

## Community Safety – Discretionary Fees & Charges 2014/15

### Food Safety Discretionary Fees

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
Ear piercing/electrolysis/tattoo/acupuncture	178.00	183.34
Amendment to skin piercing registration	96.00	98.88
Export Certificates (fish) – Basic	30.00	30.90
Export Certificates (fish) – Advanced *	100.00	105.00
* If two or more Advanced Certificates are issued on the same day then the second, third, etc, are charged at the basic rate.		
<b>Zoo Licensing Act</b>		
First ever licence	500.00	525.00
Statutory six yearly inspection	250.00	262.50
Periodic three year inspection	250.00	262.50
Transfer of Licence	145.00	150.00
<b>Factual reports to Solicitors following accidents</b>		
Factual report	125.00+VAT	128.50+VAT
Photocopying	£1 per sheet	£1 per sheet
Photographs	Actual costs	Actual costs
Replacement licence certificates	20.00 + VAT	20.00 + VAT

### Licensing Discretionary Fees

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
<b>Street Trading</b>		
Annual	730.00	750.00
Seasonal	575.00	592.00
3 months	325.00	335.00
1 month	140.00	144.00
Daily	98.00	100.00
Replacement or amendment		20.00

Traders size/days *	1-3 days £	4-6 days £	7-9 days £	10-12 days £	13-15 days £	16+ days £
Small 0-15	226.00	329.00	432.00	535.00	638.00	741.00
Medium 16-30	546.00	803.00	1060.00	1318.00	1576.00	1833.00
High 31+	875.00	1287.00	1699.00	2111.00	2523.00	2935.00

\* If an applicant applying for an event/events, applies for a number of days within a given time period, even if those days are not consecutive or not at the same location then the charge will be based upon total number of days applied for. However this cannot be done in retrospect.

Community Partnership Events applications can be co-ordinated using the same criteria, even if the events are run by different Community Partnerships.

One Street Trading Consent can then be issued for all those events applied for and they will be listed

within the Consent.
Charitable Street Trading Events supported by Torbay Council - Free (with agreement from Council)

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
<b>Hackney Carriage</b>		
Annual	155.00	158.00
Seasonal	98.00	100.00
Horse drawn annual	113.00	115.00
Seasonal **	65.00	67.00
Vehicle inspection	78.00	81.00
Meter test	41.00	45.00
Driver (New or renewal incl. Badge)	105.00	107.00
Excl. Criminal Record Bureau check	77.00	79.00
Drivers badge (replacement)	22.00	25.00
Transfer (permanent or temporary)/change of vehicle	67.00	72.00
Plate	57.00	58.50
Replacement bracket		15.00
Knowledge test	62.00	64.00
Failure to attend renewal appointment for vehicle & driver licences (additional charges) ***	35.00	36.00
<b>Private Hire</b>		
Annual	138.00	140.00
Vehicle inspection	78.00	81.00
Driver (initial or renewal incl. Badge)	105.00	107.00
Excl. Criminal Record Bureau check	77.00	79.00
Drivers badge (replacement)	22.00	25.00
Operator (per vehicle)	65.00	67.00
Transfer (permanent or temporary)/change of vehicle	67.00	72.00
Plate	57.00	58.50
Replacement bracket		15.00
Knowledge test	62.00	64.00
Failure to attend renewal appointment for vehicle & driver licences (additional charge)***	35.00	36.00
Door signs per pair	15.00	15.00
<b>New Drivers</b>		
Handbook & replacements (incl VAT)	15.00 inc VAT	15.00 inc VAT
Sex Shop Establishment: New Application (non refundable)	5697.00	6000.00
Sex Shop Establishment: Annual Licence Fee (non refundable)	5697.00	3500.00
Sex Shop Establishment: Transfer of Licence (non refundable)	5697.00	3500.00
Sexual Entertainment Venue: New Application (non refundable)	5697.00	6000.00
Sexual Entertainment Venue: Annual Licence Fee (non refundable)	5697.00	3500.00
Sexual Entertainment Venue: Transfer of Licence (non refundable)	5697.00	3500.00
<b>Sportsgrounds</b>		
General or Special Safety Certificate (Sportsgrounds) - new	515.00	530.00
General or Special Safety Certificate (Sportsgrounds) – alteration requested by sportsgrounds	257.00	265.00

\*\* For a period of 7 months, commencing with the Easter School Holidays.

