

Meeting of the Licensing and Safety Committee

Monday 5th February, 2024 at 6.00pm

In Committee Room 2 at the Council House, Priory Road, Dudley

Agenda - Public Session

(Meeting open to the public and press)

1. Apologies for absence.
2. To report the appointment of any substitute members serving for this meeting of the Committee.
3. To receive any declarations of interest under the Members' Code of Conduct.
4. To confirm and sign the minutes of the meeting held on 31st May, 2023 – (Pages 4 – 6)
5. Revision of Licence Fees (Pages 7 – 26)
6. To consider any questions from Members to the Chair where two clear days notice has been given to the Monitoring Officer (Council Procedure Rule 11.8).



Chief Executive

Dated: 26th January, 2024



Distribution:

Councillor K Razzaq (Chair)
Councillor A Taylor (Vice-Chair)
Councillors J Clinton, J Cowell, T Creed, K Denning, P Drake, M Evans,
A Goddard, M Howard, A Lees and E Taylor

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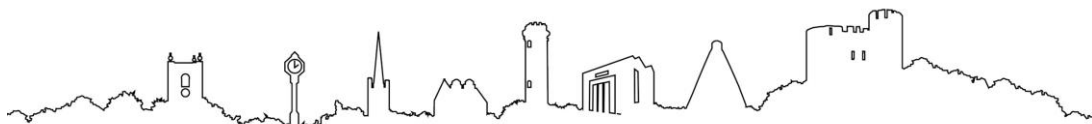
General

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**Minutes of the Licensing and Safety Committee
Wednesday 31st May, 2023 at 6.00 pm,
In Conference Room 6, Saltwells Education and Development
Centre,
Bowling Green Road, Netherton**

Present:

Councillor K Razzaq (Chair)
Councillor A Taylor (Vice-Chair)
Councillors J Clinton, J Cowell, T Creed, P Drake, M Evans, A Goddard, M Howard, A Lees and E Taylor.

Officers:

N Slym (Assistant Team Manager (Waste, Fleet and Licensing)), S Wright (Solicitor) and K Taylor (Senior Democratic Services Officer).

1. **Apologies for absence**

An apology for absence was submitted on behalf of Councillor S Mughal.

2. **Appointment of Substitute Members**

There were no substitute Members appointed for this meeting of the Committee.

3. **Declarations of interest**

No Member made a declaration of interest in accordance with the Members' Code of Conduct.

4. **Minutes**

Resolved

That the minutes of the meeting held on 1st February, 2023, be approved as a correct record and signed.

5. **Appointment of Licensing Sub-Committees for the 2023/2024 Municipal Year**

A report of the Lead for Law and Governance was submitted to consider the appointment of four Licensing Sub-Committees for the 2023/2024 municipal year.

A revised proposed membership of the Licensing Sub-Committees was circulated to Members at the meeting.

Resolved

(1) That the establishment of four Licensing Sub-Committees, to deal with all licensing applications requiring Member determination in accordance with the functions allocated to the Licensing and Safety Committee, be approved.

(2) That the membership of the Sub-Committees for 2023/24, be approved as set out below:-

Licensing Sub-Committee 1

Councillors A Lees (Chair), T Creed and M Howard

Licensing Sub-Committee 2

Councillors K Razzaq (Chair), P Drake and E Taylor

Licensing Sub-Committee 3

Councillors M Evans (Chair), A Goddard and S Mughal

Licensing Sub-Committee 4

Councillors A Taylor (Chair), J Clinton and J Cowell.

(3) That the substitution arrangements as set out in the Council's Procedure Rules, be noted and applied to the Licensing Sub-Committees, subject to an eligibility requirement that any named substitute must be:-

- a) appointed to the Licensing and Safety Committee;
 - b) otherwise eligible to serve on any given occasion;
 - c) notified to the Lead for Law and Governance (Monitoring Officer) prior to the commencement of the meeting in question.
- (4) That the Lead for Law and Governance (Monitoring Officer) be authorised to make any necessary changes to the membership or composition of the Sub-Committees that might arise during the municipal year taking account of the wishes of the political groups.
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6. **Questions Under Council Procure Rule 11.8**

There were no questions to the Chair pursuant to Council Procedure Rule 11.8.

