
LICENSING FEES AND CHARGES FOR 2026 - 2027

Purpose of the Report

1. The purpose of this report is to invite Members to determine the fees relating to licensing. The fees are based on the cost recovery of administering and, where appropriate, enforcing the relevant legislation relating to such licences.

Background

2. Councils are responsible for administering a range of licences, and for the majority of these regimes, the costs are recovered through fees set by each council and paid by the licence applicant. It is an accepted principle in relation to these schemes that those who benefit from the system (licence holders) should cover the cost of it. Locally set fees are a vital means of ensuring that full costs can be recovered, reducing the risk of a subsidy from local taxpayers, and ensuring that businesses do not pay more than they should.
3. Legislation permits the Council to recover all or part of the costs of providing the licensing service, including its administration and control (i.e., enforcement or supervision). It does not permit the Council to profit from its fees, thus ring-fencing the income to the licensing service. Surpluses **must** be carried forward, and deficits **may** be carried forward to future years within each ring-fenced licensing budget. The Council may, however, choose to subsidise the service.
4. The cost of the service is determined by several factors, including staffing (salaries, along with National Insurance and pension contributions), accommodation, utilities, IT support, legal costs, software, insurance, printing, and postage. The licence fee for each application is then dependent on several other factors, including, where applicable, the time spent on administration, inspections, complaints, compliance checks, committees, and consultations.
5. Some fees, notably in relation to the Licensing Act 2003, are set nationally within legislation, which have remained unchanged for 20 years, and the Council has no control. Whilst the Business and Planning Act 2021 and Gambling Act 2007 allow local authorities to set fees, regulations place a maximum amount that can be charged.
6. While Full Council previously determined the levy of all fees and charges in respect of the licensing service, on 28 January 2016, it delegated the setting of fees and registrations to the General Licensing Committee.

Taxi licensing

7. Taxi licensing is a 'two-tier' system, involving two separate regimes:
 - hackney carriages (vehicles and drivers)
 - private hire (vehicles, drivers, and operators)

8. There is a requirement to define these into vehicles, drivers, and operators of both tiers; therefore, there are five categories of licence that must be separated when determining fees.
9. Taxi provision suffered the impact of a driver shortage following the easing of Covid regulations, and the dynamics of the taxi trade since that time have changed markedly. Whilst the number of drivers and vehicles to service demand within Darlington has increased, an increasing number of these are licensed by other local authorities. This practice is lawful; however, it is subject to a great deal of national debate at the moment. Indeed, a public consultation has recently closed, and we are awaiting the government's response. It is therefore difficult to predict potential income as Darlington Licensing does not receive a fee for those private hire vehicles servicing demand in Darlington that are from outside our area.
10. Notably, Uber was granted a licence to operate in Darlington; however, there are relatively few Uber vehicles licensed by Darlington Borough Council. Most have chosen to obtain their licences from Newcastle or Middlesbrough. Whilst having a greater number of vehicles able to service demand benefits the traveling public, the consequence of this is that the income generated to maintain the licensing function is reduced.
11. We now have an integrated digital application process for taxi licensing, which has improved efficiency; however, there are elements within the process that still require staff intervention, such as checking 'right to work' documents and scrutiny of Disclosure and Barring (DBS) certificates. Recent changes within DBS have also increased the work of Licensing Enforcement Officers, who are now carrying out more complex and time-consuming investigations to ensure safety standards are maintained.
12. There have also been changes to procurement and greater scrutiny of home-to-school contracts for transport drivers, leading to an increase in work for enforcement officers to ensure the safety of children using this service.
13. For several years, Darlington has offered an incentive of a 25% decrease in fees to encourage proprietors to purchase emission-free and hybrid vehicles in response to climate change. The success of this scheme has been acknowledged, and almost one-third of vehicles are now hybrid, although emission-free vehicles are still relatively low. This has resulted in an increase in subsidy of around £8,000, which cannot be maintained. Whilst this funding has been recovered from a separate non-resource allocation in recent years, this is no longer available. Although a small amount from a separate fund is still available to provide a subsidy for full emission-free and wheelchair accessible vehicles at the moment, it is proposed that we no longer offer a subsidy for hybrid vehicles. An accepted principle within licensing is that fees from one licence holder should not be used to subsidise another.
14. To increase fees at the moment will likely encourage more drivers and proprietors to 'shop' for their licence in other local authorities where it can be significantly cheaper. A pragmatic approach will be to await the outcome of the public consultation on taxi/private hire licensing and government direction on what, in recent years, has become a patchwork of licensing practices throughout the country. One of the government proposals is for this licensing regime to come under the control of combined authorities, which, if implemented, would require a new Tees Valley-wide policy and fee-setting process. It is therefore proposed that fees across the taxi and private hire licensing regime remain unchanged for the 2026-2027 period.

