

EAST RENFREWSHIRE COUNCIL

28 November 2019

Report by Chief Officer – Legal & Procurement

CHIEF EXECUTIVE'S OFFICE - CHARGING FOR SERVICES 2020/21 - LICENSING

PURPOSE OF REPORT

1. The purpose of this report is to submit for approval the proposed licensing fees and charges for 2020/21.

RECOMMENDATIONS

2. It is recommended that the Cabinet:-
- (a) Alters charges for 2020/21 in accordance with the table in Appendix 1. Where an increase occurs, the increases are approximately 2.6% in line with inflation over the intervening period since the last increase except as below; and
 - (b) Introduces new charges for temporary Public Entertainment Licences for the purpose of large events.

BACKGROUND

3. The licensing section of legal services currently administers approximately 1,300 licences across various Civic Government and miscellaneous licensing categories. In terms of Civic Government legislation, the licensing service must recover all the costs of providing the service through the fees charged. This requirement ensures that council tax payers, through mainstream revenue budgets are not being asked to subsidise the service. However, total licensing income is not permitted to exceed the total cost of the service.

REPORT

4. Licensing is a regulatory function of the Council imposed on it by various statutory provisions. Some licences are optional but others are not so the Council is unable to choose whether or not to provide this service.

5. The main purpose of licensing is to protect the public by regulating certain activities and making sure that those activities are carried out by appropriate persons in accordance with the terms of their licence.

6. The licensing section has recovered its costs in full for the period 2018/19.

7. Overall, the service aims to balance all costs of licensing to maximise the utilisation of the staff, minimise costs and maximise service availability.

8. The increased officer and administrative time taken to process temporary Public Entertainment Licence applications for premises holding large events has resulted in the true cost not being recovered and the service therefore proposes introducing new fees per Appendix 1.

9. The Council already has a policy in place to allow approved community groups to obtain these licences free of charge and this arrangement will continue.

FINANCE AND EFFICIENCY

10. It is anticipated that the changes suggested will allow the Council to continue to recover the costs of licensing in full from licensing fees and charges. Legal Services will continue to update and seek efficiencies in licensing where appropriate.

IMPLICATIONS OF THE PROPOSALS

11. There are no implications in terms of staffing, property, legal, IT, equalities and sustainability.

RECOMMENDATIONS

12. It is recommended that the Cabinet:-

- (a) Alters charges for 2020/21 in accordance with the table in Appendix 1. Where an increase occurs, the increases are approximately 2.6% in line with inflation over the intervening period since the last increase; and
- (b) Introduces new charges for temporary Public Entertainment Licences for the purpose of large events.

REPORT AUTHOR

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APPENDIX 1

Charging Classification and Policy for 2020/21

	Service	Current Charge 2019/20	Proposed Charge 2020/21	Proposal
Licensing				
1 (Cat 1)	Taxi Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£205 £390 £554	£210 £400 £568	Change inflation
2. (Cat 1)	Taxi Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£205 £390 £554	£210 £400 £568	Change inflation
3. (Cat 4)	Taxi Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£ 92 £175 £248	£ 92 £175 £248	Change inflation
4. (Cat 1)	Private Hire Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£205 £390 £554	£210 £400 £568	Change inflation
5. (Cat 1)	Private Hire Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£205 £390 £554	£210 £400 £568	Change inflation
6. (Cat 4)	Private Hire Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£ 92 £175 £248	£ 94 £179 £254	Change inflation
7 (Cat 3)	Street Trader's Licence (business/multiple owner) 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Change inflation
8. (Cat 4)	Street Trader (employee)	£ 92 £175 £248	£ 94 £179 £254	Change inflation
9. (Cat 3)	Window Cleaner's Licence (business/multiple owner) 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Change inflation
10. (Cat 4)	Window Cleaner (employee)	£ 92 £175 £248	£ 94 £179 £254	Change Inflation

	Service	Current Charge 2018/19	Proposed Charge 2019/20	Proposal
11. (Cat 2)	Public Entertainment Licence 1 yr/(Temp not an event) 2 yrs 3 yrs Temp for event up to 2000 attendees at one time Up to 5000 attendees at one time Over 5000 attendees at one time Approved community group (on application)	£267 £507 £720	£274 £520 £739	Change inflation and introduce new temp licence fees for large events
12. (Cat 3)	Market Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Change inflation
14. (Cat 3)	Late Hours Catering Licence 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Inflation only
15. (Cat 3)	Second Hand Dealer's Licence 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Inflation only
16. (Cat 2)	Indoor Sports Entertainment Licence 1 y /(Temp) 2 yrs 3 yrs	£267 £507 £720	£274 £520 £739	Inflation only
17. (Cat 3)	Skin Piercing 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Inflation only
18.	Theatre Licence (1 year)	£149	£153	Change Inflation only
19.	Vehicle Inspection Fee (Admin) (Annual)	£ 28	£ 29	Change
20.	Vehicle Partial Retest Fee (Admin)	£ 12.80	£ 13	Change
21.	ID Badge Replacement	£ 12.80	£ 13	Change Inflation only
22.	Vehicle Substitution Fee	£ 56	£ 57	Change inflation

	Service	Current Charge 2018/19	Proposed Charge 2019/20	Proposal
23.	Licence Variation Fee	£ 56	£ 57	Change inflation
24.	Front Vehicle Licence Plate Inserts	£ 8	£ 8.50	Change inflation
25.	Rear Vehicle Licence Plate Inserts	£ 9	£ 9.50	Change inflation
26.	Number Plate Bracket Kit	£ 9	£ 9.50	Change inflation
27.	Number Plate Bracket Rigid Bridge Kit	£ 4	£ 4.50	Change inflation
28.	Number Plate Platform Kit Flat	£ 6	£ 6.50	Change inflation
29.	Platform Flexiplate Kit Size 2	£ 8	£ 8.50	Change inflation
30.	Platform Flexiplate Kit Size 4	£ 9	£ 9.50	Change inflation
31.	Strapping Accessory Kit	£ 6	£ 6.50	Change inflation
32.	Quick Release Button & Key Set	£ 1.50	£ 2	Change inflation
33.	No Smoking Sticker	£ 2.50	£ 3	Change inflation
34.	Tariff Sheet	£ 3.50	£ 4	Change inflation
35.	Taxi Driver Test	£ 49	£ 50	Change inflation
36. (Cat 2)	Taxi/Private Hire Booking Offices 1 yr /(Temp) 2 yrs 3 yrs	£267 £507 £720	£274 £520 £739	Change inflation
37. (cat 4)	Knife Dealer's Licence 1 yr /(Temp) 2 yrs 3 yrs	£92 £175 £248	£94 £179 £254	Change inflation
38. (cat 3)	Metal Dealer 1 yr/(Temp) 2 yrs 3 yrs	£175 £332 £472	£179 £341 £484	Change inflation
39.	Notification of changes and alterations Civic Government Licences	£ 19.50	£ 20	Change inflation
40.	Same day service surcharge (where applicable)	£43	£ 44	Change inflation

Basis of Charging- Cost Recovery

Charges under £20 rounded to next 50p over £20 rounded to nearest pound.

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