The meeting ended at 5.03pm.

CHAIR

Licensing and Safety Committee – 5th February 2024

Report of the Interim Service Director of Environment Directorate

Revision of Licence Fees

Purpose

1. To consider the revision of fees for licences and consents (other than those where the fees are imposed by statute in respect of liquor licensing, gambling machine permits and lotteries and amusements).

Recommendation

2. That the Committee review the current fees charged with effect from 1st April 2024.

Background

3. The fees for the various licences and permits administered by the Committee were last reviewed with effect from April 2023.
4. Fees received in respect of all licences or consents, are currently refunded if the application is withdrawn or refused.
5. In considering the revision of licence fees, the Committee may wish to compare the fees charged by the Council with those of neighbouring Councils. A table showing these comparisons is attached as Appendix 1.
6. The Council is only permitted to set licensing fees up to the amount that can be ascertained as being the cost of administering the licensing function. However, this does not apply to liquor licensing fees, which are set by the Secretary of State for Culture, Media and



Sport. The cost of administering includes enforcement, the administrative and ancillary costs of issuing the licence and the ancillary costs relating to members meeting to determine certain licensing applications.

7. Column (1) in Table A below shows the fees currently charged.

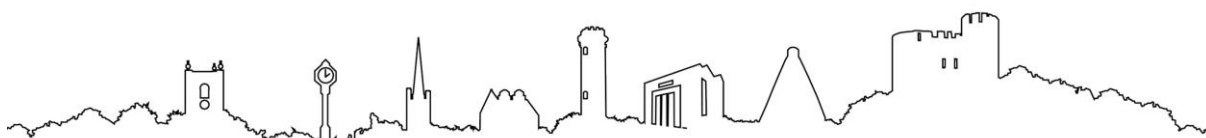
Column (2) and (3) show the effect on fees of various increases of 1% and 2%. The budget for 2024/2025 (see paragraph 8) has been set assuming a 0% uplift on income, this is on the basis that licensing has been deemed an area where prices are either set by the government or market conditions are present that would suggest that an uplift could have an adverse effect on volumes.

TABLE A

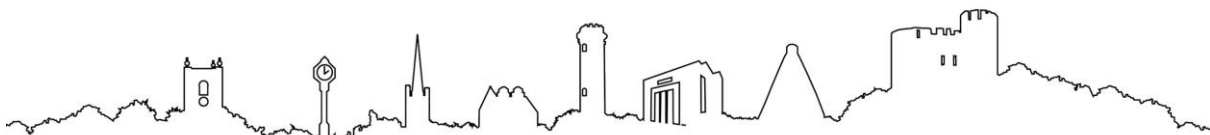
LICENCES	-1	-2	-3
	Current Fees	24/25 Fees with a 1% Increase	24/25 Fees with a 2% Increase
	(Maximum fees set by the Government in brackets)	1%	2%
	£	£	£
STREET TRADING CONSENT – 1ST SITE	£651.00	£658.00	£664.00
STREET TRADING CONSENT – ADDITIONAL SITE	£651.00	£658.00	£664.00
Additional fee per stall utilised above one.	£153.00	£155.00	£156.00
SEX ESTABLISHMENTS/SEXUAL ENTERTAINMENT VENUE	£3,442.00	£3476.00	£3511.00
SCRAP METAL			
Site	£376.00	£380.00	£384.00
2 Sites	£634.00	£640.00	£647.00