General Licensing Fees

15. Darlington's Licensing Department deals with almost all aspects of licensing (A to Z), each one having its own primary legislation. Within some licensing streams, fees are dictated by regulations that are set by government departments, whilst others have been decided as a result of detailed mapping processes.
16. The Tobacco and Vapes Bill is currently at the committee stage in the House of Lords, and if this receives Royal Assent, it will require a new licensing regime similar to that of the Licensing Act 2003. While preparation has already commenced in anticipation of its introduction, it will require a substantial amount of work for it to be fully implemented. Until regulations are established in response to this legislation, it is impossible to predict the financial cost. If fees are capped, then it may not be possible to recover the full cost of administering the process.
17. The introduction of an integrated digital application process in taxi licensing has demonstrated the efficiency savings a digital system has, and a fully integrated digital transformation across all licensing regimes will have clear benefits for all service users. There is also potential for the government-controlled Licensing Act online application forms to be withdrawn at short notice, so work needs to continue to develop this 'digital office' at pace.
18. With increased costs for service delivery, and the need to modernise application processes, it is proposed that fees across all general licensing regimes under local authority determination be increased in line with the rate of inflation (3.8% at the time of reporting).

Fee Setting

19. There will inevitably be significant year-on-year variations in the allocated costs depending on where time has been spent. In the case of *Hemmings v Westminster*, the High Court stated that, "*a local authority does not have to adjust the licence fee every year to reflect any previous deficit or surplus, so long as it all comes out in the wash eventually*".
20. In this case of *R v Westminster City Council, ex parte Hutton* (1985) 83 L.G.R. 461, it was held that where the fee income generated in one year fails to meet the costs of administering the licensing system, it is open to the local authority to make a proportionate increase in the licence fee for the following year so as to recoup the cost of providing the service.

Recommendation

21. Members are invited to approve the proposed fees as set out in **Appendix 1** to commence on 1 April 2026

Reasons

22. The recommendations are proposed to ensure there is a balance between recovering the costs of delivering the licensing service from the relevant licence fees, whilst acknowledging the dynamics involved in setting them.

Contact Officer – Colin Dobson x 5988

Background Papers

Open for Business (LGA guidance on locally set fees)
The Local Government (Miscellaneous Provisions) Act 1976
The Deregulation Act 2015

Appendix 1 - Current and Proposed Licence Fees

Appendix 1

Darlington Borough Council

Licensing and Car Parking, Town Hall, Darlington. DL1 5QT

Licensing Fees 2024

Proposed fees in red from 1st April 2026 represent a 3.8% increase

Animal Welfare (excluding veterinary fees)		£
Dangerous Wild Animals		£132.00 - 137
Zoo	Grant- licence for 4 years Renewal- licence for 6 years	£497.00 - 516 £497.00 - 516
Primates	Grant – 3 years inc £45 enforcement fee	£241.00 - 250

Cosmetics		£
Premise Grant		£309.00 - 321
Personal Grant		£71.00 - 74
Variation		£71.00 - 74
Temporary personal cosmetic licence (max 90 consecutive days)		£39.00 - 40

Caravan Sites		£
Application for a Permanent Residential Site Licence 1-5 pitches		£220.00 - 228
Application for a Permanent Residential Site Licence 6-20 pitches		£248.00 - 257
Application for a Permanent Residential Site Licence 21-50 pitches		£265.00 - 275
Application for a Permanent Residential Site Licence more than 50 pitches		£287.00 - 298
Annual fee for a Permanent Residential Site Licence 1-5 pitches		Nil
Annual fee for a Permanent Residential Site Licence 6-50 pitches		£243.00 - 252
Annual fee for a Permanent Residential Site Licence more than 50 pitches		£287.00 - 298
Laying site rules		£27.00 - 28
Variation or transfer of a site licence		£110.00 - 214
Application for Fit and Proper Registration		£473.00 - 491
Annual fee for Fit and Proper Registration (where applicable)		£105.00 - 109

Gambling Act - See table below for licence and permit fees		£
Small Society Lottery Registration		£42.00 - 44
Small Society Lottery Registration Annual Fee		£21.00 - 22