\*\*\*Failure to keep an appointment for a CRB check or for a renewal appointment (vehicle or driver) without 1 days prior notice will incur an administrative charge.

### **Gambling Fees**

	<b>Small Casinos (£)</b>	<b>Casino (existing) (£)</b>	<b>Bingo Premises (£)</b>	<b>Betting Premises (Tracks) (£)</b>	<b>Betting Premises (Other) (£)</b>	<b>Adult Gaming Centres (£)</b>	<b>Licensed FEC (£)</b>
<b>Application for new premises licence</b>	8000	-	3500	2500	3000	2000	2000
<b>Application to vary premises licence</b>	4000	2000	1750	1250	1500	1000	1000
<b>1<sup>st</sup> Annual Fee</b>	5000	3000	1000	1000	600	1000	750
<b>Application to transfer the premises licence</b>	1800	1350	1200	950	1200	1200	950
<b>Application for re-instatement of premises licence</b>	1800	1350	1200	950	1200	1200	950
<b>Application for a provisional statement</b>	8000	-	3500	2500	3000	2000	2000
<b>Application for a premises licence for a premises which already has a provisional statement</b>	3000	-	1200	950	1200	1200	950

## **Trading Standards Discretionary Fees**

When a visit is made by a Trading Standards Officer to any premises for the purpose of carrying out any of the functions or activities listed below, each visit may be subject to a minimum charge of **£72.00** per Officer per visit regardless of the nature or amount of work requested or completed.

Visits carried out partly or entirely outside of normal office hours may incur a surcharge of **50%** of the standard fee or of the standard hourly rate per Officer per hour.

Previous discussions with HM Customs & Excise had concluded that fees with the exception of those put forward for the purposes of Section 74 of the Weights and Measures Act 1985, were NOT subject to VAT. This is because the work of local authorities was classified as a 'non-business' activity. However, the situation has now changed. Where applicable, VAT is included in the guidance provided. See Customs & Excise Notice 749 – Local Authorities and Similar Bodies (April 2002) for further details. NB – this may be subject to further review at any time, but is current at the time of writing (November 2007).

This is written on the assumption that the proposed that the proposed Legislative Reform Order (to permit self-verification after adjustment) will come into effect on 1<sup>st</sup> April 2008. If this were not to be the case, fees for such eventualities would continue to be VAT-exempt.

<b>Activity</b>	<b>Cost</b>	<b>Fee subject to additional VAT</b>
<b>A. Measuring Instruments Directive</b>		
In order to reflect additional costs associated with examination, testing and documentation, and maintenance of MID notified body status, certain classes of instrument covered by MID should be subject to additional charges as follows:		
<ul style="list-style-type: none"><li>• Automatic discontinuous totalisers, automatic rail weighbridges, automatic catchweighers, automatic gravimetric filling instruments and beltweighers</li><li>• Cold water meters</li></ul>	No extra charge	Yes
<ul style="list-style-type: none"><li>• Measuring instruments for liquid fuel and lubricants</li><li>• Measuring instruments for liquid fuel delivered from road tankers</li></ul>	10% surcharge	Yes
<ul style="list-style-type: none"><li>• Capacity serving measures</li><li>• Material measures of length</li></ul>	25% surcharge	Yes
Note: Fees increase for initial MID conformity assessment, but not subsequent reverification.		