3 Sites	£923.00	£932.00	£941.00
Collector	£162.00	£164.00	£165.00
Variation	£89.00	£90.00	£91.00
Copy Licence	£31.00	£31.00	£32.00
EXISTING CASINO			
New Application	N/A		
Annual Fee	£3,000.00		
	(£3,000.00)		
Application to Vary	£2,000.00		
	(£2,000.00)		
Application to Transfer	£1,350.00		
	(£1,350.00)		
Application for Reinstatement	£1,350.00		
	(£1,350.00)		
Application Provisional Statement	N/A		
Licence application Provisions Statement Holder	N/A		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
NEW SMALL CASINO			
New Application	£8,000.00		
	(£8,000.00)		
Annual Fee	£5,000.00		
	(£5,000.00)		
Application to Vary	£4,000.00		
	(£4,000.00)		
Application to Transfer	£1,800.00		
	(£1,800.00)		
Application for Reinstatement	£1,800.00		
	(£1,800.00)		
Application Provisional Statement	£8,000.00		
	(£8,000.00)		



Licence application Provisional Statement Holders	£3,000.00		
	(£3,000.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
NEW LARGE CASINO			
New Application	10,000.00		
	(10,000.00)		
Annual Fee	10,000.00		
	(10,000.00)		
Application to Vary	£5,000.00		
	(£5,000.00)		
Application to Transfer	£2,150.00		
	(£2,150.00)		
Application for Reinstatement	£2,150.00		
	(£2,150.00)		
Application Provisional Statement	10,000.00		
	(10,000.00)		
Licence application Provisional Statement Holders	£5,000.00		
	(£5,000.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
REGIONAL CASINO			
New Application	15,000.00		
	(15,000.00)		
Annual Fee	15,000.00		
	(15,000.00)		
Application to Vary	£7,500.00		
	(£7,500.00)		



Application to Transfer	£6,500.00		
	(£6,500.00)		
Application for Reinstatement	£6,500.00		
	(£6,500.00)		
Application Provisional Statement	£15,000.00		
	(£15,000.00)		
Licence application Provisional Statement Holders	£8,000.00		
	(8,000.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
BINGO CLUB			
New Application	£3,500.00		
	(£3,500.00)		
Annual Fee	£863.00	£872.00	£880.00
	(£1,000.00)		
Application to Vary	£1,750.00		
	(£1,750.00)		
Application to Transfer	£1,200.00		
	(£1,200.00)		
Application for Reinstatement	£1,200.00		
	(£1,200.00)		
Application Provisional Statement	£3,500.00		
	(£3,500.00)		
Licence application Provisional Statement Holders	£1,200.00		
	(£1,200.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
BETTING EXCLUDING TRACK			
New Application	£3,000.00		
	(£3,000.00)		
Annual Fee	£600.00		
	(£600.00)		



Application to Vary	£1,500.00		
	(£1,500.00)		
Application to Transfer	£1,200.00		
	(£1,200.00)		
Application for Reinstatement	£1,200.00		
	(£1,200.00)		
Application Provisional Statement	£3,000.00		
	(£3,000.00)		
Licence application Provisional Statement Holders	£1,200.00		
	(£1,200.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
TRACKS			
New Application	£1,615.00	£1631.00	£1647.00
	(£2,500.00)		
Annual Fee	£1,000.00		
	(£1,000.00)		
Application to Vary	£1,250.00		
	(£1,250.00)		
Application to Transfer	£950.00		
	(£950.00)		
Application for Reinstatement	£950.00		
	(£950.00)		
Application Provisional Statement	£2,500.00		
	(£2,500.00)		
Licence application Provisional Statement Holders	£950.00		
	(£950.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
FAMILY ENTERTAINMENT CENTRES			
New Application	£2,000.00		
	(£2,000.00)		



Annual Fee	£750.00		
	(750.00)		
Application to Vary	£1,000.00		
	(£1,000.00)		
Application to Transfer	£950.00		
	(£950.00)		
Application for Reinstatement	£950.00		
	(£950.00)		
Application Provisional Statement	£2,000.00		
	(£2,000.00)		
Licence application Provisional Statement Holders	£950.00		
	(£950.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		
ADULT GAME CENTRE			
New Application	£2,000.00		
	(£2,000.00)		
Annual Fee	£863.00	£872.00	£880.00
	(£1,000.00)		
Application to Vary	£1,000.00		
	(£1,000.00)		
Application to Transfer	£1,200.00		
	(£1,200.00)		
Application for Reinstatement	£1,200.00		
	(£1,200.00)		
Application Provisional Statement	£2000.00		
	(£2,000.00)		
Licence application Provisional Statement Holders	£1,200.00		
	(£1,200.00)		
Copy Licence	£25.00		
	(£25.00)		
Notification of Change	£50.00		
	(£50.00)		



