

## Rother District Council

<b>Report to:</b>	Licensing and General Purposes Committee
<b>Date:</b>	15 January 2024
<b>Title:</b>	Fees and charges
<b>Report of:</b>	Head of Service - Environmental Services, Licensing and Community Safety
<b>Ward(s):</b>	All
<b>Purpose of Report:</b>	To consider an increase in some fees next year.
<b>Officer</b>	
<b>Recommendation(s):</b>	It be <b>RESOLVED:</b> That the licensing fees and charges set out in Appendix A be approved and apply from 1 April 2024.

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### Background

1. This report seeks Committee approval for increases in some licensing fees proposed to be charged from April 2024.
2. Fees are set to recover the full administrative costs of issuing the licences and costs associated with ensuring compliance with the conditions attached to licences, but not the costs associated with the enforcement of unlicensed premises and activities. We cannot aim to recover more than the costs incurred.
3. Many fees are set by statute and are generally very low. The fees set by the Licensing Act 2003 have not been increased, despite requests by the Local Government Association. Maximum fees under the Gambling Act 2005 are also set by statute. This authority charges the maximum amounts.
4. Appendix A sets out the discretionary fees proposed to be charged from April 2024, changes highlighted in red. Where fees are proposed to increase, they have increased by the consumer price index or higher, if justified. The hiring of horses licence fee includes the veterinary inspection costs, which increase substantially every year.
5. The Council does not currently licence any sex establishments or zoos.
6. As environmental health is a shared service with Wealden District Council, we aim to charge the same fees for licences issued for Rother and Wealden premises, although each authority sets its own fees.

### Conclusion

7. Members are recommended to approve revised fees for licences from April 2024.

## Legal Implications

8. There is the possibility of judicial review if fees are set too high or inconsistently.

## Financial implications

9. Fees should be set to reflect the costs incurred by the Council in carrying out the function. If fees are not increased, then the service is effectively being subsidised by the Council taxpayer. The Council's financial position requires fees to be increased, each year, if possible.

<b>Other Implications</b>	<b>Applies?</b>	<b>Other Implications</b>	<b>Applies?</b>
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	External Consultation	No
Environmental	No	Access to Information	No
Risk Management	No	Exempt from publication	No
Chief Executive	Lorna Ford		
Report Contact Officer:	Richard Parker-Harding, Head of Service		
e-mail address:	<a href="mailto:Richard.parker-harding@rother.gov.uk">Richard.parker-harding@rother.gov.uk</a>		
Appendices:	Appendix A – Discretionary Fees		
Relevant Previous Minutes:	LG22/13		
Background Papers:	None		
Reference Documents:	None		

## Discretionary Fees

**Animal Welfare Act 2006  
Animal Welfare Licensing Fees (3 years)**

Item	Unit	2023/24	2024/25
		£230.00 (Combined fee) <sup>1</sup>	£241.00 (Combined fee) <sup>1</sup>
		-or-	-or-
Home Boarding / Dog Day Care	Each premises	£220.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required	£231.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required
		£250.00 (Combined fee) <sup>1</sup>	£262.00 (Combined fee) <sup>1</sup>
		-or-	-or-
Animal Boarding / Selling Pets	For each activity at one premises: cat boarding, dog boarding or selling animals	£245.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required	£252.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required
		£250.00 (Combined fee) <sup>1</sup>	£262.00 (Combined fee) <sup>1</sup>
		-or-	-or-
Breeding of Dogs	Each premises	£245.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required	£252.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required

Exhibition of Animals	Each species at one premises	£250.00 (Combined fee) <sup>1</sup> -or- £245.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required	£262.00 (Combined fee) <sup>1</sup> -or- £252.00 for Processing & £25.00 for Issue of Licence plus actual vet costs if required
Regrading Request (except Riding Establishments)	Each	£100.00	£105.00
Hiring of Horses: 1 – 10 horses	Each	£549.00 (Combined fee) <sup>1</sup> -or- £538.00 for Processing & £30.00 for Issue of Licence. £438.00 for Re-grading. Includes initial vet costs.	£1000.00 (Combined fee) <sup>1</sup> -or- £990.00 for Processing & £30.00 for Issue of Licence. £900.00 for Re-grading. Includes initial vet costs.
Hiring of Horses: 11 – 25 horses	Each	£660.00 (Combined fee) <sup>1</sup> -or- £485.00 for Processing & £30.00 for Issue of Licence. £549.00 for Re-grading. Includes initial vet costs.	£1000.00 (Combined fee) <sup>1</sup> -or- £990.00 for Processing & £30.00 for Issue of Licence. £900.00 for Re-grading. Includes initial vet costs.