Goods on the Highway		£
Grant and Renewal		£163.00 - 169

House to House Collections		£
House to House Collection Permit		NO FEE
Licensing Act 2003		£
See table below		
Pavement Café Licence Grant Fees are based on the size of the proposed external pavement café area.		£
Number of People 1 – 20 21 – 40 41 – 60 61 – 80 81 – 99 Over 100 Duplicate Licence Fee Transfer of Licence Change of Detail Variation of Covers		Application Fee £210 - 218 £242 - 251 £273 - 283 £305 - 317 £336 - 349 £350 £53 - 55 £53 - 55 £32 - 33 £105 - 109
Fees are due every 2 years. Fees are not refundable if the application is unsuccessful. Fees are not refundable where a licence is surrendered.		
Petroleum Licence is required where 225 litres or more are stored		£
Up to 2,500 litres		£48.00
From 2,500 to 50,000 litres		£65.00
Exceeding 50,000 litres		£137.00
Scrap Metal Dealers Act 2013		£
Collectors Licence (3 years) - Grant		£166.00 - 173
Collectors Licence (3 years) - Renewal		£166.00 - 173
Minor Variation		£17.00 - 18
Major Variation		£56.00 - 58
*And in the case of a change from a Collector to a Site Licence a further 65.00 per site per remaining year(s) remaining on licence		
Site Licence – Grant		£386.00 + £215.00** 401 + 223
Site Licence – Renewal		£298.00 + £215.00** 309 + 223
** for every additional site		
Minor Variation		£17.00 - 18
Major Variation		£56.00 + £72.00*** 58 + 75
*** per additional site per year remaining on licence where variation adds a site		

Sex Establishments	£
Grant Application Fee	£4,800.00 – 4,982
Renewal of Licence Fee	£1,323.00 – 1,823
Transfer of licence Fee	£1,323.00 – 1,823

Skips, Scaffolding and Hoardings	£
Place a skip on the highway (less than 3 days notice)	£42.00 - 44
Place a skip on the highway (more than 3 days notice)	£26.00 - 27
Erection of scaffolding	£63.00 - 65
Hoardings	£63.00 - 65

Street Collections	£
Street Collection Permit	NO FEE

Street Trading	£
Annual Consent – Town Centre	£7717.00 - 8010
*** if paying monthly	£684.00 - 709
*** if paying weekly	£188.00 - 195
January to October per full calendar month	£728.00 - 756
per week	£298.00 - 309
per day (minimum of 4 days)	£66.00 - 69

November and December	per full calendar month	£1075.00 - 116
	per week	£424.00 - 470
	per day (minimum of 4 days)	£93.00 - 97
Buskers (selling CDs)	per ½ day	£26.00 - 27
	Per full day	£47.00 - 49
None Town Centre Permits (moving or layby) + Application Fee		£287.00 - 298
News Vendor Permits		£37.00 - 38

Transport – Drivers	£
Hackney Carriage Driver Licence Grant (1 year)	£177.00
Hackney Carriage Driver Licence Grant (3 years)	£345.00
Hackney Carriage Driver Licence <u>Renewal</u> (1 year)	£84.00
Hackney Carriage Driver Licence <u>Renewal</u> (3 years)	£252.00
Private Hire / Dual Driver Licence Grant (1 year)	£177.00
Private Hire / Dual Driver Licence Grant (3 years)	£345.00
Private Hire / Dual Driver Licence <u>Renewal</u> (1 year)	£84.00
Private Hire / Dual Driver Licence <u>Renewal</u> (3 years)	£252.00
Change from Single Licence to Combined (£30.00 admin charge, £10.00 for new badges, includes knowledge test)	£44.00
Replacement Drivers Badge	£12.00

Re-sit of Drivers Legislation Test	£39.00
Refused Application for Drivers Badge	£39.00
DBS Enhanced Disclosure Online	£49.50

Transport - Private Hire Operators	£
Operators Licence Grant (1 year)	£557.00
Operator Licence Grant (5 years)	£1218.00
Operator Licence Renewal (1 year)	£368.00
Operator Licence Renewal (5 years)	£1029.00
Operator Levy (1 year) (Per PHV Operated)	£11.00
Operator Levy (5 year) (Per PHV Operated)	£53.00
Admin charge for assistance with applications or where applications are refused by Committee	£37.00