Finance

8. This report is financial in nature with any financial implications referred to in the background above.

The budget 2024/2025 has been set as follows

	£'000s	£'000s
Cost of Licence Administration		865,500
Less: Income:		
Hackney Carriage Licences (net of Expenditure)	-580,300	
Street Trading Licences	-3,500	
Betting and Gaming Licences	-1,500	
Liquor Licensing	-218,100	
Licensing Sex Shops	-3,500	
Gambling Act Licences	-30,000	
Scrap Metal Licences	-3,000	
		<hr/>
		-838,900
Net (cost of Licensing Administration)		<hr/>
		25,600
Waste Enforcement Team		168,800

Law

9. Part III and schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 regulates the grant of street trading consents.
10. The Gambling Act 2005 part 8 212 and the Gambling Premises Licence fees (England and Wales) Regulations 2007 make provision for the fees payable to the Council.
11. The Gambling Act 2005 part 8 212 2 (c) provides for the publication of fees from time to time.



Risk Management

12. There are no risk management implications.

Equality Impact

13. The proposals take into account of the Council's policy in relation to equal opportunities.
14. The Gambling Act 2005 will impact on children and young people through the licensing of Family Entertainment Centres.
15. There has been no consultation or involvement of children and young people in developing these proposals.

Human Resources/Organisational Development

16. There are no Human Resources/Organisational Development implications.

Commercial/Procurement

17. There are no Commercial/Procurement Implications.

Environment/Climate Change

18. There are no Environment/Climate Change implications.

Council Priorities and Projects

19. This application falls within the Council's statutory responsibility for

Licensing as a direct link to the Council's Plan 2022-25 as a place where communities can lead stronger, safer and healthier lives.

- Dudley the borough of opportunity
- Dudley the safe and healthy borough
- Dudley the borough of ambition and enterprise
- Dudley borough the destination of choice



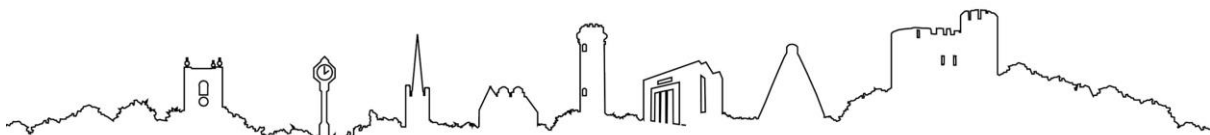


Nick McGurk
Interim Service Director of Environment Directorate

Report Author: Mr S Smith
Telephone: 01384 815377
Email: simon.smith@dudley.gov.uk

Appendices

Appendix 1 – Neighbouring Councils Fee Comparisons
Appendix 2 – Birmingham Street Trading Fees



APPENDIX 1

LICENCE/PERMIT	DUDLEY	WOLVER-HAMPTON	SANDWELL	BIRMINGHAM
STREET TRADERS	£651.00	Fee Dependent on Site	Dependant on site up to £8000	See Appendix 2
ADDITIONAL SITE	£651.00			
FARMERS MARKET INITIAL	£651.00			
FARMERS MARKET ANY ADDITIONAL STALL	£153 Per Stall			
SEX ESTABLISHMENTS	£3,442.00	Initial application for a single new sex establishment £2,500.00 Application for three sex establishments on same or adjacent site = £3,750.00	Grant £4,500.00	£4,558.00 - Grant 12 months