			£1250.00
		£777.00	(Combined
		(Combined	fee) <sup>1</sup>
		fee) <sup>1</sup>	-or-
		-or-	£1240.00
		£766.00 for	for
		Processing	Processing
		& £30.00	& £30.00
	Each	for Issue of	for Issue of
		Licence.	Licence.
		£666.00 for	£1150.00
		Re-grading.	for Re-
		Includes	grading.
		initial vet	Includes
		costs.	initial vet
			costs.

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<sup>1</sup>Local authorities are required to charge separate fees for processing applications and issuing the licence and carrying out enforcement. However, if the two fees are paid at the same time, then the administration costs are lower. If an application is withdrawn the issue fee is refunded.

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## Animal Welfare Licensing Fees

Continued

Item	Unit	2023/24	2024/25
Dangerous Wild Animals (grant or renewal): small individual animal or small collection (Two year licence)	Each	£240.00 plus actual vet costs	£285.00 plus actual vet costs
Dangerous Wild Animals (grant or renewal): large individual or groups (Two year licence)	Each	£295.00 plus actual vet costs	£342.00 plus actual vet costs
Dangerous Wild Animals: Farm Type Activity – Grant: Two year licence (E.g. Ostrich, Wild Boar etc.)	Each	£790.00 plus actual vet costs	£917.00 plus actual vet costs
Dangerous Wild Animals: Farm Type Activity – Renewal: Two year licence (E.g. Ostrich, Wild Boar etc.)	Each	£305.00 plus actual vet costs	£355.00 plus actual vet costs
Dangerous Wild Animals: Variation of Licence (Two year licence)	Each	£245.00 plus actual vet costs	£285.00 plus actual vet costs
Zoo Licence: Application	Each	£1,020.00 plus actual team & vet costs	£1,184.00 plus actual team & vet costs
Zoo Licence Renewal - 6 Years	Each	£970.00 plus actual team & vet costs	£1,127.00 plus actual team & vet costs
Zoo Licence: Transfer	Each	£100.00 plus actual team & vet costs	£116.00 plus actual team & vet costs
Zoo (Dispensation)	Each	£215.00	£250.00
Variation of licence	Each	£105.00	£122.00

**Local Government (Miscellaneous Provisions) Act 1976  
Hackney Carriage and Private Hire Licensing Fees**

Type of Licence		2023/24	2024/25
Hackney Carriage vehicle - renewal	One year	£280	£280
Hackney Carriage vehicle - new	One year	£320	£320
Private Hire vehicle - renewal	One year	£280	£280
Private Hire vehicle - new	One year	£320	£320
Private Hire Operator less than 20 vehicles	Three years	£320	£320
Private Hire Operator less than 20 vehicles)	Five years	£520	£520
Private Hire Operator more than 20 vehicles)	Three years	£640	£640
Private Hire Operator more than vehicles	Five years	£1,000	£1,000

		2023/24	2024/25
Dual Driver (Renewals only)	3 year licence	£370.00	£387.00
Dual Driver (Renewals only)	1 year licence	£210.00	£220.00
Dual Driver (New applicants)	1 year licence	£235.00	£246.00
Dual Driver (New applicants)	3 year licence	£480.00	£502.00
Relief Vehicle	3 month licence	£130.00	£130.00
Relief Vehicle renewal	3 month licence	£70.00	£70.00
Inspections and visits carried out away from Council offices at the Licence Holder's request	Each	£60.00	£70.00
Change of licence on same vehicle	Each	£60.00	£70.00
Transfer on vehicle ownership	Each	£60.00	£70.00
Replacement external vehicle plates where lost or damaged	Each	£60.00	£70.00
Replacement internal vehicle plates where lost or damaged	Each	£30.00	£40.00
Replacement Driver's Badge where lost or damaged	Each	£30.00	£40.00
Replacement Licence	Each	£30.00	£40.00
Exemption certificate (if not part of an application)	Each	£100.00	£110.00
Guidance Booklet (printed)	Each	£10.00	£20.00
Withdrawn applications administration fee	Per application	£153.00	£165.00
Application referred to Panel following revocation/refusal	Per application	N/A	£300.00

