



Telford & Wrekin
C O U N C I L

Addenbrooke House Ironmasters Way Telford TF3 4NT

LICENSING COMMITTEE

Date **Tuesday 19 March 2019** Time **6.00pm**
Venue **Meeting Room G3/G4, Ground Floor, Addenbrooke House, Ironmasters Way, Telford TF3 4NT**

Enquiries Regarding this Agenda:

Democratic Services	Jayne Clarke	01952 383205
Media Enquiries	Corporate Communications	01952 382408
Lead Officer	Angie Astley Assistant Director: Customer & Neighbourhood Services	01952 383246

Committee Membership: Councillors C R Turley (Chair), J Pinter (Vice Chair), I T W Fletcher, J A Francis, M B Hosken, R T Kiernan, C N Mason, L A Murray, J M Seymour, C F Smith and M J Smith

Substitutes: Councillors J Ashford, M Boylan, S P Burrell, G K Cook, J Jones, N Lowery, G C W Reynolds and K S Sahota.

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Minutes** Appendix A
To confirm the minutes of the meeting of the Licensing Committee held on 11 June 2018.
4. **The Safety of Sports Grounds Act 1975 and Fire and Places of Sport Act 1987 - Regulated Stands Certificates for AFC Telford Utd Football Stadium** Appendix B
To receive the report of the Development Management Service Delivery Manager
5. **Licence Fees** Appendix C
To receive the report of the Service Delivery Manager – Public Protection

LICENSING COMMITTEE

A

Minutes of a meeting of the Licensing Committee held on Monday, 11th June 2018 at 6.00pm at Addenbrooke House, Ironmasters Way, Telford

Present: Councillors C R Turley (Chair), M Boylan, I T W Fletcher, J A Francis, M B Hosken, C N Mason, L A Murray, C F Smith and M J Smith.

In Attendance: N Minshall (Service Delivery Manager), A Hunt (Public Protection Manager), S Fisher (Principal Licensing Officer), P Martin (Legal Advisor) and J Clarke (Democratic and Scrutiny Officer).

LC-01 Apologies for Absence

Councillors J A Pinter and J M Seymour.

LC-02 Declarations of Interest

None.

LC-03 Minutes

Resolved – that the minutes of the meeting of the Licensing Committee held on the 20 March 2018 be signed by the Chair.

LC-04 Review of Statement of Gambling Licensing Policy

The Public Protection Manager presented the review of the Statement of Gambling Licensing Policy. This was a statutory review which took place three yearly and Members were asked to approve that a formal 12 week consultation with the relevant parties be undertaken. The Policy had been streamlined and drawn up removing outdated information. The proposed changes to the Policy included on page 6 of the Policy document “Protecting children and other vulnerable people from gambling”; page 8 of the Policy the “location” and its impact; page 9 of the Policy “Local Risk Assessments” which sought to mitigate any risk and identify any relevant matters and page 13 of the Policy “Permits” which included the codes of practice for gaming machines and alcohol licensed premises.

During the ensuing debate some Members raised the gambling machine bets being reduced from a £100 stake to a £1 stake and if this would be monitored within the betting shops. Other Members raised how the regulations regarding the presence of children in gambling establishments was regulated and raised a further query regarding tracks and money laundering.

The Principal Licensing Officer confirmed that the reduction of gambling stakes had now become statutory law and was currently being implemented. There would be no need for Licensing to visit individual venues as these machines were owned by large companies and were regulated. With regard to the children within gambling establishments, some

premises were regulated by law where other could allow children to be present (ie such as bingo clubs and pubs) under the Gambling Act 2005 which gives power for the Licence Holder to decide if children can enter the venue. Gambling on machines in pubs is for over 18s and the machines were normally located near to the bar so staff can see who is accessing the machines. The Service Delivery Manager confirmed that this would be looked at during the risk assessment and would contain details of the protection of children from harm.

The Legal Advisor spoke regarding the money laundering and confirmed that this would be a Police Matter.

The Assistant Director: Neighbourhood & Customer Services confirmed that Licensing work closely with the Police sharing intelligence and if Members had any concerns they could raise them with the Licensing Team.

Upon being put to the vote it was, unanimously:-

RESOLVED – that the amendments made to the Statement of Gambling Licensing Policy and the formal 12 week consultation with all relevant organisations be approved.