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
<b>B. Special Weighing and Measuring Equipment</b>		
For examining, testing, certifying, stamping, authorising or reporting on any type of weighing and measuring equipment not specifically described in Parts B to J below. Time spent is at the place at which the service is provided.	£75.00 per Officer / hour	£75.00 per Officer/ hour
Such types of equipment specifically excluded from parts B to J below include:-		
1. Automatic or totalising weighing machines.		
2. Equipment designed to weigh loads in motion.		
3. Bulk fuel measuring equipment tested following a stamp having been obliterated in the circumstances set out in Regulation 65 or 66 of SI 1983 No. 1390 (minor modifications affecting air separator or printer arrangements)		
4. Weighing or measuring equipment tested by means of statistical sampling.		
5. The establishment of calibration curves for templets for measuring container bottles.		
6. Templets graduated in millilitres.		
7. Testing or other services in pursuance of a European Community obligation other than EC initial or partial verification.		
<b>C. Weights</b>		
At M2 level with UKAS certification.	40.00	40.00
<b>D. Measures</b>		
1. Linear measures not exceeding 3m, for each scale.	40.00	40.00
2. Capacity measures without divisions not exceeding 1 litre.	40.00	40.00
3. Cubic ballast measures (other than brim measures)	155.00	155.00
4. Capacity measures within divisions, not exceeding 1 litre, including those for making up and checking average quantity packages.	65.00	65.00
5. Templets graduated in millimetres		
a) per scale, first templet	100.00	100.00
b) subsequent templets	50.00	50.00

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
<b>E. Weighing Instruments</b>		
a) <b>Non-EC</b>		
Not exceeding 15kg	55.00	55.00
Exceeding 15kg to 100kg	55.00	55.00
Exceeding 100kg to 250kg	55.00	55.00
Exceeding 250kg to 1 tonne	95.00	95.00
Exceeding 1 tonne	155.00	155.00
b) <b>EC (NAWI)</b>		
Not exceeding 250kg	85.00	85.00
Exceeding 250kg to 1 tonne	150.00	150.00
Exceeding 1 tonne	250.00	250.00
2. Weighing instruments as above but incorporating remote display or printing facilities.	Basic fee + 50%	Basic fee + 50%
3. In addition to the fee shown the actual cost to the Authority of hiring and transporting the necessary test equipment. This additional charge will not be made if the submitter provides test equipment to the inspectors satisfaction with a recent test certificate from a Local Authority metrology laboratory, or UKAS accredited metrology laboratory.		
<b>F. Measuring Instruments for Intoxicating Liquor</b>		
1. Not exceeding 150ml	38.00	38.00
2. Other	52.00	52.00
<b>G. Measuring Instruments for Liquid Fuel and Lubricants</b>		
1. Container type (unsubdivided)	65.00	65.00
2. Single/multi-outlet (nozzles)		
a) first nozzle tested, per site	115.00	115.00
b) each additional nozzle tested	55.00	55.00
3. Instruments as above with ancillary equipment such as credit card acceptors or note/coin acceptors which require additional testing.	72.00	72.00
4. Testing of peripheral electronic equipment on a separate visit.	£75.00 per officer / hour	£75.00 per officer/hour

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
<b>H. Road Tanker Fuel Measuring (above 100 litres)</b>		
The fixed fee shown below and, in addition, the actual cost to the Authority of hiring and transporting the necessary test equipment. This additional charge will not be made if the submitter provides test equipment to the inspectors satisfaction with a recent test certificate from a Local Authority metrology laboratory, or UKAS accredited metrology laboratory.		
1. Meter measuring systems		
a) Wet hose type with two testing liquids	106.00	106.00
b) Wet hose type with three testing liquids	122.00	122.00
c) Dry hose type with two testing liquids	124.00	124.00
d) Dry hose type with three testing liquids	147.00	147.00
e) Wet/dry hose with two testing liquids	175.00	175.00
f) Wet/dry hose with three testing liquids	195.00	195.00
2. Replacement dipstick - including examination of compartment.		
<b>I. Fees for EC Purposes</b>		
Testing of weighing or measuring equipment (other than non-automatic weighing instruments) with a view to EU initial or partial verification.		
The fee given above for same class of equipment plus 20%		
For other services or facilities provided, or authorisations, certificates or other documents issued in pursuance of any European Community obligation.		
Per officer/hour spent at the place where the service is provided.	75.00	75.00
<b>J. Fees for Section 74(4) of the Weights and Measures Act 1985</b>		
Weighing or measuring equipment submitted for test at the submitter's request.		
For the examination, testing and report on equipment of a type described in the sections above, the appropriate fee <b>(with the addition of VAT)</b> for the same class of equipment (or class of equipment to which the item submitted most closely relates)		
<b><i>The service of testing weighing equipment calibrated in imperial units will no longer be provided.</i></b>		
LPG equipment will, in addition to the above fees shown in Section F, attract the cost of the authority hiring the appropriate equipment.		
For the examination, testing and report on other equipment or the weighing or measuring of goods, per officer/hour at the place where the service is provided.	75.00 + VAT	75.00 + VAT