Transport – Vehicles – fees exclude plate, decal and tariff costs	£
Hackney Carriage Vehicle Licence Grant	£404.00
HYBRID GRANT 25% Discount on Licence Fee Not Plates	£303.00
Hackney Carriage Vehicle Licence <u>Renewal</u>	£373.00
HYBRID Renewal Fee	£279.00
Hackney Carriage Vehicle Licence with Disabled Access Grant	£303.00
Hackney Carriage Vehicle Licence with Disabled Access <u>Renewal</u>	£279.00

Private Hire Vehicle Licence Grant	£389.00
HYBRID GRANT 25% Discount on Licence Fee Not Plates	£291.00
Private Hire Vehicle Licence <u>Renewal</u>	£357.00
HYBRID Renewal Fee	£268.00
Private Hire Vehicle Licence with Disabled Access Grant (If Hybrid no change its Still 25% discount)	£291.00
Private Hire Vehicle Licence with Disabled Access <u>Renewal (If Hybrid no change its Still 25% discount)</u>	£268.00

Door Decal (Hackney Carriage)	£6.00 each -
Rear Plate	£17.00 -
Front Plate	£12.00 -
Hackney Tariff Sticker	£2.00
Vehicle – Transfer of Owner	£39.00 -
Vehicle – Change of Registration Number	£39.00 -
Allington Way Test Centre Fees	
Vehicle Test	£56.00
Vehicle Test with MOT	£66.00
Failure to attend (with less than 48hrs notice)	£56.00
Vehicle Re-Test	£27.00

Vehicle Re-Test with Emissions Test	£39.00
Vehicle Re-Test Emissions Test only	£12.00

Transport – General	£
Duplicate Licence	£17.00 -
Change of name or address	£39.00 -
Administration Charge	£39.00 -

Administration and Miscellaneous Fees	£
Photocopying (per sheet)	£1.00
Withdrawn Application Fee	£39.00 -
Licence Replacement (where not stated)	£12.00 -

Gambling Act – Premise Licence Fees

Premises Type	Licence Grant	Annual Fee	Licence Variation	Transfer	Provisional Statement	Licence Reinstate ment
Small Casinos	N/A	N/A	N/A	N/A	N/A	N/A
Existing Casinos	N/A	N/A	N/A	N/A	N/A	N/A
Bingo Halls	1300	600	1300	1200	1300	1200
Adult Gaming Centres	1300	600	1300	1200	1300	1200
Betting Tracks	1300	550	1300	950	1300	950
Family Entertainment Centres	1300	550	1300	950	1300	950
Betting Premises	1300	550	1300	1200	1300	1300

Notification of change £50

Copy of Licence £25

Permit Type	Grant	Variation	Transfer	Annual Fee	Renewal Fee
FEC Gaming Machine Permit	£300	N/A	N/A	N/A	£300
Prize Gaming Permits	£300	N/A	N/A	N/A	£300
Gaming Machines on Licensed Premises (Automatic Entitlement to 1 or 2 Machines)	£50	N/A	N/A	N/A	N/A
Gaming Machines on Licensed Premises (Application for 3 or more Machines)	£100	£100	£25	£50	N/A
Club Gaming Permits	£100 (FT) £200 in all other cases	£100	N/A	£50	£100 for CPC £200 in all other cases
Club Gaming Machine Permits	£100 (FT) £200 in all other cases	£100	N/A	£50	£100 for CPC £200 in all other cases

Change of name on Permit	£25
Duplicate copy of Permit	£15
Temporary Use Notice	£500
Copy/Replacement/Endorsed Copy of Notice	£25

FT = Fast Track; **CPC** = Holders of a Club Premises Certificate

Licensing Act - Fees

Band	A	B	C	D	E
Non Domestic Rateable Value of the property to be licensed	None - £4,300	£4,301 - £33,000	£33,001 - £87,000	£87,001 - £125,000	£125,001 +
If a premise does not have a NDRV then fees revert to Band C					

Premises Licences					
New applications and variation	£100	£190	£315	£450	£635
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises	N/A	N/A	N/A	x 2 = £900	x 3 = £1,905
Annual Fee	£70	£180	£295	£320	£350
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises	N/A	N/A	N/A	x 2 = £640	x 3 = £1,050

Club Premises Certificates					
New applications and variation	£100	£190	£315	£450	£635
Annual Fee	£70	£180	£295	£320	£350

There are additional fees for premises licence application and annual fees for exceptionally large-scale event (5,000 people +), unless certain conditions apply. Please read regulation 4(4) & 4(5) of the Licensing Act 2003 (fees) Regulations. Below is the list of additional fees payable where applicable.