Additional administration costs per hour or part thereof	Per application	£36.00	£50.00
Additional administrative fee for application visits made at a distance greater than 5 miles outside of the Council's district boundary	Per new driver application - First hour	£77.00	£81.00
	Per new driver application - each additional hour or part thereof	£53.00	£55.00
	Per renewal or vehicle application - First hour	£77.00	£81.00
	Per renewal or vehicle application - Each additional hour or part thereof	£53.00	£55.00

Item	Unit		
Door Signs	Each	£23.00	£24.00
DBS (if fee paid by Council)	Each	£71.00	£74.00
DBS (if not part of an application)	Each	£258.00	£270.00
Knowledge Tests - first	Each	Free	Free
Second or more test	Each	£59.00	£62.00
English Proficiency Test	Each	£47.00	£49.00

#### Local Government (Miscellaneous Provisions) Act 1982-Sex Establishment Licensing Fees

Item	Unit	2023/24	2024/25
Initial Application	Per application	£6,300.00	£6,300.00
Annual Fee	Per licence	£5,250.00	£5,250.00

#### Skin and Body Piercing etc

Item	Unit		
Registration of persons <sup>1</sup>	Per registration	£105.00	£110.00
Registration of premises or parts of the premises used in connection with the business <sup>2</sup>	Per registration	£240.00	£308.00
Change of name	Per registration	N/A	£30.00

<sup>1</sup>If the applicant can provide evidence of registration with another local authority for the same type of piercing then a discount of 50% is available.

<sup>2</sup>If the premises is already registered, but new applicant, option to reduce registration fee by up to 50%.



## Other Licences

Item	Unit	2023/24	2024/25
Pavement Licences	Each	£200.00	£214.00
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Public Health Acts Amendment Act 1907			
Pleasure Boatman's Licence - annual	Each	£47.00	£49.00
Pleasure Boat Operator Licence	Annual	£294.00	£308.00
Pleasure Boat Operator Licence	3 year	£821.00	£859.00
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Keddle Nets	3 years	£330.00	£350.00
Hypnotism Act 1952 licence	Each	£118.00	£123.00
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Environmental Information Enquiries	Each	£105.00	£112.00
Photocopies of Public Register etc	Per hour or part thereof	£59.00	£62.00

## LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

### Street Trading in Bexhill

Street Trading during an organised event	Commercial event	Referred to Committee for decision	Fee for a consent per stall/pitch per day
No	N/A	Yes	Set by Committee
Yes	No, charitable or non-profit <sup>1</sup>	No, delegated to Officers	Free
Yes	Yes <sup>2</sup>	No, delegated to Officers	£25

<sup>1</sup>An event is classed as charitable/non-profit if the event organisers are a registered charity, are substantially supporting a registered charity or a charity that benefits people locally. The event may generate an income, however all profits are to be used for community projects or for charitable purposes. Event organisers must be able to supply event accounts and the registered Charity Number (if applicable)

<sup>2</sup>An event is classed as commercial if the event organisers are a profit making organisation, the event is planned to generate an income that is for benefit of the organiser or another commercial organisation.

A fee may be payable for a consent per stall/pitch per day in other consent streets that do not meet the specific criteria.

The fee for Street Trading for one year for Bexhill Farmers Market, Devonshire Square is £250.

### Street Trading in Ticehurst

£125 per annum for each day of trading.

## MOBILE HOMES ACT 2013

Relevant Protected Sites	Band				
	A (2 – 5)	B (6 - 24)	C (25 - 99)	D (100+)	E (Single unit sites and family sites)
New Application for Site Licence	£175.00	£300.00	£330.00	£350.00	£175.00
Transfer of Site Licence	£60.00	£115.00	£115.00	£115.00	£60.00
Amendment of Site Licence	£60.00	£115.00	£115.00	£115.00	£60.00
Annual Fee	No Fee Charged	£185.00 Plus £0.5 per unit for registration of fit and proper person	£215.00 Plus £0.5 per unit for registration of fit and proper person	£285.00	No Fee Charged
Depositing of park rules with Local Authority	£40.00	£75.00	£75.00	£75.00	£40.00

**Initial application to be registered as fit and proper person: £96 (£90 in 2023/24)**

**Appointed Manager Fee: £107**

If an application to be included on the register is not approved the fee will not be refunded.