



**Report to: Licensing and Environmental Health Committee, 13<sup>th</sup> December 2021**

**Report of: Head of Worcestershire Regulatory Services on Behalf of Worcester City Council**

---

**Subject: LICENSING & ENVIRONMENTAL HEALTH FEES AND CHARGES - 2022/23**

**1. Recommendation**

**That Committee -**

- 1.1 Note the contents of this report, in particular the draft Licensing & Environmental Health fees and charges for 2022/23 at Appendix 1, and**
- 1.2 Resolves to recommend the draft Licensing & Environmental Health fees and charges for 2022/2023 to Council for their approval.**

**2. Background**

- 2.1 As part of the legal agreement established with the formation of Worcestershire Regulatory Services, licensing remains a reserved matter. As a reserved matter all policy decisions, as well as income and fee setting remain the responsibility of the council.
- 2.2 It is the role of the council to review and set its licensing fees and charges on an annual basis. Worcestershire Regulatory Services Licensing and Support Services Manager works closely with the Corporate Director (Homes & Communities) and the Council's finance department in establishing accurate details, regarding working towards the full cost recovery of the licensing service in relation to the relevant Cost Centres.
- 2.3 This annual review of licensing fees and charges has now taken place by the Licensing Manager, the Corporate Director (Homes & Communities) and the Council's Finance Department. A copy of the proposed Licensing & Environmental Health fees and charges for 2022/23 is attached at "**Appendix 1**".
- 2.4 The review has resulted in a proposal not to increase to the Council's licensing, Food, Health, Safety and Pollution Control functions fees and charges for the next financial year 2022/23.
- 2.5 Members should note that Alcohol and Entertainment (Licensing Act 2003) licensing fees are set nationally by Central Government and therefore are not under the control of the Licensing and Environmental Health Committee.

- 2.6 Taxi licensing fees and charges must remain broadly cost neutral and the proposed fees reflect this from the financial details of the income generated.
- 2.7 All other licensing functions such as gambling, street trading, street amenity and scrap metal licensing must also remain cost neutral and the proposed fees reflect this from the financial details of the income generated.
- 2.8 There has, been a need to increase certain fees in relation to the Council's "Control of Dogs" function. These are shown in the council's stray dog service fees and charges and have been increased on a full cost recovery basis. There has also been a need to introduce a new set of charges in relation to Commercial Animal Services.

### **3. Preferred Option**

- 3.1 The preferred option is for Members to note the proposed Licensing & Environmental Health fees and charges for 2022/23 shown at "Appendix 1" and recommend them to Council's for approval as part of budget setting for 2022/2023.

### **4. Implications**

#### **Financial and Budgetary Implications**

- 4.1 The licensing fees and charges are non-profit making and Cost Centres will reflect the operation of the service as being cost neutral.

#### **Legal and Governance Implications**

- 4.2 There is no statutory duty on the Council to consult when setting or revising licensing fees, with the exception of those fees relating to hackney carriage, private hire vehicles and operators' licences.
- 4.3 As the proposal being put forward is not to increase the fees and charges in respect of the hackney carriage, private hire vehicles and operators licences for 2022/23, there is no requirement to consult on or publicly advertise amended fees.

#### **Risk Implications**

- 4.4 To minimise the risk of challenge to the setting of fees and charges, they are designed to meet but not exceed, the cost the Council reasonably believes will be incurred in the issuing of licences and the administration of the service.

#### **Corporate/Policy Implications**

- 4.5 The agreed income to be generated by the proposed licence fees and charges is in line with the current policy and the Council is not projected to make any profit on the licensing account for the forthcoming year.

#### **Equality Implications**

- 4.6 With no increase in fees & charges being proposed within this report there are not deemed to be any equality implications resulting from it.

#### **Human Resources Implications**

- 4.7 No Human Resource implications have been identified

#### **Health and Safety Implications**

4.8 No Health and Safety implications have been identified.

**Social, Environmental and Economic Implications**

4.9 The proposal not to increase licensing fees and charges for 2022/23, demonstrates a continued commitment from the Council to support Worcester’s businesses, following the adverse effect the global Pandemic has had on trading activity in the city over the previous two years.

**Ward(s):** All

**Contact Officer:** Niall McMenamin – Principal Officer – Licensing  
Tel. 01905 822799,  
Email: [niall.mcmenamin@worcsregservices.gov.uk](mailto:niall.mcmenamin@worcsregservices.gov.uk)

**Background Papers:** None