LC-04 REVIEW OF TERMS OF REFERENCE

The Legal Advisor presented the report on the Review of Terms of Reference. The Council’s Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees to enable the Council to efficiently conduct its business. At the annual Meeting on the 24th May 2018, Full Council delegated authority to each Committee to review its own Terms of Reference. The officer recommendation suggested that there were no changes to the Terms of Reference.

Upon being put to the vote it was, unanimously:-

RESOLVED – that the Terms of Reference of the Licensing Committee be agreed.

The meeting ended at 6.26 pm.

Chairman:

Date:

Telford & Wrekin Council**Licensing Committee - 19th March 2019****The Safety of Sports Grounds Act 1975 and Fire and Places of Sport Act 1987 -
Regulated Stands Certificates for AFC Telford Utd Football Stadium****Report - Valerie Hulme, Development Management, Service Delivery Manager****1. Purpose**

- 1.1 For Members to consider the application for Regulated Stand Certificates for the David Hutchison (north), University of Wolverhampton (west) and Frank Nagington (south) stands at AFC Telford for the 12 month period 14th April 2019 to 14th April 2020.

2. Recommendation

2.1 That the Service Delivery Manager Development Management be authorised to grant the Safety Certificate applications for the Regulated Stands for a period of 12 months, subject to the following conditions –

- **All certificates indicated in Appendix A are up to date with any recommendations actioned within the prescribed time period indicated within that certificate. These certificates are to be issued to the council for review.**
- **The programme of structural repairs is to be completed by 2020 as set out in the structural report. The programme of repairs is to be issued and reviewed to satisfaction of the Council.**

2.2 Should the above not be implemented the council will look to enforce its legal responsibilities.

3 Summary

- 3.1 The Report to Licensing Committee on the 20th March 2018 is attached at Appendix B. Members will recall and note from the Minutes that the Committee was prepared to grant a certificate for a 12 month period expiring on 14th April 2019. This application is now before Members for consideration and decision for the next 12 month period to April 2020.
- 3.2 The previous certificate highlighted a number of recommendations that needed to be addressed by 2020. To date AFC Telford are actively looking to address these issues, and this review has allowed the Authority an opportunity in time to ensure these are delivered within the timeframe. With the continued involvement of the Safety Advisory Group monitoring the conditions regarding the testing of electrical installations, barrier testing, the on-going programme of structural repairs, and more widely the ongoing rolling programme of standard conditions of certification, it is recommended to grant the Safety Certificate applications for the Regulated Stands for the 12 month period expiring in April 2020.

4 Previous Minutes

14th October 2015
9th December 2015
4th February 2016
11th October 2016
30th March 2017
20th March 2018

5. Update since 20th March 2018

5.1 Members will recall that individual certificates expire at various times throughout the year. The latest position is summarised on the attached certificate spreadsheet and the key elements are discussed below.

5.2 The structural safety assessment, undertaken in March 2017, identified 11 recommendations of work to be undertaken between now and 2020. AFC Telford confirm these works are programmed; however they have flagged that discussions over some items will be required with Telford College. The Whitehouse Hotel including the West Stand is currently up for sale. It is understood that the sale may be close to agreement and it will therefore be necessary to work with the new owners to ensure relevant recommendations are actioned.

Load Testing

5.3 In respect of load testing, the two barrier sites identified as test sites 6 and 7 that previously did not accept their full “bedding in load” have been repaired and retested. Similarly the isolated barrier close to the stand tunnel has passed the load test. The upper part of the barrier in front of the corporate box has been replaced with a box section and it now passes the load test, and does not, therefore, require to be cordoned off anymore. Load testing for the current year is due on 14th April 2019. Test certificates are to be issued and any recommendations actioned.

Fire Assessment

5.4 The fire alarm installation is now complete and was tested with the public address system on 6th March 2018. This is to be recertified on or before the 6th March 2019. An update will be provided to the Committee.

5.5 A Fire Risk Assessment (FRA) was undertaken on 6th March 2018. An updated version will be required by the 6th March 2019. The FRA is to be submitted to the council for review with any recommendations actioned. An update will be provided to the Committee.

