An 'Indoor market is considered to be wholly or substantially contained within a building or other permanent structure. This does not apply to the exterior grounds of a building, any area temporarily fenced off or restricted area or any temporary structure i.e. marquee'				
9.9	Per stall(subject to a maximum fee of £1000)	Up to 28 days	£69	£50	£60
	Temporary Fee for Outdoor Markets within City Centre (Ward 11):				
9.10	Per stall (subject to a maximum fee of £5000)	per stall – up to max. 28 days	£69	£75	£90
	Community Markets or registered charities, provided there is no commercial element, i.e. where 100% of the profit is given over to charity or community group:				
9.11	20 Stalls maximum (n/b thereafter normal fees will apply)	City-wide, per week or part of a week	£112	£112	£134
13	Public Entertainment				
13.1	Capacity > 15,000 New/temporary	1 Year or Temporary up to 28 days	Not applicable	£12,000	£14,400
13.2	Capacity 10,000 to 15,000 - New/temporary	1 Year or Temporary up to 28 days	Not applicable	£9,275	£11,130
13.3	Capacity 5,001 to 10,000 - New/temporary	1 Year or Temporary up to 28 days	£5,565	£5,704	£6,844
13.4	Capacity 1,001 to 5,000 - New/temporary	1 Year or Temporary up to 28 days	£2,783	£2,852	£3,422
13.5	Capacity 201 to 1,000 - New/temporary	1 Year or Temporary up to 28 days	£1,390	£1,424	£1,708
13.6	Capacity 1 to 200 - New/temporary	1 Year or Temporary up to 28 days	£927	£950	£1,140
13.17	Amusement Devices, > 20	1 Year or Temporary up to 28 days	£3,710	£4,226	£5,071
13.18	Amusement Devices, 6 to 20	1 Year or Temporary up to	£1,855	£2,133	£2,559

		28 days			
13.19	Amusement Devices, 1 to 5	1 Year or Temporary up to 28 days	£753	£865	£1,038
13.20	Amusement Devices, 1 only	1 Year or Temporary up to 28 days	£164	£188	£225
14	Public Entertainment Variation				
14.1	Capacity > 15,000	Per application	Not applicable	£12,000	£14,400
14.2	Capacity 10,000 to 15,000	Per application	Not applicable	£9,275	£11,130
14.3	Change of use - capacity > 10,000	Per application	£9,256	£9,487	£11,384
14.4	Change of use - capacity 5,001 to 10,000	Per application	£5,565	£5,704	£6,844
14.5	Change of use - capacity 1,001 to 5,000	Per application	£2,783	£2,852	£3,422
14.6	Change of use - capacity 201 to 1,000	Per application	£1,400	£1,435	£1,722
14.7	Change of use - capacity 1 to 200	Per application	£927	£950	£1,140
14.8	Community/charitable/religious/political group, pay-to-enter: capacity 251 to 1500	Up to 28 days	Not applicable	£150	£180
14.9	Community/charitable/religious/political group: capacity 1501 to 3000	Up to 28 days		£300	£360
16	Second-Hand Dealer				
16.6	Temporary	Up to 28 days	£89	£100	£120
19	Street Traders				
19.6	Food - temporary	Per application - up to 7 days	Not applicable	£200	£240
19.7	Non-food - temporary	Per application - up to 7 days	Not applicable	£150	£180
19.8	Variation of licence to change of any vehicle	Per application	Not applicable	£150	£180
19.9	Employees	Per person	Not applicable	£50	£60
20	Theatre				
20.1	Commercial Operation - capacity > 1,000 - New/temporary		£2,783	£2,783	£2,783
20.2	Commercial Operation - capacity 201 to 1,000 - New/temporary		£1,390	£1,390	£1,390
20.3	Commercial Operation - capacity 1 to 200 - New/temporary		£927	£927	£927
20.8	Street - per event, per day		£45	£45	£54
	Theatre Variation				
20.9	Change of use - capacity > 1,000	Per application	£2,783	£2,783	£3,339
20.10	Change of use - capacity 201 to 1,000	Per application	£1,391	£1,391	£1,669

20.11	Change of use - capacity 1 to 200	Per application	£927	£927	£1,112
20.12	Capacity Increase	Per application	£115	£115	£138
20.13	Other variation to licence	Per application	£115	£115	£138
25 Cinemas					
25.1	Multi Screen	1 year	£618	£618	£741
25.2	Single screen	1 year	£309	£309	£370
25.3	Temporary	1 month	£206	£206	£247
	Transfer		£123	£123	£147
25.5	up to 4 screens	1 year	£618	£618	£741
25.6	Change of manager	Per application	£75/95	£95	£114

* Any Licence which involves a Vet Inspection will in addition to the licence fee be charged the full cost of that inspection.