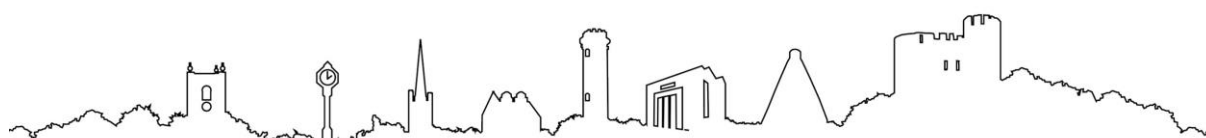
LICENCE/PERMIT	DUDLEY	WOLVERHAMPTON	SANDWELL	BIRMINGHAM
RENEWAL	£3,442.00	Renewal single £2,000.00 renewal Application fee for three sex establishments on same or adjacent site £ £3,250.00	£3,300.00	£2,617.00 – 12 months Variation - £1,994.00
TRANSFER		£500.00	£3,300.00	£1,549.00
SEXUAL ENTERTAINMENT VENUE	£3,442.00	£3,300.00	£3,300.00	£4,789.00
Renewal	£3,442.00	£2,830.00	£3,300.00	£2,679.00
Transfer			£3,300.00	£1,611.00
Variation			£3,300.00	£2,626.00 Copy £30.00
SCRAP METAL 1 SITE 2 SITES 3 SITES COLLECTOR VARIATION COPY LICENCE	£376.00 £634.00 £923.00 £162.00 £89.00 £31.00	1 st Site £500.00 Additional Sites £275.00 per site Collector £180.00	1 st Site £575.00 Additional site £275.00 per site Collector £294.00 Copy £35.00 Vary licensee name £40.00 Vary site manager - £94.00 Variation change site details £61.00 Change of collectors licence to site licence and site licence to collectors - £89.30	1 st Site £1,522.00 2 Sites £2,519.00 3 Sites £3,517.00 Collector £473.00 Copy licence £30.00



LICENCE/PERMIT	DUDLEY	WOLVER- HAMPTON	SANDWELL	BIRMINGHAM
EXISTING CASINOS				
New Application	N/A			
Annual Fee	£3,000.00 (max)	£3,000.00 (max)	£3,000.00 (max)	£424.00
Application to Vary	£2,000.00 (max)	£2,000.00 (max)	£2,000.00 (max)	£1,695.00
Application to Transfer	£1,350.00 (max)	£1,350.00 (max)	£1,350.00 (max)	£707.00
Application for Reinstatement	£1,350.00 (max)	£1,350.00 (max)	£1,350.00 (max)	£707.00
Application Provisional Statement	N/A	N/A		£2,042.00
Copy Licence	£25.00	£25.00	£25.00	£25.00
Notification of Change	£50.00	£50.00	£50.00	£50.00
NEW SMALL CASINO				
New Application	£8,000.00 (max)	£8,000.00 (max)		
Annual Fee	£5,000.00 (max)	£5,000.00 (max)		
Application to Vary	£4,000.00 (max)	£4,000.00 (max)		
Application to Transfer	£1,800.00 (max)	£1,800.00 (max)		
Application to Reinstatement	£1,800.00 (max)	£1,800.00 (max)		
Application Provisional Statement	£8,000.00 (max)	£8,000.00 (max)		
Licence Application Provisional Statement Holders	£3,000.00 (max)			



LICENCE/PERMIT	DUDLEY	WOLVER- HAMPTON	SANDWELL	BIRMINGHAM
Copy Licence	£25.00	£25.00		
Notification of Change	£50.00	£50.00		
NEW LARGE CASINO				
New Application	£10,000.00 (max)			
Annual Fee	£10,000.00 (max)			
Application to Vary	£5,000.00 (max)			
Application to Transfer	£2,150.00 (max)			
Application for Reinstatement	£2,150.00 (max)			
Application Provisional Statement	£10,000.00 (max)			
Licence Application Provisional Statement Holders	£5,000.00 (max)			
Copy Licence	£25.00			
Notification of Change	£50.00			
REGIONAL CASINO				
New Application	£15,000.00 (max)			
Annual Fee	£15,000.00 (max)			
Application to Vary	£7,500.00 (max)			