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
<b>K. Miscellaneous</b>		
Cancelled appointments (This fee, plus any costs incurred, may be charged).	75.00	75.00
Certificate of errors. For supplying a certificate upon the request of the submitter when no other fee is payable.	36.00	36.00
<b>L. Poisons Act</b>		
Initial Registration	52.00	52.00
Renewal of Registration	41.00	41.00
Changes in Details of Registration in relation to the premise, other than at renewal	41.00	41.00



## Environmental Protection Discretionary Fees

Type of Registration/Licence/Fee	2013/14 £	2014/15 £
Animal Boarding Establishments Act 1963	210.00	215.00**
Animal Boarding Establishments Act 1963 renewal	110.00	115.00**
<i>**Plus costs of vets fees as required</i>		
Pet Animals Act 1951	210.00	215.00**
Pet Animals Act 1951 – renewal	110.00	115.00**
<i>**Plus costs of vets fees as required</i>		
Riding Establishments Act 1964 and 1970	£320.00** min. and £15.00 per horse in excess of 5	£330.00** min and £15.00 per horse in excess of 5
<i>**Plus costs of vets fees as required</i>		
Dangerous Wild Animals Act 1976	440.00	453.00**
<i>**Plus costs of vets fees as required</i>		
Breeding of Dogs Act 1973	210.00	215.00**
Breeding of Dogs Act 1973 renewal	110.00	115.00**
<i>**Plus costs of vets fees as required</i>		
Performing Animals registration	105.00	108.00**
<i>** Plus costs of vets fees as required</i>		
<b>Miscellaneous Charges</b>		
Motor Salvage Operators Licence	105.00	110.25
Carriage of Stray Dogs	60.00	62.00
Carriage of Stray Dogs (Government Fine £25.00) plus dog warden transportation costs	85.00	87.00
Payment Plan Arrangement Fee	10.00	10.00
<b>Private Water Supply Charges</b>		
Risk Assessment	195.00	200.00
Sampling Visit	75.00 + analysis costs	80.00 + analysis costs
Investigation	100.00	105.00
Granting Authorisation	100.00	105.00
Missed Appointment	30.00	36.00
<b>Scrap Metal Act</b>		
Site Licence Application Fee (3 years)	N/A	800.00
Collectors Licence Application Fee	N/A	400.00
Variation Cost	N/A	93.00
Renewal Fee – Site Licence	N/A	600.00
Renewal Fee - Collector	N/A	300.00



### **Private Sector Housing – Discretionary Fees**

<b>Type of Registration/Licence/Fee</b>	<b>2013/14 £</b>	<b>2014/15 £</b>
HMO Licensing	775.00	800.00
HMO Licensing – assisted application	775.00	800.00
Charges for Housing Act Notices	Variable from 100.00 to 300.00 plus reasonable costs incurred by the Council	Variable from 100.00 to 300.00 plus reasonable costs incurred by the Council
Immigration Inspection Fee	100.00	120.00
Administrative Charge for landlords who fail to submit documentation when requested	30.00	36.00
Works in Default (minimum admin charge)		£100 or 30% of total works (whichever is greater)

### **General Fees**

<b>Type of Registration/Licence/Fee</b>	<b>2013/14 £</b>	<b>2014/15 £</b>
Personal Search/Solicitor Enquiries	62.00	64.00
Contaminated Land Searches	72.00 per hour	72.00 per hour
Consent under CNEA to distribute free printed matter – one distributor	95.00	100.00
For each additional distributor up to a maximum of six		20.00

Note: Visits carried out partly or entirely outside normal office hours may incur a surcharge of 50% on the standard fee or on the standard hourly rate per Officer hour.