Electrical Testing

5.6 The General Safety Certificate includes in paragraph F.7.1 the requirement to inspect and test new electrical installations at least once in every three years. AFC Telford have had the testing carried out and it is understood that they are in the process of actioning its four recommendations. The certificate is to be submitted to the council and an update will be provided to the Committee.

CCTV

- 5.7 While the ground's CCTV is operational, it now requires a considerable investment in order to replace the obsolete equipment. CCTV supplements the roles of Stewards to observe and monitor crowd activity and the club continues to work with the Safety Advisory Group to look into other ways of recording crowd activity. A new monitor has now been purchased and this has helped out with the clarity issues, however the system remains obsolete. An update will be provided to the Committee.
- 5.8 A meeting of the Safety Advisory Group on 5th March 2019 along with a match day inspection have been held since the last Committee meeting. The Group notes progress with the actions and will continue to play an active role in overseeing the certification process and advising the club. No major issues were reported at the match day inspection.
- 5.9 Since the Regulated Stands Certificate consists of a range of individual certificates that have varying expiry dates, some lasting 6 months and some 12 months, there is a rolling programme of certification. This means there will never be a single point in time when all the certificate dates are aligned. The individual certificates form part of the conditions of the Regulated Stands Certificate that are monitored by the Safety of Sports Ground Group. All certificates are updated on the basis of an agreed rolling programme and issued to the council for review.
- 5.10 It is noted that AFC Telford United has a home cup match on the 23rd of March 2019 with Leyton Orient. They are expecting a sell-out crowd with the stands at capacity. Capacity numbers are calculated based on the physical condition and the safety management; should numbers look to be increased the Safety Advisory Group must be fully informed with detailed justification in accordance with The Green Guide 6th edition submitted to the authority for consideration.
- 5.11 As the outstanding issues highlighted by the previous review are all actively being addressed, and with the continued involvement of the Safety Advisory Group monitoring the conditions regarding the testing of electrical installations, barrier testing, the on-going programme of structural repairs, and more widely the ongoing rolling programme of standard conditions of certification, it is recommended to grant the Safety Certificate applications for the Regulated Stands for the 12 month period expiring in April 2020.

6. Legal Comment

- 6.1 Following the deregulation of the sports ground as a whole, from the 1st of October 2015 the Club has to ensure that the appropriate Regulated Stand Certificates are in place prior to any sporting activity taking place. The Council has a duty to consider and, if appropriate, issue Certificates with appropriate conditions having regard to the relevant legislation contained in the Act.

Rights of Appeal

- 6.2 Section 30 of the Act provides rights of appeal to the magistrate's court including

- An appeal by a person against a determination by the local authority that he /she is not qualified to hold a safety certificate for a regulated stand
- An appeal by any interested party against the inclusion of anything in or omission of anything, from a safety certificate for a regulated stand or the refusal of the local authority to amend or replace it.

Transparency

6.3 The decision that the Licensing Committee are being asked to make must include the following in order to ensure fair, transparent decision making :-

- All members of the Licensing Committee taking part in this decision must read this report in its entirety including the recommendations and the appendices.
- If any member of the Committee believes that any aspect of the report or document is ambiguous or requires further explanation then questions should be raised with those officers presenting the report before any decision is made.

7. Financial Comment

7.1 The assessment of Certificate applications is carried out by building control officers within existing resources.

8. Links with Corporate Priorities

8.1 This report has links to the following:

Corporate Priorities

Protect and Create Jobs as a “Business Supporting Winning Council”

8.2 Officers have been advising the club for a long time supporting them on what they need to do to meet the standards required for the certificates to be approved.

8.3 The Lead Officer at AFC Telford in respect of this matter is Andy Pryce, Director.

9. Risks and Opportunities

9.1 The following key risk and opportunity associated with this action has been identified and assessed and arrangements put in place to manage them:

(1) The financial risks to the Council in the event of a legal challenge to any decision.

10. Equal Opportunities

There are no equal opportunity implications arising from this report

11. Environmental Impact

There is no environmental impact arising from this report

12. Ward Implications

There are Borough wide implications

13. Background Papers

Safety at Sports Grounds Act 1975
Fire Safety and Places of Sport Act 1987
Safety at Sport Grounds Designation Order 2015
Guide to Safety as Sports Grounds (Green Guide 6th edition)

Current General Safety Certificate
Letter received regarding Deregulation

Report prepared by

Joe Strafford Principal Building Surveyor, Development Team and Valerie Hulme
Development Team Service Delivery Manager.