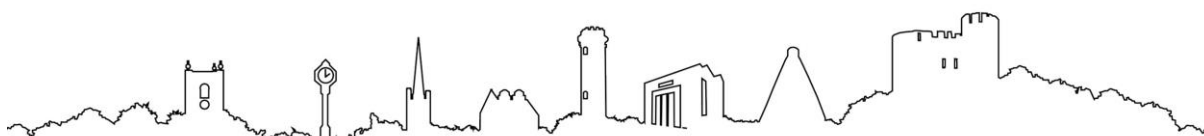
LICENCE/PERMIT	DUDLEY	WOLVERHAMPTON	SANDWELL	BIRMINGHAM
Application to Transfer	£6,500.00 (max)			
Application for Reinstatement	£6,500.00 (max)			
Application Provisional Statement	£15,000.00 (max)			
Licence Application Provisional Statement Holders	£8,000.00 (max)			
Copy Licence	£25.00			
Notification of Change	£50.00			
BINGO CLUB				
New Application	£3,500.00 (max)	£3,500.00 (max)	£3,500.00 (max)	£2,118.00
Annual Fee	£863.00	£1,000.00 (max)	£1,000.00 (max)	£424.00
Application to Vary	£1,750.00 (max)	£1,750.00 (max)	£1,750.00 (max)	£1,483.00
Application to Transfer	£1,200.00 (max)	£1,200.00 (max)	£1,200.00 (max)	£707.00
Application for Reinstatement	£1,200.00 (max)	£1,200.00 (max)	£1,200.00 (max)	£707.00
Application Provisional Statement	£3,500.00 (max)	£3,500.00 (max)	£3,500.00 (max)	£2,118.00
Licence Application Provisional Statement Holders	£1,200.00 (max)			£1,017.00
Copy Licence	£25.00	£25.00	£25.00	£21.00
Notification of Change	£50.00	£50.00	£50.00	£42.00



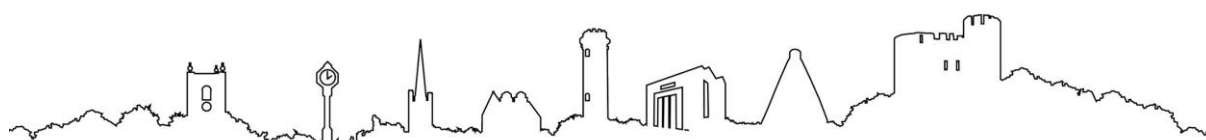
LICENCE/PERMIT	DUDLEY	WOLVER- HAMPTON	SANDWELL	BIRMINGHAM
BETTING EXCLUDING TRACKS				
New Application	£3,000.00 (max)	£3,000.00 (max)	£3,000.00 (max)	£3,000.00 (max)
Annual Fee	£600.00 (max)	£600.00 (max)	£600.00 (max)	£344.00
Application to Vary	£1,500.00 (max)	£1,500.00 (max)	£1,500.00 (max)	£1,272.00
Application to Transfer	£1,200.00 (max)	£1,200.00 (max)	£1,200.00 (max)	£394.00
Application for Reinstatement	£1,200.00 (max)	£1,200.00 (max)	£1,200.00 (max)	£394.00
Application Provisional Statement	£3,000.00 (max)	£3,000.00 (max)	£3,000.00 (max)	£2,543.00
Licence Application Provisional Statement Holders	£1,200.00 (max)			£674.00
Copy Licence	£25.00	£25.00	£25.00	£25.00
Notification of Change	£50.00	£50.00	£50.00	£25.00
TRACKS				
New Application	£1,615.00	£2,500.00 (max)	£2,500.00 (max)	£2,500.00 (max)
Annual Fee	£1000.00 (max)	£1,000.00 (max)	£1,000.00 (max)	£424.00
Application to Vary	£1,250.00 (max)	£1,250.00 (max)	£1,250.00 (max)	£1,060.00
Application to Transfer	£950.00 (max)	£950.00 (max)	£950.00 (max)	£805.00
Application for Reinstatement	£950.00 (max)	£950.00 (max)	£950.00 (max)	£805.00