Number in attendance at any one time	Application fee (£'s)	Annual fee (£'s)
5,000 - 9,999	1,000	500
10,000 - 14,999	2,000	1,000
15,000 - 19,999	4,000	2,000
20,000 - 29,999	8,000	4,000
30,000 - 39,999	16,000	8,000
40,000 - 49,999	24,000	12,000
50,000 - 59,999	32,000	16,000
60,000 - 69,000	40,000	20,000
70,000 - 79,000	48,000	24,000
80,000 - 89,000	56,000	28,000
90,000 and over	64,000	32,000
Minor Variation		
For minor structural variations or changes which do not impact upon the licensing objectives		£89.00

Licensing Act - Fees continued

Other Premises Licence Fees and Charges		£
Application for a Provisional Statement		315.00
Application to Transfer a Premises Licence		23.00
Application to Change a DPS		23.00
Interim Authority Notice		23.00
Notification of Interest		21.00

Other Licensing Act 2003 Fees		£
Personal Licence Application - New		37.00
Temporary Event Notice		21.00

Miscellaneous Fees and Charges		£
Notification of change of name or address		10.50
Notification of alteration of club rules		10.50
Theft/loss of licence, certificate, summary or temporary event notice		10.50

ANIMAL WELFARE

Type of Licence - Breeding of Dogs	Fee	Duration Fee		
Type of Application	Grant	Application Fee includes initial licence inspection	£144.00 149	1 Year Licence £271.00 281
		Mandatory mid licence inspection fee	£74.00 77	2 Year Licence £320.00 323
		Annual Enforcement Fee payable for each year of licence	£47.00 49	3 Year Licence £370.00 384
	Renewal	Application Fee includes inspection fee	£110.00 114	1 Year Licence £237.00 246
		Mandatory mid licence inspection fee	£74.00 77	2 Year Licence £287.00 298
		Annual Enforcement Fee payable for each year of licence	£47.00 49	3 Year Licence £336.00 349

Please note - A vets fee is also payable where a vets inspection is either required by law or deemed necessary by Darlington Borough Council

Type of Licence - Selling Animals as Pets - Commercial	Fee	Duration Fee		
Type of Application	Grant	Application Fee includes initial licence inspection	£144.00 149	1 Year Licence £278.00 289
		Mandatory mid licence inspection fee	£84.00 87	2 Year Licence £328.00 340
		Annual Enforcement Fee payable for each year of licence	£49.00 51	3 Year Licence £377.00 391
	Renewal	Application Fee includes inspection fee	£110.00 114	1 Year Licence £245.00 254
		Mandatory mid licence inspection fee	£85.00 87	2 Year Licence £294.00 305
		Annual Enforcement Fee payable for each year of licence	£59.00 62	3 Year Licence £343.00 356

Type of Licence - Selling Animals as Pets - Home	Fee	Duration Fee		
Type of Application	Grant	Application Fee includes initial licence inspection	£144.00 149	1 Year Licence £271.00 281
		Mandatory mid licence inspection fee	£78.00 81	2 Year Licence £320.00 332
		Annual Enforcement Fee payable for each year of licence	£49.00 51	3 Year Licence £370.00 384
	Renewal	Application Fee includes inspection fee	£110.00 119	1 Year Licence £237.00 246
		Mandatory mid licence inspection fee	£78.00 81	2 Year Licence £287.00 298
		Annual Enforcement Fee payable for each year of licence	£49.00 51	3 Year Licence £336.00 380

Type of Licence - Keeping or Training Animals for Exhibition	Fee	Duration Fee		
Type of Application	Grant	Application Fee includes initial licence inspection	£105.00 109	3 Year Licence £259.00 269
		Annual Enforcement Fee payable for each year of licence	£142.00 147	3 Year Licence £237.00 246
	Renewal	Application Fee includes inspection fee	£84.00 87	3 Year Licence £237.00 246