For further information please telephone 01952 384555 or email joe.strafford@apt-group.co.uk

Appendix A

Certificate		Last Received	Next Due Date	28 days of due date	28 days for any remedial works to be done	Comments
Escape lighting battery test	6 month	21/12/18	21/06/19	21/07/19	17/3/19	Report issued to TWC
Escape lighting generator	12 month	28/2/18	28/2/19	28/3/19	28/4/19	This is being carried out WC 11 March 2019
Structural Safety Assessment and risk assessment	12 month	22/3/17	22/3/18	22/4/18	22/5/18	AFC Telford are confirming the works outstanding. AFC Telford are urgently arranging for a current assessment from a qualified structural engineer..
Structural safety inspection 5 year	5 years	22/03/17	22/03/2022			The Ground Safety Structural Report commissioned by undertaken on 22 nd March 2017 contains 11 recommendations of work to the value of £50,500 to be invested in repairs between now and 2020. Issue due to ownership of stand. AFC Telford are confirming the works outstanding. AFC Telford are urgently arranging for a current assessment from a qualified structural engineer..

Load Testing	12 month	16/07/18	16/07/19	16/8/19	21/8/19	AFC Telford are to issue TWC the report
Fire Alarm:						
West Stand	12 month	6/3/18	6/3/19	6/4/19	6/5/19	TWC awaiting receipt of certificates
East Stand	12 month	6/3/18	6/3/19	6/4/19	6/5/19	TWC awaiting receipt of certificates
North Stand	12 month	6/3/18	6/3/19	6/4/19	6/5/19	TWC awaiting receipt of certificates
South Stand	12 month	6/3/18	6/3/19	6/4/19	6/5/19	TWC awaiting receipt of certificates
Public Address system	12 month	6/3/18	6/3/19	6/4/19	6/5/19	TWC awaiting receipt of certificates
Firefighting equipment	12 month	July 18	July 19	Aug 19	Sept 19	Rolling contract
Fire Risk Assessment	12 month	6/3/18	6/3/19	6/4/19	6/5/19	AFC Telford are working through the required remedial measures Copy of the report requested Scheduled for 14/03/2019 Report to be issued to TWC

Electrical installation	3 year	29/12/17	1/12/20	1/1/22	1/2/22	AFC Telford are working through the 4 recommendations. TWC copy of the report requested.
CCTV	12 month	See notes	See notes	See notes	See notes	<p>AFC Telford advises that, 'The company that we had out to service it, will not service it, as they say the system is obsolete and needs replacing. This will cost several £000s, which we simply do not have, this requires huge investment.'</p> <p>The SAG agreed that, as the system is currently operational, an investigation should be made to the circumstances around which CCTV is required as part of the certification, and alternative means of providing either CCTV coverage or a different means of observing and recording crowd activity is investigated. This is will be monitored at the next match day inspection. CCTV is not required as part of the club's licence to sell alcohol. Stewards are used in those few areas not covered by CCTV. AFC Telford state CCTV is not a requirement of the FA.</p> <p>New monitor has been purchased and this was the cause of some of the clarity issues.</p>
Lightening conductor	12 month	22/2/18	22/2/19	22/3/19	22/4/19	<p>Scheduled to be carried out March 2019</p> <p>Details to be issued to TWC</p>

Telford & Wrekin Council

Licensing Committee - 20th March 2018

**The Safety of Sports Grounds Act 1975 and Fire and Places of Sport Act 1987 -
Regulated Stands Certificates for AFC Telford Utd Football Stadium**

**Report of Development Team Group Manager and Service Delivery Manager
Development Management**

1. Purpose

- 1.1 For Members to consider the application for Regulated Stand Certificates for the David Hutchison (north), University of Wolverhampton (west) and Frank Nagington (south) stands at AFC Telford for the 12 month period 14th April 2018 to 14th April 2019.

2. Recommendation

2.1 That the Service Delivery Manager Development Management be authorised to grant the Safety Certificate applications for the Regulated Stands for a period of 12 months, subject to a condition that the load testing and electrical installation testing is undertaken as soon as possible in April and the programme of structural repairs for 2020 is worked on to the satisfaction of the Council.