LICENCE/PERMIT	DUDLEY	WOLVERHAMPTON	SANDWELL	BIRMINGHAM
Application Provisional Statement	£2,500.00 (max)	£2,500.00 (max)	£2,500.00 (max)	£2,119.00
Licence Application Provisional Statement Holders	£950.00 (max)			£805.00
Copy Licence	£25.00	£25.00	£25.00	£25.00
Notification of Change	£50.00	£50.00	£50.00	£50.00
FAMILY ENTERTAINMENT CENTRES				
New Application	£2,000.00 (max)	£2,000.00 (max)	£2,000.00 (max)	£2,000.00 (max)
Annual Fee	£750.00 (max)	£750.00 (max)	£750.00 (max)	£323.00
Application to Vary	£1000.00 (max)	£1,000.00 (max)	£1,000.00 (max)	£1,000.00 (max)
Application to Transfer	£950.00 (max)	£950.00 (max)	£950.00 (max)	£370.00
Application for Reinstatement	£950.00 (max)	£950.00 (max)	£950.00 (max)	£370.00
Application Provisional Statement	£2,000.00 (max)	£2,000.00 (max)	2,000.00 (max)	£2,000.00 (max)
Licence Application Provisional Statement Holders	£950.00 (max)			£950.00 (max)
Copy Licence	£25.00	£25.00	£25.00	£25.00
Notification of Change	£50.00	£50.00	£50.00	£50.00
ADULT GAME CENTRE				
New Application	£2,000.00 (max)	£2,000.00 (max)	£2,000.00 (max)	£2,000.00 (max)
Annual Fee	£863.00	£1,000.00 (max)	£1,000.00 (max)	£344.00



LICENCE/PERMIT	DUDLEY	WOLVERHAMPTON	SANDWELL	BIRMINGHAM
Application to Vary	£1000.00 (max)	£1,000.00 (max)	£1,000.00 (max)	£848.00
Application to Transfer	£1,200.00 (max)	£1,200.00 (max)	£1,200 (max)	£394.00
Application for Reinstatement	£1,200.00 (max)	£1,200.00 (max)	£1,200.00 (max)	£394.00
Application Provisional Statement	£2,000.00 (max)	£2,000.00 (max)	£2,000.00 (max)	£1,695.00
Licence Application Provisional Statement Holders	£1,200.00 (max)			£674.00
Copy Licence	£25.00	£25.00	£25.00	£25.00
Notification of Change	£50.00	£50.00	£50.00	£50.00



[Home](#) / [Business and licensing](#) / [Markets and street trading](#) / [Street trading](#)

Street trading

Street trading fees

There is an application fee and a consent fee for street trading. The non-refundable application fee must be paid before submitting the application and the receipt number must be including on the application form. This fee must be paid over the phone with a debit card on 0121 303 0110.

If a street trading consent is granted, you will be invoiced quarterly in advance. Fees must be paid in advance when the invoice is due.

You can pay your consent invoices over the phone with a debit card on 0121 303 0110. Please quote your customer reference number, which is in the top left corner of your invoice and begins with "31".

Street trading fees 2023 to 2024

Consent type	Application fee	Consent fee
Application fee for any type of new Consent	£538	
Renewal Application fee for any type of Consent	£299	
Annual City Centre Licence Fee		£6,165
Annual Outside of City Licence Fee		£2,602

Consent type	Application fee	Consent fee
Occasional 21 to 30 days (city wide)		£1,266
Occasional 11 to 20 days (city wide)		£683
Occasional under 10 days (city wide)		£384
Annual sports stadia consent		£3,342
Occasional sports stadia consent (21 to 30 days)		£2,787
Occasional sports stadia consent (11 to 20 days)		£1,365
Occasional sports stadia consent (under 10 days)		£768

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