		Annual Enforcement Fee payable for each year of licence	£142.00 147	
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Type of Licence - Hiring Out Horses		Fee	Duration Fee
Type of Application	Grant	Application Fee includes initial licence inspection	£1602.00 1662
		Mandatory mid licence inspection fee	£783.00 813
		Annual Enforcement Fee payable for each year of licence	£49.00 51
	Renewal	Application Fee includes inspection fee	£127.00 132
		Mandatory mid licence inspection fee	£83.00 86
		Annual Enforcement Fee payable for each year of licence	£49.00 51
Type of Licence - Boarding of Dogs and Cats - Commercial		Fee	Duration Fee
Type of Application	Grant	Application Fee includes initial licence inspection	£188.00 195
		Mandatory mid licence inspection fee	£100.00 104
		Annual Enforcement Fee payable for each year of licence	£49.00 51
	Renewal	Application Fee includes inspection fee	£147.00 153
		Mandatory mid licence inspection fee	£95.00 99
		Annual Enforcement Fee payable for each year of licence	£47.00 49
Type of Licence - Boarding of Dogs and Cats† - Home Boarding		Fee	Duration Fee
Type of Application	Grant	Application Fee includes initial licence inspection	£144.00 149
		Mandatory mid licence inspection fee	£78.00 81
		Annual Enforcement Fee payable for each year of licence	£49.00 51
	Renewal	Application Fee includes inspection fee	£110.00 114
		Mandatory mid licence inspection fee	£78.00 81
		Annual Enforcement Fee payable for each year of licence	£49.00 51

† Please note that Cats may only be boarded in pens constructed for that purpose and shall be kept in garden - check this is right

Type of Licence - Boarding of Dogs - Dog Day Care - up to 7 dogs		Fee	Duration Fee
Type of Application	Grant	Application Fee includes initial licence inspection	£144.00 149
		Mandatory mid licence inspection fee	£78.00 81
		Annual Enforcement Fee payable for each year of licence	£49.00 51

				3 Year Licence £370.00 384
Renewal	Application Fee includes inspection fee	£110.00 114	1 Year Licence £237.00 246 2 Year Licence £287.00 298 3 Year Licence £336.00 349	
	Mandatory mid licence inspection fee	£78.00 81		
	Annual Enforcement Fee payable for each year of licence	£49.00 51		

Type of Licence - Boarding of Dogs - Dog Day Care - 8+ dogs		Fee	Duration Fee
Type of Application	Grant	Application Fee includes initial licence inspection	£204.00 212
		Mandatory mid licence inspection fee	£83.00 86
		Annual Enforcement Fee payable for each year of licence	£49.00 51
	Renewal	Application Fee includes inspection fee	£171.00 177
		Mandatory mid licence inspection fee	£83.00 86
		Annual Enforcement Fee payable for each year of licence	£49.00 51

Type of Licence - Boarding of Dogs - Franchise - based within Darlington Borough Council		Fee	
Type of Application	Grant	Application Fee includes initial licence inspection	£144.00 + £12.00 per host 149 + 12
		Mandatory mid licence inspection fee	£71.00 - per host 74
		Annual Enforcement Fee Payable for each year of the licence	£49.00 51
	Renewal	Application Fee includes inspection fee includes inspection fee	£110.00 + £12.00 per host 114 + 12
		Mandatory mid licence inspection fee	£71.00 - per host 74
		Annual Enforcement Fee payable for each year of licence	£49.00 51

Type of Licence - Boarding of Dogs - Franchise Out of LA Area		Fee	
Type of Application	Grant	Application Fee	£66.00 69
		Mandatory mid licence inspection fee	£71.00 - per host 74
	Renewal	Application Fee	£61.00 63
		Mandatory mid licence inspection fee	£66.00 - per host 69

Additional Fees	Fee
Cost Per additional licensable activity - Grant and Renewal	£71.00 each 74
Mandatory mid licence inspection fee - Grant and Renewal	£34.00 each 35
Variation of Licence where no inspection is required	£39.00 each 40
Variation of Licence where inspection is required	£100.00 each 114
Application for Re- Rating	£78.00 each 81
Copy Licence	£17.00 18
Administration Fee	£39.00 40

Notes

1. A new application would be required for the following changes to a business
 - Change of Address of premises where animals are kept or accommodated
 - Change of Business Owner
 - Addition of a new licensable activity
2. A variation of licence would be required for the following proposed amendments
 - Changes to the number of animals licensed
 - Changes to the identity of animals licensed (where animals are identified on the licence)
 - A change of licence holder's address (where no animals are kept or accommodated at those premises)
 - The addition or removal of a host premises for dog boarding activities
 - Changes to the plan of the premise that are being used to keep or accommodate animals
3. It is not possible to combine the activity of 'Keeping or Training Animals for Exhibition Only' with any other licensable activity on one licence. This is because such licenses must by law, be for a three year duration and do not qualify for a Star Rating. Where this activity does take place at the same premises as another activity, a reduced fee may be applicable.