3 Summary

- 3.1 The Report to Licensing Committee on the 30th March 2017 is attached at Appendix A and sets out the nature of the application before Committee. Members will recall and note from the Minutes that the Committee was prepared to grant a certificate for a 12 month period expiring on 14th April 2017. This application is now before Members for consideration and decision for the next 12 month period to April 2019.

4 Previous Minutes

14th October 2015
9th December 2015
4th February 2016
11th October 2016
30th March 2017

5. Update since 30th March 2017

- 5.1 Members will recall that individual certificates expire at various times throughout the year. The latest position is summarised on the attached certificate spreadsheet and the key elements are discussed below.
- 5.2 The structural safety assessment, undertaken in March 2017, identified 11 recommendations of work to be undertaken between now and 2020. AFC Telford confirm these works are programmed, and that discussions over some items will be required with TCAT with the West Stand going up for sale.
- 5.3 In respect of load testing, the two barrier sites identified as test sites 6 and 7 that did not accept their full “bedding in load” have been repaired and retested. Similarly the isolated barrier close to the stand tunnel has passed the load test. The upper part of the barrier in front of the corporate box has been replaced with a box section and it now passes the load test, and does not, therefore, require to be cordoned off anymore. Load testing for the current year is due on 14th April.
- 5.4 The fire alarm installation is now complete and was tested with the public address system on 6th March 2018. An update will be provided to the Committee.
- 5.8 A Fire Risk Assessment was undertaken on 6th March 2018 and an update will be provided to the Committee.
- 5.9 The General Safety Certificate includes in paragraph F.7.1. the requirement to inspect and test new electrical installations at least once in every three years. AFC Telford are in the process of arranging for this testing and an update will be provided to the Committee.
- 5.10 While the ground’s CCTV is operational, it now requires a considerable investment in order to replace the obsolete equipment. CCTV supplements the roles of Stewards to observe and monitor crowd activity and the club continues to work with the Safety Advisory Group to look into other ways of recording crowd activity.
- 5.8 Two meetings of the Safety Advisory Group have been held since the last Committee meeting, on 3rd July 2017 and 22nd November 2017. The Group notes progress with the actions and will continue to play an active role in overseeing the certification process and advising the club.
- 5.9 This season’s match day inspection is due to be carried out on Saturday 24th March 2018 by representatives from the Council, Fire and Police.
- 5.10 Since the Regulated Stands Certificate consists of a range of individual certificates that have varying expiry dates, some lasting 6 months and some 12 months, there is a rolling programme of certification. This means there will never be a single point in time when all the certificate dates are aligned. This however is not a problem as the requirements for the individual certificates form part of the conditions of the Regulated Stands Certificate that are monitored by the Safety of Sports Ground Group.
- 5.11 Therefore, as the outstanding issues highlighted are all actively being addressed, and with the continued involvement of the Safety Advisory Group monitoring the conditions regarding the testing of electrical installations, barrier testing, the on-going programme of structural repairs, and more widely the ongoing rolling programme of standard conditions of certification, the recommendation is to grant

the Safety Certificate applications for the Regulated Stands for the 12 month period expiring in April 2019.

6. Legal Comment

6.1 Following the deregulation of the sports ground as a whole, from the 1st of October 2015 the Club has to ensure that the appropriate Regulated Stand Certificates are in place prior to any sporting activity taking place. The Council has a duty to consider and, if appropriate, issue Certificates with appropriate conditions having regard to the relevant legislation contained in the Act.

Rights of Appeal

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8. Links with Corporate Priorities

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8.2 Officers have been advising the club for a long time supporting them on what they need to do to meet the standards required for the certificates to be approved.

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9. Risks and Opportunities

9.1 The following key risk and opportunity associated with this action has been identified and assessed and arrangements put in place to manage them:

(1) The financial risks to the Council in the event of a legal challenge to any decision.

10. Equal Opportunities

There are no equal opportunity implications arising from this report

11. Environmental Impact

There is no environmental impact arising from this report

12. Ward Implications

There are Borough wide implications

13. Background Papers

Safety at Sports Grounds Act 1975
Fire Safety and Places of Sport Act 1987
Safety at Sport Grounds Designation Order 2015
Guide to Safety as Sports Grounds (Green Guide)

Current General Safety Certificate
Letter received regarding Deregulation

Report prepared by

Keith Harris Development Team Group Manager and David Fletcher Service Delivery Manager Development Management

For further information please telephone 01952 384601 or email keith.harris@telford.gov.uk

Telford & Wrekin Council**Licensing Committee - 19 March 2019****Licence Fees****Report of: Service Delivery Manager - Public Protection****1. Purpose**

- 1.1 For Members to consider proposed level of Licence Fees and charges affecting the Hackney Carriage, Private Hire trades, Gambling and other licences.

2. Recommendations

2.1 It is recommended that Members

2.1.1 Approve the level of proposed fees for the 2019/2020 Financial Year.

2.1.2. Approve the level of proposed fees to come into force on 1st April 2019.

3. Summary

- 3.1 The level of fees and other charges for Hackney Carriage, Private Hire, Gambling, Park Homes and General Licences were last reviewed in 2017/2018. Following a specific change to Council processes and the introduction of new Regulations, these licence fees have been reviewed for the forthcoming Financial Year.

4. Previous Minutes

- 4.1 LC-04 – Licensing Committee 16th January 2018

5 Information**5.1 Background**

- 5.1.1 A local authority may recover the costs of administering licences for Hackney Carriage/Private Hire, Gambling, general licences including Street Trading, Scrap Metal, Animal Establishments, Scrap Metal and Mobile Home Sites. There are also permits, registrations and licences where the level of fees are either set by statute or statutory instrument and many of these have not historically recovered the Council's cost of administering the service

- 5.1.2 When setting fees the Council must have regard to the impact that any increase may have upon the livelihood of licence holders. The Council follows the Local Government Association guidance on locally set licence fees to ensure a fair and transparent approach for local businesses and communities. The Licensing Team must ensure that its service is efficient, effective and streamlined as it can be to help reduce the burden on business.
- 5.1.3 The Council is not able to fully recover the costs of delivering the Licensing Service. Only certain statutorily defined costs can be recovered, for example the service cannot recover the costs of enforcement except in relation to Hackney Carriage/Private Hire Vehicle Licensing, Cinema Licensing or Gambling Licensing.
- 5.1.4 In 2018 the Licensing Service changed the process for administering Dual Driver applications, outsourcing part of the application processes to private companies. Dual Driver licence fees have been reviewed in light of these changes. The cost to the Council, of the processes previously delivered by the Council and now delivered by the private companies, has been taken out of the Dual Driver Licence Fee.
- 5.1.5 On 1st October 2018, the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 replaced previous legislation for animal licensing. Business operators will be risk rated against a standard 14 point criteria checklist which considers a number of factors relating to compliance history, complaints, welfare standards and management standards. This scoring system will determine if they are rated as either low or high risk. This new approach has considerably increased the time needing to be taken by the Licensing Service to process applications, carry out inspections and determine the applications. The licence fees have therefore been reviewed and increased, following the changes required by the new regulations, in order to recover costs.
- 5.1.6 The Public Protection Service Delivery Manager has reviewed these and other licence fees and carried out a 28 day statutory consultation which commenced on 6th February 2019. The Principal Licensing Officer has received just one response to the consultation which is included at **Appendix C**.
- 5.1.7 It is recommended that the proposed level of fees for the forthcoming financial year should take effect from 1st April 2019. The proposed fees are attached at **Appendix A and B**.

5.2 Equal Opportunities

- 5.2.1 The Council has consulted widely with the hackney carriage and private hire trades. and their responses taken into account.

5.3 Environmental Impact

- 5.3.1 Not applicable for the purposes of this report.

5.4 Legal Comment

- 5.4.1 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.
- 5.4.2 The power to levy fees is contained in the legislation relevant to each function or otherwise in the Local Government Act 2003 in relation to discretionary services.
- 5.4.3 Licensing is not a revenue raising function and licensing fees should cover the costs associated with the licensing process but not generate a profit.
- 5.4.4 The EU Services Directive requires non-discriminatory, justified, proportionate, clear, objective, public, transparent and accessible process for the setting of fees.

5.5 Links with Corporate Priorities

- 5.5.1 This report has links to the following priorities:

Protect and Support our Vulnerable Children and Adults
Protect and create jobs as a "Business Supporting, Business Winning Council"

5.6 Financial Comment

- 5.6.1 A full review of license fees has been undertaken for 2019/20 with the Licensing Service. License fees have been calculated on a cost recovery basis taking into account the statutory costs that the service are allowed to recover. The methodology used is consistent with the calculation of the 2017/18 license fees. The 2019/20 fees include inflationary increases to cover increased costs as a result of the pay award.
- 5.6.2 The licensing service has an income budget of £203k to achieve for 2019/20 to which all license fees in the appendices to this report will contribute. It is anticipated that the income target will be met for 2019/20 with the implementation of the proposed fees. MLB 12.02.19.

6. Ward Implications

- 6.1 This report has Borough wide Implications

7. Background Papers

- 7.1 Local Government (Miscellaneous Provisions) Act 1976
- 7.2 Local Government (Miscellaneous Provisions) Act 1982
- 7.3 Town Police Clauses Act 1847
- 7.4 Gambling Act 2005
- 7.5 The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018
- 7.6 Dangerous Wild Animals Act 1976
- 7.7 Zoo Licensing Act 1981
- 7.8 Scrap Metal Dealers Act 2013
- 7.9 Mobile Homes Act 201

Report prepared by, Suzanne Fisher, Principal Licensing Officer & Anita Hunt, Public Protection Manager, Licensing Services, - For further information please email Licensing@telford.gov.uk

Appendix A – Proposed Licence Fees

Private Hire/Hackney Carriage

Licence	B Current Licence Fee £	C Proposed Licence Fees for Financial Year 2019/20 £
Driver (HC&PH) 3yr licence – New Application	220	135
Driver (HC&PH) 3yr licence – Renewal Application	155	125
Private Hire Vehicle/Hackney Carriage 12mth licence – New Application	150	150
Private Hire Vehicle/Hackney Carriage 12mth licence – Renewal Application	80	120
Vehicle Transfer	30	90
Private Hire Operator 5yr licence - New Application	635	650
Private Hire Operator 5yr licence – Renewal Application	590	605
Private Hire Operator 5yr licence – Transfer Application	Not listed	90

Gambling Act 2005 Licences

Classes Premises Licence		Fee in respect of Provisional Statement Premises £	Fee in respect of other Premises £	First Annual Fee (Payable within 30 Days of Issue of Licence) £	Annual Fee £	Fee for Application to Vary a Licence £	Fee for Application to Transfer a Licence £	Fee for Application for Reinstatement of a Licence £
Regional Casino Premises Licence	Current	6,960	13,050	9,790	13,050	6,530	5,660	5,660
	Proposed 2019/20	6,960	13,050	9,790	13,050	6,530	5,660	5,660
Large Casino Premises Licence	Current	4,350	8,700	6,530	8,700	4,350	1,870	1,870
	Proposed 2019/20	4,350	8,700	6,530	8,700	4,350	1,870	1,870
Small Casino Premises Licence	Current	2,610	6,960	3,260	4,350	3,480	1,570	1,570
	Proposed 2019/20	2,610	6,960	3,260	4,350	3,480	1,570	1,570
Bingo Premises Licence	Current	344	602	122	122	323	323	323
	Proposed 2019/20	355	620	125	125	330	330	330
Adult Gaming Centre Premises Licence	Current	344	473	100	100	237	237	237
	Proposed 2019/20	355	485	105	105	245	245	245
Betting Premises (Track) Licence	Current	344	516	122	122	280	280	280
	Proposed 2019/20	355	530	125	125	290	290	290
Family Entertainment Centre Premises Licence	Current	344	473	100	100	237	237	237
	Proposed 2019/20	355	485	105	105	245	245	245
Betting Premises (other) Licence	Current	344	516	122	122	280	280	280
	Proposed 2019/20	355	530	125	125	290	290	290

Gambling Act 2005 – Other Fees							

Application type	Current Licence Fee £	Proposed Licence Fee for Financial Year 2019/20 £	Maximum Licence Fee (Statutory) £
Notification of Change - All Premises	46	46	50
Copy Of Licence - All Premises	21	21	25

General Licences

Licence Type	Current Licence Fee £	Proposed Licence Fee for Financial Year 2019/20 £
Animal Boarding – New Application	350	455 (1-3yrs)
Animal Boarding – Renewal Application	270	330 (1-3yrs)
Animal Boarding – Re-Inspection	NA	330
Dangerous Wild Animals – New Application	395 plus Vet's Fee (2yrs)	405 including vet's fee (2yrs)
Dangerous Wild Animals – Renewal Application	360 plus Vet's Fee (2yrs)	385 including vet's fee (2yrs)
Dog Breeding – New Application	300	455 (1-3yrs)
Dog Breeding – Renewal Application	260	435 (1-3yrs)
Dog Breeding – Re-inspection	NA	435 (1-3yrs)
Hiring out Horses – New Application	245 plus Vet's Fee	600 including vet's fee (1-3yrs)
Hiring out Horses – Renewal Application	230 plus Vet's Fee	580 including vet's fee 1-3yrs)
Hiring out Horses – Re-inspection	NA	580
Keeping or Training Animals for Exhibition – New Application	209	455 (3yrs)
Keeping or Training Animals for Exhibition – Renewal Application	NA	435 (3yrs)
Keeping or Training Animals for Exhibition - Re-inspection	NA	435
Selling Animals as Pets – New Application	320	455 (1-3yrs)

Selling Animals as Pets – Renewal Application	260	435 (1-3yrs)
Selling Animals as Pets – Re-inspection	NA	435
Pleasure Boats – New Application	370	380
Pleasure Boats – Renewal Application	356	365
Sex Establishment – New Application	1187	1215
Sex Establishment –Renewal Application	472	700
Sex Establishment -Transfer	689	820
Scrap Metal Site Licence – New Application	355 (3yrs)	365 (3yrs)
Scrap Metal Site Licence – Renewal Application	270 (3yrs)	280 (3yrs)
Scrap Metal Site Licence – Variation Application	189	280
Scrap Metal Collector’s Licence – New Application	235 (3yrs)	240 (3yrs)
Scrap Metal Collector’s Licence – Renewal Application	150 (3yrs)	165 (3yrs)
Scrap Metal Collector’s Licence – Variation Application	139	165
Street Trading Consent – New Application (12mths)	319	330
Street Trading Consent – Renewal Application (12mths)	200	205
Street Trading Day Consent	60 plus £18 per day (up to 7 days)	65 plus £19 per day (up to 7 days)
Street Trading Day Consent (Umbrella for 5 Traders)	140	160
Zoo – New Application including 4 inspections by Council	1624 plus Zoo Inspector’s Fee	1725 plus Zoo Inspector’s Fee

officer during the 4yrs of the licence	(4yrs)	(4yrs)
Zoo – Renewal Application including 6 inspections by Council officer during the 6yrs of the licence	1961 plus Zoo Inspector's Fee	2015 plus Zoo Inspector's Fee
Change of Details on a Licence	26	65
Transfer of a Licence	46	65

Appendix B – Proposed Licence Fees – Park Homes

Annual Inspection Fees

Band	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
No. of Units	1-5	6-10	11-20	21-30	31-40	41-50	51-74	75+
Current Fee	£105	£198	£269	£340	£429	£519	£621	£760
Proposed Fee Financial Year 2019/2020	£260	£365	£450	£530	£635	£740	£860	£1020

New Application Licence Fee

Band	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
No. of Units	1-5	6-10	11-20	21-30	31-40	41-50	51-74	75+
Current Fee	£335	£385	£462	£564	£638	£722	£796	£953
Proposed Fee Financial Year 2019/2020	£460	£520	£610	£730	£820	£910	£1000	£1185

Transfer and Standard Amendment Fee

Current Fee		£142
Proposed Fee Financial Year 2019/2020		£240

Fees for Depositing Site Rules

Current Fee	£53
Proposed Fee Financial Year 2019/2020	£65

Charges for Enforcement Notices

	Manager Discussion and agreement to serve	Licensing Officer Preparation and service of notice
Current Fee	£54.20	£37.08
Proposed Fee Financial Year 2019/2020	£60	£45

Fisher, Suzanne

Subject: Fee consultation

CAUTION: This email originated from outside Telford & Wrekin Council's network. Do not click links or open attachments unless you are sure the content is safe.

Hi
I disagree with the price rise because the hackney carriage prices have not risen for about 8 years
The fuel price have risen constantly

Therefore I disagree with the rise

We also need to know the % rise you are considering

Regards
M. Ashfaq

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